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Town of North Reading  
Massachusetts

TOWN CLERK  
NORTH READING, MA

*Community Planning*

**MINUTES**

**Tuesday, March 22, 2016**

Mr. Christopher B. Hayden, Chairperson called the Tuesday, March 22, 2016 meeting of the Community Planning Commission to order at 7:35p.m. in Room 14 of the North Reading Town Hall, 235 North Street, North Reading, MA.

**MEMBERS**

**PRESENT:** Christopher B. Hayden, Chairperson  
William Bellavance, Vice Chairperson  
Patricia Romeo, Clerk  
Warren Pearce  
Joseph Veno

**STAFF**

**PRESENT:** Danielle McKnight, Planning Administrator  
Debra Savarese, Administrative Assistant

Mr. Hayden informed all present that the meeting is being recorded.

### **Minutes**

Mrs. Romeo moved, seconded by Mr. Veno and voted 5-0:

that the Community Planning Commission vote to accept the minutes of December 2, 2015 as written.

Mrs. Romeo moved, seconded by Mr. Bellavance and voted 5-0:

that the Community Planning Commission vote to accept the minutes of March 8, as amended.

Mrs. Romeo moved, seconded by Mr. Pearce and voted 5-0:

that the Community Planning Commission vote to accept the minutes of March 15, as amended.

### **Stonecleave Estates Subdivision - Waiver**

Mrs. Romeo moved, seconded by Mr. Pearce and voted 5-0:

that the Community Planning Commission vote to grant a waiver to allow a driveway in the drainage easement on 20 North Street.

The consensus of the Community Planning Commission is that the deed should list that the driveway is on the drainage easement and at any time the town may need to access this easement.

Mrs. McKnight stated that the Town Engineer, Michael Soraghan told her that they would restore whatever may be disturbed.

### **20 North Street - ANR**

Mrs. Romeo moved, seconded by Mr. Bellavance and voted 5-0:

that the Community Planning Commission vote to endorse as "Approval-Not-Required"; the plan entitled "Plan of Land in North Reading, Mass, Middlesex County"; dated March 11, 2016; drawn by LJR Engineering.

**17 Anthony Road – Definitive Subdivision**

Mrs. McKnight stated that she received a request from Ken Lania to continue the public hearing until April 19, 2016 and to extend the final action on the project until May 27, 2016. She also received a letter from abutter David Cook objecting to the board granting any further continuances. She and Mr. Hayden discussed the schedule for the project and the timeline for review and talked about the possibility that the board may grant the request, but to stipulate that this may be the last extension granted.

Mr. Hayden explained that for the last six months this project has not been before the board.

Mr. Pearce stated that has happened a few times.

Mr. Hayden stated that he is willing to grant this request, but will not agree to another extension, because they have not got anything done.

Mr. Pearce stated that he does not think that they have not got anything done. He believes that they cannot do anything and they should have solved this problem before they came to the planning department with this project.

Mr. Hayden stated that if they do not come into the next meeting with substantial information they should start the process of denial or have them withdraw without prejudice.

Mr. Pearce stated that he does not want them to come in and tell the board that there is still more work to be done and have not solved the utility issue. If we allow them the extension it should be conditioned on finding out whether or not the utility company is going to allow them to work within the easement or not.

Mrs. McKnight stated that she cannot put conditions on the request to continue or the extension. The board could do the votes and she could pass along the information.

Mr. Hayden stated that several homes have turned over to new owners so they would also need to re-notify all of the abutters.

Mr. Pearce stated that if the board starts down this road again without knowing whether or not they have received permission for the utility easement then they will be wasting everyone's time. The board could politely suggest that they withdraw without prejudice, because if the board denies the project, they will need to start all over.

David Cook of 343 Haverhill Street asked if it is possible to have the developer re-notify the abutters because it has been quite some time since they have met with this board and there has been a turnover in homes being sold.

Mr. Hayden stated that the board will request that a notice be sent to all of the abutters in North Reading and Andover.

Bruce Reynold of 27 Mohawk Road, Andover asked if the board knew what was holding up Cornerstone from continuing.

Mrs. McKnight stated that all she has heard is the National Grid will not allow them to build the drainage structures within the easement, so they need to figure out how to do the engineering and the drainage for the project while avoiding the easement.

Bruce Reynold asked how long ago Cornerstone found out that they could not use the easement.

Mrs. McKnight stated that she believes that it was at the beginning of the project that they recognized they would need permission from National Grid, but they hadn't really begun conversations because National Grid often wants to see them make some progress with getting the local approvals before they will take the time to review a project. In this case, National Grid did agree to review the project, but National Grid can take some time to do that and she was not privy to the conversations between Cornerstone and National Grid. All that was reported two months ago, from Ken Lania was that they have some limitations with the drainage and need to do some re-designing.

Fran Hachey of 7 Wyoming Avenue asked if the board in any way have the potential to be compromised because of a time factor.

Mr. Hayden stated no, but everything needs to be done (Conditional Approval or denial of the subdivision) and submitted to the Town Clerk's office by April 22<sup>nd</sup>.

Fred Hachey asked if the board has to vote on this and does not have a quorum.

Mr. Hayden stated that tonight the board is going to vote to give a new deadline of May 27, 2016. If they do not show on April 19<sup>th</sup> the board is not going to give another extension for the public hearing and the board will start the process of working on a denial and at the next regular hearing they will be on the agenda.

Mrs. Romeo moved, seconded by Mr. Veno and voted 5-0:

that the Community Planning Commission vote to grant the requested continuance of the public hearing for 17 Anthony road until Tuesday, April 19, 2016 @ 8:00pm.

Mrs. Romeo moved, seconded by Mr. Veno and voted 5-0:

that the Community Planning Commission vote to extend final action for the subdivision, as requested by the applicant, until May 27, 2016.

**383 Park Street – Definitive Subdivision – cont. P.H. @ 8:00pm**

Mrs. Romeo moved, seconded by Mr. Bellavance and voted 5-0:

that the Community Planning Commission vote to grant the requested continuance of the public hearing for 383 Park Street until Tuesday, April 5, 2016 @ 8:30pm.

**291 Main Street – Site Plan Review/Retail Bldg. – cont. P.H. @ 8:00pm**

Mrs. Romeo moved seconded by Mr. Bellavance and voted 5-0:

that the Community Planning Commission vote to grant the requested continuance of the public hearing for 291 Main Street until Tuesday, April 5, 2016 @ 8:00pm

**2 Mid Iron Drive – Modification of PUD Special Permit**

Mr. Pearce recused himself from the vote.

Mrs. Romeo moved, seconded by Mr. Bellavance and voted 4-0:

that the Community Planning Commission vote to grant the request to modify the PUD Special Permit for the Thomson Country Club to allow the changes to the exterior as shown in the elevation drawing dated 12/28/2015.

**Community Development Fund – Haverhill Street sidewalk**

Mrs. Romeo moved, seconded by Mr. Pearce and voted 5-0:

That the Community Planning Commission vote to release up to \$20,000.00 from the Community Development Fund for bid documents, specifications, and other services for construction of the Haverhill Street sidewalk.

**Mrs. Romeo's concerns**

Mrs. Romeo stated that she would like the building inspector to go out to the following sites.

**Reading Lumber and All Star Fence:**

These two sites are so detrimental to Main Street. They need to be told to clean up their sites.

7/11 Convenience Store – The owner has already been brought to court and the judge told him that he cannot put items for sale outside the store, but he continues to do so.

Mr. Hayden stated that the owner of the property for All Star Fence needs to be notified again about issues on their site.

### **Zoning Board of Appeals**

370 Park Street – On the petition of Joseph and Kathleen Mancinelli for a variance for a garage per the setback requirements.

The Community Planning Commission recommends evaluating impacts on neighbors in the consideration of this application:

177 North Street – On the petition of Robert P. Gallo for a variance for a deck per the setback requirements.

The Community Planning Commission recommends evaluating impacts on neighbors in the consideration of this application.

177 North Street – On the petition of Robert Gallo for a special permit to have four to six chickens.

The Community Planning Commission does not object to the application provided there are no roosters allowed.

10 Lindor Street – On the petition of Coreen Gendron for a variance/special permit for an addition per the setback requirements.

The Community Planning Commission recommends evaluating impacts on neighbors in the consideration of this application.

### **Planning Administrator Update**

#### **Charles Street Ext. – update**

Mrs. McKnight stated the town engineer had concerns about the references that the contractor, Jim Kellett submitted. His concern is that the contractor may not have the expertise to do such large diameter drains. She delivered this feedback to the contractor and he discussed these terms with the Town Engineer. He told the town engineer that he would be submitting references for similar work.

Mr. Pearce stated that he spoke to Kip Ivester, who has probably done more of this type of work than Kellett. He approached Mr. Pearce and asked if he set up an appointment with the town engineer, if he would be willing to sit in on the meeting.

Board of Selectmen meeting - Complete Street Policy

Mrs. McKnight stated that on April 4<sup>th</sup> the Board of Selectmen will have the public meeting that is required for the Complete Street Policy. The town engineer will be there and she will find out if she should be there, also.

Mr. Hayden stated that he would attend the meeting.

20 Maple Road – Building permit

Mrs. McKnight stated that Bill Smith has submitted an application for a building permit for Maple Road, but the documents have not been recorded and the street has not been paved.

Mr. Hayden asked if she spoke to Kopelman & Paige to see if the town could record the documents.

Mrs. McKnight stated that she was told that the town could not record the documents for the applicant.

Adjournment at 9:30PM

Respectfully submitted,

A handwritten signature in cursive script that reads "Patricia Romeo". The signature is written in dark ink and is positioned above a horizontal line.

Patricia Romeo, Clerk