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Town of North Reading  
Massachusetts

Community Planning

TOWN CLERK  
NORTH READING, MA

### MINUTES

**Tuesday, June 16, 2020**

Mr. Warren Pearce, Chairperson called the Tuesday, June 16, 2020 meeting of the Community Planning Commission to order at 7:35p.m. via Virtual Meeting (Zoom, participants may call 1-301-715-8592, meeting code 92735289691.

#### MEMBERS

##### PRESENT:

Warren Pearce, Chairperson  
Ryan Carroll, Clerk  
Christopher Hayden  
David Rudloff

#### STAFF

##### PRESENT:

Danielle McKnight, AICP  
Town Planner/Community Planning Administrator  
Debra Savarese, Administrative Assistant

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

Mr. Hayden read the Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitations on the number of people that may gather in one place, this meeting of the North Reading Community Planning Commission IS BEING CONDUCTED VIA REMOTE PARTICIPATION. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings as provided for in the Order. A reminder that persons who would like to listen to this meeting while in progress may do so by calling in 1-301-715-8592 and meeting code 92735289691.

### Minutes

Mr. Carroll moved, seconded by Mr. Hayden and voted 4-0: (Mr. Bellavance absent)

that the Community Planning Commission vote to approve the minutes of May 12, 2020, as amended.

Mr. Carroll moved, seconded by Mr. Hayden and voted 4-0: (Mr. Bellavance absent)

that the Community Planning Commission vote to approve the minutes of May 19, 2020 as written.

### Hanson Road/Old Andover Road (relating to Hanson/Chester Road – Street Improvement)

Mrs. McKnight stated that she received a call from Chief Stats of the North Reading Fire Department. Previously the CPC had received feedback that Hanson Road would be acceptable in terms of public safety, but Chief Stats had a conversation with Mr. & Mrs. Bird of 59 Old Andover Road and after walking the property and viewing how the properties were numbered he and Deputy Galvin agreed that they would prefer to allow this to have an Old Andover Road address, rather than Hanson Road because they felt it would be easier to locate and better for emergencies. So, at that point she reached out to everyone else who had previously weighed in on street names, as the CPC normally does, all the public safety, including Chief Murphy of the North Reading Police Department and also the Assessor's office and they all thought it would be preferable to give it the address of Old Andover Road. A question did come up that in the future should there ever be any additional development there, the assessor did say that there are no more Old Andover Road addresses that can be used. Although, it might have been the Assessor's preference for Hanson, she does not mind it being changed to Old Andover Road, if everyone else thought that it was safer. The CPC had endorsed a plan showing Hanson Road purposely to establish that as the name and the CPC does not have to sign another plan if the CPC chooses to change the name, it can be accomplished with a vote and a letter.

Mr. Hayden stated that he had no problem changing the name of the road. They just need to put good signage up at the Old Andover Road for that private way, so people are aware that there are two addresses down there, now.

Mrs. Bird stated that she agrees with this change. It makes more sense, otherwise she would be concerned that they would not be found at the end of Hanson Road, having an Old Andover Road address, it would be very confusing.

Mr. Carroll moved, seconded by Mr. Hayden and voted 4-0: (Mr. Bellavance absent)

that the Community Planning Commission vote to take the recommendation of the Fire Department to re-name Hanson Road to Old Andover Road and 61R Hanson Road to Old Andover Road.

### **75 Concord Street – updated As-built plan**

Mr. Pearce stated that some changes were made to the site that were not shown on the plan.

Mrs. McKnight stated that she marked up where on the original plan where the changes were. It's mostly moving around some parking spaces and relocation of the dumpster. She checked with fire, police, conservation and board of health to be sure that they were okay with the changes and everyone was comfortable with these changes. She asked the developer to send an as-built plan showing the accurate location of everything.

Mr. Carroll moved, seconded by Mr. Hayden and voted 4-0: (Mr. Bellavance absent)

that the Community Planning Commission vote to approve the plan entitled, "Site Plan, MB Tractor and Equipment, 75 concord Street, North Reading, Massachusetts"; dated March 2019, last revised June 11, 2020; drawn by Nobis Group. Subject to the terms and conditions of the Certificate of Conditional Approval dated June 4, 2019 as amended this evening

### **Zoning Board of Appeals**

12 Magnolia Street – On the petition of Andrea Saunders-Correa and Hercilio Correa to appeal the decision of the building inspector for operating a business in a residential area and request a special permit for a home occupation for a construction business.

The Community Planning Commission has reviewed the above-referenced application and has the following comments:

- The CPC recommends considering impacts to the residential neighborhood from having numerous vehicles on site, including children's safety.
- The site would need to conform to the intent of the Home Occupation Zoning Bylaws.

299 Main Street – 92 Concord Street – On the petition of Rick Cioffi for a special permit for the use of a motorcycle repair with dyno tuning business in a highway business district.

The Community Planning Commission has reviewed the above-referenced application and has the following comments:

- The CPC recommends asking what noise level would be generated from the proposed use and evaluating its impacts on the surrounding area.

### **Planning Administrator Updates**

#### **Temporary outdoor licenses for restaurants**

The State has recently given an order to allow Select Boards to issue temporary licenses for outdoor dining. The Select Board has approved an expedited process for restaurants that are interested in opening, but can only be open outdoors are submitting their permits. It's a brief site plan sketch which is reviewed by her and other department representatives.

#### **June Town Meeting**

The Select Board had their virtual warrant article hearing, last night. The CPC does not have any warrants for this meeting. The Main Street warrant article to fund an initial design, is being put off until October, since most capital requests and related to that are not being handled now unless it's pretty much an emergency. There was also discussion about the format of town meeting which right now is intended to be in-person, but with limited staff attendance and she will probably be asked not to be there.

Mr. Pearce stated that he had a discussion with the Board of Health about what everybody thought, so he wanted to ask the members of this board if they are comfortable being in a building for town meeting because the proposal was to hold the meeting outside as long as the weather is ok, so there was a thought to bundle up some of these articles and vote them as bulk. When he looked through them all last night and their primarily financial articles that are standard. Its level funding for the budget, so there's not much to talk about. So, would anyone be more comfortable with an outside venue because if you listen to the governor, were not over this yet and were going to be in a building with recycled air because it doesn't take fresh air in and there are going to be people there not wearing a mask, possibly because of health issues.

Mr. Hayden stated that open air would be safer, but if we have to be inside everyone has to wear a mask. If they can't wear a mask then they shouldn't be there.

Mr. Pearce stated that they cannot be told not to be there. However, they did say that they could set up a separate room for them, but now you have a group of vulnerable people in a room with only recycled air and you began to eliminate people's rights. The outdoor venue eliminates all of the questions and everybody can be there, with or without a mask. So, he is in favor of the outdoor meeting.

Mr. Rudloff stated that it should be held outside.

Mr. Carroll stated that he agrees it should be outside and the people that are not wearing a mask should have to provide some type of documentation if they can.

Mr. Pearce stated that good separation can be kept by having the meeting outside. He concurs with all of the members that outside would be best. The Select Board did vote 3-2 to have the meeting inside, so he is going ask Mrs. McKnight to let them know that the CPC prefers to do it outside.

#### Seven Acres Poultry Farm

Originally the plan had been to combine this property with town meeting about the question of whether or not the town wanted to exercise its rights of first refusal to acquire the Concord Street properties. This is being pushed off until July 27<sup>th</sup> and was voted on last night.

#### Operating Budget

The CPC was asked to look at a couple of things that might possibly be okay to wait a little bit on:

- \$5,000.00 in small capital to look at the subdivision regulations to be sure that they were compliant with the Stormwater permit that the town has and after speaking to the town engineer, we agreed that if it was something that if they needed to cut, it could be put off for another year, but she let them know that she would still, definitely like to do that project. She thinks that it's very important, but a lot of our Stormwater compliance is being pushed off for another year, so it's less urgent.
- The other possible cut would be the Economic Development Committee has not spent most of their budget this year, so the finance director said that it would be okay to carry over that money \$19,000.00 and not request an additional \$20,000.00.

#### Open Space Recreation Plan

The Select Board gave their endorsement for the open space plan, last night, so that was the final step needed to complete and submit it back to the State. So, assuming the State is happy

with how we responded to all of their additional request for information, we should have a completely approved open space plan and the town should be ready and able to accept State grant funding for the next seven years.

**Accessory Dwelling Units.**

Mr. Pearce stated that it's very difficult to decide how to do Accessory Dwelling units and what neighborhoods they should be allowed in. If the CPC was going to make a rule or zoning change to allow them, they would want to look at a rule that would help the neighborhoods, as opposed to hurting them. By this he means that there are probably neighborhoods that this would de-value the property and then there are neighborhoods that it would extenuate the value to some extent.

Mr. Rudloff stated that he reached out to Carlos of MAPC to understand the questioning that led to a lot of what he's hearing, which is that the town wants ADUs based on the [master plan] survey. It was a very forced survey and the CPC paid an organization to do a professional survey. The survey did not allow people to continue unless they answered all of the questions, that's why there was a 20 to 25% drop-off after question 2.

Mr. Pearce stated that he wasn't very comfortable with that and tried to make some changes.

Mr. Rudloff stated that it shouldn't be an incremental sell, it should be a sell that everybody can get on board with. There are also many positives, it's helping seniors, college age kids that are trying to get their first step in life, low income workers and someone that may be caring for someone at home. But, the CPC or ZBA needs to be allowed to at least say if it's a good plan. The CPC just needs to make sure that it doesn't change the neighborhood that much. It's a one-by-one assessment. An in-home accessory unit is really almost invisible to people, other than maybe an extra car.

Mr. Pearce stated that there are current houses selling for millions, even though it's a single family home, has an accessory unit.

Mr. Rudloff stated that a lot of it is the affordability. So, in the case of a senior wanting to use it for supplemental income or rental, they're up against the cost to create the apartment. If they're just providing that inside their house, no problem. If they're going to bid out, or change their garage, or add a detached structure, he thinks that goes up a level where it needs more scrutiny by the town because that's what we owe all of the residents. The pressures of high cost of construction forcing one to downsize the quality of the aesthetics of that construction, so they can get an apartment in might be detrimental to the neighborhood.

Mr. Pearce stated that there was actually a California law that allowed people to add onto their house or build a 300 sq. ft. housing unit and it turned out to be not very successful.

Mr. Rudloff stated that rent for a one bedroom in North Reading is approximately \$1,800.00 to \$2,000.00, so just looking at how much you need to spend to create that space. The CPC should look at what's working for other towns.

Mr. Pearce stated that the way to do it, is to come up with some rules and modify it as we go along.

Mr. Rudloff stated that the existing ADUs need to come into compliance. The ones that are already on the tax record are listed as two dwellings and are assessed that way, but there are plenty of them that aren't. A lot of these articles talk about a limited amnesty to bring them up and wave permitting, so they won't have to do a lot of the stuff, but they do have to record it, so they might get assessed more, but at least they are registered in the town as having an ADU on their tax card. He thinks that they owe it to all of the safety officials that when they look up a card or an address they understand that it has two houses or two dwellings. We will also know all our ADU counts and be able to track and see what the growth is annually and see if it's successful.

Mr. Hayden stated that Mr. Rudloff has a good handle on what's going on and he agrees with most of what he is saying and safety needs to know if there's a second unit in an apartment/house. Also, having them registered because we need to know what is there and what kind of services that home needs, that changes. The town needs to benefit too because it somewhat increases the traffic and may increase children.

Mr. Pearce stated that it this is where the regulations come in. Do we need to limit it to one bedroom and how big it can be?

Mr. Rudloff stated that most of them are 1000 to 1200 sq. ft. with one bedroom.

Adjournment at 8:40PM

Respectfully submitted,

  
Ryan Carroll, Clerk