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NORTH READING, MA

Town of North Reading
Massachusetts

Community Planning

MINUTES

Tuesday, November 14, 2017

Mr. William Bellavance, Chairperson called the Tuesday, November 14, 2017 meeting of the Community Planning Commission to order at 7:33p.m. in Room 14 of the North Reading Town Hall, 235 North Street, North Reading, MA.

MEMBERS

PRESENT: William Bellavance, Chairperson
Warren Pearce, Vice Chairperson
Jonathan Cody, Clerk
Christopher Hayden
Joseph Veno

STAFF

PRESENT: Danielle McKnight, AICP
Town Planner/Community Planning Administrator

Mr. Bellavance informed all present that the meeting was being recorded.

9 Cottage Street & 109 Marblehead – Determination of Access – cont. P.H. 7:30pm

Mrs. McKnight stated that there are two versions of the Conditional Approval for the board to decide which to use. The difference between the two decisions is that one has the town engineer's conditions and the other does not, in case the applicant was able to address these items in a revised plan for the meeting.

Rich Williams of Williams & Sparages stated that he incorporated the town engineer's and water department's comments onto the revised plans.

Mrs. McKnight stated that since the comments were incorporated into the plan, they can approve the decision without the town engineer's conditions.

Mr. Pearce suggested that the developer should pave the roadway. He believes that the new home will sell quicker.

Mr. Smith stated that Mr. Pearce is probably right, but the residents that abut the road have told him that they don't want it paved.

Mr. Pearce stated that if they always listened to what the abutters wanted there would be no subdivisions in this town.

Rich Williams stated that if the road was hot-topped they would need to do Stormwater Management because it would increase the rate of run-off.

Mr. Pearce stated that this is probably a prime candidate for country drainage.

Mr. Smith stated that it would be beneficial to him and that he would hot-top the road.

Mr. Veno stated for the record that he has read the minutes from the meeting he missed and therefore would be able to vote.

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

that the Community Planning Commission vote to approve the plan entitled, "Roadway Improvement Plan, Cottage Street, North Reading, MA"; dated October 25, 2017; last revised November 14, 2017; drawn by Williams & Sparages. The final plan is subject to review and approval by the Town Engineer and Water Superintendent.

9 Cottage Street & 109 Marblehead Street – ANR

Mr. Cody moved, seconded by Mr. Veno 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, MA”; dated October 25, 2017, drawn by Williams & Sparages.

400 Riverpark Drive – Site Plan-parking/discussion

Mr. Steven Cox, Asset Manager for the owners of the building presented. The building is 95% occupied and they are looking at expanding parking. He believes that they have developed a plan that responds to some of the comments they received in July from this board, along with a lot of additional buffering.

Mr. William R. Bergeron of Hayes Engineering stated that the prior plan included the creation of 70 additional parking spaces. This plan with better geometric alignment to the parking lot and actual access ways increased the parking spaces to 93 spaces. They did lose a few of the internal islands and this was one of the criticisms by the board when they presented last, but they do have more than twice the zoning requirement relative to the number of internal island pervious areas. They are showing new plantings, although small, on the plan. The original plan was going to require a frontage setback variance from the Zoning Board of Appeals because of the closeness to the roadway. So, this whole analysis was taken into consideration and now the plan does conform and does not need that variance. The only variance that they will need is for additional undersized parking spaces (from 10'x20' to 9'x18'). This would need to be for all of the parking spaces because the additional spaces. They will be creating an additional 6,000 sq. ft. of greenspace which will also add to buffering on the site. There will be six parking spaces in the front and rear of the building and two of the spaces on both sides will be van accessible. The closest residential abutter is approximately 2,150' from the site.

Mr. Pearce asked if there are currently any 10'x20' parking spaces on the site.

Mr. Bergeron stated that there are not. They were approved to be 9'x18' at the time of the original decision.

Mr. Hayden stated that there was a sidewalk along the roadway, is there still a sidewalk?

Mr. Bergeron stated that there is still a sidewalk.

Mr. Bellavance stated that he likes the design, but assumes that they will need to update the Stormwater Management. He did want to know what happened to the twenty spaces on the right side of the building.

Mr. Bergeron stated that the twenty spaces were deeded to the other building, when it was sold.

Mr. Veno stated that he would like to see the handicap spaces in the rear of the building, moved closer to the walkway.

Mr. Bergeron stated that they would make that change.

Mr. Cody stated that they could place all of the handicap spaces at the major entrance/exit of the building. He would also like verification that there will be no increase in the pervious area.

Mr. Hayden asked if any of the mature trees throughout the parking lot that are to be removed can be saved and used in another area. He would also like the new trees to be native to the area.

Mr. Pearce stated that he is in approval of the change, but he would prefer to see a few larger parking spaces added to the site.

The consensus of the board is that they are in agreement with the requested changes.

Minutes

Mr. Cody moved, seconded by Mr. Hayden and voted 5-0:

that the Community Planning Commission vote to accept the October 24, 2017 minutes as written.

104 Lowell Road – ANR

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

that the Community Planning Commission vote to endorse as “Approval-Not-Required”, the plan entitled, “Plan of Land, Lowell, Road (Route 62) North Reading, Massachusetts”; dated November 9, 2017, drawn by WSP USA Inc.

Old & New Business**Signage Bylaw - discussion**

Mr. Bellavance asked if a date was set for the workshop with Kopelman & Paige.

Mrs. McKnight stated that they suggested that December 5th would be a good time to meet, but she is waiting for Kopelman & Paige's confirmation.

Mr. Bellavance stated that he does want to see some design guidelines added to the bylaw, but he would also like to know how bright the lights can be.

Mrs. McKnight stated that the building inspector said that he would be able to help with that. He is going to find out how sign companies define this. The way the bylaws are currently written is that lighting can be measured a certain distance to a property line, but if it's a sign there is nothing that can actually be measured.

Mr. Hayden stated that if we can give a standard that we pass and it holds up, then we cannot ask that it be changed. Because they can say that it conforms to the standard. Wording can be put in that if they fail to comply to the standard and we have to test for it, they will need to pay for the testing.

Mr. Pearce stated that there may be other towns that already have a standard that they use.

Mrs. McKnight stated that she can check into this.

Mr. Hayden stated that there should also be a time set for the lights to be shut off at night.

Mr. Veno stated that he prefers that the lights be kept on. He believes it helps keep crime down.

Housing Production Plan - survey

Mrs. McKnight stated that she has made changes to simplify it the survey as requested by the board and would like feedback from the board in regard to these changes.

Mr. Pearce stated that he feels some of the questions being asked are questions that we already know the answer to.

Mr. Cody stated that the question asking if people think the town is too expensive is going to come back yes from everyone.

Mr. Veno stated that even people that have money think that it's too expensive.

Mr. Hayden thinks that there are too many choices. Shorter is better.

Mr. Cody stated that it will be interesting to see what the people have to say.

Mr. Bellavance said that they are short questions, not long drawn out paragraphs.

Mr. Veno asked how it was going to be put to the people.

Mrs. McKnight stated that the last time they did a survey was for the Transportation project. It was put sent out with the tax bill and they got a really good response, but people that don't own homes were not included. So, they could also do a link on social media, website and town news blast.

Mrs. Cody stated that it could be sent out through the schools.

Mr. Hayden stated that the link should be on the survey, so that people can go on line to fill it out.

Haverhill Street Sidewalk project

Mrs. McKnight stated that the bids are going to be going out soon. She is working on the bid package with the town engineer and then it will have to go to Town Counsel for review. There are some additional documents that have to be purchased. It's not expensive and will be paid for from the Community Development Fund. Construction would begin in the spring of 2018 and the deadline would be at the end of the summer.

JT Berry Property

Closing date is scheduled for November 29, 2017.

Master Plan

Mrs. McKnight stated that she received a call from MAPC in regard to assigning staff and scoping out a final budget. The full project budget is going to be approx. \$120,000.00, but they are still working on this.

Charles Street Ext.

They repaired the drain pipe, but didn't follow the town engineer's instructions on what should be observed by Design Consultants, to be sure that it was done correctly. She asked Dave of DCI to ask her what needs to be done. The site has not been properly secured, although it is better, but DPW is the issuing authority for the trench permits, so it is up to them to enforce it. The town engineer has suggested a fence be put up while the work is going on.

Mr. Hayden stated that if Mr. Bruno does not want to put up the fence then he should be fined daily, but it will be cheaper to put the fence up.

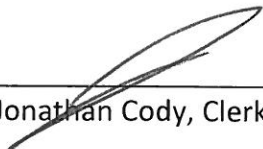
Mrs. McKnight asked if the site bond could be used to cover the costs of the fence. She would send a letter explaining all of this to him.

Mr. Bellavance stated that OSHA could also be called to view the site.

The consensus of the board is to send the letter requesting that the fence be put up before anything else is considered.

Adjournment at 9:00PM

Respectfully submitted,



Jonathan Cody, Clerk