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Massachusetts

Community Planning

TOWN CLERK
NORTH READING, MA

MINUTES

Tuesday, April 28, 2020

Mr. Warren Pearce, Chairperson called the Tuesday, April 28, 2020 meeting of the Community Planning Commission to order at 7:30p.m. via Virtual Meeting (Zoom, participants may call 1-301-715-8592, meeting code 92735289691.

MEMBERS

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

STAFF

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

OTHERS

PRESENT:

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

Mr. Pearce 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. Rudloff and voted 4-0: (Mr. Bellavance absent)

that the Community Planning Commission vote to approve the minutes of January 14, 2020 as written.

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

that the Community Planning Commission vote to approve the minutes of February 4, 2020 as written.

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

that the Community Planning Commission vote to approve the minutes of March 17, 2020 as written.

23 & 25 Riverside Drive – Approval Not Required

Mrs. McKnight stated that it should be noted on the plan that parcel #23 is no a buildable lot.

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

that the Community Planning Commission vote to endorse as "Approval-Not-Required", the plan entitled "Subdivision Plan of Land, Located in North Reading, Mass." dated March 13, 2020; drawn by Eastern Land Survey Assoc. Inc. Notation to be added to plan: "Neither Lot 17A nor Lot 17B are building lots on their own." As noted: Lot 17B is to be combined with the adjacent 25 Riverside Drive and the Town of North Reading is to retain Lot 17A"

EDC appointment of CPC member

Mr. Pearce asked the board if anyone would be interested in filling in the position. Mr. Bellavance was filling in, but his work schedule has increased and he is unable to attend the meetings.

Mr. Hayden stated that he is an associate of the EDC.

Mrs. McKnight stated that Mr. Bellavance has resigned from the EDC.

Mr. Pearce stated that having someone on as temporary would be helpful to the EDC and the CPC.

Mr. Hayden stated that he would become a voting member, at this time.

Mr. McKnight stated that this appointment would only go to the end of his term as a CPC member and they can re-discuss the position then.

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

that the Community Planning Commission move to appoint Mr. Hayden as the CPC's representative/member to the Economic Development Committee through the remainder of his current term on the CPC.

Wastewater Advisory Committee appointment

Mr. Pearce stated that he would take that appointment since he has a lot of history with it already.

Mr. Hayden stated that he was going to take the appointment, if Mr. Pearce did not.

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

that the Community Planning Commission nominate Mr. Pearce to be their representative on the Wastewater Advisory Committee.

Open Space and Recreation Plan

Mr. Pearce stated that he read through it and it there is some repetition.

Mr. Hayden stated that the goals were a little interesting in the way that they were stated and then they didn't have a solution for them there, but then they have a solution that their not utilizing.

Mr. Pearce noticed that the Smith Property was glossed over, there were no defined uses for it, or why we even have it.

Mrs. McKnight stated that she thinks what MAPC is trying to say is that the town owns this property, but what do they want to do with it. So let's push the town to say what they want to do with it.

Mr. Pearce stated that it shows a difficult access, but nowhere in the plan does it say to improve the access. This is why this board opposed the purchase of the property.

Mr. Hayden stated that they did something with the bridge to prevent access. The only way to get access is to come in off of one of the roads, possibly Williams Road.

Mr. Pearce stated that we will probably need an easement to access the property.

Mr. Hayden stated that they we need to buy a portion of someone's property.

Mr. Pearce asked if at the end of Williams Road there is a property line where a road could be made, between two properties.

Mr. Hayden stated that there is not.

Mr. Pearce stated that they may need to find access off of Elm Street.

Mrs. McKnight reviewed the seven-year action plan for the CPC.

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

that the Community Planning Commission vote to approve the Letter of Endorsement for the recently updated Open Space and Recreation Plan prepared by the Metropolitan Area Planning Commission.

Planning Administrator's Update

Grand Legacy subdivision/ 77 Elm Street

Mrs. McKnight stated that they shut off the water supply this morning to the abutters without letting them know in advance. The neighbors are upset about what the drainage structures are looking like. Dave Giangrande has been out just about every day and things are mostly going as

they should except one of the ponds. He had Chris Sparages come out and he is going to do some remediation work on it because it's not functioning as it should.

Mr. Hayden stated that they are dragging dirt out onto the street.

Mr. Pearce stated they need to put down 3" minus of stone to clear the tires, so they're not dragging the dirt out onto the street.

Full Circle

Full Circle is implementing the rest of the e-permitting with the remaining departments, including the CPC. She had reviewed the setup for the CPC and we will have e-permitting very soon. People will be able to apply on line, everything will be routed on line, so she is happy with how the site is looking.

Mr. Pearce asked if the town would be applying the same pay system as Andover and North Andover.

Mrs. McKnight stated that the way were going to be able to do it is the building department can take a bank account or a credit card, the planning department will start out by only taking a bank account number and pulling the money out that way, so it will be like a check. Overtime, if we want to add the credit card functionality it will cost the town a little bit more money.

Carpenter Drive

The project is moving forward. The town received the Community Contact grant.

Concord Street

Mrs. McKnight is working with Weston & Sampson and Design Consultants Inc. and town's deadline for the right of first refusal has been extended.

327 Main Street

The owner of the Big Dipper ice cream shop has asked if he can install a large, fiberglass ice cream cone. She doesn't see why they couldn't do it, but the building inspector was unsure.

Mr. Hayden asked if it would be on the building or the ground and will it have a text on it.

Mrs. McKnight stated that it would be on the ground with no signage.

Mr. Pearce stated that his only concern is that others may want to put similar items out.

Mr. Rudloff asked if there was anything in the bylaws.

Mrs. McKnight stated that there is nothing in the bylaws.

Mr. Rudloff stated that there are other stores, not necessarily in town that have items out in front of their businesses. He does not have a problem with it.

Mr. Pearce stated that he would like to get more information and they should come to the CPC. If they have a Site Plan Review this would make it a minor modification.

Mrs. McKnight stated that they also inquired about doing a mural similar to the Lobster Claw's mural. Her opinion of it is if it doesn't have text, but may depict what they're selling doesn't make it a sign.

Town Meeting Warrant

A Warrant Article for the Main Street redesign has been submitted for June Town meeting.

Mr. Rudloff asked if Abacus ever presented.

Mrs. McKnight stated that she spoke to Mr. Pearce and I was decided that it would be best to wait until they can resume public meetings.

Mr. Pearce stated that he wanted to wait is because the funding is limited for meetings and he would rather wait until a public hearing can be held.

Mr. Rudloff asked if they could do a workshop.

Mr. Pearce stated that in order to gain support they need to have the support of the public, to bring this forward.

Mr. Rudloff asked if Mrs. McKnight could ask what the fee would be for a meeting, possibly an hour.

Mrs. McKnight stated that she would check with Abacus. The contract will need to be extended because it expires Jun3 30, 2020.

239 North Street

Benevento will be submitting a Site Plan Review to construct a warehouse at 239 North Street.

Adjournment at 9:04PM

Respectfully submitted,


Ryan Carroll, Clerk