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Town of North Reading
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TOWN CLERK
NORTH READING, MA

Community Planning

MINUTES

Tuesday, July 7, 2015

Mr. Cristopher B. Hayden, Chairperson called the Tuesday, July 7, 2015 meeting of the Community Planning Commission to order at 7:30p.m. in Room 5 of the North Reading Town Hall, 235 North Street, North Reading, MA.

MEMBERS

PRESENT: Christopher B. Hayden, 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. Pearce and voted 4-0: (Mr. Bellavance absent)

that the Community Planning Commission vote to accept the minutes of June 23, 2015 as written.

Dogwood Lane – Tripartite Renewal & Extension of time for completion

Mr. Rowe stated that he would like to have the bank only do an extension for the Tripartite Agreement. He understands that the board would like to add a Clerk of the Works to the Agreement, but if anything changes he will have to have entire Agreement redone and this will cost him money. He only has one lot left that he hopes to sell this year. Once the lot is sold he will do the finish coat on the roadway.

Mr. Hayden stated that they do not like to have the finish coat on until there is a driveway.

Mrs. McKnight stated that she asked the town engineer if he would do a quote for the Clerk of the Works as requested by the board. He did one based on 20 hours at the rate that Design Consultants would charge which came to \$2,300.00. She passed this information along to Mr. Rowe's attorney, James Senior who said that they would not be able to do this and asked if Mr. Rowe could speak to the board.

Mr. Hayden asked how much money has been released from the bond as of today.

Mr. Rowe stated that no money has been released.

Mr. Hayden stated that he was hoping some of the items had been completed, this way the board could take the \$2,300.00 from one of the finished items and place it in the Clerk of the Works.

Mr. Pearce stated that although the subdivision is not substantially complete (as-built, drainage, iron rods, layout and asphalt and stone bounds).

Mr. Rowe stated that the stone bounds are in.

Mrs. McKnight stated that Design Consultants bond only shows one stone bond. The current amount that is being held is \$28,193.00.

Mr. Pearce stated that if the board had a situation where the subdivision was not substantially completed, and they were looking at a 375,000.00 bond, then the Clerk of the Works would be certainly be apropos, but just to do the asphalt it may be okay to let this one go.

Mr. Veno stated that he agrees with not adding the Clerk of the Works.

Mrs. McKnight stated that there is also a request to extend the time for completion of the Dogwood Lane subdivision until December 2017, otherwise the timeline will expire in August of this year.

300 Riverpark Drive - Parking Discussion

Mr. Hayden asked if they gave a total of the parking spaces they would be requesting.

Mrs. McKnight stated that they only submitted a very rough concept plan, but since then she has given them the original site plan, that they did not have and they are going to develop another plan. Currently there are 329 spaces and would end up with 414 spaces. She went to the site and measured the dimension of the spaces to be 9'x18'. She spoke to the building inspector about the size and he said that they cannot go smaller than that.

Mr. Pearce stated that the spaces are supposed to be 10'x20', but they went to the Board of Appeals to get a variance for 9'x18'.

Mr. Pearce stated that they are already taking up a massive amount of green space.

Mrs. McKnight stated that she did observe four sections of planted islands and three trees that make it look nicer and it would be a shame to have them removed. She and the building inspector were trying to figure out what they could suggest as an alternative, but they are already at their max with vehicles. The question that they asked her is if they want to make changes to the parking, would it be a minor or minor modification to the site plan.

Mr. Pearce stated that they may be asking for more than they need.

Mr. Hayden stated that they need to find out what they absolutely need.

Mr. Pearce stated that if they grow out of that area the board should suggest the Berry Center as a future site.

Mr. Veno stated that they should not be allowed to make the spaces smaller.

Mr. Pearce stated that they really need to have an engineer draw up a plan showing their intentions and submit it.

Mr. Hayden stated that they may be able to work out a deal with the International Church for parking.

Mr. Pearce stated that they would consider it a minor modification at this time, but would like to see a plan before making a final decision.

Planning Administrator's Update**Town-Owned Land – including 35 Cedar Street**

Mrs. McKnight stated that she received the annual town-owned packet from the Board of Selectmen. They have removed parcels from the list that are not under consideration for sale. This year they are asking the departments for an explanation if the answer is yes and she does not know what the answers are.

Mr. Pearce stated that generally if the board puts a yes it is for the purpose of holding parcels that may be of use in the future, such as widening roads, lift stations for sewer and affordable housing.

Mrs. McKnight stated that she will put this on the next agenda for discussion. But she did want to get some information for 35 Cedar Street from the board. She did find that the previous owner came in to do a subdivision to carve out a piece of land that gave them frontage to build a house. It was supposed to be a private way, but the piece of land was deeded back to the town through tax-taking and she does not know what happened after that.

Mr. Pearce stated that there is a long history behind this property. Mr. Slade did the original subdivision to put a cul-de-sac in and built two houses. Another builder came and bought the piece of land at the end and moved the cul-de-sac to give the property frontage. There was a third lot in the rear where another house was built, so there are actually three lots, one with frontage and the other two with limited frontage.

Mrs. McKnight asked if the reason they came in for approval of a subdivision was to carve out the piece to give the house frontage.

Mr. Pearce stated yes.

Charles Street Extension - update

Mrs. Romeo asked what the status is for the Charles Street Ext because residents are calling and asking.

Mrs. McKnight stated that the DPW director has allowed them to make the water connection. He is limited as to what he can do in the public way/Charles Street because a bond has not been posted. A plan has to be submitted showing the relocated drain and water. He did show the relocated outfall, but he has since revised the plan. The water main was put in place without DCI inspecting, so Dave Giangrande had Kip Ivester dig up certain areas to test and was satisfied with the work. She has not been able to move forward with easement issue because she is still waiting for this plan.

Mass. Downtown Initiative

Mrs. McKnight stated that they had their first meeting a few weeks ago. She will let the board know when the next meeting is scheduled. She has been sending information in regard to the traffic study.

DLTA Project - \$25,000.00 grant

Mrs. McKnight stated that the MAPC did a final scope that she has placed in the dropbox for review. There will not be an official meeting until the end of the summer. MAPC has suggested that this board put together a committee to handle this. Her suggestion would be to invite the people that showed up at the first MDI meeting, a representative from the EDC, Dan Mills and there are a few property owners that own key parcels, such as Ken Heffron, Art Dinatale, Tom Keane, a contact from Kitty's Restaurant, Michael Prisco, Chamber of Commerce and the management company at Stop & Shop property.

Mr. Hayden stated that Jimmy Lynch may be a good candidate.

Mr. Pearce suggested Jack Hashem and Al Perreira.

31 Nutter Road

Mrs. McKnight stated that Nutter Road is nearing completion and Ed Melanson came in to ask if he could change the location of some of the street trees because there are actually trees shown on the plan around the cul-de-sac, but the cul-de-sac does not exist, so the street trees are lining nothing. He wants to bring the two trees to the edge of the street as long as it is not a site issue.

Mr. Pearce stated that they should be placed 10' back from the curb.

Zoning Board of Appeals

4 Pine Glen Drive – On the petition of Richard C Laverde for a variance for an addition per the setback requirements.

- The CPC is not able to comment because insufficient information was provided. The new addition was not shown on the submitted plot plan.

5 Anglewood Lane - On the petition of Laura Lambert for a home occupation special permit for a chocolate candy business.

- The CPC supports the petition as long the criteria of §200-42, Home Occupations, are adhered to.
- The CPC would recommend limiting the terms of the Special Permit to two years.

30 Shady Hill Drive – On the petition of John Elliot for a home occupation special permit for a mobile auto detailing business.

- The CPC supports the petition as long the criteria of §200-42, Home Occupations, are adhered to, and only if no detailing is done on the premises.

31 Abbott Road – On the petition of Jeff Griffin for a home occupation special permit for a heating and plumbing business.

- The CPC supports the petition as long the criteria of §200-42, Home Occupations, are adhered to.

42 Main Street – On the petition of Melissa Rossetta for a home occupation special permit for a wound care and foot/nail specialist business D/B/A Safetyclips.

- The CPC supports the petition as long the criteria of §200-42, Home Occupations, are adhered to; no patients are seen on the premises; and no biohazards or medical waste are disposed of on the premises.

151 Elm Street – On the petition of Leslie Kilgore for a home occupation special permit for a heating/cooling installation and repair business.

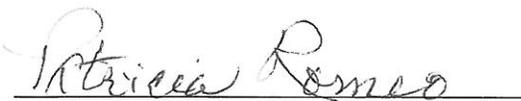
- The CPC supports the petition as long the criteria of §200-42, Home Occupations, are adhered to.

0 Tower Hill Road – Endorsement of Plans

There is a sheet missing and the plan will be endorsed at the next meeting.

Adjournment at 9:15PM

Respectfully submitted,



Patricia Romeo, Clerk