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Town of North Reading
Massachusetts

TOWN CLERK
NORTH READING, MA

Community Planning

MINUTES

Tuesday, September 6, 2016

Mr. Warren Pearce, Chairperson called the Tuesday, September 6, 2016 meeting of the Community Planning Commission to order at 7:34p.m. in Room 14 of the North Reading Town Hall, 235 North Street, North Reading, MA.

MEMBERS

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

STAFF

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

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

Minutes

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

that the Community Planning Commission vote to accept the minutes of July 12, 2016 as written.

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

that the Community Planning Commission vote to accept the minutes of July 18, 2016 as written.

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

that the Community Planning Commission vote to accept the minutes of July 19, 2016 as written.

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

that the Community Planning Commission vote to accept the minutes of August 16, 2016 as written.

Long Hill Lane/318 Haverhill St. – modification to Conditional Approval

Mr. Bellavance stated that he is an abutter to the property but does not have any financial interest in this property.

Thomas Parker owner of 113 Haverhill Street requested that the deadline for completion of the above-reference property be extended.

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

that the Community Planning Commission vote to extend the deadline for completion of Long Hill Lane subdivision for one additional year to 10/28/2017.

Town Planner Update

Retaining wall – Mr. Pearce stated that the board requested that all retaining wall plans come to them for review, so that they do not have a repeat of some of the less than desirable walls

that have been constructed. In this case, it is a relatively minor wall and is less than 4', so it will not require engineering or an engineering stamp.

The consensus of the board is that they agree the wall does not need to be changed.

JT Berry site - The EDC is holding a workshop on September 7th at 7:00pm at the Library to discuss the JT Berry Center. Fran DeCoste, the real estate broker who has been working for the town will give a presentation of how the property was appraised and the market analysis was done. He will also discuss what will work and what will not work from his research. The RFP will not go out until sometime in mid-September. The other date is September 12th where the CPC will have a joint meeting with the Board of Selectmen to discuss the finalizing of the RFP. And by that point they should have a review from Town Council regarding the RFP.

Housing Production Plan – The consultant will be ready to work with the board in December. She did ask how the board would like to hold the kick-off meeting. It could be internally or at a CPC meeting. Would the board like to choose one person to represent the CPC or have some of these meetings at a CPC meeting?

Mr. Pearce stated that they have the Housing Partnership Committee who can attend these meetings.

Mrs. McKnight stated that they do not have a Housing Partnership Committee anymore. The other groups would be the Housing Authority, the Social Services Action Team and anyone else who lives in town that may have been involved in senior housing.

Mass Works - The town recently submitted an application to Mass Works to request a couple of million dollars to off-set the cost of constructing the pump station, for the MWRA project.

Transportation – They are starting the transportation grant projects. She will be having a conference call with MAPC and their transportation staff tomorrow. She will keep the board posted on the development.

Complete Streets Prioritization Plan – The town received \$48,000.00 dollars from the state to do the plan. She met with the town engineer and a WorldTech consultant. This is slated to be finished by December.

35 Main Street – Preliminary Subdivision – P.H. 8:00pm

Matthew A. Waterman, P.E. of Land Tech Consultants stated that the property is located at 35 Main Street which is located at the existing Candlewood Lanes bowling alley and Andrea's House of Pizza. The lot has 2.84 acres and 326.2 feet of frontage on Main Street. There are two existing curb cuts along Main Street that give direct access to the site. The majority of the site

lies within Highway Business (HB) and the remainder of the site lies within Residence A (RA). All of the existing improvements will be in the Highway Business. There are currently 137 parking spaces on the property, serviced by water, electric, gas, telephone cable and two septic systems. The site is not in the aquifer protection district or the water resource protection district. They have filed a preliminary subdivision with the anticipation of filing a definitive subdivision. It will be a conventional subdivision that meets all of the zoning requirements for this district. There are three lots that vary in size from .6 to .8 to .9 acres. They will all have access off of the proposed private road that varies in width, also. It starts at 30' wide up to the

cul-de-sac being 24'. Each lot would make space available for a small commercial building with the associated parking and utilities.

Mr. Pearce asked what the reason was for going with a subdivision rather than a mall type construction.

Attorney Elizabeth Ahern stated that they are keeping all of their development options open at this time, because when you subdivide it gives you the opportunity to sell to three different owners.

Mr. Pearce stated that if it was developed as a mall type situation there would be considerably more parking opportunities and more square footage of retail space.

Mr. Veno stated that they are going to be picking up a lot more green space and that is good.

Mr. Hayden stated that in the subdivision rules and regulations one sidewalk is required. If the sidewalk was eliminated, crosswalks could be put in.

Mr. Veno stated that he would prefer the sidewalk all the way around.

Mr. Cody stated that he would also prefer the sidewalk.

Mr. Hayden asked if they knew what type of retail would be going in. He also wanted to know if they had any intention of putting apartments above the stores.

Jonathan Hall of 35 Main Street stated that they are not against multi-purpose use.

Mr. Bellavance stated that he likes the plan and would also like to see the sidewalk go all the way around.

Mr. Dan Mills of 5 Green Meadow Way asked if any waivers would be required.

Mrs. McKnight stated no waivers are required.

Mr. Hayden stated that he knows the cul-de-sac will handle a large fire truck, but can it handle a tractor trailer because depending on what type of retail there will be, they may have deliveries made with these large trucks..

Matthew A. Waterman stated that he does believe that the cul-de-sac will handle a tractor trailer.

Mr. Pearce closed the public hearing.

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

that the Community Planning Commission vote to approve the plan entitled "Preliminary Plan, Candlewood Park, 35 Main Street, North Reading, Ma.; dated 8/4/2016; drawn by Landtech Consultants.

Bonpel Drive – discussion

Mr. Robert Pellegrino of 3 Bonpel Drive stated that he would like to ask the board to change the name of Bonpel Drive to Brian's Place, in memory of his grandson

Mr. Pearce stated that he understands the reason for wanting the change, but this is something that would have to be brought to a town meeting. It does not just involve changing the name of the road. The people that live on the road would have to make changes to their utilities and mailing addresses. It would probably be a lot easier if he wanted to make an area in town Brian's Place, such as a park or recreational area.

Mr. Hayden stated that if he wanted to go to town meeting he should go to the town clerk's office and ask for a petition. He would then need ten signatures of town registered voters and then he would be able to put a place on the warrant article for June 2017.

25, 27 & 29 Main Street – Site Plan Review – P.H. 8:45pm

Attorney Christopher Latham stated that the applicant, James Ruszkowski, is the prospective purchaser of 25, 27 & 29 Main Street. His plan is to remove the three existing residential structures and build one new two story commercial structure with five commercial units for retail trade and associated office use with forty-one on-site parking spaces. Over two thirds of the property is located within the Highway Business district. A portion of the extreme rear of the property is located in the Residential A district. The proposed use of the property is consistent with the zoning bylaws and they believe it will be less intensive and less noisy than some of the commercial uses directly abutting the property. The proposed building will only cover 12% of the lot and there is a huge rear set back of approximately 185 square feet with approximately 41,160 square feet of buffer area at the rear of the property. He also proposes

to install directed and baffled lighting as well as construct six foot high solid stockade fence along the rear of the parking in the approximate middle of the property thus further reducing light and sound to the rear of the property. This project will enhance the appearance of south Main Street and make the property more consistent in appearance and use with abutting commercial properties. The curb cuts for this property will be reduced from three to one improving safety and site distances. They will come back to the board when they have a better idea of what type of signage will be used.

Rich Williams of Williams & Sparages, LLC stated that he did an overlay so that the board would be able to see the distance of the abutters in the rear of the property. There is a huge wooded buffer and the parking is, as required 25' off of the layout of Main Street. The main parking field is in the front of the building with handicap spaces. The proposed walkway does not abut the building, but is close to the building with a landscaped strip. There is access around the building with additional parking in the back. The septic system will be located in the front of the building. The drainage for the site is handled in two ways. The infiltration for the roof which is located in the back of the building below the pavement and a stormwater management area that will take excess run-off from that system and the parking lot run-off will be treated in accordance with the stormwater management. The drainage for the parking lot will have a couple of catch basins in the front that also discharge into the system.

Comments Discussed

- 1) Requirement of the overlay district: 60% of the perimeter of the building needs to be landscaped with a 5' strip. They are going to have to ask for a waiver because he does not know how this could be accomplished with what is going on.
- 2) Requirement for fence or stonewall: He read it as being if they are going to have a fence that it needed to be decorative, picket or detailed white picket. They prefer not to have a fence, but if they do they would prefer it be a post and rail.

Attorney John Foley Jr. stated that the building is 400 square feet, with 5 units. The two end units will have office space on the second floor. The attic space will be used for mechanical. All of the units will be handicap accessible from the front of the building. The only thing that will probably change because of the grading issue that Rich Williams mentioned is the adding the common corridor will reduce the unit areas.

Mr. Pearce asked if there was a reason why they did not do a complete second story throughout the entire building.

Rich Williams stated that it is because there would not be enough room for additional parking spaces.

Mr. Hayden stated that they are thinking about changing the zoning in this area that would allow for mixed use.

Mr. Veno stated that it was mentioned that the parking spaces are going to be 9x18, but 10x20 are required.

Rich Williams stated that there will be 41 spaces at 10x20.

Mr. Bellavance asked where the condensers were going to be put because there is not a lot of space on the building.

Attorney John Foley stated that they were discussing doing a recessed area in the back of the roof, cut into the roof and have screening around it.

Mr. Hayden asked how high LED light poles are.

Rich Williams stated that they will be dropped to 12', but will need to add more to the site.

The public hearing was continued to October 4, 2016 @ 8:00pm.

20 Main Street – Site Plan Review – P.H. 9:30pm

Attorney Michael Fadden stated that he is representing the applicant.

Mr. Brian Dundon stated that he is the site civil engineer for RJ O'Connell & Associates, Inc. The site is approximately 6.57 acres in area and is currently developed. There are two standing structures that exist on the site that total approximately 43,500 sf in area. The site is located entirely within the Highway Business zoning district and abuts the Residential "A" zoning district along its westerly and northerly property boundaries. Retail type uses are permitted as a matter of right. The pharmacy window and associated minute clinic uses are defined as accessory uses and considered allowed uses which are subject to site plan review. The redevelopment of the property consists of razing the existing 13,900 +/- sf liquor store and constructing a 13,310 sf freestanding single story structure with a 1,922 sf mezzanine to be utilized solely for the storage of merchandise to be operated by CVS/pharmacy. Eastgate Liquors will be relocating into the former CVS space and to accommodate the Eastgate Liquors business operation it requires a 3,720 sf expansion to the rear of the building. Upon completion of the site improvements 235 parking spaces will be provided on site, 155 of the parking spaces will be allocated towards the small store shopping center portion and the remaining 80 will be utilized for the CVS area. Curb Cuts – improvements/modifications and project phasing will be as follows: (see attached project narrative for detailed information)

Mr. Pearce stated that he is concerned about the traffic within the parking lot and the Park Street access. The existing condition to exit at the northern most curb cut is not good and he does not believe that the placement of the planters has worked that well. It takes very few vehicles to block that area up because of the planters and they should be moved. He does

believe that removing the southern most curb cut is a good idea, but it will also increase the level of service on the Park Street side. Particular attention needs to be paid during construction as well as afterwards, to site distances and the ease of exiting. What is the radius on the Park Street curb cut?

Brian Dundon stated that it is a 90 degree radius. They try to keep it perpendicular to Park Street, so they angled it back in to give it that free flow. He did recognize that Park and Main Street are very busy and in order for the phasing to work they needed to get this driveway built in order to take some of the stress off. It will allow delivery trucks to enter off of Park Street.

Mr. Hayden stated that he likes the idea of adding sidewalks, but the sidewalks on the westerly side of the Park Street entrance are going to have to cross the traffic twice to get to the CVS from a dense neighborhood. They need to figure out how to get two sidewalks up that driveway. Having pedestrians cross the driveway and then walk up the easterly side of the driveway and then cross the driveway again and then cross around CVS and then if they want to go somewhere else they need to cross again.

Brian Dundon stated that it is a point well taken; they were just trying to be sensitive to the area.

Mr. Hayden asked how the deliveries were going to be made to CVS and Eastgate Liquors.

Brian Dundon stated that the receiving dock for CVS and Eastgate will be located in the rear. The delivery truck is a wheel-based 50 tractor trailer that will enter on Park Street and exit on Main Street.

Giles Ham of Vannasse and Associates, Inc. stated that they have done a detailed traffic study. Counts were done in the weekday morning and evening periods.

Mr. Pearce asked if counts were done on the amount of traffic entering and exiting the site.

Giles Ham stated that counts were done on the Park Street, Main Street signal and two curb cuts along Main Street. As Brian Dundon mentioned it is about a 3000 sq. ft. increase in the project size, so it is really not going to change traffic dramatically, in terms of an increase. It may increase by twelve or thirty vehicles an hour, but not a big increase in the daily number. The main thing that they are doing is closing up a curb cut and moving the other. Park Street is mostly a right turn for the vehicles.

Mr. Hayden stated that in 2005 they reviewed a site plan for Autozone. They were told at that time that the façade of the building would be update to look more colonial. This has not been done and he would like to have a plan showing these changes, along with the new construction being colonial style.

John Lucci III (owner) stated that he does not like the idea of colonial peaks because of snow drifts.

Mr. Hayden stated that the CVS in Middleton is nice and does not have a lot of peaks.

Bryce Hillman stated that they designed that store.

Mr. Pearce stated that he agrees that the new buildings need to be re-designed and the existing building should tie in with this design.

Mr. Bellavance stated that this is going to be a difficult project to phase. This is a tight area and his concern is driving around back. It also looks like a lot of trees are going to be taken down in the rear. He would like them to review the existing and proposed HVAC location because there is a residential neighborhood abutting this property.

Brian Dundon stated that to compensate for the loss of trees they are proposing a 6' high privacy fence installed along the entire rear property line and a significant row of evergreen trees will be installed.

Brian Dundon stated that they are LED light fixtures with the pole being a height of 24'. He believes that a 12' pole is more likely to be hit by vehicles.

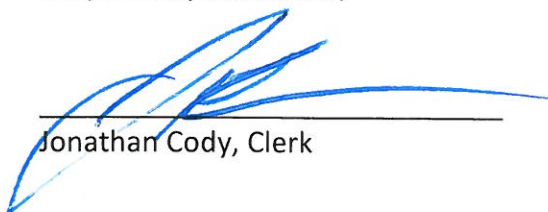
Mr. Hayden stated that the light fixtures need to be 12' in height.

Mr. Bellavance stated that the signage lighting should be externally lit.

The public hearing was continued to November 1, 2016 @ 8:00pm.

Adjournment at 10:25PM

Respectfully submitted,



Jonathan Cody, Clerk

Project Narrative
Eastgate Plaza Expansion & Renovation
20 Main Street – North Reading, MA
August 15, 2016

I. Introduction

The Project Proponent, TMC New England, LLC c/o T.M. Crowley & Associates, is seeking permit approvals from the Town of North Reading to construct a 13,310 sf freestanding CVS building with a pharmacy pick up/drop off window. In addition to the construction of a freestanding CVS, a 3,720 sf building expansion is proposed to the existing shopping center. The development program requires the Project Proponent to prepare and file in accordance with Article XVII of the Zoning Ordinance a site plan review application with the Community Planning Department.

II. Existing Conditions

The subject site is comprised of a single parcel of land which totals 6.57 +/-ac in area and located at the northwest corner of the intersection of Main Street and Park Street with a street address of 20 Main Street. The site is bounded to the north by residential properties and commercial businesses, to the south by Park Street to the east by Main Street and to the west by Residential Properties.

The property is currently developed which consist of a 43,500+/- sf retail shopping center known as Eastgate Plaza. Eastgate Plaza is comprised of 29,600 +/- sf of retail tenants and a 13,900 +/- sf liquor store with 199 parking spaces.

The site is serviced by four (4) curb cuts. A full access unsignalized curb cut is located on Park Street and there are a total of three (3) full access unsignalized curb cuts along the Main Street property frontage.

A regulated wetland resource area is located at the southwest corner of the property. Its discharge point consists of a 24" drainline which traverses underneath Park Street and outlets to the Ipswich River.

Municipal water, natural gas, electric and telephone are available and currently services the site. Municipal sewer is not available and the site is serviced by an on-site sewage disposal system.

III. Redevelopment Program

The redevelopment of the property consists of razing the existing 13,900 +/- sf liquor store and constructing a 13,310 sf freestanding single story structure with a 1,922 sf mezzanine to be utilized solely for the storage of merchandise to be operated by CVS/pharmacy. The drive-up pharmacy window is planned at the northwest corner of

the CVS building. A 3,720 +/- sf expansion is planned to the rear of the existing CVS tenant space. The expansion is required in order to accommodate relocating the freestanding Eastgate liquor store into the former CVS tenant space when CVS has relocated into its new store. Upon the completion of the planned site improvements, a total of 235 parking spaces will be provided. Eighty (80) parking spaces has been allocated for CVS with 155 parking spaces provided to service the remaining shopping center tenants.

The renovations to the shopping center will require alterations/upgrades to the existing curb cuts located on Park Street and Main Street. The existing full access unsignalized curb cut located along Park Street is to be relocated approximately fifty (50') feet in a westerly direction from its current location and will operate as an unsignalized full access curb cut. No improvements/modifications are planned for the northerly most curb cut located along Main Street. Modifications are planned for the middle curb cut along Main Street. These modifications include reducing the curb cut width to thirty (30') feet and will operate as an unsignalized full access curb cut. The southerly most curb cut along Main Street will be closed. Modifications to the curb cuts along Main Street will require approvals from MassDOT.

A review of the North Reading Zoning Map (dated August 2005) indicates the site is located entirely within the Highway Business (HB) zoning district. The site abuts the Residential "A" zone district along its westerly and northerly property boundaries. Retail type uses are permitted as a matter of right within the Highway Business zoning district. The pharmacy window and associated Minute Clinic uses are defined as accessory uses to the primary use and are considered allowed uses which are subject to site plan review.

The construction of the CVS/pharmacy will require existing electric, telephone and gas services to be relocated. A new eight (8") inch water service with a connection into the Park Street water system will be required to support CVS's fire protection and domestic water service needs. Sanitary sewer generated by CVS will be treated on-site in an independent septic system to be constructed underneath its parking field. New electric, telephone and gas services are available in sufficient quantities to service the new CVS structure.

A comprehensive stormwater management system has been designed for the site to meet the objectives of MADEP 2008 Stormwater Management Policy Guidelines and the Town of North Reading's Stormwater Management regulations. The stormwater management system proposes to collect rainfall runoff on site through a services of deep sump catch basins and hydrodynamic separators prior to discharging into either a surface detention/infiltration basin or a subsurface detention/infiltration basin prior to its discharge off-site via a twenty-four (24") inch drain pipe located at the southwest corner of the property which conveys rainfall runoff underneath Park Street with its discharge being to the Ipswich River.

IV. Project Phasing

The construction of a freestanding CVS/pharmacy and the associated site improvements are intended to be performed in multiple phases as outlined herein.

Phase I – Consists of relocating existing site utilities and constructing new access drive to Park Street. The scope of work to be performed in this phase includes the following:

- Remove trees and organic matter from existing drainage ditch. Drainage ditch to be filled in with utilities, binder and top course pavement installed.
- Relocate existing utilities (electric, telephone and gas) which conflict with new CVS development and rear addition to shopping center.
- Construct the Park Street curb cut and extend site driveway to meet existing shopping center driveway.
- Construct and install wetland plantings associated with the wetland replication area.

Phase II – Consists of constructing new CVS building. The scope of work to be performed in this phase includes the following:

- Rough grade CVS building pad
- Build new CVS building
- Install new utilities to service new CVS building which includes a temporary sewer connection to existing septic system.
- CVS to relocate into its new store
- Construct 3,720 +/- sf building expansion to rear of the former CVS tenant space.
- Construct new plaza drainage improvements.

Phase III – Consists of demolition of existing Eastgate Liquors building and construction of the CVS parking field and associated site improvements. The scope of work to be performed in this phase includes the following:

- Construct 3,720 sf Plaza building expansion and renovate former CVS tenant space
- Eastgate Liquors to relocate into its new tenant space
- Demolition of existing Eastgate Liquors building (includes utility removal)
- Install new septic field for CVS
- Install new drainage improvements in the front parking lot of the new CVS
- Grade, pave and stripe CVS area of the shopping center
- Install landscaping within CVS parking area
- Install CVS pylon sign