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**Town of North Reading**  
*Massachusetts*

*Community Planning*

TOWN CLERK  
NORTH READING, MA

**MINUTES**

**Tuesday, September 7, 2021**

Mr. Warren Pearce, Chairperson called the Tuesday, September 7, 2021 meeting of the Community Planning Commission to order at 7:30p.m. in Room 14 of the North Reading Town Hall, 235 North Street, North Reading, MA.

**MEMBERS**

**PRESENT:**

Warren Pearce, Chairperson  
Christopher Hayden, Vice Chairperson  
Ryan Carroll, Clerk  
Jeremiah Johnston  
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.

### **Minutes**

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

that the Community Planning Commission vote to accept the minutes dated August 3, 2021 as written.

### **Review new scope of work for sewer/tax revenue study**

Mrs. McKnight stated that she has recently been brought into the Wright Pierce meetings that DPW has weekly. The reason for that is because of the upcoming Town Meeting warrant article, where we're going to be actually looking at the funds for design because things are moving faster than they ever did before. Most of the funding for the town meeting request is intended to be for actual design, but a small amount of it was also supposed to be for planning and permitting work, and for the planning, the idea was to update the FXM study that was done about 10 years ago, to give the people a good idea of what the current expectation would be for new tax revenue coming in, and to show what the financial benefits would be of doing the sewer. So, the idea would be to perform this work over the course of the next few months, so that by the time they are ready to ask for construction funds they would have a better sense of the financial package.

Mr. Pearce asked Mrs. McKnight if she reviewed the old study, at all? Because it was less than favorable.

Mrs. McKnight stated that she has looked at the study. Was it not favorable because it was only a million in tax revenue, yearly?

Mr. Pearce stated that he thinks that the actual growth that would be available to us exceeds what they thought it would, even back then. But, primarily what would happen would be that we would get an upgrade on some of the situation things that we have going on there now. For example: We get more environmental impacts, or more environmental improvements than perhaps we would monetary improvements. For example: A place like Kitty's Restaurant would have the access to sewer which would be great for them because most of these restaurants have difficulty with their systems, other than the Horseshoe Restaurant, which would probably pass muster, under close scrutiny, and maybe at 303 Main Street, with the new brewery, but even that's going to be upgraded for the brewery. So, it would be a great advantage to the environmental situation, and Martin's Pond is in the same situation. When they did that, they spent 15 years doing all the studies that one of the primary things that the DEP wanted to make sure was that the environmentally sensitive areas were included in whatever they were doing. They kind of wanted them up front and it was only after a little

negotiation that they said we could probably start with some of the commercial stuff to generate some income to handle the environmentally sensitive areas, so when that study was done he thinks they primarily looked at if there would be new businesses coming in as a result of it, and other than a laundromat or something like that, he thinks primarily what they're going to get is improvement in the existing businesses and the probability of consolidation of some of the smaller properties into businesses that sewer make possible. But, again, he doesn't think that's the primary reason. It will drive some growth. Having said that, we didn't have the proposal that we've been working on the Winter Street project there which would of course, be huge if the sewer made that possible. Because now we're talking some serious increase in the amount of money that would come in. So, he thought it was interesting to see that they've got to take a look at that study again and try to do it again when there hasn't been too much of a change in the style of the businesses that are out on Main Street. As a matter of fact, one of the major things that's happened out there is the storage units and those do not need sewer. So, sewer will not cause those to grow or not grow. So, these are some of the comments on it from what he knows and he would not want a situation to develop where a study is done saying that it wasn't worth doing the sewer.

Mrs. McKnight as Mr. Pearce what he thinks would be the right way to approach this. She thinks that people were looking at that as saying okay, well this is one of the ways to show what the economic benefit would be. She understands that it wasn't a lot of money that it showed at the time.

Mr. Pearce stated that he thinks the study was flawed and he's afraid that it would be flawed again. He doesn't know if they could actually be predict the methodology used to predict what the increases in tax revenue use would be. He didn't really anticipate any major changes and he thought that major changes were going to happen a little more slowly than what they anticipated. So, they could have been correct in the fact that short term there's not going to be a huge wealth. In other words you're not going to put sewer in, and the next year you're going to have a huge bonus in taxes. It's not going to happen that way.

Mr. Hayden stated that he thinks what they came up with on Concord Street, and what they were doing there. He thinks that worked because it's a different area.

Mr. Pearce stated that one of the things that might happen on Concord Street is that you might get a hotel, or something.

Mr. Hayden stated that there is no place to put a hotel, on Concord Street.

Mr. Pearce stated that is because we waited too long, and gave all that land up for things that didn't require sewer.

Mr. Hayden stated that there is still a lot of area behind Ferguson. We have all that Class B office space that can now with sewer could go to Class A, and that's a lot of money. They had to utilize their parking lots for something.

Mr. Hayden stated that there's a downside too, and that is that Class A office space isn't what it used to be.

Mr. Pearce stated that with people working from home it's devalued. It's another situation where we need to rethink the template that we're working with because things are changing here and if we ignore those changes we're going to find that we're not going to get the performance that we're hoping for out of a particular situation. So, when he read this he was wondering why there were doing this.

Mrs. McKnight stated that she thinks it is to show what the benefits would be, because then the question would be there are reasons to do sewer otherwise, other than the economic benefits. But, is that a strong enough argument for people.

Mr. Pearce stated that he thinks it could be if they put a long enough leash on it. In other words, to say two years after we get sewer in, this is what we're going to have. It's going to take a while to change because you're going to have businesses up and down that street that would change in a different direction if sewer were already there, but when we keep improving those properties with a new business and then we go through a cycling and get them all situated, and there's a business that does not require a sewer, then we've taken away another piece of land that might go into something that would require sewer, and therefore be more valuable. He didn't realize that the tax was going to be in that funding.

Mrs. McKnight stated that it was talked about, probably about a week ago.

Mr. Hayden stated that it talked about at the Economic Development Committee meeting.

Mr. Pearce stated that the best example that he can give of how that's going to work is that they've talked about the Winter Street project and everything, and we presented it, we've sent it out to all those people and don't think that all the people that are over there don't have some kind of an idea of what's going on. The fact that they did not respond in anyway is an indication that change is not going to happen fast.

Mr. Hayden stated that they don't want to spend the money. They're waiting for sewer to come down the street, and things are going to change at that point.

Mr. Pearce stated that the majority of the improvements that we're going to have by putting sewer in is going to be environmental.

Mr. Johnston asked when Mr. Pearce says environmental if we have sewage instead of the septic does that allow properties to have, it already sounds like when you're talking about putting parking lots to support septic versus other kind of uses of that space. When he looks up and down Main Street there are so many places where the wetlands just encroach that just seemed to him like underutilized resource. It's a beautiful preserved environmental space. When you drive by, you don't even know it's there, so it makes him think if with sewage businesses could use their space more efficiently, to be closer to those protected area in a way where they could actually turn it into a positive environmental aesthetic versus it just being these weeded off treed areas that are preserved, but don't add anything to the aesthetic of Main Street.

Mr. Pearce stated that that is a good one, but what would happen if they put sewer in the Martin's Pond area. Every single house over there would be able to be expanded. So, one of the chores that we're going to have in the process of putting sewer, is to go to an area like that and put some regulation in place saying "If they have a 3-bedroom home, they can go to 4. If they have a 4, they can go to 5, but if they have a 2, they can't go to 6 because they're going to overload the system and they'll have McMansions, side by side". The inability to handle wastewater is one of the things that keeps the pond neighborhood as small as it is.

Mr. Hayden stated that he doesn't think that there is any plan to actually sewer the pond.

Mr. Pearce stated that he doubts their going to get sewer anywhere without putting sewer at Martin's Pond.

Mr. Hayden stated that that is totally off the table right now. They're looking at Main Street and Concord Street.

Mr. Pearce stated that they're going to go to SRF and the DEP is going to say no, unless we take care of the environmental issue.

Mr. Hayden stated that he thinks that something has changed there. First of all, the people at the pond didn't want to pay for it. That's why it got shut down the last time.

Mr. Pearce stated that he's not so sure the DEP cares about that.

Mr. Hayden stated that he knows DEP doesn't but there's no way to get the money to go and do that.

Mr. Pearce stated that there are some options for the town to mitigate that issue, and there are a bunch of different suggestions, and the town has the ability to, if they want, is to limit the amount, or to contribute in the form of a 25%, 50% or 75%, if they want, so there's the ability for the towns to contribute to that, to keep that burden low and make it worthwhile, and that's



one of the things that was discussed way back and no decision was made on what kind of percentage would be used, but they made it very clear that they're allowed.

Mr. Hayden stated then that's the rest of the town paying the tax for them, and that means that the rest of the taxpayers are going to say no. Especially when you don't have sewer. If everybody got sewer and those people couldn't afford it. Fiscally, it makes no sense to him, to do what Mrs. Pearce just said.

Mr. Carroll stated the taxpayers are going to subsidize their home improvement -----

Mr. Hayden stated exactly, then all of a sudden they've got water views and they get sewer, they can sell their house.

Mr. Carroll stated that their home value just went up without doing a thing to it.

Mr. Johnston stated that it's also not a public use space.

Mrs. McKnight asked the question about the Martins Pond area being included and the answer she got was that it was not commented on in the last draft environmental impact report, but that doesn't mean that it won't come up down the road, so she would like to know if that's part of it, or not. Because then we're talking about making a case to the town for this long-term financial benefit, or not. People were hoping that the FXM study could help to illuminate that, but she hears the CPCs concern about it. She doesn't think she realized that that was viewed in that way. She knew what the amount was, but she didn't realize that that was thought to be kind of a negligible amount, or that not really worth it and that that wouldn't be the focus, but that's so that's interesting to know. Would the CPCs recommendation be that we not go that route and not do a study like that, but maybe focus it in a different way?

Mr. Johnston stated that it seems that it also has to tie in the other things, like road changes and then the traffic study that they've already been talking about. The two kind of go hand-in-hand, it's hard to forecast the impact on sewer alone when not combined with changes to the road patterns, sidewalk and traffic patterns because the two things coinciding are what are going to encourage a company to really make investments and improvements. If all it is a sewer, your business doesn't really rely on sewer that much, and the sidewalk and frontage is still not attractive, then the impacts are going to be low. The two tied together, along with Winter Street that bigger package paints a different kind of picture and he thinks that any kind of survey would have to provoke imagination of possibilities and not have a limiting kind of view.

Mr. Pearce stated that that is one of the concerns that he had about that prior study. They went and asked a lot of people what they would do if the town has sewer and they're reaction

was that they are all set because their business didn't require it. No vision about what could possibly happen, so the results of it, will be the outcome.

Mr. Carroll stated that he thinks a study like that has to look at the highest and best use for all of the properties in the town. Obviously, it's not a day one return, but the return on investment has to be over a forecasted period of time because eventually, if you believe in capitalism it's all going to eventually turn to its highest and best use. So, in time it will be of substantial benefit. He doesn't know how they quantify that in the short term because you can't control whether who comes in to buy somebody out, or who's willing to sell, or change their use, but he thinks there's definitely a substantial case to be made for the benefits without question, the timeline is what's nebulous, he thinks, and somewhat uncontrollable, but you know what you get without the investment. The status quo has remained for years and shown no mobility without it. If you look at all the communities that have it and what those areas look like, there definitely a stark difference, so he thinks you know where you are and where you could be. How long it takes to get there, nobody knows, but that again is an accurate assessment to Mr. Johnston's point that combines with unification efforts. It combines with tax incentive programs, zoning efforts that the Zoning Board, Select Board decides to do something along those lines to incentivize businesses and other things, so it's not a standalone project that's going to determine the timeline of that outcome. There's other things that are going to determine that.

Mr. Pearce stated that everything that Mr. Carroll just said is correct and he would just say that one of the things that they would want to do if they're going to do this study is get some kind of an idea of what the baseline is going to be, and how they're going to go about it. What's the methodology they're going to use to make these determinations, because the last time they were done he doesn't think they were the results were mediocre, but he doesn't think they had a vision of what can actually happen.

Mr. Carroll stated that he thinks a comparative analysis with similar towns that have sewer would be a much more illuminating view.

Mr. Pearce stated that the methodology would be important, to know how we're going to go about it, before he would be in favor of it.

Mr. Hayden stated that this is not the same as the other one. There's a whole bunch of other stuff that's going on here. He thinks they may be using what that was as a starting point, but they're building off of it. Nobody ever did zoning recommendations in here. Now we are looking for a recommended betterment scheme, we never did that. This is a good place to start.

Mrs. McKnight stated that this is something that she and Mr. Joseph Parisi, DPW Director have been talking about a bit and they were both interested in hearing what the CPCs feedback

would be, as to how the approach to it should be different this time, so those are good things for them to be thinking about.

Mr. Pearce stated that there are services that we would get, that we haven't seen and we won't get, if we don't. If there's a vision of what's possible, he thinks it would have turned out a little better, the last time. He would hope that Mr. Hayden is correct in that there's a much broader conceptual idea than there was the last time.

Mr. Hayden stated that he thinks what they're looking for is ways to make the study better for this, not for what it was and that was not with the downfalls of what it was. He looked at the last couple of tasks that were in there and those really do make things different.

Mrs. McKnight stated that she thinks that what they're looking for, are things they would want to see go into a scope, so that we would know how much money would be devoted to it, so that that can be then be built in to the ask at town meeting, but she doesn't foresee a scope being finalized or sent out, or anything without the CPCs input in agreement with what it was going to be.

Mr. Pearce stated that first of all the sewer is going to be a district, and then the district borrows the money to put it all in and then pays it back from fees, to the charges, to the people who use the system. That's how it all works, it means somebody that lives in the MacIntyre Estates subdivision is not going to be paying the sewer bill for somebody who lives on the pond. The people who use the system, the payers, of the users, of the systems, are the ones that will fund the district and the district pays back the SRF. The only thing the town would pay would its use. So, any increase in revenue that we might get would be a real increase in revenue because it's not going to be mitigated by an outside cost.

#### **271 Main Street – Site Plan Review/Special Permit – P.H. 8:00PM**

Mr. Carroll read the public hearing notice into the record.

Mr. Benjamin Barry, CAD Technician of Fabo Architecture, Inc. stated that they are the design firm responsible for the proposal at 271 Main Street. They are proposing a Pet Supplies Plus in that location. They would like to do a new junior anchor façade which is the combination of two existing vacant tenant spaces and the signage for the front space, as well. They are proposing a green LED, he thinks it's a 30" channel lettering for the frontage signage. He is expecting a representative from Pet Supplies Plus to be joining in on this meeting.

Mr. Pearce asked if the representative would be bringing the plans.

Mr. Hayden stated that all of the information is on the iPad.



Mr. Pearce stated that the CPC can see all of the information, but anyone attending this meeting cannot.

Mr. Barry stated that he thought everyone would have that material, otherwise he would have brought it with him.

Mr. Pearce stated that this is a public hearing which allows the public to comment.

Mr. Rudloff stated that the documents are in the ShareFile.

Mrs. McKnight stated that they are, but not until today because we had an issue with PermitEyes and moving those documents into the ShareFile.

Mr. Hayden stated that normally the proponents do bring a C size or bigger drawing and they can put it up for all of us to look at and describe it to us, or put it up on the screen. He's looking at this façade which is just their façade, not the entire building. Which for him is not very good because he can't see what the whole building looks like.

Mr. Barry apologized for that.

Mr. Hayden stated that it's the same with the vicinity ownership. You don't even see behind the building, you can only see the pond and you can't look at it because it's just so big. It's kind of like people were just sticking things in. That may solve the problem, but you don't even see the property that you're on. You see one triangular corner and the traffic study is kind of weird too. There are no dates, so he can't see when this was run.

Mrs. McKnight stated that she it's not a full-on traffic impact and access study. It's a basic expectation of the usage.

Mr. Pearce stated that for all intents and purposes the Atlantic site plan is going to stay the same.

Mr. Hayden stated that they need to explain it and what the dates were. They just can't throw that stuff away.

Mr. Barry stated that his understanding is that it's just a general day-to-day. It has nothing to do with certain times of the year.

Mr. Hayden stated that if they did it in the summertime and they do it in the winter time when school's open, it's different. With the dates they can make a reference of what time of the year, where is it.

Mr. Barry stated that it's more of a reference that Pet Supplies provided them to give to the CPC.

Mr. Hayden stated that they made calculations in here.

Mr. Johnston asked if there was an actual study done, not by traffic engineering -----

Mr. Hayden stated that there have been studies done on this site.

Mr. Johnston asked if the ZBA required a traffic study to be done.

Mr. Barry stated that the ZBA did not require it.

Mr. Pearce stated no, because the whole thing is inside the plaza. So, the traffic study was done for the whole plaza, based on the assumption on the kind of businesses that would be there.

Mr. Hayden stated that they give us information and now it's part of the public record.

Mr. Pearce stated that they could easily go back and check the last time a study was done.

Mr. Hayden stated that the last time a traffic study was done was when Starbucks submitted an application.

Mr. Pearce stated that there was also traffic inside the plaza because of the drive-thru, which was a brand new situation that wasn't there before, so that was really the driving force behind the traffic study.

Mr. Rudloff stated that per Mrs. McKnight's note, we were looking at the façade for the signage requests.

Mr. Hayden stated that it shows the nice façade of their unit, but not of the whole building.

Mr. Pearce stated that the rest of the building has already been approved under the use right, it hasn't changed.

Mr. Hayden stated that it changes when you put this on there, it changes the look of the façade. It would always be good to see the whole thing.

Mr. Barry stated that they mirrored the design based off of the Cowabunga design. As well as their height and structure requirements, how they built their junior anchor façade.

Mr. Rudloff asked Mr. Barry if that was same 28'. Are you mirroring that, or are you using the scale of that width because it's probably more than it says.

Mr. Hayden stated that it says its 50' here.

Mr. Rudloff stated that he understands the other one 28', but he's wondering if it is the same as the other one down there, or Stop & Shop. There's no context for the whole plaza. The 9' delta is basically this room, so it's roughly the height of area they're increasing, the height over this, and it's on each end of the main plaza. It has a fair amount of height on those gable kind of fronts, but just he's wondering what it looks like in context with everything else. Is the next store going to have an application that does a similar thing and then they'll also want an increase of 20% on the signage? There needs to be more of a continuity, from the ownership. It's surmountable and he knows what the CPC is charged with is looking at that particular thing. He's not concerned about some of the other things that the ZBA has already taken care of.

Mr. Pearce stated that it looks like they've got the smaller facades on either side and are going to put a bigger one in the middle. In other words it's a repetition of the detail of a roofline.

Mr. Hayden stated that is why he can't tell what's happening. This spot may look great, but in context with the whole building it may look terrible.

Mr. Barry stated that they may be removing both of the existing gables.

Mr. Pearce stated that it doesn't look like the two gables are being removed, by the way they are boxed in on the plan.

Mr. Barry stated that between the white pillars and the brick pillars begin, the difference in those is where we show the difference on the rendering. Their façade proposal comes down and ends at the white building which is just about the corner of that one, so they propose to just move that one completely, instead of having some weird mountain effect. Then the other one would be ending at the left side, where the red line is.

Mr. Hayden asked how bright the LEDs are. They're pretty big.

Mr. Pearce stated that they're adjustable.

Mr. Hayden stated that we've had that too and that's a problem, at another place. We've got adjustable LEDs and they get adjusted and then they get turned back up.

Mr. Barry stated that he has seen them on other stores, and they are fairly bright.

Mr. Hayden asked if there was going to be a sign on the main sign.

Mr. Barry stated that they will have a sign on the monument sign, but they will not be LED.

Mr. Hayden stated that they're back lit, but there are special letters in there.

Mrs. McKnight stated that it's the nighttime view that the CPC approved for that style. She will send the information to the applicant for review.

Mr. Hayden stated that he is very concerned about the building sign. It's very large, at least from what he can see in the photo, and can be really bright, which isn't necessary.

Mr. Barry stated that this was a proposal from the sign company, but it can be changed.

Mr. Pearce stated that their charge is the façade and his understanding is that that particular signage is okay.

Mrs. McKnight stated that it meets the zoning if the CPC decides to allow it to be the size that it is. It can be increased up to 20% of the wall space which this is. So, if the CPC is not okay with the façade being of that size, you wouldn't be able to fit that sign in there, but it's still up to the CPC to increase that threshold for the size of the sign.

Mr. Hayden stated that he tried to look at the façade in 3D from, his phone, but was not able to, which means that it is pretty small.

Mr. Johnston stated that it's going to create a weird consistency along that roof, between the square of the Stop & Shop and the Cowabunga gable, and there's going to be a gap where the liquor store is, it's going to be kind of mismatched, unless another monster tenant that takes over the next couple of spaces that earns their own gable.

Mr. Rudloff stated that squaring off or going with a square parapet would reduce the signage size and that might be an improvement, but it would it would more match what Stop & Shop has, if it was done that way. There will still be the inconsistency that Mr. Johnston mentioned which a squared parapet Stop & Shop, a squared parapet in the center somewhere, and then over on the right hand side you'll have the gable. That'll look a little strange, but it keeps the signage sizes down from the 32 that there at right now.

Mr. Hayden stated that when they came in and did this little façade upgrade, about five years ago, those little gables were all the way down. It brought the Cowabunga gable into the building, but it kept the other small.

Mr. Pearce stated that they don't have to look at the parking because they're all set with that.

Mr. McKnight stated that she did ask about how much parking they thought they would be using because she remembers for Cowabunga, which of course is a very different use, but the CPC did spend a lot of time talking about it because Cowabunga generated so much parking. For this she didn't think it would be as huge a deal, but it is a change in use, so she thought the CPC should have a little bit of basic information about the number of employees, and expectations for the traffic in and out. Not so much a traffic study in terms of the vehicular patterns changing. There will be approximately 29 people in the store at peak times.

Mr. Barry stated that the store has 5, 594 sq. ft.

Mr. Hayden stated that if we do the 300 sq. ft. for the parking, they need 18 spaces, so they kind of fall in that because he's looking at the plan and seeing 20 spaces.

Mr. Johnston stated that he used to be a frequent visitor to one of the locations in Somerville and he imagines they'd be a bit busier than this location would be. There were usually no more than five to ten people in that store. He doesn't think that parking is going to be much of an issue and it would be a positive addition to that location. He just thinks that the signage is a little bold for changing the roof line. He's curious about the signage in terms of the grooming and dog watch because he's never seen that in any other location signage. Is that a newer idea?

Mr. Sean Crutchley, Northeast Director of Pet Supplies Plus stated that the Phillips Edison & Company are the ones that do a lot of our newer stores and are the only ones that have that kind of signage, until we upgrade it. -----

Mr. Hayden asked if they would be boarding cats at the store.

Mr. Crutchley stated no cats or dogs, just small animals (i.e. birds, reptiles)

Mrs. McKnight stated that the CPC is reviewing this because of the façade and the change of use, because there has never been this type in the plaza.

Mr. Pearce asked the other members if they are comfortable with a sign of that size.

Mr. Hayden stated that it's 9' over the top of what's there now.

Mr. Carroll asked if instead of the 5' and then the 9' pitch, if it could be started at the bottom of the 4' 4, and accomplish the aesthetic. Basically start the pitched roof the way the smaller ones start.

Mr. Barry asked if what he meant was to top it off at where the existing edge roof line is.



Mr. Carroll stated not even that. If they drop the whole thing down to 4' 4 so, the second gray band starts at the bottom where all the others do. You would basically take 4 ½' of this whole thing, but the entire white panel with the sign would be the same thing just another 4 ½' lower. He's just thinking scale wise because it will kind of alleviate some of the concerns. He doesn't think they wouldn't give away any of the square footage for signage.

Mr. Barry stated that that would make sense too because the other stores are the size that they are. This is a combination of two stores, so if it is a little bigger than it should be a little higher.

Mr. Hayden stated that he is still concerned with the brightness of the signage.

Mr. Carroll asked if the intent here for this background to be white or to match the existing façade.

Mr. Barry stated that it will match the existing façade.

Mrs. Priscilla Fitzgerald of 5 Voke Street stated that she is also concerned with the lighting and would like to have it toned down. She would also like to see the size of the sign reduced.

Public hearing continued to September 21, 2021 @ 8:00PM.

#### **Affordable Housing Overlay District Properties**

Mrs. McKnight stated that they've planned for Thursday of next week, a ZOOM session to talk about the warrant article. There are four properties that they have put on the warrant to request for disposition. We've sent out a letter inviting people to attend, who are abutters to these properties. So, that they will know what we are looking to do. She put this on the agenda as a discussion just to go over any last-minute questions about it, prior to the session. Her goal for that session was to show the graphics/maps to explain where the properties are. Show their approximate size and explain what we've intended to do, just as far as trying to get a town meeting vote and then going through the RFP process. For these properties there is already zoning in place because the Affordable Housing Overlay District was created fifteen years ago, but the town hasn't done anything with these properties.

Mr. Pearce stated that when they put out the RFP for these properties would then be looked at by the Habitat people.

Mrs. McKnight stated that it would be an open RFP and anyone can bid on the properties. We know that Habitat has expressed interest and they let us know that they're interested in some small scale development. She would want to on Thursday of next week go over what the zoning is in place there because it's more multi-family development that's allowed on those properties than is in the surrounding, and that was by design, in the zoning already. So, while

we can't give people an exact number of units that could be allowed there, we can go over things, such as, there is a 5000 square foot lot area per dwelling unit maximum limit. There is a 2½ story height limit. One of the questions that she wanted to pose and she has no idea how people will react until we start hearing some feedback. The properties were zoned this way, she doesn't know whether we would want to try to restrict them any further. For example: 57 Haverhill Street – If you just did a straight lot area for dwelling unit, you'd come out with 46 units. You couldn't put 46 units on that property because the height limitations and there's a 50% open space requirement, but at the same time maybe you could do 10, or 15. It's hard to know until someone comes in and does a plan, and tells us what size unit they have in mind. For Example:

Mr. Hayden stated that there are also wetlands and it would need to be able to support septic systems.

Mrs. McKnight stated that if they get people who are concerned about the number of units and want to ask us to limit the number of unit because the zoning doesn't currently give an exact number, so we're not going to be able to go into the meeting to say this property could yield 12 units that and another one could yield 4. We have some ideas, but we don't know until someone actually draws up a plan. But, we could approach it as we're putting out an RFP and the RFP has to keep to the zoning.

Mr. Pearce stated that telling them that we don't have any idea how many units can be on a particular lot isn't going to fly very well. If the zoning does not limit the number of units on a particular piece of property that would be called into question.

Mrs. McKnight stated that anything more than a two-family house would have a special permit from the CPC.

Mr. Pearce stated that he doesn't know how they would go about it because every one of those lots would have a different parameter. He thinks that they need to stick with what the zoning is right now and then explain it the way Mrs. McKnight did this evening.

### **Sewer Article**

Mrs. McKnight stated that the Select Board is meeting tomorrow night and is going over the warrant and the informational hearing are not until the 20<sup>th</sup>, but the Town Administrator suggested to her that it might be helpful for the CPC to be there in case there are questions about the Affordable Housing Overlay Article and also thought it might be helpful to have any input that the CPC might have on the sewer funding article.

Mr. Hayden asked Mr. Vincenzo Stuto of the Select Board how the thought process and cost for design was coming.

Mr. Stuto stated that there's no final number, so anything is an estimate. But, for design to do it properly, in a way where all the information available is given to whether or not, to then fund, to go for a much larger number. He thinks the estimate on the high end is three million. There's been a preliminary discussion on where to get it. The obvious place would be the Pulte funds because that's kind of what they've been sitting there to do, hearing very little at this point. He spoke to Mrs. McKnight earlier and told her that by coming to the CPC meetings he was able to understand clearly the difference between when something's in concept to design stage which this is definitely design.

Mr. Hayden stated that it does feed into economic development. He asked if that was the whole design.

Mr. Stuto stated that's the preliminary, to do the whole design correctly. From the initial step, from the piggyback to the Mass D.O.T., to get it to begin over the town line.

Mr. Hayden stated that what he means by the complete design is everything in North Reading, and then the force main to the wastewater plant.

Mr. Rudloff stated that in the draft Fall Annual Town Meeting Warrant – Article 10, he sees that that there is an Appropriate Money for Wastewater Planning, Design, Engineering, and/or Permitting. He asked what the construction component is.

Mr. Stuto stated that was put as a placeholder. It was only put there in the remote chance that this will be a lot faster than expected and they just wanted something there, so we weren't scrambling last minute, but at this point it might get removed entirely, if not passed over, but they'll know tomorrow.

Mr. Rudloff stated that Mr. Stuto talked about the design itself, at the last CPC meeting. Is that where we are piggybacking with a design firm that other entities are using and this is our portion, or this is our own firm we hired and have a proposal from.

Mr. Stuto stated that Wright Pierce is our own firm.

Mr. Rudloff asked is this just the design or is it contract administration, like after design, so actually, they're carrying out of the contract of construction, or is it just design documents for bidding.

Mrs. McKnight stated that it's just design. She doesn't think it's 100% design, but it's enough of the design that they would be able to move on to understanding the construction funding numbers, completion of the permitting, final the environmental impact report and all of the necessary permitting, but in terms of managing the construction, no they're not into any of this.

Mr. Stuto stated that they know it's feasible and this will give it more, so they can actually take something to town and not just give a range. The reason the amount is so high is to do it as thorough as possible, and he will stress this tomorrow and at Town Meeting.

Mr. Rudloff stated that it could get to the point where they see cost escalation. Things happen once it goes from a bidding document, if they don't have the studies done. Does it include studies like ledge profiling, geotech, etc. so that anybody getting that package knows what they're going to encounter? That just gets back to us pricing it, it could just be the step that it's the design you can get a base, you put a factor in for contingency, and then you have to do a study at some point, prior to construction because you have to know what you're going to hit.

Mr. Stuto stated that he knows that it was discussed, but he doesn't want to give the CPC an answer of whether it's in this, but he definitely knows they had a meeting with The Greater Lawrence Sanitary District and it was definitely discussed by Mr. Michael Stein in regard to the ledge and the town engineer also referenced it. He will err on the side of assuming yes because it's been discussed. Something that's going to be big enough where we need to know that cost, to get that true cost estimate, is going to be involved.

Mr. Carroll asked is the intent here to kind of gather that information and either through the design firm, or through bringing in contractors get sense of pricing before they're completed, or are we looking start to finish and then get numbers?. Is there a checkpoint built into this at some point?

Mr. Stuto stated that he thinks they're trying to go for the whole thing. He asked Mr. Carroll if he was asking what it was going to cost in total.

Mr. Carroll stated are we just going to approve the three million for design and then go start to finish and then when we're done we'll find out how much it's going to cost to build, or will we have a gut check along the way to say, okay, this is a preliminary design and here's a revised estimate.

Mr. Stuto stated that from his understanding, the three million will tell us what we have to request.

Mr. Carroll stated that it'll be everything, a complete design. But, what he's asking is if anyone ever budgeted the project.

Mr. Stuto stated yes.

Mr. Carroll stated and there's definitely installation, for the whole thing.

Mr. Stuto stated that the more research done, the lower the number keeps coming. He thinks that the CPC is going to be very important in getting a lot of things that everyone is trying to accomplish, and use it to their advantage. From a funding perspective, rather than borrow, the quickest way to get this done and maybe not get into the whole thirty different types of discussion of who should pay for the betterment, whether it should be just people on Main Street, the whole town and all that, is if we can somehow rope in a very large Mass Works grant, and from his understanding, it is showing that if this gets done we can do a lot of housing, this is the key to the treasure chest. This is where he thinks a lot of the things that they've discussed, like Winter Street can really come into play. He's trying to give a big picture of where his thinking is and showing the Select Board that there's a lot of things that people are trying to accomplish in town, and one may help the other.

Mr. Carroll asked if the three million is a written proposal.

Mrs. McKnight stated that Wright Pierce continues to refine it, as well.

Mr. Carroll stated that his point is that they build in some measures along the way.

Mr. Stuto stated that the time limit for the design is December 2023.

### **Zoning Board of Appeals**

4 Brian Way – On the petition of William Welch, for a home occupation special permit to run his business as a consultant for modular buildings.

The CPC has reviewed the above-reference application and has the following comment:

- The CPC does not object to the request, provided the business adheres to the criteria of §200-42.

5 Crestwood Road – On the petition of Giovanni Formisano, for a home occupation special permit to run his dryer vent cleaning and service business out of his address.

The CPC has reviewed the above-referenced application and has the following comment:

- The CPC does not object to the request, provided the business adheres to the criteria of §200-42.



340 Main Street – On the petition of Jose G. Sa for a special permit to run a construction//landscaping business.

The CPC has reviewed the above-referenced application and has the following comments and questions:

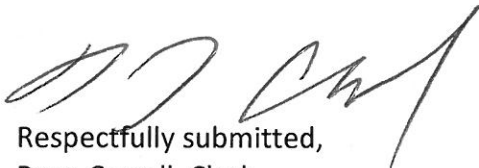
- The CPC recommends ensuring that if any permits are issued, that all the previous conditions attached to prior approvals are followed and enforced.
- The site should be cleaned up.

72 Main Street – On the petition of Francine Coughlin for a special permit to run a daycare, dog training and retail business.

The CPC has reviewed the above-referenced application and has the following comments and questions:

- The CPC would want to see a site plan before fully commenting; not enough information is provided to issue a recommendation.
- A Site Plan Review is needed by the CPC for the change in use.
- Where would the dogs be exercised and walked? Is there an outdoor play area?

Adjournment at 10:20PM



Respectfully submitted,  
Ryan Carroll, Clerk