



RECEIVED

2022 MAR -4 AM 11:02

TOWN CLERK'S OFFICE  
NORTH READING, MASS.

Town of North Reading  
Massachusetts

Community Planning

## MINUTES

**Tuesday, February 15, 2022**

Mr. Warren Pearce, Chairperson called the Tuesday, February 15, 2022 meeting of the Community Planning Commission to order at 7:31p.m. via Virtual Meeting (Zoom, participants may call 1-929-205-6099, meeting code 985 430 0926).

### MEMBERS

#### PRESENT:

Warren Pearce, Chairperson  
Christopher Hayden, Vice Chairperson  
Ryan Carroll  
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 made motion to approve the minutes of 1/18/2022. At the request of Mr. Rudloff the motion to approve minutes were rescinded by Mr. Carroll due to errors. Corrections will be made and presented at the next CPC meeting.

### **172 Park Street – minor modification for exterior lighting upgrade**

Mr. Pearce stated that an email was sent from Michael Bech of Gensler stating that they are withdrawing the minor modification request and have been instructed by the Bank representative to apply for a variance with the ZBA.

### **Zoning Board of Appeals**

Mrs. McKnight stated that the ZBA public hearing for the two applications was already heard at the February 10, 2022. The applications were put on the agenda for informational purposes only.

- 1) 340 Main Street – construction / landscaping business
- 2) 46 Abbot Road – for a variance to construct a 30' x 23' addition

Mr. Rudloff stated that the ZBA applications should have more information available to the CPC for comment. He is the liaison and will convey this to the ZBA.

### **Planning Administrator Update**

#### **20 Elm Street**

Mrs. McKnight stated that she has been preparing for the HGC hearing that is happening for 20 Elm Street. The hearing will take place on Wednesday and possibly Thursday.

#### **Shay Lane subdivision**

Mrs. McKnight stated that she is still having ongoing conversations about the best way to handle what's happening as far as the run-off on Shay Lane. She has had conversations with DCI about whether or not they are getting enough information from the subdivisions engineer of record and what kind of mitigation the homeowners should be doing, as far as the spring and adjusting the run-off coming off of the lot. The belief right now is that it's less of a subdivision compliance issue and more of the way that individual lot has been graded and developed. She has also been working with town counsel to help guide them, to be sure that they're doing what they should be doing for that. She will continue to keep the CPC updated.

Charles Street Ext. subdivision

Mrs. McKnight stated that Charles St. subdivision has not been getting plowed and the contractors are having a hard time getting in. This is more of a private matter because the town doesn't have any jurisdiction over that way, but she did reach out the developer, Michael Bruno to ask that he clear the roadway because the contractors have been contacting town hall and complaining that they can't get in and do what they need to do.

Mr. Pearce stated that the planning department should not get too involved because it is out of their purview.

Winter Street & Main Street project

Mrs. McKnight stated that the town Mike Gilleberto, Town Administrator mentioned to her that there was a possibility of the CPC and Abacus Architects going to the Select Board on February 28<sup>th</sup> to present the project, but the Select Board is not able to do that night because they have too much on their agenda. She will be attending that meeting because they want to do the required public briefing for the Housing Choice rules for MBTA communities. She sent out a packet with the final presentation that she worked on with David Eisen and she heard back from Mr. Castellano, property owner of 103 Main Street. He wanted to let her know that he's interested in hearing what might happen, and might be interested if it makes sense financially and asked her to keep him in the loop. It seems that Mr. Castellano and the owners of Stop & Shop have a similar perspective, they would probably like to see what the town is doing with the sewer.

Preliminary Budget meeting

Mrs. McKnight stated that she had a meeting with Mike Gilleberto, Town Administrator and Liz Rourke, Finance Director regarding the CPC budget a couple of weeks ago and everything went fine. Mr. Gilleberto did ask her if the CPC had talked about having an economic development position become part of the budget. She told him that it was something that came up briefly with the CPC when discussing the budget. She told him that the interest was not extremely high, but that the CPC was interested to know what others thought. There is a need that people see and she has a lot of questions about the position. Would it be possible to have justify having a person if they don't end up having sewer?

Mr. Pearce asked if Mr. Gilleberto was actually considering a full-time, or part-time person to manage the economic development situation.

Mrs. McKnight stated that she doesn't think anyone has a fully formed picture of what that job would be. She thinks it's certainly possible and would have a lot of potential. She also thinks that that's a position that in the past has always been hard for her to justify because it didn't seem like there was enough to justify one person's full-time work, but she does think if sewer end up coming to be then that really could change.

The consensus of the CPC is that at this point it would be very premature to put a person in that position before the sewer construction project being approved.

**92 Concord Street – Site Plan Review – cont. P.H. 8:00PM**

Rachel Zoob-Hill of Goldman & Pease LLC stated that she is representing the Trustees of Brickway Place Condominium Trust stated that they will be working with Attorney Keyes and Town Council to come up with a new stipulation pursuant to the CPC recommendation that allows the litigation to be resolved.

Mr. Carrol moved, seconded by Mr. Rudloff and voted 5-0:

I move that the Community Planning Commission vote to grant the applicant's request of February 14, 2022 to withdraw the Site Plan Review for 92 Concord Street, without prejudice

Mr. Pearce asked for a roll call vote: Mr. Hayden, Mr. Rudloff, Mr. Carroll, Mr. Johnston and Mr. Pearce in favor, none opposed.

**Crestview Estates / 39 Chestnut St & 9 Flint St – Definitive Subdivision – cont. P.H. 8:00PM**

Mrs. McKnight stated that the applicant submitted revised plans and they have been in communication with DCI. DCI has completed their review and they've given us a letter saying they're satisfied, but what she doesn't have is a detailed letter outlining every one of the issues and saying how it's been resolved.

Attorney Jill Mann of Mann and Mann P.C. stated that they submitted documents that are responsive to many of the concerns of the planning board, that being the updated traffic report. They have demonstrated the level of service and the exceptionally low volume of traffic on Flint Street. They did recognize the conflict on Flint Street and actually proposed mitigation measures to be able to make that intersection safer because part of the problem is the design. The traffic is predominantly going up and down Chestnut Street. They are proposing the following:

- 1) A clear sight distance coming out of Flint Street
- 2) Paint the STOP sign and put in some traffic controls when approaching Flint Street.
- 3) Add a bus stop
- 4) Proposing a sidewalk on the left side of the road that will go down the entire subdivision roadway that will curve over to connect to Flint Street.

Waiver requests: Plan shows areas highlighted in red.

- 1) Sidewalk – to only allow one.
- 2) Grass strip – Is going to be a wetland fill and to minimize the impact in the area and minimize the disturbance.
- 3) Grass slopes on Coakley Way to allow low impact development.

They agree to maintain all of the stormwater basins. They will form a Homeowner's Association and a reserve fund would be created to maintain the stormwater systems, pursuant to the Operations and Management plan that will be in place when they go forward and install the basins.

There was request from the fire department that the 20' driveways be put in. A discussion with this board came to a conclusion that 18' driveways would be sufficient. If they have to put in 18' driveways they would prefer to not have all the impervious area.

Mr. Pearce stated that the State code requires a minimum of 18' wide roadway, but he's never seen that applied to driveways.

Attorney Mann stated that this is brand new and it comes out of the National Fire Prevention, and it really refers to roads, not the driveways.

Thad Berry of ASB Design Group stated that the 18' reflects in terms of a driveway is not so much for real estate, but it's more for a commercial/retail, set at a minimum and a fire truck has 18' to maneuver in and out, or around a building, but it's under the auspices of the driveway.

They are avoiding the grass strip in those areas because they will have vertical granite curbing in order to try to separate the sidewalk from the roadway when coming in from Chestnut Street. That is a low area and the feeling is that they have to put in a catch basin to catch the flow because it used to go into a grass swale, into the BNP, so they had to introduce a catch basin, in order to collect that stormwater runoff. There will be a 5' wide, paved sidewalk and a 5" curb, both reveal and both horizontal, so it's 5 ½'. It makes the sidewalk useable during rainstorm events and that's for both the entrance on Flint Street and Chestnut Street.

Mr. Hayden stated that he noticed that there is a street name on the plan. We have precedent that all street names would be historic nature within the town.

Mrs. McKnight presented the historic street list.

Mr. David Jamieson stated that they only picked that name because it was recently used for a development in the Town of Reading.

Attorney Mann stated that she would discuss this with Mr. Jamieson and pick one from the list.

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

that the Community Planning Commission vote to grant the requested extension of time in which to render a decision on the Crestview Estates subdivision (39 Chestnut St. & 9 Flint St. until April 1, 2022 and to continue the public hearing to March 1, 2022 @ 8:00PM.

Mr. Pearce asked for a roll call vote: Mr. Carroll, Mr. Rudloff, Mr. Hayden, Mr. Johnston and Mr. Pearce in favor, none opposed.

Adjournment at 8:36PM

Respectfully submitted,  
Ryan Carroll, Clerk

A handwritten signature in dark ink, appearing to be 'Ryan Carroll', written in a cursive style.