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Town of North Reading
Massachusetts

Community Planning

MINUTES

Tuesday, June 21, 2022

Mr. Warren Pearce, Chairperson called the Tuesday, June 21, 2022 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 B. Hayden, Vice Chairperson
Ryan Carroll, Clerks
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.

Small Wireless Facilities Policy – P.H. 7:30Pm

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

Mr. Pearce stated that the recommended policy hasn't changed since the last time they received it from Town Counsel with whatever changes the CPC made initially, is that correct?

Mrs. McKnight stated that is correct. The last time the CPC discussed this policy it was still as it was. The most recent thing that the CPC added to that draft was a preference wherever it's possible to put the equipment underground for these facilities. Though they were warned by Town Counsel that they can't require it all the time because in some cases it just won't be physically possible to do it, so in that case they can't say no, but they can ask that it be done where it can be. In June of last year the zoning amendment was changed to allow a review process. It doesn't allow for full site plan review, but it allows the CPC to review certain things and to put out preferences for design guidelines and certain aesthetic regulations as long as they're reasonable. So, in the absence of that they just wouldn't have any regulation, it would just be a building permit, and this would only regulate installations proposed on private property through zoning. The installations that would be proposed would be more likely to be in rights-of-way and that would be under the purview of the Select Board. The Select Board has been provided a draft policy that is very similar to this draft policy, and they can address that in their own timeline.

Mr. Pearce stated that he doesn't think that Town Counsel would have recommended this policy if it hadn't had success within other locations. The CPC can start with this policy and make modifications to the policy as applications are submitted.

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

that the Community Planning Commission vote to adopt the Small Wireless Facilities Policy.

Minutes

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

that the Community Planning Commission vote to accept the minutes dated May 17, 2022 as written.

Planning Administrator UpdatesCPC meeting schedule

There will be no meeting on July 5th. The next meeting will be on July 19th.

Mr. Carroll stated that he will not be available on July 19th.

Grand Legacy/Woodcutter Road

The developer is interested in putting up a decorative stonewall at the entryway. They wouldn't be retaining any earth and it would be small enough to not require a building permit.

Mr. Hayden stated that they should submit a rendering of the wall with dimensions and materials.

Mr. Pearce stated that there are some substantial grade changes to that site, so a decorative wall could be substantial.

70 Concord Street

Mrs. McKnight received a call from DEP regarding the 70 Concord Street property. A few years ago the town had been looking to try to figure out how to facilitate a sale of some sort, but there's a very large lien on the property do to contamination. DEP is in the process of decommissioning everything that they had there, in terms of the pumps which haven't been functioning for quite some time, but they're removing all of the Commonwealth owned equipment and material from there and the site will be vacant.

Mr. Pearce asked if DEP is giving up on the project or are they declaring it acceptable at this point.

Mrs. McKnight stated that it's been cleaned up to a point, but in terms of the level of clean up DEP couldn't actually tell her because the person that contacted her didn't have the paperwork in front of them. There still is contamination there, but it's not as bad as it was. Nothing DEP is doing is making it any better at this point and there not planning to do any more remediation, so they're moving on. It probably wouldn't be a bad time for the town to pick that project up again and not that the CPC is necessarily taking charge of it.

Mr. Hayden stated that the EDC has been interested in that property.

Mr. Pearce asked if the town is the owner of the property.

Mrs. McKnight stated that the town does not own the property, but the town would try to facilitate something where the town could be the owner, for a short enough time that it could be put out to another owner, but the town doesn't want to own the property.

Mr. Pearce stated that if the town takes on that project and there isn't a guarantee from the prior owner to be responsible for the rest of the clean-up then the town will inherit the responsibility for the clean-up.

Mrs. McKnight stated that DEP is going to be sending her out some information about who she can reach out to next and what the next steps might be. DEP did tell her that they were going to be on the site this week, so if anyone is interested they can check out the building.

Wastewater Studies

Mrs. McKnight is continuing to work with DPW on the sewer study and the financial assessments. There will be some communications going out soon and there will be some informational workshops to get some feedback.

Charles Street Ext. update

Mr. Hayden asked if there has been any movement on the subdivision.

Mrs. McKnight stated that the time frame was to get them to the point of the binder, drainage and utilities and they did get to that point. The issue now is that the site is not being cared for, and it's not stable, it's silty and it's overgrowing and it's just not in a good state. She and the Conservation Agent met with the developer on site and talked over a checklist of things based on GM2 Associates Inc. (formerly DCI) input. There were promises from the developer to get certain things done and that has not happened yet.

Mr. Pearce stated that the biggest thing is to maintain the stormwater situation because that can be a problem there.

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

Attorney Jill Mann of Mann and Mann stated that they received full sign off from GM2 Associates Inc. (formerly DCI). They received a copy of the draft approval and only had one issue with a provision that they needed to get verified test pits that were witnessed, and this was already done by GM2. They received full approval from the Conservation Commission. They approved the crossing, the location of all the items and the stormwater.

Mrs. McKnight stated that she would remove that provision from the Conditional Approval.

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

that the Community Planning Commission vote to approved the plan entitled, "Site Plan, 14 Concord Street, Town of North Reading, Assessor's Map 18, Parcel 15"; dated February 15, 2022; revised May 13, 2022; drawn by LJR Engineering. Subject to the terms and conditions of the Certificate of Conditional Approval dated June 21, 2022 as amended this evening.

Cranberry Meadow – endorse plans

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

that the Community Planning Commission vote to endorse the plans entitled "Definitive Subdivision & Notice of Intent Plans Cranberry Meadow Estates, 39 Chestnut and 9 Flint Street, North Reading, MA 01864, Map 56, Parcel 74 and 80, North Reading, Massachusetts"; dated August 24, 2021; revised February 4, 2022 and March 7, 2022; drawn by ASB Design Group, LLC.

Reorganization of Officers and Liaisons

Officers

Mrs. McKnight called for nominations for the Chair.

Mr. Pearce moved, seconded by Mr. Rudloff and vote 4-0:

that the Community Planning Commission vote to elect Mr. Hayden as Chairperson for a one year term.

Mrs. McKnight then handed the gavel to Mr. Hayden who called for nominations for Vice Chair.

Mr. Carroll moved, seconded by Mr. Pearce voted 4-0:

the Community Planning Commission voted elect Mr. Rudloff as Vice Chairperson for a one year term.

Mr. Hayden called for nominations for clerk.

Mr. Pearce moved, seconded by Mr. Rudloff and voted 4-0:

the Community Planning Commission voted to elect Mr. Carroll as Clerk for a one year term.

Liaisons**Board/Committee:**

Select Board
Conservation Commission
Zoning Board of Appeals
Housing Partnership Committee
Metropolitan Area Planning Council
Historic District Commission
Historical Commission
Finance Committee
Land Utilization Committee
School Committee
Recreation Committee
Wastewater Advisory
Commission on Disabilities
Economic Development Committee

Representative:

Christopher Hayden
Warren Pearce
David Rudloff
Jeremiah Johnston
David Rudloff
Christopher Hayden
Christopher Hayden
Warren Pearce
Ryan Carroll
Jeremiah Johnston
Ryan Carroll
Warren Pearce
Ryan Carroll
David Rudloff

Accessory Dwelling Units

Mr. Rich Wallner stated that when he last spoke to the CPC about the Accessory Dwelling Units policy he was told that the CPC would be willing to meet with the Select Board if they wanted to discuss this. The Select Board did agree to meet with the CPC.

The CPC agreed to meet with the Select Board to discuss this topic. They would also like to speak to the Select Board about the Affordable Housing Overlay District.

Adjournment at 8:50PM

Respectfully submitted,
Ryan Carroll, Clerk

