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Town of North Reading  
Massachusetts

Community Planning

TOWN CLERK  
NORTH READING, MA

### MINUTES

**Tuesday, July 17, 2018**

Mr. Warren Pearce, Chairperson called the Tuesday, July 17, 2018 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  
William Bellavance, Vice Chairperson  
Jonathan Cody, Clerk  
Ryan Carroll  
Christopher B. Hayden

#### STAFF

##### PRESENT:

Danielle McKnight, AICP  
Town Planner/Community Planning Administrator  
Debra Savarese, Administrative Assistant

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

### **Minutes**

Mr. Cody moved, seconded by Mr. Bellavance and voted 4-0: (Mr. Hayden abstained)

that the Community Planning Commission vote to approve the minutes of June 5, 2018, as written.

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

that the Community Planning Commission vote to approve the minutes of June 18, 2018 @6:30Pm, as written.

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

that the Community Planning Commission vote to approve the minutes of June 5, 2018 @7:10PM, as written.

### **318 Haverhill Street**

Mr. Cody moved, seconded by Mr. Hayden and voted 4-0: (Mr. Bellavance recused)

that the Community Planning Commission vote to endorse as "Approval-Not-Required", the plan entitled "Plan of Land, 318 Haverhill Street, North Reading, MA. 01864"; dated May 15, 2018; drawn by JM Associates.

### **The Greens – minor modification/trash & water**

Mr. Pearce stated that Charlotte Murphy submitted a letter on behalf of the Thomson Club Unit Owners Trust, requesting to change the Planned Unit Development Special Permit for the Greens. They would like to change condition #8, prohibiting outside watering, and condition 19, requiring private trash pickup.

Mr. Cody stated that he is concerned that the trash request will set precedent with other condo units in town.

Mr. Pearce stated that this would need to be brought to Town Meeting to be approved and the budget for trash would need to be modified.

Mr. Cody asked if they could vote on the water request pending the water hook-up to Andover. He's comfortable voting on the water, but not the trash pick-up.

Mr. Pearce stated that if they were going to do the trash situation they would need to analyze what it would take to do every single complex that's not in the system, to see what the costs would be.

Mr. Hayden stated that he would prefer to get the information from the town before voting on this.

Charlotte Murphy of 10 Cleek Court stated that the residents of the units are not allowed to use any water outside. (ie. Plants, pollen from decks) Presently, their lawns are watered the same way as the golf course with an irrigation system that comes from a well, so they don't believe that this modification will change the use of water. The residents have their own water meters and would like to be able to have the use of water outside their unit. The trash is becoming more complex each year because it's a small neighborhood and they have no negotiating power.

Mr. Pearce stated that the town contract has already been negotiated for the year. A survey would need to be done to see how much trash is hauled out. DPW would need to know the gross volume to see if it could be included into the contract.

Charlotte stated that since they are all tax payers, the resources of the town should be available to them. When the Special Permit was issued in 1982 the residents were not paying a fee for trash pick-up, now they do. According to their condo documents they are not allowed to enter into contracts for more than a year, so they have no negotiating power and the recycling is becoming very complex.

Mr. Bellavance stated that he does not have a problem making the modification for the water use. They will still be obligated to follow the town-wide ban for use of water.

Mr. Pearce stated that he does not have any issues with the Greens becoming a part of the town trash pick-up. The information should be readily available by the company that picks up your trash. They should be able to tell you the yearly amount picked-up. The trash is a complicated issue because if you contract for a certain amount to be picked up and it goes over or under it becomes an issue.

Charlotte stated that as a little community of 172 units they are struggling to stay on top of all the information regarding trash pick-up.

Mr. Cody stated that after thinking about this, the Greens are a different community compared to the other condo units in town.

Mr. Pearce stated that a proposal needs to be submitted to the town. If any other condo units want to do the same they will need to provide a proposal showing the tonnage of trash so that the DPW will have the information to review and make a decision.

Mr. Hayden stated that the only issue that he sees is that the roads going into the Greens are private and the trash company working for the town is public.

Mr. Pearce stated that he does not want to approve without DPW approval. He also thinks that the DPW may have misunderstood the request. They should be made aware that the request is not for irrigation, only for the units, personal use.

#### **Lawrence Road – bond release**

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

that the Community Planning Commission vote to release the remaining bond in the amount of \$1760.00 for the Lawrence Road subdivision.

#### **400 Riverpark Drive - minor modification/parking & landscaping**

Mr. William Bergeron of Hayes Engineering stated that they have modified the plans as requested by the board. They met with the Board of Appeals on the petition for a variance from the parking space requirement. The variance was approved on December 14, 2017 allowing up to 583 9'x18' parking spaces. In addition, they also had to meet with the Conservation Commission who required a complete hydraulic analysis that was approved by the Town Engineer. The Conservation commission approved and Order of Conditions for the site. Even with the addition of 93 parking spaces they lost a 1000 sq. ft. of impervious area, which is a more efficient layout of the parking lot. The handicap parking spaces were moved closer to the door entrances as requested and a total of 103 trees are proposed for the landscaping.

Mr. Pearce asked if there were any 10'x20' spaces on the site.

Mr. Bergeron stated no, other than the handicap spaces being oversized. The plan also includes a new lighting plan, converting them all to LED lights for the parking lot, on 12' poles that will total 68 poles. The overgrown vegetation in the front will be re-landscaped. In addition, to the town board approvals there is the a Riverpark Association that must approve these changes which they have done.

Mr. Steven Cox, Asset Manager of 400 Riverpark Drive was also present.

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

that the Community Planning Commission vote to approve the minor modification on plan entitled, "Site plan in North Reading, Massachusetts, Parking Lot Reconstruction, 400 Riverpark Drive"; dated 2/25/2018; drawn by Hayes Engineering, Inc.

**265-271 Main Street – lighting review**

Mr. Bellavance asked what the timing would be on this.

Mrs. McKnight stated that they have their building permits for the other changes and was waiting for the CPC to approve. She will notify them that the facing on the sign that is different needs to match the others.

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

that the Community Planning Commission vote to approve the signage and lighting plan submitted by Federal Realty Investment Trust and Bill Dufresne of Merrimack Engineering Services; dated 6/25/2018; drawn by i.d.sign Group Inc.

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

that the Community Planning Commission vote to approve the plan entitled “Site Development Plan, Atlantic Plaza Shopping Center in North Reading, Massachusetts”; dated 2/1/2018, revised 6/20/2018; drawn by Merrimack Engineering Services.

**Planning Administrator’s Update****Charles Street Ext.**

Mrs. McKnight stated that she has not heard anything from the developer at this time. The binder has been put down and they do need to post a bond. The electrical work has been ongoing.

**Sign Bylaw**

Mr. Pearce suggested that the building inspector attend a meeting to give his opinion on signage. The CPC agreed not to bring a signage bylaw to Town Meeting this October as more time is required to refine it.

**Town-owned land**

Mr. Pearce stated that he is still seeing the same parcels listed every year.

Mr. Cody stated that they should hire someone to do research on these properties.

Mrs. McKnight stated that she and Debbie did do extensive research and made notes for these properties in previous years. She thought that the Town Administrator’s office was going to preserve all of them. She can put this on another meeting and can provide maps for these properties, so that the CPC can review them, if they would like.

Mr. Cody asked why the list does not show the previous comments.

Mr. Hayden stated that the Conservation parcels should be taken off the list because it takes an act of Congress to do anything with them.

Mrs. McKnight stated that they add new parcels that have been acquired to the list and these are the ones that she worked on this year.

Adjournment at 9:00PM

Respectfully submitted,

  
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Jonathan Cody, Clerk