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Town of North Reading
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Community Planning

TOWN CLERK
NORTH READING, MA

MINUTES

Tuesday, September 18, 2018

Mr. Warren Pearce, Chairperson called the Tuesday, September 18, 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
Christopher B. Hayden
Ryan Carroll

STAFF

PRESENT:

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

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

Minutes

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

that the Community Planning Commission vote to approve the minutes of August 21, 2018, as written.

Zoning Board of Appeals

Mr. Bellavance recused himself from the discussion.

3 Sherman Road – On the petition of Gregory Gagne for a variance to add an addition on to the right of the existing house per the setback requirements.

- The CPC recommends considering any impacts to neighbors.
- The CPC recommends asking whether the addition will comprise a complete in-law apartment with full facilities, or if it is simply an expansion.

Shay Lane Subdivision - update

Mrs. McKnight stated that she received a phone call and email was sent to the Board of Selectmen from an abutter regarding flooding. She spoke to the town administrator, town engineer and the Board of Health inspector, regarding this problem. Throughout this whole construction project there have been approximately four 100 year storms, which is unusual. The developer has been very good about keeping the erosion control and cleaning up the abutter's sites, but they are starting to lose patience. The developer is in violation of the Board of Health conditions and the inspector has scheduled a meeting to discuss the issues on September 21, 2018.

35 Cedar Street – Definitive Subdivision – cont. P.H. 7:45PM

Mr. Peter Blaisdell of Williams & Sparages Engineering stated that they received the peer review from Design Consultants, Inc. and has sent responded back. They are now waiting for DCI's second response.

Mr. Pearce asked if there would be an Operations & Maintenance plan.

Mr. Blaisdell stated that he is unsure if there's going to be a homeowner's association, but the property owners will each own 50% and be responsible for that portion.

Mrs. McKnight stated that this was added to the Conditional Approval.

Mr. Hayden stated that the condition should state that the town is not responsible for maintenance of this driveway/roadway.

Mr. Pearce asked what the maximum depth is for the storm water swale.

Mr. Blaisdell stated that it is approximately 2½'.

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

that the Community Planning Commission vote to grant the requested continuance of the public hearing for 35 Cedar Street until Tuesday, October 2, 2018 @ 7:45pm.

103 Marblehead Street – Public Hearing 8:00PM

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

Rich Williams of Williams & Sparages Engineering stated that the property consists of approximately 2½ acres with an existing home. The proposal is to do a subdivision that provides frontage for 2 lots on. The building inspector has interpreted the frontage as the distance along the pavement as it sits within the right-of-way. The construction of the roadway is essentially a common driveway that is 20' wide pavement, as it goes through the heart of the subdivision roadway, with a T-type turnaround for emergency vehicles. As the roadway hits the property line it splits off and each home has its own driveway. Those driveways will provide two parking spaces outside and two vehicles inside the structure/garage, as well as possible parking along the driveway. The site contains a wetland in the rear and they will file with the Conservation Commission. The septic systems will be constructed in the front of the structures and each lot has some Stormwater management. On the left side of the roadway/driveway an infiltration pond is proposed and lot 2 is provided with a roof-top infiltration system. This pond system will allow for a reduction in flow, in all storms and all directions. This pond system collects run-off from the roadway which is filtered through storm strip adjacent to the road, collects, infiltrates, there is an emergency spillway that discharges onto the Marblehead Street side of the pond; discharges and flows onto the adjacent property (7 Cottage St/109 Marblehead St.) and they are reducing the flow to that lot. Ultimately, all of the flow goes out and through the pipe under Marblehead Street.

Mr. Hayden asked if the driveways are separated.

Rich Williams stated that they are and he suggested a homeowners association for the maintenance of the roadway.

Mr. Hayden stated when the Stormwater Management resource area was put inside the cul-de-sac, the cul-de-sac is an illusory frontage.

Mr. Bellavance stated that he doesn't like to see the older homes torn down and replaced with large ones.

Mr. Pearce stated that driveway should be constructed using the roadway construction standards of the town. He would also like to have a "No Parking" sign posted at the turn-around.

Shari Riley of 101 Marblehead Street stated that the water pressure in this area is poor and wanted to know what they were going to do about this. Will it take more pressure away from the existing homes?

Rich Williams stated that this has no effect on the water pressure to other homes.

Bill Smith of Smith & Sons stated that the water pressure is usually caused by the older pipes leading to the homes, being corroded.

Frederick Riley of 101 Marblehead Street stated that he would like to know where the new homes would be built on the property in relation to his home.

Mr. Pearce stated that there is an existing shed on the property and this is where the new homes will be built.

Frederick Riley asked if the buffer of mature trees between his property and the Morris property would remain and in what direction will the front of the homes face.

Rich Williams stated that the trees separating the property line will remain. The trees on the property where the new homes are going to be built will be taken down and both houses will face Marblehead Street.

Richard Bryk of 102 Marblehead Street stated that he is concerned with the snow removal from this property. In the past the snow is piled up onto his property and it makes it very difficult and unsafe to exit the property.

Mr. Pearce stated that it's against the law to put snow onto someone else's property.

Rich Williams stated that they could add responsibility for snow removal into the homeowner association's agreement.

Mr. Pearce stated that from a practical standpoint they could put into the homeowners association, some language that says they are not allowed to push the snow out onto Marblehead Street. There is plenty of room adjacent to this road to put the snow.

Richard Bryk stated that he is also concerned that adding two more homes at this site is unsafe. There are no sidewalks or bus stops in this location.

Carrie Bryk stated that it is a traffic safety issue. Vehicles drive very fast on this road and there have been many accidents.

Rich Williams stated that adding one more home is not going to be detrimental to the traffic in this area.

Richard Bryk stated that there is also a vernal pool on this property and he believes that making changes to this property will add more water and enlarge the vernal pool.

Rich Williams stated that he disagrees because when they design these systems, they are designed so that there is not an off-site increase in run-off. They need to provide infiltration to off-set any increase in pervious area.

Beth Thomson of 77 Marblehead Street asked if this construction would have an effect on Harold Park State Forest.

Rich Williams stated that this property backs up to property on Ten Road Way, not the state forest.

Laine Raia of 99 Marblehead Street stated that she is concerned that the water pressure will be lowered with the construction of these two new homes. Her basement has been flooding since the new development of other subdivisions and she is concerned that this will make it worse.

Mr. Pearce stated that the Fire Department requires that a flow test be done at the hydrants, if there is any change in pressure adjustments will need to be made.

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

that the Community Planning Commission vote to grant the requested continuance of the public hearing for 103 Marblehead Street until Tuesday, October 2, 2018 @ 8:00pm.

25 Concord Street – Site Plan Review – Public Hearing 8:30PM

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

Jill Mann of Mann & Mann P.C. representing Ferguson Enterprises stated that the proposal is to repurpose the existing building located 25 Concord Street. The property is located in the Industrial/Office District and abuts residential. The property is 26 acres and the building is approximately 27,000 sq. ft. with over an acre of parking. UPS occupied this building and that is why there are so many parking spaces and loading docks. The property was then converted and most recently used as an athletic training facility. Ferguson Enterprises proposal it to convert into a very passive use, which is a wholesale distribution center for "waterworks" which

are very large pipes that carry water and that is why they need the outdoor storage area. There will be no other changes to the site except to for the installation of a 6' tall chain link fence. The fencing will only be installed in the areas that are already paved. The hours of operation are Monday – Friday, 7:00am to 5:00pm. There is a 40' setback to the line, from the pavement that is completely vegetated for buffering purposes. Propane tanks are proposed to go inside the building, which require a permit from the Fire Department, if they do get placed outside a plan has been provided showing them to be located on the southern side of the building, away from the residential area.

Mr. Bellavance asked if there was any way that they could change the chain link fence to a more decorative fence in the front.

Mr. Hayden stated that the Caterpillar distributors have a chain link around the property, but there is wrought iron in the front which is open and this is good because the police are able to see onto the property.

Mr. Carroll asked how high the pipes usually stacked are.

Wally Quigg of Ferguson Enterprises stated that they are not stacked above the fence line.

Mr. Pearce stated that they should make the fence 8' to 10' in height.

Jill Mann stated that they originally put 8', but the town bylaw allows a 6' fence.

Mr. Hayden stated that they could go for a building permit to get the 8'.

Mrs. McKnight stated that the board could waive the site plan review requirement to allow an 8' fence. She will verify with the Zoning Board of Appeals that a variance is not needed.

The consensus of the board is that they would prefer an 8' fence be installed.

Mrs. McKnight also informed the board that a resident of 7 West Village Drive came into the office and asked us to note the following concerns: noise; hours of operation, times of dumpster pickups, and his preference for the existing tree buffer remaining.

Mr. Bellavance asked if any changes were going to be made to the outside lights.

Mr. Hayden suggested that the lighting be changed to LED, if not already done.

Mrs. McKnight asked if any changes were going to be made to the signage.

Jill Mann stated that the only change would be the content.

Wally Quigg stated that one may be mounted where the RAMS signage currently is.

Mr. Hayden asked if the signs were going to be lit.

Wally Quigg stated that there would be not lighting in the signs.

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

that the Community Planning Commission vote to approve the application of Ferguson Enterprises, Inc. for a Site Plan Review including parking, fencing and outdoor storage of materials. Subject to the terms and conditions of the Certificate of Conditional Approval dated September 18, 2018; per site plan dated 9/13/2018, as amended this evening.

189 & 193 Park Street - ANR

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

that the Community Planning Commission vote to recommend to Town Meeting and the Board of Selectmen to alter the layout of the High School/Middle School driveway to include a 127 square foot parcel (Parcel A) as shown on a plan entitled "Acceptance Plan & Street Layout Plan, Middle/High School Driveway; North Reading, Mass, revised 12/24/2015, drawn by Welch Associates Land Surveyors.

Planning Administrator's Update

Electronic Permitting System

Mrs. McKnight submitted an application on behalf of the town and building department for a \$100,000.00 grant, to purchase a new electronic permitting system. This is a competitive grant, specifically for IT, capital related projects. This will allow all of the departments involved in development to ask the applicants to submit applications on-line and will allow the departments to track these permits.

Concord Street, Riverpark Drive & Fordham Road

Proposed intersection improvements for pedestrian safety may be funded by private companies. Vanasse, Inc. has been hired to do a feasibility study. They asked the town to approach two abutters for easements and the abutters are willing to give the easements at no cost.

Public Forum

The first public forum is going to be on September 26th. The informational letter is being mailed with the tax bill which is not going to be mailed out until the 28th, so the meeting will already have happened. It is being advertised in other ways, however. The mailing also addresses the

second meeting and advertised the survey. If the board has any request/suggestions for mapping she will relay this back to GIS. She has asked him to update the older town maps.

Mr. Pearce stated that a sidewalk map would be helpful. For the record he informed the board that the new sidewalk on Haverhill Street is being used quite frequently by pedestrians.

Mr. Hayden suggested a town-owned land map, where there are buildings. They should start the process to design a sidewalk on Central Street.

Mrs. McKnight stated that the town would need to spend approximately 60,000.00 for a design and this would need to go to town meeting for a capital project request.

Mr. Pearce stated that it would be helpful to know where the lot lines, so they will know exactly what they are up against.

Charles Street – Update

Mrs. McKnight stated that Mike Bruno is ready to post a bond and get lot releases. She has asked Design Consultants Inc. to do a final review.

Dogwood Lane – Update

Mrs. McKnight stated that Dana Rowe has asked that the bond be released. The pavement has been completed and she asked the town engineer to do a review. He came back and stated that there is some puddling in an area near the bridge and would like to have this fixed before releasing the bond. Dana Rowe also asked if an as-built was needed.

The consensus of the board is that an as-built needs to be submitted before the bond is released and a copy of the homeowner's association agreement should be submitted.

Adjournment at 9:52PM

Respectfully submitted,



Jonathan Cody, Clerk