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Town of North Reading
Massachusetts

Community Planning

MINUTES

MARCH
Tuesday, March 5, 2019

MARCH
Mr. Warren Pearce, Chairperson called the Tuesday, March 5, 2019 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 Hayden., Clerk
Ryan Carroll

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. Hayden moved, seconded by Mr. Bellavance and voted 3-0: (Mr. Carroll absent)

that the Community Planning Commission vote to approve the minutes of February 19, 2019 as written.

Planning Administrator Update

Carpenter Drive

Mrs. McKnight stated that they recently became aware of; through discussions about 40Bs is that Mass. Housing Partnership offers technical assistance for projects like Carpenter Drive where they can offer the town the ability to evaluate the property, do soil testing, figure out financially how it might work before the town writes an RFP which they can also help with. She had a conversation with Mass. Housing Partnership last week and one of the things that they mentioned was that before putting out the RFP they recommend a town meeting vote because she was concerned that people may not respond to the RFP if they were not assured that the town actually had the right to actually dispose the property to a developer. She had a conversation with Mike Gilleberto, Town Administrator and he asked what the CPC thinks about doing that now, as opposed to after we have more project detail.

Mr. Pearce asked if a placeholder could be put in.

Mrs. McKnight stated that they could put a placeholder for a little while, but the deadline is March 18th. She has a draft warrant article that Mass. Housing Partnership helped her put together a year ago based on the project for the Senior Housing Authority from ten years ago. She believes that the Town Administrator is interested in what this board thought in regards to the timing, is there concern that people may not have enough information?

Mr. Hayden asked how long would their plan take.

Mrs. McKnight stated that she's not sure. Mass. Housing Partnership wants to do a site visit with representatives from Planning Commission, Select Board and Mary Prenney of Elder Services. She is trying to set this meeting up within the next few weeks.

Mr. Hayden stated that she should wait until there is no snow on the ground.

Mr. Pearce stated that he does not want to wait another six months because if they wait for the October Town Meeting they won't be able to do anything because the cold weather will be coming and the project will get shut down.

Mr. Hayden stated that by the time Mass. Housing Partnership completes the plan it might be close to Town Meeting, anyway.

Mr. Pearce stated that based on the work of educating the people, they may support this and move it along. He would ask for a placeholder on this item.

Mr. Hayden stated that October is not that far away to get the whole plan together to send it out.

Mr. Pearce asked how solid the support from Mass. Housing Partnership is.

Mrs. McKnight stated that there is not a specific grant program that they need to apply to. Once Mass. Housing Partnership looks at the site she believes that they will be able to tell what the potential is and what they can offer.

Mr. Pearce asked what the possibility is of that level of support evaporating.

Mrs. McKnight stated that it sounded to her like it's available.

Mr. Hayden stated that there are going to be new Select Board members soon and he wonders if they should wait until this happens to get them on board.

Mrs. McKnight stated that they don't need to wait to request the help from Mass Housing Partnership.

Mr. Pearce stated they will only be asking at Town Meeting to allow them to move forward, not approve a plan.

Mrs. McKnight stated that they will be asking to dispose of the property, in an RFP process. Is there concern that people may need to know how many units the project will be, and we don't have a clear answer to that yet.

Mr. Bellavance stated that the way he understands the Carpenter Drive project is that Mass. Housing Partnership will do the study process in time for the October Town Meeting and they will have some kind of idea of what they can do there.

Mr. Pearce stated that this board also has some of their own ideas for this site also, Such as, a small treatment plant or septic systems.

Mrs. McKnight stated that Mass. Housing Partnership can give this board advice as far as the wastewater because this is one of the things that they do. They will also tell us, for example: When developers of affordable housing are putting together these deals, one of the things they

consider are the tax credits that are available to them and they will look at what type of program might be eligible for them to get those tax credits. So, if the town wants to do elderly housing, that's great, but it scores low unless they have supportive services too. So, once you bring in the component of supportive services you have a higher need for wastewater. They can help figure this out and what might be feasible before they actually put it out.

Mr. Hayden stated that this is the reason why he would like to see the plan before they take it to Town Meeting because they could always say just because the property can support 300 units does not mean that the planning commission would allow it.

Mr. Pearce stated that a meeting should be set up to speak to the abutters.

Mrs. McKnight asked if the Parsonage property should be included in the evaluation.

Mr. Hayden stated that they had a committee that did a report on the Parsonage and Wheeler properties. The recommendation at that time was that the Parsonage property be used as a buffer. This time, the CPC recommends including it in the evaluation but with the idea that it should be a buffer, park, etc.

Budget Meeting

Mrs. McKnight stated that the meeting went well with the Select Board.

EDC - Appointments

Mrs. McKnight stated that they were unable to appoint Mr. Peter Beal to the EDC at the on March 4th meeting. It is now scheduled for the Select Board's March 18th meeting.

35 Main Street - Signage

Mr. Matthew Waterman of Landtech Consultants stated that one free-standing sign is proposed along with one wall sign per business, along with the removal of the existing freestanding signage. The storage business has one proposed wall sign and proposed sign at its entrance. The proposed signage is internally lit.

Mr. Bellavance stated that he is a North Reading residence and the town's colors are green and gold. He asked if they could add gold colors to the signage.

Mr. Hayden stated that he has an issue with the freestanding sign being internally lit. It would be better with exterior lighting.

Mr. Jonathan Hall of Arenhall Corp. stated that he noticed the lighting on Main Street and found that 90% of the businesses have internally lit signage. The storage facility located at 140 Main Street recently added light up letters to the building. Their signage defines there

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company, such as a McDonald's sign with arches. They did incorporate the retail space per the request of the planning department and would ask for a little leniency on the signage.

Mrs. McKnight stated that they can only ask for changes when a Site Plan Review is submitted to the planning department.

Mr. Waterman stated that they went through a lot of discussions internally with the master sign and directory sign and they felt that having multiple retail they would need the directory sign. When they started working with Express Signs they realized that the directory was not needed.

Mr. Hayden asked what the hours of operation would be and will the lights off when the building is closed.

Mr. Hall stated that access would be 6:00am to 10:00pm and office hours are 8:00am to 5:00pm. The lights will be turned on and off with photo sensors. They would probably use LED lighting.

Mr. Hayden asked if they could copy the lighting from the Stop & Shop sign which is opaque and less bright.

Mr. Bellavance stated that LED would be cheaper to use.

It was suggested that the applicant consider incorporating yellow into the sign as a way to look more like North Reading colors.

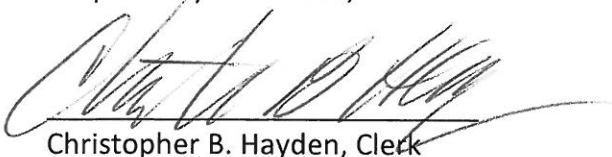
77 Elm Street & 9 Fairview Street – Definitive Subdivision – 8:00PM

Mr. Hayden moved, seconded by Mr. Bellavance and voted 3-0: (Mr. Carroll absent)

that the Community Planning Commission vote to grant the requested continuance of the public hearing for 77 Elm Street & 9 Fairview Street until Tuesday, March 5, 2019 @ 8:00PM.

Adjournment at 8:35PM

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Chris B. Hayden', written over a horizontal line.

Christopher B. Hayden, Clerk