



RECEIVED

2022 JUN 24 AM 9:45

Town of North Reading  
Massachusetts

TOWN CLERK'S OFFICE  
NORTH READING, MASS.

Community Planning

**MINUTES**

**Tuesday, May 17, 2022**

Mr. Warren Pearce, Chairperson called the Tuesday, May 17, 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  
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. Hayden moved, seconded by Mr. Rudloff and voted 4-0: (Mr. Carroll absent)

that the Community Planning Commission vote to accept the minutes dated April 19, 2022 as written.

### **Grand Legacy – Partial bond release**

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

that the Community Planning Commission vote to accept the April 13, 2022 report from GM2 and that the amount of \$264,638.97 be established as sufficient to ensure the completion of the Grand Legacy Subdivision. (Previous bond amount \$480,537.63)

### **78 Haverhill & 135 Chestnut Street – ANR**

Mr. Peter Ogren of Hayes Engineering Inc. stated that the two parcels are in the same family, but there are two separate titles. The proposal is to subdivide the two parcels into four lots. Two of the lots are reduced frontage lots that are allowed under the North Reading bylaw and two of them are standard lots. There is one common note on the plan, which takes a portion of the McAuliffe land and adds it to the Goddard land, to create a limited frontage lot. They would like to keep the right to have a common drive off of Haverhill Street for the standard frontage lot and the existing dwelling. They have indicated on the plan that there's an easement for a proposed common drive and panhandle of land which is the reduced frontage lot with the existing dwelling on it. The existing dwelling and septic system is designed to remain where it is, although the regulations require a 120' diameter circle and they have shown that on the plan, but it's anticipated that the house and septic system stays where they are.

Mr. Pearce stated that he is not in favor of common driveways. There are appears to be enough room to create two driveways.

Mr. Ogren stated that there's a very minor wetland at the very front. That's one reason for perhaps being desirous of the common drive. He told Mr. McAuliffe that if the property was every sold that he would need to be sure that there is a plan that indicates how the costs will be shared and who will do what.

Mr. Hayden asked if there is enough room in the easement to put two driveways next to each other because he does not see wetlands in the 50' right-of-way.

Mr. Pearce stated that there is enough room for two driveways.

Mr. Ogren stated that they could put two driveways there, but it would involve receiving a permit from Conservation to act within the 12' buffer zone.

Mr. Pearce stated that there will also need to be an easement granted for that driveway.

Mr. McAuliffe stated that he has no objection to two driveways.

Seth Levy of 76 Haverhill Street asked if putting the two driveways was within the 50' and do will they have to split the land to have the minimum frontage.

Mr. Hayden stated that it is within the 50'.

Mr. Pearce stated that they do have the minimum frontage and will not be splitting the land.

The consensus of the commission is to request two driveways, in place of a common driveway.

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

that the Community Planning Commission vote to endorse as "Approval-Not-Required", the plan entitled "Plan of Land in North Reading, Mass."; dated May 5, 2022; drawn by Hayes Engineering, Inc.

### **Forest Committee – Discussion**

Mr. Rich Wallner stated that they wanted to make the CPC aware that the Forest Committee has put in a request in the June 2022 Town Meeting warrant for funds to hire a consultant to help with them with the Swan Pond area.

Dr. Alison Polido of the Forest Committee stated that their interest in the Swan Pond forest area is an area that was noted to be of interest by the community in the Open Space Recreation plan of 2020. So, they do have some public support for the project. Historically the Forest Committee has overseen this property with the permission of the Conservation Commission, General Government, and School Committee who all own a portion of the land. In recent history the parks committee has kind of overseen projects in this area. Currently the Swan Pond area is very under-utilized and a lot of people do not even know that it exist and this lack of awareness does come with some issues: (See attached)

- Trash dumping
- Unauthorized motorized vehicles damaging the trails
- Lack of parking space
- Lack of fire / safety access

Their goal is:

- Increase area awareness and public use in a controlled manner
- Hire a professional consultant group to assess & design trail improvements
  - Need expertise for assessing land boundaries between various stakeholders and abutters, as well as the current trail system in place
  - Seeking professional design for trail improvements, such as increased trail accessibility
  - Formal conceptual plans will allow for work to be done by the committee, volunteers, and other interested parties, such as forestry students at Essex Agricultural School

The consensus of the commission is to support the warrant article.

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

Attorney Jill Mann of Mann and Mann stated that they received traffic comments from GM2 (formerly DCI), (dated 5/16/2022) as part of the review, she then sent the response from GPI (dated 5/17/2022) to the planning department.

Mr. Luke Roy of LJR Engineering stated that there were not a lot of comments that really changed the layout of the site or relocated things that they had to address. (Response letter dated 5/16/2022)

Mr. Pearce asked if a plan was submitted with all of the changes.

Mr. Roy stated that it was submitted to the planning department on May 16, 2022.

Mr. Hayden asked if the dumpster for Building B is close to the stormwater basin.

Mr. Roy stated that was a comment from GM2. The dumpster location for Building B was reviewed, however there does not appear to be another feasible, accessible location given the required parking layout and other site constraints. The dumpster pad will be sloped toward the parking lot, away from the stormwater basin.

Mr. Hayden stated that as long as it's put on a concrete pad.

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

that the Community Planning Commission voted to continue the public hearing for 14 Concord Street until Tuesday, June 21, 2022 @ 8:00PM.

**Planning Administrator Update**

- Economic Development Committee –

The event will be held on May 24<sup>th</sup> at the Horseshoe Restaurant. DPW Director, Joe Parisi will give a sewer update.

Mr. Hayden is the representative for the CPC, but would like to step down. If anyone is interested in this position please let Mrs. McKnight know.

- Warrant Articles – June 1<sup>st</sup> is the information hearing for warrant articles. The CPC does not have any articles submitted.
- Capital Projects – The Central Street sidewalk project was not listed on it.
- Reorganization of Officers and Liaisons – Will be put on the June 21<sup>st</sup> agenda.
- Wastewater Studies – The sewer study is ongoing with Kleinfelder. A small study survey was sent out this week to the larger property owners and businesses along Concord and Main Street. In the next few weeks they'll be sending out communication to everybody.

Facilities Master Plan – Mrs. McKnight attended a meeting a few weeks ago and hear an update on what's happening with that project. A presentation was given on the thoughts about the intergenerational community center and fire station. She did speak to Mr. Eisen of Abacus Architects and he is going to wrap up the report and submit to the CPC. When the CPC is ready he will come in to do a presentation community meeting he will attend.

Accessory Dwelling Units

Mr. Rich Wallner asked the CPC if they would be willing to revisit the Accessory Dwelling Unit policy.

The CPC members discussed their previous efforts with the bylaw and noted that there was not yet a consensus about the contents of the bylaw.

Mr. Pearce stated that they are interested in pursuing the bylaw, but would prefer to do so, only with the support of the Select Board. They would also like to speak to the Select Board about the Affordable Housing Overlay District.

Adjournment at 9:00PM

Respectfully submitted,  
Ryan Carroll, Clerk

