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Town of North Reading
Massachusetts

Community Planning

TOWN CLERK
NORTH READING, MA

MINUTES

Tuesday, August 15, 2017

Mr. William Bellavance, Chairperson called the Tuesday, August 15, 2017 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: William Bellavance, Chairperson
Warren Pearce, Vice Chairperson
Jonathan Cody, Clerk
Christopher B. Hayden
Joseph Veno

STAFF

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

303 Main Street – Site Plan Review – P.H. 8:45PM

Mr. Bellavance recused himself from the public hearing.

Mr. Cody informed all that he is a business partner with the owner James Demetri, of 303 Main Street, but he has no financial interest in this property.

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

Mr. Rich Williams of Sparages & Williams stated that the proposal is to make the one-way existing northerly egress into a two-way entrance/egress and to relocate the existing sign to the northern side of the building. In addition, an island will be constructed and pavement markings to show in and out. The parking field south of the build will be repainted to allow for angle parking. This will increase the ability for vehicles to back out and go in the right direction to leave the site.

Mr. Dan Mills of MDM Transportation Consultants, Inc. stated that the site was originally designed with a counter-clockwise driveway to accommodate a bank with a drive-thru which never came to fruition. The current entrance does not allow people to see it until they are on top of it, at which time they must turn-around to re-enter the site and a lot of them will enter the "Do Not Enter" exit.

Mr. James Demetri owner of 303 Main Street stated that he interviewed the current tenants to see if there were problems that needed change. He was told by the tenants that it is very difficult enter the site.

Mr. Pearce suggested angle parking on the other side of the building.

Mr. Williams stated that there is enough distance on that side for vehicles to back out.

Mr. Mills stated that accident reports were requested from the Police Department which came back with very little accidents.

Mr. Hayden asked if this would impact IPF.

Mr. Demetri stated that he met with IPF and the changes being requested will not impact IPF.

Mr. Hayden asked what type of planting are proposed.

Mr. Williams stated that the plantings will be consistent with the existing plants.

Mr. Demetri stated the board had previously approved awnings for the Great American Tavern. He wanted to know if the new tenant kept same frames, but cover with a black canvas with the restaurant logo.

Mr. Hayden stated he believes that no words are allowed on the awnings.

Mr. Demetri stated that as long as the sign does not exceed the size limitation it is allowed.

Mr. Cody stated that the Great American Tavern had lettering on it.

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

that the Community Planning Commission vote to approve the minor modification for 303 Main Street. Plan entitled "Site Plan, Parking Access and Revisions, #303 Main Street, North Reading, MA 01864"; dated June 22, 2017; drawn by Williams & Sparages, as amended at the August 15, 2017 meeting. All other terms and conditions of the original approval, dated March 28, 2008, and subsequent approved modifications on file with the Community Planning Commission, remain in effect.

35 Cedar Street – discussion

Attorney Steven Cicatelli representing the owners of 35 Cedar Street stated that the proposal is to create an additional lot from their property. The property currently contains 81,022 SF, and the owners are seeking to add another 11,492 SF from an abutter's property. They are proposing a cul-de-sac, providing frontage for the new lot. There is already a paved cul-de-sac on the neighboring property at 33 Cedar Street. However, this pavement is not the street layout, it is on private property. Waivers are needed Roadway width and length of cul-de-sac.

Mrs. McKnight stated that she has met with the building inspector to discuss the project. Initially, there was a concept plan that did not show the cul-de-sac paved and the building inspector said that he could not issue a permit for it because he did not consider it to have legal frontage. This one now shows the cul-de-sac paved and although there is a turn-around area on the adjacent property, and the concern could be that this is a reverse curve. The building inspector said maybe, but this is not a street, it is pavement on someone's property.

Attorney Cicatelli stated that it appears the public way is just Cedar Street without the bulb. Typically the bulb would be part of the public layout, once accepted by the Town. He does not know if that is part of it. If it is not part of the public way then he does not have the right to remove it.

Mr. Bellavance stated that it looks like they are putting two cul-de-sacs in a reverse curve. At the first cul-de-sac, is the frontage needed for the other parcels?

Mrs. McKnight stated no. The other parcels are limited frontage lots and have 50' of frontage on Cedar Street. She assumes the extra pavement was put in as a condition for a turn-around area, so that the end lot could be developed, but at this point it is just pavement on private property.

Mr. Hayden stated that maybe the edge of the road could be line painted to draw the driver's eye away from that turn.

Mr. Veno stated that he doesn't think that it is going to be an issue because most of the people driving down there are going to know the area.

Attorney Cicattelli stated that they would not be averse to doing this.

Mr. Hayden stated that an island could be constructed.

Attorney Cicattelli asked if the town engineer had certain design standards for an island.

Mrs. McKnight stated that the Subdivision Rules & Regulations for a looped road have dimensions for a loop.

Mr. Hayden asked how long the cul-de-sac is.

Attorney Cicattelli stated from the main road; it did exceed the maximum requirement.

Mr. Bellavance stated that he would like to get the opinion of the Town Engineer and also be sure that the ladder truck is able to turn around.

Mrs. McKnight read the Subdivision Rules and Regulations §350-14 E. (4) (a) into the record. "Cul-de-sacs shall be provided at the closed end with a vehicular turnaround having an outside roadway diameter of at least 100 feet and a property line diameter of at least 120 feet unless otherwise specified by Community Planning Commission. The Community Planning Commission may, when potential volume warrants, require a minimum outside roadway diameter of 140 feet, a property line diameter of 160 feet and the placement of a circular landscaped island with minimum radius of 20 feet at the center of the turnaround, if the dead-end street is not intended to connect with another street at some future point in time. The commission may require a roadway easement from the end of the turnaround to adjacent property. Under no circumstances shall a cul-de-sac have a property line diameter greater than 200 feet".

Attorney Cicattelli stated that he would speak to someone at the Fire Department. He also wanted to know if the board would be amendable to a sidewalk waiver.

The consensus of the board is that they would be willing to waive the sidewalk.

Nichols Street Extension – Definitive Subdivision – P.H. 8:00PM

Mr. Cody recused himself from the public hearing.

Mr. Luke Roy of LJR Engineering stated that they have addressed all of the comments from Design Consultants Inc.

Mr. Hayden asked if he saw the most recent comments from the Town Engineer.

Mr. Roy stated that he did, but is unsure if the Town Engineer has seen the most recent changes to the plan. One comment by him was that they make an attempt to limit the impervious area surfaces: roadways, sidewalks and driveways. Also, try to implement low impact development techniques, such as, swales and pervious pavement. Minimize run-off volumes with pre to post development, which they have mitigated peak rates of run-off and provided extra capacity in the big stormwater basins. The last revision made was to add roof drain systems to all of the houses.

Mr. Pearce asked if with the changes made they still do not meet the 100 year storm.

Mr. Roy stated it is just with the volume.

Mrs. McKnight stated that she spoke to the town engineer and he was comfortable with the drainage as it was. He did ask if there was any way that the volume could be improved.

Mr. Bellavance closed the public hearing.

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

I move that the Community Planning Commission vote to approve the plan entitled "Definitive Subdivision, Nichols Street Extension, North Reading, Massachusetts"; dated March 20, 2017; last revised July 31, 2017; drawn by LJR Engineering, Inc. Subject to the terms and conditions of the Certificate of Conditional Approval dated August 15, 2017 as amended this evening.

68 Stump Avenue & 6 Elm Street – Determination of Access – P.H. 8:15PM

Mr. Ben Osgood of TTI Environmental stated that at the last public hearing there were a few concerns:

- 1) The lot grading has been revised to show the septic systems and a small detention pond on the westerly lot to control Stormwater flowing towards the properties on Riverside Drive.
- 2) The catch basin on Elm Street has been revised to include the replacement of the single catch basin grate with a double grate.
- 3) A detail sheet for the drainage details has been added to the plans.
- 4) Curbing, easement for fire truck turnaround.

Mr. Hayden stated that a vehicle leaving Marylynne Road does not have a good site distance to the east. It is compromised because of the bend in the road and the corner of this area should be cleared.

Mr. David Ellms of 24 Riverside Drive stated that he is concerned with the ponds and two distributions.

Mr. Osgood stated that it will not affect the wetlands. They keep the run-off the same as within a two-year storm. They reduce the peak rate, there is just a minor increase in volume.

Mr. Bellavance stated that the Conservation Commission will be reviewing this plan.

Mrs. McKnight stated that she submitted the drainage information to the town engineer, but he has not commented on it at this time.

Mr. Osgood stated that he received an email this morning from the town engineer stating that he has no objections. He presented the email from the town engineer to the CPC.

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

that the Community Planning Commission vote to approve the plan entitled, "Stump Avenue, Private Way Improvement Plans, North Reading, Massachusetts"; dated 7/11/2017, last revised 8/11/2017; drawn by TTI Environmental, Inc. Subject to the terms and conditions of the Certificate of Conditional Approval dated August 15, 2017 as amended this evening.

104 Lowell Road – Site Plan Review – cont. P.H. 8:30PM

Mr. Matt Leidner of Civil Design Group, LLC stated that since they last met with the board on July 18th, they received a peer review from Design Consultants Inc. for Stormwater Management and traffic and in the process of addressing it. On August 7th, a final response was submitted for the traffic and on August 9th, an updated plan and letter outlining how they addressed each of the comments for Stormwater peer review was submitted. They received a letter today from Design Consultants, Inc. stating that they have no more concerns with this

project. The changes to the plan were all very minor and did not affect the fundamental design. The other item updated to the plan is to show the ANR lots, with the Edgewater leach field and town leach field.

Mr. Bellavance asked if they are working with Wilmington in regard to the traffic at Woburn Street.

Mrs. McKnight stated that they have agreed to prepare a letter to Wilmington with recommendations for timing and possible equipment upgrades.

Mark Mastroianni of Pulte Group stated that they have also received the following:

- 1) Conservation Commission - Order of Conditions
- 2) MEPA Certificate
- 3) EPA – final submission is complete and final review has commenced

Mr. Veno asked if they knew how long it would take to complete the project.

Mark Mastroianni stated that it would be approximately six to seven years for completion of the site.

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

that the Community Planning Commission vote to approve the plan entitled, "Site Plan for Martins Landing, Multifamily Housing Community, 104 Lowell Road, North Reading, Massachusetts; dated May 30, 2017, revised 8/9/2017; drawn by Civil Design Group, LLC. Subject to the terms and conditions of the Certificate of Conditional Approval dated August 15, 2017 as amended this evening.

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

that the Community Planning Commission vote to accept the minutes of August 1, 2017 as written.

Adjournment at 9:30PM

Respectfully submitted,


Jonathan Cody, Clerk

§ 25-1_Betterment assessments.

The Town of North Reading ~~may~~will provide up to 100%~~50%~~ of the necessary funds for betterments approved through the processes outlined below.

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§ 25-2_Streets, sidewalks, storm drains.

A.

Private streets -- Street, sidewalk or storm drain betterments will be assessed using the "Fixed Uniform Rate" method.

(1)

The Town of North Reading, based on the availability of funds, may assess up to 100%~~will provide 50%~~ of the necessary funds for street betterments.

(2)

At a public hearing, abutters on private streets must vote on whether they want their street converted to a public street. If a majority of the property owners residing on a street and representing a majority of the road frontage vote in favor of the conversion and the acceptance of costs for construction, the Public Works Department will recommend to the Board of Selectmen, the placement of the street on a list for conversion as funds become available. At the public hearing, abutters are given a NOT-TO-EXCEED assessment cost estimate per linear foot of frontage.

(3)

The final assessment is the LOWER of either of the actual per linear foot cost based on the total construction costs divided by the assessable frontage, or the estimated assessment quoted at the public hearing. The date between its acceptance on the list by the Board of Selectmen and the date it is funded for conversion may be and is typically several years. After it is funded, the Department of Public Works shall prepare engineering and construction documents so that it may be put out to bid and constructed. Sometime between the date it is funded and the award of the conversion contract, the street is accepted as a public street, by Town Meeting. Along with the Town Meeting vote of acceptance, a notice of assessment and a layout plan is filed at the Registry of Deeds. The filing allows for title companies to recognize that the street is to become a public street and assessments to be rendered at a future unknown date. However, the layout plan and notice of assessment will not show on a certificate of municipal liens because the work has not yet been undertaken and no costs have been assessed for the conversion of the street to public.

(4)

After the street is accepted as a public street, the construction contract is awarded and construction takes place. It is not uncommon for the construction of private streets, sidewalks, or storm drains to span two full construction seasons. The current practice is for assessments to be calculated within six (6) months following the completion of all work associated with the particular street being converted. This six month allowance is in conformance with the statute. Therefore, abutters can expect to receive their assessments for street conversion within six months of completion of street construction.

§ 25-3_Public water supply; sewers.

A.

Water main or sewer improvement betterments will be assessed using the "Uniform Unit" method.

(1)

The Town of North Reading, based on the availability of funds, will provide 50% of the necessary funds for water or sewer betterments.

(2)

At a public hearing the abutters and property owners must vote on whether they want water mains constructed in the street. If a majority of the property owners residing on a street and representing the majority of the estimated usage vote in favor of the construction of the water or sewer improvement and the acceptance of costs for construction, the Public Works Department recommends to the Board of Selectmen, the placement of the street on a list for construction as funds become available. At the public hearing the abutters will be given a NOT-TO-EXCEED assessment cost estimate based on estimated usage as defined in Title 5 of the State Environmental Code 300 CMR Section 15.203.

(3)

The final assessment is the LOWER of either the actual cost based on the total construction costs divided by the assessable usage, or the estimated assessment quoted at the public hearing. The date between acceptance on the list by the Board of Selectmen and the date funded may be and is typically several years. After funding, the Department of Public Works prepares engineering and construction documents so that the construction may be put out to bid and constructed. A notice of assessment and a layout plan is filed at the Registry of Deeds. The filing allows for title companies to recognize that assessments are to be rendered at a future unknown date. However the notice of assessment will not show on a certificate of municipal liens because the work has not yet been undertaken and no costs have been assessed for the construction or report of the sidewalks/drains.

(4)

The construction contract is awarded and construction takes place. It is not uncommon for the construction of water or sewer improvements to span multiple construction seasons. The current practice is for assessments to be calculated within six months following the completion of all work associated with the particular water main being constructed. This six month allowance is in conformance with the statute. Therefore, abutters can expect to receive their assessments within six months of completion.