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Town of North Reading  
Massachusetts

Community Planning

TOWN CLERK  
NORTH READING, MA

MINUTES

Tuesday, September 5, 2017

Mr. William Bellavance, Chairperson called the Tuesday, September 5, 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  
Christopher B. Hayden  
Joseph Veno

STAFF

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

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

**271 Haverhill Street/1 Charles Street - ANR**

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

that the Community Planning Commission vote to endorse as "Approval-Not-Required", the plan entitled "Plan of Land in North Reading, Massachusetts, (Middlesex County)"; dated June 7, 2017, drawn by LJR Engineering, Inc.

**Minutes**

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

that the Community Planning Commission vote to accept the August 15, 2017 minutes as written.

**DPW Betterment Policy**

Mrs. McKnight stated that the DPW is working on updating the town's betterment policy, and intends to bring changes to the current bylaw to Town Meeting in October. Andrew Lafferty asked me to share the proposed changes with the CPC to see if you had any issues or concerns. The changes primarily address how the town and private residents fund betterment projects such as paving/upgrading private ways, and don't directly affect CPC approvals under the Unaccepted Ways bylaw. The bylaw confirms that unaccepted ways, once agreed to be upgraded and with a betterment plan in place, need to be accepted by Town Meeting as public before the town can spend money on improvements. (see attached)

Mr. Pearce stated that that the previous DPW Director also tried to get these roads paved and to get the residents to pay for part of it was a bonus, because the cost to of maintaining the dirt roads, far exceeded the cost over a couple of years of paving it. He asked what the reason for the changes was.

Mrs. McKnight stated that one of the issues is that these roads are private until accepted, and there is the issue of spending public funds on private property.

The consensus of the commission is that they have no concerns about the changes to the betterment policy.

**Zoning Board of Appeals**

Mr. Bellavance stated that he checked the ZBA's agenda and found that there are applications that the commission should be commenting on.

Mrs. McKnight stated that the Administrative Assistant is on vacation and therefore no applications were sent to the planning board for comment.

Mr. Bellavance stated that he would like to review the current applications before the ZBA meeting of September 14, 2017.

Mrs. McKnight stated that they would get copies of the applications and put them into the dropbox for review.

**Charles Street Ext. -Update**

Mrs. McKnight stated that the bond has not been posted for this subdivision and they are not ready for lot releases because there are still items that need to be completed. DCI did go to the site and found that they broke the drainage pipe. They did try to patch it with cement, but was not properly fixed. The Town Engineer, Mike Soraghan and Dave Giangrande of DCI agreed that no lots should be released, even if a bond is posted. (Pictures of pipe located in subdivision file)

Mr. Pearce asked how they had made out with RMLD.

Mrs. McKnight stated that she spoke to the town engineer and he contacted RMLD who supplied him with the name of a contractor that she passed along to the owner Mike Bruno.

Mr. Pearce stated that they should have used a hydraulic cement to fix the crack.

Mr. Hayden stated that the best thing would be to cut that portion of the pipe out and put the high density in, but it will be expensive.

Mr. Pearce stated that the first thing they should do is put a camera into the pipe to be sure there is no further damage and then section it out.

**Signage Bylaw - discussion**

Mrs. McKnight stated that she looked into a signage bylaw training, and Kopelman & Paige informed her they offer free training of this kind for their clients. He would also like the building inspector and ZBA members to attend.

Mr. Bellavance stated that they should decide as a group what they like and don't like about signage.

Mr. Pearce asked the members if there was town that they drove through where they liked the signage. If so, they take those signage bylaws to Kopelman & Paige.

Mrs. McKnight stated that she likes this idea, but she would like to pull together some of the bylaws from other towns with visual examples to discuss with the board before they meet with K&P.

Suggestions:

Mr. Pearce - Cape Cod / Martha's Vineyard

Mr. Bellavance – Burlington, Mass. – size limits, timing of lights, moderating lights inside windows

Mr. Hayden – Dennis, Falmouth and Middleton, Mass. (CVS & Farmer Browns)

Mrs. McKnight stated that lighting is something that has come up many times.

Mr. Veno stated that Reading has a bylaw that does not allow any lighted signs inside buildings.

**Main Street Wastewater Study**

Mrs. McKnight stated that they are ready to do the RFP for the Main Street wastewater, but she wanted to know if the board would like to add more areas to it, considering Stop & Shop was not included in the rezoning.

Mr. Bellavance stated that he would like to see all of the small stuff get fixed first.

Mr. Pearce stated that the problem with taking the Stop & Shop parcel out of the mix is that it does not leave that one big anchor to fund the project.

Mr. Hayden stated that they could come in under the mixed use, but not residential.

Mrs. McKnight asked if the CPC thought it would be possible to have the consultant also do a fiscal impact analysis as part of the project, or if it would be too far beyond the cost/scope.

Mr. Bellavance stated that they could do an add/-alt for it.

Adjournment at 9:30PM

Respectfully submitted,

  
Jonathan Cody, Clerk