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Massachusetts

Community Planning

TOWN CLERK
NORTH READING, MA

MINUTES

Tuesday, October 1, 2019

Mr. Warren Pearce, Chairperson called the Tuesday, October 1, 2019 meeting of the Community Planning Commission to order at 6:45p.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
Ryan Carroll, Clerk
Christopher Hayden
David Rudloff

STAFF

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

OTHERS

PRESENT: Richard Wallner, Select Board

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

Minutes

Mr. Carroll moved, seconded by Mr. Bellavance and voted 5-0:

that the Community Planning Commission vote to approve the minutes of September 17,, 2019 as written.

Master Plan Presentation

Mrs. McKnight stated that she wanted to follow-up from their last conversation. The CPC asked Carlos Montanez from MAPC to send them other versions for the graphic map. She emailed out the graphics that he came up with and got a little bit of commentary. She wants to be sure that they are on the same page and to take one last opportunity, to discuss it. The main point was that the residential areas were highlighted in a particular way that indicated that certain parts of town would be looked at to target some of the housing initiatives (accessory dwelling units, smaller lot and rezoning), potentially other affordable housing. When she goes back through the report itself, it makes the recommendation to do that along Main Street and in other residential zones, but it doesn't call out any specific neighborhoods or what is highlighted on the map and she wants to be sure that what they put out there, actually in the reflects what's in the plan.

Mr. Pearce stated that at the last meeting it appeared that we were picking on Martin's Pond to do multi-family or affordable housing, as opposed to the high-end neighborhoods because of the way it was shown on the map.

Mrs. McKnight stated that the plan recommends that they consider residential areas, meaning all of them. We haven't done the work yet to target areas of the town except for Main Street. So, maybe we need to do this.

Mr. Pearce asked if the graphic they are going to use still highlights the Martin Pond area. He thinks that they need to un-highlight it or highlight everywhere else and put a blob at the bottom of the sheet to say why it's highlighted.

Mrs. McKnight stated that it does, but she doesn't know if their making a leap by already saying that they have identified some of the residential neighborhoods that they want target for this. In the survey they asked people whether they would consider a variety of housing options and a lot of people said they would, but they never asked where in town, it should go.

Mr. Pearce stated that when the met at the library one of the graphics did say where do you think they should go, but he's not sure if they gathered any input from that.

Mrs. McKnight stated that it did not differentiate between residential neighborhoods. It was northern and southern parts of Main Street and Park & Concord Streets.

Mr. Pearce asked why Martin's Pond is highlighted.

Mrs. McKnight stated that she believes it was recommended by Carlos Montanez because there are smaller lots located in this area.

Mr. Rudloff stated that all of the other colors make sense; it's the blue highlight that is the most confusing. He's not adverse to the ADU; he does think that they require a lot of regulations.

Mrs. McKnight stated that this work is still in front of them. She thinks it's important that they noted in the Master Plan areas throughout town that are zoned RA and RB that they think should be targeted, but haven't yet done the work to identify what those specific areas are. For example if they want to start pursuing a zoning amendment to make some of these lot a little smaller or to allow ADU's, they need to have a couple of workshops and let the community know that they are trying to identify the neighborhoods.

Mr. Carroll asked if they could just change it to gray and make it a general residential note.

Mrs. McKnight stated that would be her recommendation. She will work with Carlos to make these changes.

Mr. Hayden stated that Carlos mostly concentrated on Main Street and Rte. 62 to Haverhill Street. He doesn't understand towns like North Reading; he is more of a city planner.

Mrs. McKnight stated that she thinks Carlos assumed that we held those large single-family lots sacred and would not budge on any of it.

Mr. Wallner stated that the topic of the CPC study came up at the 9/30/2019 Select Board meeting. The board doesn't know what this is about and they are going to be making decisions that don't include it, so he informed them that the Intergenerational Community Center would not appear at the Ipswich River Park, but might appear in this new downtown, it caused a lot of controversy because they had concluded that that is where it's going to go. He reminded them that this is a very serious study that has been going on for years. He believes that educating the town and town departments is very important.

Mr. Carroll asked if they should draft an executive summary.

Mrs. McKnight stated that they do have one already in the report, but she could draft something to explain it in simpler terms.

Bradford Pond Estates – Bond Release

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

that the Community Planning Commission vote to release the remaining amount of \$49,770.60 for the Bradford Pond Subdivision.

39 Chestnut Street – Definitive Subdivision – P.H. 8:00PM

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

Atty. Jill Mann stated that the applicant is in the process of purchasing a property on Flint Street and will be potentially expanding the subdivision. This change will eliminate the cul-de-sac as presently shown on the plan to a full street. There will be two limited frontage lots that comply with the North Reading Rules & Regulations.

Mr. Hayden stated that the construction entrance and retaining wall need to be detailed on the plans.

Mr. Bellavance stated that they are not proposing a sidewalk in this subdivision, but he would like to have one added to the plan.

Wallace Langell of 43 Chestnut Street stated his property is adjacent to the proposed subdivision and there is a brook that borders three sides of his property and he doesn't believe that the proposed roadway to the subdivision is wide enough to make a road. In the spring this area turns into a raging river, so if they're going to put seven houses on this property, what is going to happen with the water table?

Mr. Pearce stated that there is a Stormwater Bylaw that they have to follow and a peer review will be done by an outside engineer before the subdivision is approved.

Mr. Hayden stated that new foundations have to be built two feet above the water table.

Janice Curran of 43 Chestnut Street stated that she would like to have a sidewalk in the subdivision.

Mr. Hayden stated that there is a sliver of land on the east side of the proposed roadway that should be deeded to the abutter.

Mr. Pearce stated that they should wait to make this request because it could change with the submittal of new plans.

Scott White of 37 Chestnut Street stated that he is the abutter to the sliver of land on the east side. He asked how wide does the road have to be and will they be building the road up because of the wetlands.

Mr. Pearce stated that they are allowed to fill 5000' ft. of wetland area.

Victor Cappella of 31 Chestnut Street stated that he would like to know how the waivers apply to this subdivision. He also wanted to know if the sidewalk could be connected to the sidewalk on Haverhill Street which would get you to the Ipswich River Park.

Mr. Pearce explained the reason for the waiver requests.

Mrs. McKnight stated that an abutter came in to question whether or not the utility for the current home which currently runs through his property would be removed with the new homes going in.

Atty. Jill Mann stated that all new utility would be brought in, so she sees no reason why the current utility would remain.

Wallace Langell asked how many more new homes will be added to the proposed subdivision if the Flint Street property is included.

Atty. Jill Mann stated that she is unsure at this time.

Scott White asked when the construction of this would begin.

Atty. Jill Mann stated that it would be in the Spring of 2020.

Mr. Hayden stated that the Fire Department does not approve of the road name. It is too similar to other road names in town

Mr. Carroll moved, seconded by Mr. Bellavance and voted 5-0:

that the Community Planning Commission vote to grant the continuance of the public hearing for 39 Chestnut Street until Tuesday, November 19, 2019 @ 8:00PM.

Grand Legacy Subdivision/77 Elm St. & 9 Fairview St. – Plan Endorsement

Atty. Jill Man stated that she just noticed that the name of the street was not changed on the plans and therefore should not be signed this evening. She will have this corrected and present them at another meeting.

Zoning Board of Appeals

8 Hancock Street – On the petition of Frank Pellegrino for a variance for an in-ground pool, per the setback requirements.

The Community Planning Commission has reviewed the above referenced application and has the following comments:

- The CPC recommends considering any impacts to neighbors in its review.

435 Park Street – On the petition of Haibo Shang for a special permit to raise chickens.

The Community Planning Commission has reviewed the above reference application and has the following comments:

- The CPC recommends considering any impacts to neighbors in its review.
- The CPC recommends restricting roosters.

Planning Administrator Updates**Signage Bylaw**

The CPC should start reviewing the signage bylaw again because there has been some controversy with signs that have been posted around the town and the building inspector is having a hard time about what is allowed and not allowed. They need a new bylaw that is content neutral.

Economic Development Committee

The EDC will be hosting a business forum to discuss zoning and permitting on October 24th at Kitty's Restaurant.

Central Street Sidewalk

A capital request was submitted last year to ask for design funds in the amount of \$40,000.00 and \$20,000.00 from the Community Development Fund. The design fund is just getting underway and step 1 was for Millennium to put together a detailed construction estimate for us to use when we eventually submit for Complete Streets funds and for Capital funds to supplement what we would not get from Complete Streets because the max. grant is \$400,000.00. We had indicated last year that we thought it would be about another \$165,000.00 to round out the number if we got the \$400,000.00 grant. Its way more than that and we're going to have to ask for \$350,000.00 to \$400,000.00 in Capital, plus get a full funded Streets grant at \$400,000.00 next spring if we have a hope of doing that segment of the sidewalk. Millennium has already pointed out that there are going to be at least 20 to 30 mature trees that are going to need to be removed.

Mr. Pearce stated that they quoted \$2,400.00 for each tree to be taken down. That's a lot of money to take down the trees.

Mrs. McKnight stated that they have to use DOT's prices, this is the only way that Complete Streets pay for it.

Mr. Hayden stated that is approximately \$800,000.00 for Step 1.

Mrs. McKnight stated that she and the Town Engineer, John Klipfel have been talking to Millennium and with the removal of all these trees the neighborhood thinks that they want a sidewalk, but we need to be sure that they are in agreement with the tree removal.

Mr. Pearce stated that it is a significant location to put a sidewalk.

Mr. Hayden asked if Millennium thought about leaving the trees and having the residents do an easement to allow us to go around the tree. They could also examine the trees to see how much longer they would have to grow before they die off.

Mr. Pearce stated that they did not; it would be more costly to do it that way.

Mrs. McKnight stated that she and the town engineer thought that the first step they should take is to contact the residents of Central Street to discuss the removal of trees for construction of a sidewalk and see if they are still supportive of the project.

Mr. Carroll asked if the residents don't want the trees removed, do we still see it as a need and do it because it's betterment for the town.

Mrs. McKnight stated that if this was a town project or we were using Chapter 90 funds we could say that it's a community priority and were doing it, but with Complete Streets, they really want to know that there is neighborhood support and we also stated in our prioritization plan that there is a strong neighborhood support. She doesn't think it would be a good idea to pursue a Complete Streets grant if the neighborhood doesn't want it. The DPW Director, Patrick Bower suggested that the engineer go out and flag all of the trees to be taken down to make the residents aware.

Mr. Rudloff asked if these were bid prices or budget. What is the savings of a buy-out?

Mrs. McKnight stated that they're bid prices. The experience with Haverhill Street is that we used these numbers to estimate and asked for the grant. We put it the project out to bid only one bid came in within the budget.

Mr. Rudloff asked if the project could be broken up into phases.

Fordham Road/Riverpark Drive

They have completed the design and the project is being fully funded by the Riverpark Association. This is on the town warrant because there is a small segment on the Cummings property that needs to be taken by eminent domain because the owner does not want to be held liable and therefore an easement would not work in this situation.

Open Space Recreation Plan

Mrs. McKnight has been working with Maureen Stevens of the Parks & Recreation Department and MAPC has been hired at the costs of \$20,000.00 to start the project. This is also being supplemented by a \$12,000 technical assistance grant from MAPC.

DCI Engineer Contract

DCI's contract expires in November, she was going to extend the contract for three years, but she was informed by Town Counsel that the town is allowed to hire anyone, for a peer review without a contract, but to have someone for on-call engineering service, such as inspections and "clerk of the works" she believes that they do and will be speaking to the Town Administrator, Michael Gilleberto.


Mr. Hayden stated that they should put out a bid and have a secondary firm for the smaller projects.

MS4 Permit

She has been working with the town engineer to get the town in compliance with the new MS4 permit. One of the regulations will be to have inspections for commercial properties.

Adjournment at 9:25PM

Respectfully submitted,



Ryan Carroll, Clerk