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Town of North Reading
Massachusetts

Community Planning

TOWN CLERK
NORTH READING, MA

MINUTES

Tuesday, January 14, 2020

Mr. Warren Pearce, Chairperson called the Tuesday, January 14, 2020 meeting of the Community Planning Commission to order at 6:30p.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
David Rudloff
Christopher Hayden

STAFF

PRESENT: Danielle McKnight, AICP
Town Planner/Community Planning Administrator
Debra Savarese, Administrative Assistant (left meeting at 7:20PM)

OTHERS

PRESENT: Mr. Rich Wallner, Select Board

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

Minutes

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

that the Community Planning Commission vote to approve the minutes of December 3, 2019 as written.

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

that the Community Planning Commission vote to approve the minutes of December 23, 2019 as written.

Main Street/Winter Street project (meeting with consultant)

Mr. David Eisen of Abacus [Architects + Planners] stated that this is the kick-off for the Main Street - Winter Street conceptual design plan. He worked on an agenda with Mrs. McKnight, but they don't have to stick with this, there are some thoughts as to how they can move forward, so that there will be a mutual understanding of what the town is looking for and how they are working with you, how they move forward and who else they may engage. They have looked at the zoning and ownership and uses because its good database for them. He asked the CPC how they would like to see this project move forward.

Mr. Hayden stated that they are looking at a very targeted area and it's kind of a big chance for the town because the property owner of (Hefferon/66 Winter Street) is looking to do something with the property and partial use of the Stop & Shop property. The town is currently on septic, but they are working to get sewer down Main Street, for the businesses going up to Concord Street. They have discussed putting in a small plant that will help this business area. It's currently a good concentration of businesses, but it could be better and denser with the treatment plant. With the new zoning on that corner, with the exception of the Stop & Shop property, it can be used for mixed use.

Mr. Austin Ludwig of Abacus [Architects + Planners] stated by using the term re-zoned refers to the Main Street Overlay District.

Mr. Rudloff stated that the town does not really have a center, it's very much dispersed. You could call the downtown area of Haverhill Street and Rte. 62 the downtown, the public uses it because of the public properties, but we need a real center. The properties at Winter and Main Streets seems like a natural place to have it and maybe the only remaining spot in town.

Mr. Bellavance stated that they would like to study something that would give them the option of going from a package treatment plant to sewer to a sewer.

Mr. Pearce stated that the original charge was to see if they could develop this property by adding a package treatment plant that would allow them to develop this property with some density that they can't otherwise do because of the limitations of septic systems. Some of the properties would perhaps be able to stand on their own because of the soils that are there and the ability of the site to handle the flows that would be generated, but the small lots probably would not make it. The town has a small commercial base and this would help it to grow. All of the piping put into the ground should be constructed in such a way that it would be compatible to what is going to be in the street for the sewer.

Mr. Eisen stated that as part of their team, an engineering firm, who are not here tonight, would be able to help them with this. In terms of how it could be done and what are the associated costs. This is part of the work they are going to be doing with a broader vision and also implementation.

Mr. Pearce stated that if they did develop a plan that had the capability to provide the sewer service to all of the lots, what they can do with it. It's integral that they look at this up front because it's going to have to be disposable on site.

Mr. Eisen stated that there is a back and forth with the engineer, as to what type of treatment system and buildings will be put on the site. He will ask the engineer what they need to start the process.

Mr. Pearce stated that in this particular case because we cannot put the treatment plant on one of the smaller lots because it would take up too much of the lot. We need to look at a larger lot and make a proposal to the owner to see if they would be willing to accommodate the treatment plant.

Mr. Rudloff asked if we or they are constrained by the existing lots, or are we thinking above that level as to what it would look like.

Mr. Pearce stated that it would be great if the town could purchase all of these lots, but that's not going to happen.

Mr. Rudloff stated that we are not pushing to purchase, but to show what a developer could do with the properties.

Mr. Pearce stated that if we can show that we can provide this level of service for the existing properties, we might be able to get some of what we want to get built by them, get them to

develop their own properties because we have offered them the ability to have a high density on the project on their property, by providing them with sewer service.

Mr. Rudloff stated that he sees one of their exercises, but he doesn't not how many inner rations were going to undertake, but one might be constrained by the lot lines and show what's possible with the existing lots in place. The next one could be – forget lot lines, this is what is potential for the developer to get together with the private owners and see if they can make it happen.

Mr. Eisen stated that the sewerage treatment is a big part of this and would like to get some background information from the engineers, but we want to design around the people. They have done a lot of this work, but to get a vision down. All of the property owners are concerned with their own interests, but we could suggest that if they work together they could make their property worth more and here is a vision of how it can be developed. We want to get as much information from the CPC, but who do we meet with next.

Mr. Bellavance stated that we do have a finalized Master Plan and will be discussing it later this evening to see where were going with the plan because there are a lot of things to do and a lot of pathways to go, so there is no define where were heading with this yet.

Mr. Eisen asked if they would be included in this discussion this evening.

Mrs. McKnight stated that they are more than welcome to stay for the discussion.

Mr. Eisen stated that the Master Plan is for the whole town and they are interested in the aspects of the properties they are discussing. They need some direction from the CPC representing the people of the town and property owners because this is a public/private partnership.

Mr. Bellavance stated that they do have all of the information of the business owners in that area.

Mrs. McKnight stated that they did reach out to all of the people in that area, a couple of years ago when they started discussing the project. No everyone responded, but the ones that did were enthusiastic about the ideas that the CPC might come up with.

Mr. Pearce stated that approximately 15 years ago they had meetings and a wastewater committee to discuss the project and they invited all of these people to the meetings and they have been hearing about it forever, but never made any headway on it. They are now leaning more to develop the property, but it has to be facilitated by a treatment plant.

Mr. Eisen stated that you may ask them what they want to do, but most of them may not know what they want to do. They should first talk to the engineer to see what they need and then talk to the property owners and show them the vision that they have developed. We can show them what they have done in other towns and they can tell us what they are looking for and they will then try to develop it into a comprehensive vision, maybe with different inner rations where they think they can provide sewerage which will be beneficial to them and to the town. Get the first round of input and then come back and say here's what were here. Another component is a civic component, property owners want to make money off of their property, but so does the town. One thing that struck him is the waterfront and all of the chain link fence, but even in the middle of winter there can be restaurants that go out to the waterfront with a beautiful view. We're working with HKT Architects, on the facilities Master Plan which is a separate project, but we are especially looking at the community center, separate project, but same town. Is this where town hall should be? Should it be at the corner of Winter and Main Streets. Should there be a community center and a park? How do these considerations weigh into this, and might we say working with private developers we increase the value of their properties to them, enough, that there is a basis for them to say okay lets relocate town hall.

Mr. Pearce stated that when we meet with the property owners, they may have a vision of what they want, but we need to educate them about what is available, zoning wise, in that particular area. We also have the MAPC study that will help them understand what MAPC thinks is viable and what is needed.

Mr. Eisen asked at what extent can zoning be changed or do you want us to work within the overlay zoning or is one outcome from this recommendation that might conceivably change zoning and then add it on to that, as the whole question of public uses which aren't a zoning issue.

Mrs. McKnight stated that the way its mentioned in the project scope is take a look at the zoning and see what is available and allowed right now, but also as part of this vision you could see that things could really be improved by a change in the zoning, whether its allowing a new use or prohibiting something, or adding something else more creative, we would certainly welcome suggestions for what we might do to the zoning.

Mr. Eisen stated that they are usually told to avoid zoning.

Mr. Pearce stated that the RFP did say "Don't be afraid to propose zoning changes".

Mrs. McKnight stated that this is a pretty permissive zone. There is a lot that is allowed.

Mr. Rich Wallner of the Select Board stated that the Select Board has three major issues, going on. 1) Sewerage – approximately 100 million - 8 to 12 years out, 2) Facilities Master Plan – look

at all of the town's infrastructure – prioritize what is needed. 3) Downtown area, very important, the people want it. They want to have an area where they can live in their town, need to find affordable living, community gathering areas and a lifestyle type place, such as Lynnfield Common. The charge is if we put sewerage in this area what can we do to make this be the first, to start a chain reaction of what the town wants it to be. He has heard from most residents that this is what they want. All three projects will be in front of the Select Board in six to nine months and we are going to have to decide where to put the money or at least make recommendations.

Mr. Eisen stated that the beauty of the downtown project is that you don't have to afford it. Another way to move forward is to come up with a vision of what the town wants. We could hold off on meeting with the property owners and come up with a plan first.

Mr. Pearce stated that the owners have been hearing this for too many years; they are going to want to know if we have a solution.

Mr. Wallner stated that we do have one very cooperative owner that wants to work with us and the owner that owns the largest land appears to be a good one.

Mrs. McKnight stated that she has talked to some of the property owners over the past two years who are happy to have their property looked at, but they have been hearing this for so many years that their not really willing to spend any time, effort or money into it. The owner of 66 Winter Street has said to the CPC that he is pretty open to what he wants and would like the CPC to him what the town wants. The owner of the mobile home park was interested when they spoke. Even Stop & Shop is open to ideas.

Mr. Wallner stated that the CPC are the people you need to talk to about this and they will send their recommendations to the Select Board.

Mr. Eisen stated that they can digest all of the information given to them and go to their engineers to come up with a series of scenarios for the town. Once we have something to show we can then go to the property owners with the plan.

Mr. Bellavance asked if there is any way we can say this is what we potentially have, and put a value on it, such as a tax increase. Knowing what the potential income could be from increasing or changing from where were at now and where we're going to go, may be helpful. Ultimately, this may also be helpful for the Select Board to sell the idea of the sewer.

Mr. Pearce stated that they did look at the financial benefit of sewer, a few years ago and doesn't believe that it was very beneficial.

Mrs. McKnight stated that the study was done in 2012 and did show that there was a significant increase in tax revenue. It showed what could be built here, along with what the market could support.

Mr. Wallner stated that the consultants are promising to be able to provide that type of number and until you have an R.O.I. on the sewerage, we just don't know.

Mr. Eisen stated that what they could do is say "Here is consensually, a mixed-use development of approximately 225,000 sq. ft. of residential development and 68,000 sq. ft. of retail and commercial development. Obviously, it needs to be built before people pay taxes on it.

Mr. Pearce stated that the CPC is okay with one and two bedroom apartments, but they do not want more than that because the costs/value pushes to a number where it is not affordable.

Mr. Wallner stated that the Town of Lynnfield built the housing, brought in the people and then they built the retail. (Lynnfield Marketplace)

Mr. Pearce stated that they would like to focus on the people that live in the town. As Mr. Wallner pointed out we have an aging population and would like to keep those millennials in town.

Mr. Wallner stated that the more he drives by the property, the more he sees the outer properties and if we start talking about housing, there is only so much that we would be able to construct on this property and we may have to spill out onto other abutting properties.

Mr. Hayden stated that Kitty's Restaurant and 110 Main Street could possibly add to their properties. He would like to see more affordable apartments in town.

Mr. Eisen stated that having housing over retail makes a lot of sense and best way to bring down housing prices is with more housing.

Mr. Hayden stated that putting together a Focus group would be a good idea and they could invite the people that were involved with the discussion on Winter and Main Streets.

Mrs. McKnight stated that she was thinking about this project and whether they should have some kind of Steering or Implementation Committee, but she does think that this board is best suited to drive the project, but it is a good idea to invite feedback from others. She was thinking that it might make sense to plan a workshop or focus group and invite those people and also make it open to the public.

Mr. Rudloff stated that he doesn't want to see the CPC circle back around, this has already been done and the paperwork is on the table. He would encourage a group that is commenting on work that Abacus produces.

Mr. Pearce stated that they could bring the people in and test them on a few of the visions, to see what they like best. However, the consensus of the CPC is that they would drive the project and not use a separate committee.

Mr. Eisen stated that the best thing to do is to meet with the CPC before meeting with other groups of people. They will send sketches and narratives, for the CPC to review, along with specific questions, to be answered. Such as, the Cecil Group focused on streets and highways and to what extent should they take their recommendations because they (Abacus) are not highway planners.

Mrs. McKnight stated that they did give them a couple of great scenarios to look at and they were discussed again, during the Master Planning process and ultimately decided that they didn't narrow it down to one of the specific scenarios. They have some basic requirements that they would like, they basically want a nice Complete Streets treatment of that section of Main Street, slow down traffic and make it more attractive, serious consideration for a road diet and pedestrian access. They will be bringing a request to the Town Meeting in June, to fund the 25% design, so that they can get a Rte. 28 re-construction project on the TIP, eventually.

Mr. Wallner stated that he looks at the Complete Streets as; to have a viable downtown you have to have everything working together. If we miss one thing we're not going to have a thriving downtown.

Mr. Hayden stated that Rte. 28 is currently a highway because the cars travelling don't have to slow down. The Cecil Group did a design for the middle of Rte. 28, but we want to extend it from Andover to Reading, in the next design because once they put the sewer in, they are going to have to re-build the roadway.

Mrs. McKnight stated that we are looking at the converging of a few really big projects: Major water project from Andover, sewer project and total reconstruction for Rte. 28 and the recognition that we need more housing close to Main Street in order to support our businesses and all the stuff that was in the Economic Development report that basically said if you want to support more retail and restaurants, we need higher density housing. The Master Plan mostly focused on Rte. 28 because everyone would like to see it be more walkable and attractive.

Mr. Eisen stated that they should be able to get their information to the CPC within a month. They are going to start with a clean slate and eliminate the property lines, and include the mobile home and carwash in the preliminary stages of the area within the outline.

Mr. Bellavance stated that he likes the idea of a clean slate. Most of the buildings in that area can be eliminated, but Kitty's Restaurant is a staple in the town and should not be eliminated from the plan.

Mr. Wallner stated that the three things that are probably most probable to be in motion, in the Facilities Master Plan: Fire Station, Town Hall and Intergenerational Community Center. These are going to be the ones that need the most attention of resources for the town.

Mr. Eisen asked what core document they should refer to.

Mrs. McKnight stated that the core document that they planned this around would be the Economic Development study; the Master Plan takes the Economic Development study and expands it and both were done by MAPC and by the same consultant. The Master Plan has a lot in it that has nothing to do with Main Street that you don't have to be concerned about. The focus of the Master Plan really is this central area of Main Street and that was the focus of the Economic Development study.

Mr. Eisen stated that there is also a Market study in there. How seriously should they take that study?

Mrs. McKnight stated that she thinks that they did a good job. They had other consultants who helped us sell a large piece of town property a few years ago, and relied on the numbers from the study and felt that they did a very good job with it. The main take-away is that there is not an endless market to put endless retail and restaurants, but there is some gap there.

Mr. Eisen stated that conceivably what we show is way more development than the market study suggested be absorbed immediately with the idea of a 50 year plan.

Mrs. McKnight stated that we want to keep the Market realities in mind, and we have to be realistic.

9 Main Street – SPR/Special Permit – (drive-thru) – cont. P.H. 8:00PM

Mr. George Delagas of REM Central stated that at the last meeting the CPC requested trees be added to the plan and he also submitted additional drawings of the details for the drive-thru and the menu board.

Mr. Hayden stated that all of the directional signs within this property are illegal. The North Reading Zoning Bylaw §200-79.B.7 states "Signs indicating "Entrance," "Exit," "Parking" or the like, erected on a premises for the direction of persons or vehicles not to exceed two (2) square feet in area. Such signs shall not carry the name of the business or any product." The painted lines on the ground for direction should only be white or yellow. He doesn't believe that the

entry sign should be an internally lit sign, its extra lighting that we don't need. There is also a new item added to the plan, the "mobile pick-up" lane. That lane is supposed to be a bypass lane.

Mr. Delagas stated that the "mobile pick-up" is the bypass lane.

Mr. Hayden stated that the bypass lane is only to be used to bypass the other lane; it is not to be used for pick-up and he will not vote to approve it.

Mr. Pearce stated that the people in the que line are not going to allow the cars from the bypass lane to merge into their lane. People that do the mobile app feel that because they put their order in, they have precedent over the other people in line and the people waiting in line feel that they have been waiting long enough. This is just going to cause problems for the site. The bypass lane leaves one lane open all the time for re-circulation.

Mr. Rudloff stated that the he understands that the people using the bypass lane have already ordered and paid for their items, but they will still need to stop to get their order and this is going to block the bypass lane. McDonald's has a double line, but they also have a bypass lane.

Mr. Bellavance stated that he manages a property and he knows that parking is a big issue everywhere, but he sees this "mobile pick-up" as a safety issue and he will not vote to approve it.

Mr. Delagas suggested that the CPC visit one of their sites where these changes were made and seem to be working well.

Mr. Pearce stated that he does not believe that it would work on this site because it is tight.

Mr. Hayden stated that he is unsure if the two windows will work on the building.

Mr. Delagas stated that the 2nd window will be used for orders that are delayed, this way the queue line will keep moving.

Mr. Hayden stated that the vehicles that are in the queue lane will then have to move to the bypass lane to exit.

Mr. Pearce stated that this should not be a problem because it is a bypass lane and will keep the traffic moving.

Mr. Pearce stated the CPC is fine with whatever color is used for the directional lane on the ground.

Mr. Hayden stated that the pastel colors will not work on the ground and white or yellow should be used.

Mr. Bellavance stated that they could use a reflective orange.

Mr. Delagas stated that he would make the changes to the plan as discussed this evening.

Mr. Pearce stated that the signs can have the colors of orange and white, but they cannot have the Dunkin Donuts or products shown of these signs.

Mr. Bellavance asked if they can match what the sign at 291 Main Street with opaque background.

Mr. Delagas stated that is what they plan to do.

Mr. Rudloff stated that a striping plan should also be submitted.

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

that the Community Planning Commission vote to grant the requested continuance of the public hearing for 9 Main Street until Tuesday, February 4, 2020 @ at 8:00PM.

Master Plan discussion – next steps

Mr. Pearce asked if there was any public input and there was none.

Mrs. McKnight stated that Mr. Gilleberto, Town Administrator had suggested that now that the Master Plan is complete they should attend a Select Board meeting to discuss the priorities that the CPC has for the coming year and discuss the funding that would be needed for these projects, so she put together a couple of recommendations that the CPC may want to focus on.

Mr. Pearce stated that the Main and Winter Streets plan is in motion and tied in with the Main and Winter Street development project.

Mrs. McKnight stated that they won't be giving us any design guidelines for the street, necessarily, but, she thinks that they should go to Town Meeting in June and ask for the 25% design funding, hire an engineer that can actually do a design for us that can be used to get on the TIP.

Mr. Pearce stated that Mrs. McKnight's memo dated 1/3/2020, (C) Choosing one or two housing related action items (continuing to pursue development of Carpenter Drive; pursuing an accessory dwelling unit bylaw; putting one or more of the properties in the Affordable Housing Overlay District out

for RFP for redevelopment) is an item that he would like to pursue.

Mr. Rudloff asked if Mr. Pearce could provide some information on the Carpenter Drive land.

Mr. Pearce stated that the town owns this land and we have been talking about developing it, either through the Housing Authority or through some other partnership venture to develop housing in that area. In the past, we did not have access to the property, but the Housing Authority was seeking a State grant to allow them to build on the town property and they asked us if we could make a deal with the owner of 3 Carpenter Drive to let him build the road to get access to his property, which he did. Unfortunately, the grant that the Housing Authority needed to proceed did not get approved.

Mr. Rudloff asked if this would be an RFP to a private developer.

Mr. Pearce stated that if the CPC could put together a concept plan and get all of the permits, approved we could possibly get a developer to do it.

Mr. Rudloff stated that we could work with a developer to get the permits, but we should not use our funds.

Mrs. McKnight stated that we talked about this a while ago where it might be possible that we can do this without a town meeting vote because Town Meeting previously authorized the town to dispose of this property for this particular use. We may have to go back to Town Meeting and if that's the case we are going to have to explain to people, roughly what kind of scale of project this is. So, we had thought over the summer that Mass. Housing Partnership might give us some technical assistance because they had offered to help us. We will also have support of our housing services office. Their willing to help us figure out, roughly what kind of a project we could be looking at.

Mr. Pearce stated that an RFP would be fine. He just thought that having a concept plan of what we would like to see there, even as minimal of what it might be, it would give the developer more a more visual concept.

Mr. Hayden asked Mr. Bellavance when they built some of the housing units in Lynnfield, did Lynnfield have a plan for that.

Mr. Bellavance stated that that was a vision of one of the partners and they had to fight to get it.

Mr. Pearce stated that although it may be a bit controversial, is an Accessory Dwelling Unit bylaw.

Mr. Bellavance stated that he is open to listen to anything, as long as it makes sense, he would be good with it.

Mr. Hayden stated that he is also fine with it, as long as their tax says Accessory Use.

Mr. Pearce stated that there are few houses built within the last 10 years that do not have Accessory Use.

Mr. Rudloff asked if they were illegal.

Mr. Pearce stated that they are legal. When this portion of the bylaw was being renewed, they forgot to renew that segment, for banning them, so there are legal ones out there.

Mr. Rudloff stated that he could be for this, but he has to be convinced that there are a lot of controls in it, because your sense of what looks good may not look good to your neighbor.

Mr. Pearce stated that there are some towns that have a bylaw that only allow a relative to live there. There could also be a "Sunset Clause" that would allow it to be rented to a non-relative after 10 years.

Mr. Rudloff stated that that kind of idea has some merits to it.

Mr. Rudloff stated that the building inspector probably doesn't have the capacity to do the inspections. He probably doesn't, so do we assign a temporary, part-time to someone.

Mrs. McKnight stated that she thought for the housing, they choose one or two for the first year. They have already started the process for Carpenter Drive, in the summer with MHP, but their technical assistance didn't come through. So they recently submitted a Community Compact, Best Practices, grant application to ask for the same help, but from the Community Compact Grant Program, and she will probably hear back soon. Also, they could choose another and discuss what goals we would like to meet.

Mr. Pearce stated that we should probably put together something for the 25% design for Main Street to send to Town Meeting and definitely Carpenter Drive. If we think that the Accessory Bylaw might be a little too much, just yet, but he is conflicted because it is a nationally known way of solving housing issues.

Mr. Rudloff stated that he has done research and he could help. He has looked at all of the neighboring towns and their bylaws with ADU's and what is allowed and they are all different.

Mr. Pearce stated that they should put in on the table to see what they can do. We can also look into the Affordable Housing Overlay District and maybe work out an RFP for one of those properties.

Mr. Bellavance stated that they should focus on Main Street and housing.

Mr. Pearce stated that they will work on all three priorities listed on Danielle McKnight's memo, dated 1/3/2020. (see attached)

Mr. Bellavance asked if there was anyone from the State housing that could come and talk to them about ADUs and how we could help, as the Town of North Reading meet some of the goals of Massachusetts, maybe with some of their funding.

Mr. Hayden stated that the Governor is always talking about it.

Mrs. McKnight stated that there is a lot of grant money available if we want to change our zoning for high density housing.

Mr. Hayden stated that it doesn't cost a lot to change the zoning.

Mrs. McKnight stated that it could be if we have to hire consultants, and there is grant money for that. Housing Choice: Once we reach a certain threshold of creating new units and new building permits, over the next couple of years and the Pulte project will probably get us there, we will be eligible for the Housing Choice grants which are not only for housing, but for other things.

In terms of prioritizing, Rezoning and especially rezoning for highway business might be a big undertaking and if we are tackling other things, maybe we don't do that in the coming year.

Mr. Pearce stated that by the time they work through the Winter Street project it should give them an idea of what we want to do out there and maybe give us some ideas of what to do with the Rte. 28 corridor. He would wait on the rezoning until they go through this process.

Mrs. McKnight stated that in terms of taking the next steps to move the Master Plan forward, should we talk about having an Implementation Committee, or do we want to be the Committee.

Mr. Pearce stated that he thinks that it would be difficult to get an Implementation Committee together and he also thinks that the lead time for that committee to accomplish anything, probably exceeds the interest of the Select Board and most of the people. So, he would say that the CPC should take the reins.

Mr. Bellavance stated that he would come to extra meetings to work on these.

Mr. Hayden stated that he would also attend workshop meetings.

Mr. Pearce stated that having some workshops may help to move it along.

14 Concord Street – 7 Acres Farm - discussion

Mr. Hayden stated that he has heard that this property is up for sale under 61A and therefore, the town has first rights to buy.

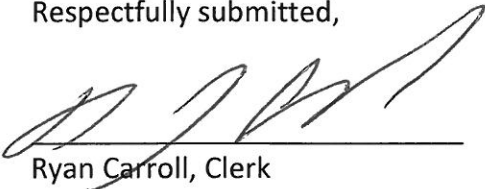
Mr. Wallner stated that it has come to the Select Board and it is in process.

Mr. Hayden stated that it would be a better place for affordable housing because it's close to the highway.

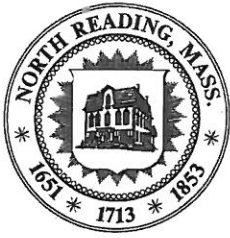
Mr. Pearce stated that if the Select Board needs any help they can come to us because we would like to get involved.

Adjournment at 9:30PM

Respectfully submitted,



Ryan Carroll, Clerk



TOWN OF NORTH READING
Massachusetts

Community Planning

TO: Community Planning Commission
FROM: Danielle McKnight, Town Planner
DATE: January 3, 2020
RE: Master Plan – Next Steps/Recommendations

With the Master Plan complete, we will be discussing our priorities and next steps. For this discussion, I would recommend we focus on the following:

1. Would we like to pursue forming an implementation committee or simply have the CPC perform this function (working with the Select Board and other boards/departments as needed)?
2. What are our top 3 or 4 priorities to be addressed in the coming year? There is a very long list of recommended action items at the end of the report. My recommendations for our focus this year would be:
 - a. Main Street/Winter Street redevelopment plan (we have our kickoff meeting with Abacus this evening).
 - b. 25% design for Main Street/Route 28 reconstruction with Complete Streets design elements.
 - c. Choosing one or two housing related action items (continuing to pursue development of Carpenter Drive; pursuing an accessory dwelling unit bylaw; putting one or more of the properties in the Affordable Housing Overlay District out for RFP for redevelopment)
 - d. Reworking the Highway Business zoning district (new name, allowing housing in some or all areas, revisiting some of the more complex/confusing provisions and clarifying them, looking at creating general categories of allowed/special permit/prohibited uses rather than relying on the industrial classification codes, addressing signage)
3. Once we have determined the priorities we hope to address first, and what form implementation should take (committee, etc.), we should discuss scheduling time on the Select Board's agenda to review the plan and discuss next steps. We should also discuss with them which of our recommended next steps we plan to pursue a warrant article to fund (for example, design funds for the 25% design for Main Street at the June 2020 Town Meeting).