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Town of North Reading
Massachusetts

Community Planning

TOWN CLERK
NORTH READING, MA

MINUTES

Tuesday, May 16, ~~2016~~ 2017

Mr. Warren Pearce, Chairperson called the Tuesday, May 16, 2016 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
William Bellavance, Vice Chairperson
Jonathan Cody, Clerk
Christopher B. Hayden
Joseph Veno

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.

Main Street Mixed Use Overlay District / Zoning Map Amendment- P.H. 7:30pm

Mr. Cody referenced the public hearing notice into the record.

A PowerPoint was given showing the proposed zoning changes to the Highway Business District. (see attached)

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

that the Community Planning Commission vote to support to amend the Code of the Town of North Reading Zoning Bylaws, by amending the Zoning Map of the Town of North Reading to add a new Multi-Family Overlay District as amended.

31 Riverside Drive/Floodplain Special Permit – P.H. 8:00pm

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

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

that the Community Planning Commission vote to approve the plan entitled, "Site Plan, Proposed Addition, 31 Riverside Drive, North Reading, Massachusetts"; dated December 2, 2016; drawn by LJR Engineering, Inc. subject to the terms and conditions of the Certificate of Conditional Approval dated May 17, 2017.

Planning Administrator Update

Stop & shop Signage Permit

Mrs. McKnight stated that she received a building permit for a sign "Elite Karate" located at 265-271 Main Street. The permit states that the sign will be an individual, internally lit LED channel letter, 156"w, 24"h, with a sq. ft. area of 26.3. She would like the opinion of the board because of the recent issues with other sign displays. The marquee sign is not included in the package for the building permit. She will add note to be sure that the marquee sign has the appropriate format, of color letter on a black background because there was a recent marquee sign added that did not have this format.

Mr. Bellavance asked if there was a master signage plan for this property. If so, could it be put into the dropbox.

Mrs. McKnight stated that there is a signage plan from the Site Plan Review.

Mr. Cody stated that it fits the plaza.

Mr. Hayden stated that the black background is important. The new sign has a white background and he believes that it is brighter than the rest of the sign.

Mr. Bellavance stated that he does not like internally lit signs.

10 & 12 Mt. Vernon St./Eaton Circle

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

that the Community Planning Commission vote to grant the requested continuance of the public hearing for 10 & 12 Mt. Vernon Street until Tuesday June 6, 2017 @8:00pm.

Ipswich River-Park Banners

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

That the Community Planning Commission vote to approve the placement of two 36" x 96" signs at 15 Central Street/Ipswich River Park, special event banners at the entrance of the Ipswich River Parking during the period of 5/16/2017 to 5/15/2018.

UPS Traffic Study

Mrs. McKnight stated that she received notice from the Wilmington Planning Board in regard to a proposed UPS facility on Fordham Road. They have asked for any feedback that the town may have in regard to this proposal. She spoke to the Mike Soraghan, Town Engineer and his main concern is not really the level of change in service for that intersection because he really feels that it will be minimal. He is more concerned with the safety of pedestrians crossing that intersection. The businesses located across the street have also shown interest in this and would like to meet to talk about a potential solution. So, she has reached out to the Wilmington Planning Department to see if they would be willing to meet with town staff about it. Anything that we do would need to be in coordination with Wilmington and D.O.T. Ideally, our town engineer would like them to ask the developer for the project do a design for the changes that would need to be made to make the intersection safe.

Mr. Pearce stated that basically what our town engineer would be looking for is a crosswalk, pedestrian light and re-timing of the signal light.

Mrs. McKnight stated that the loop detectors would also need to be moved back because the stop lines would also need to be moved back to the lineage.

Mr. Veno stated that the whole intersection would need to be changed.

Mrs. McKnight stated that an intersection would not be able to be done on the west side, closer to the Route 93 ramp. It could only be done on the other side and then only be crossing Fordham Road, because of the angle.

Mr. Veno stated that this is a very expensive proposition.

Mrs. McKnight stated that it is, but the town engineer thought that might be feasible.

Mr. Veno stated that a crosswalk cannot go within the intersection.

Mr. Bellavance stated that he drove by this area and there were a lot of people trying to cross. It would be a benefit for Riverpark Drive to become involved in this project.

Mrs. McKnight stated that she is unsure if the Wilmington Planning Board would be willing to ask the UPS facility to become involved in this project.

The consensus of the planning board is that they would like Mike Soraghan, Town Engineer do a memo and add the planning board's comments with it, also asking them to meet with the board and the abutters/proprietors of the properties in this area.

35-37 Main Street – Site Plan Review – cont. P.H. 7:45pm

Matt Waterman of Landtech Consultants stated that they have made changes to the plans regarding the town department memos. The changes were minimal to the infiltration/septic system and did not affect the layout of the building, parking lot, entrances or any of the infrastructures. They did update some things and incorporate requirements of the North Reading Planning Board. An infiltration system was added to the rear right corner that captures all of the run-off from the roof from the building which is a requirement of the local Stormwater bylaw. The required testing was also done in accordance with the Stormwater handbook. Additional testing was done in the rear left corner of the site where a detention basin was proposed, but the design has been revised. The landscape plan has the same amount of plantings, but has been shifted around to accommodate the swales and the revised drainage, specifically in the northeast corner, by Damon Street. They met with the Water Department twice, for soil testing and water issues and believe that they have satisfied these concerns.

Mrs. McKnight asked if they had an updated signage plan.

Matt Waterman stated that he inadvertently never updated the externally lit sign plan, but he did submit a letter stating that they would do a lettered sign, with exterior lit. This was updated in the detail sheet plan. He also showed a photo similar to the proposed sign.

Mrs. McKnight asked if there was an update on the pool issue.

Matt Waterman stated that the owner, Jonathan Hall was considering adjusting the lot line around the pool.

Sharon DeGrazia of 14 Damon Street stated that she is the owner of the pool and wanted to know how this was going to be fixed.

Jonathan Hall stated that they will need to decide which is better: a land swap or sell the portion of the land that the pool is located on to the DeGrazia family.

Mr. Pearce stated that this is a civil matter and the board cannot legislate this.

Attorney Mark Bobrowski suggested if this board would like to put a condition in, if the parties are mutually agreeable and Arenhall Corp. has the ability to carve off the pool from the property, this would prevent them from having to come back to modify the site plan.

Mr. Pearce stated that he is unsure if this would require a modification of the site plan, since the site plan has been developed to accommodate the pool.

Mr. Hayden stated that an ANR plan would need to be done to change the property lines.

Attorney Bobrowski stated that they will need to do an ANR, they don't know if this is the solution, but if the condition could be added "Applicant may convey up to 1200 sq. ft. to Sharon & Kenneth Degrazia using GL. c. 4, s. 81P to transfer ownership of the land under and near the existing pool, without the need to obtain further modification of this site plan approval.

Sharon Degrazia stated that if there is a transfer of land, Mr. Hall does not want to pay for it and she paid a few years ago to have the lot lines changed with the prior owner of the land. She did get a permit for the pool from the building department, shouldn't it have been discovered then that it was not her property. Will the town take any responsibility for this?

Mr. Pearce stated that it is the responsibility of the land owner to know where their property lines are located, not the town or building inspector. The CPC and Mrs. McKnight agreed that the ANR application fee could be waived for this.

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

that the Community Planning Commission vote to approve the plan entitled, "Site Plan, 35 & 37 Main Street, North Reading, MA"; dated 1/13/2017; revised 2/27/2017, 4/20/2017, 5/10/2017 and 5/16/2017; drawn by Landtech Engineering. Subject to the terms and conditions of the Certificate of Conditional Approval dated May 16, 2017. As amended this evening.

9 Nichols Street – Definitive Subdivision – P.H. 8:30pm

Mr. Pearce stated that they received memos from the Fire and Police Departments requesting that the road remain as Nichols Street, without the ext. added to it.

Mr. Luke Roy of LJR Engineering stated they have not submitted any new information since the last meeting. He would like to take this time to discuss what they have been working on. They received a review (4/27/2017) from Design Consultants, Inc. and they are working to address the issues outlined in the report. Most of the comments are requiring additional detail and changes in the calculations, but nothing that they view as a real substantial change to the design concept or the layout of the project. One of the concerns discussed at the last meeting was the water main to be extended on the existing Nichols Street into the subdivision. They got a good length from the edge of Main Street through to the center of the cul-de-sac is approximately 1120 linear ft. They are intending to request a waiver of the requirement that the water main be looped. It is their understanding that the Water Department does not have any specific objections to a waiver being granted in this case, it would ultimately be the decision of this board. Last week they met with members of the board on Nichols Street and walked the length of the street to review the width. They found that the width narrowed in various areas of the roadway.

Mr. Pearce stated that there is a 40' layout, but unfortunately over the years portions of the road were inadvertently combined with resident's properties. But the town does have the right take the property back to make the road safe and adequate.

Paula Marcisak of 7 Nichols Street wanted to know if the 40' width was also in the area of the culvert.

Mr. Pearce stated that the layout of the road is a 40' width.

Mr. Cody stated that when the town designs a road, they make it 40' in width. The road is not always paved to the 40' width, this allows the town to widen the road, add utilities, snow or sidewalks, if needed.

Luke Roy stated that there are areas on Nichols Street that could potentially be widened. They are going to work on a plan to design these in more detail.

Janet Stickle of 15 Sunset Avenue stated that her mother lives at 7 Nichols Street and wanted to know how they would be able to widen the road at the culvert which is a conservative wetland.

Mr. Cody stated that the existing culvert/pipe under the road is actually wider than the road. So, they would not be filling in the wetlands, but would still need to file an application with the Conservation Commission to get an approval.

Paula Marcisak of 7 Nichols Street asked if speed bumps could be placed on the road.

Mr. Veno stated that speed bumps are not allowed on a public way.

Janet Stickle asked if a sidewalk could be constructed on the existing Nichols Street.

Mr. Pearce stated that the residents could sign a petition and submit it to the DPW.

Joana Pintopoulos of 16 Nichols Street asked if the road would be widened before the construction starts.

Mr. Pearce stated that at it is to soon to know that, but a construction sequence will be submitted to the planning department.

Chanqui Wang of 15 Nichols Street stated that they area where the pipe is located is very narrow. She is also very concerned with turning left on Rte. 28. It is difficult now and it will only be worse with more traffic from the proposed subdivision. She wanted to know if a street light could be installed.

Mr. Pearce stated that it is not likely that a street light would be installed.

Mr. Bellavance asked if it could be made as a right turn only.

Mr. Veno stated that this would make it difficult for all of the residents on Nichols Street.

Achraf Hosny of 11 Nichols Street asked if any property was going to be taken from his property to widen the road.

Mr. Pearce stated no private property would be used, but there is town property now being used by abutters, But a survey will be done and any residents affected will be notified.

Janet Stickle of 7 Nichols Street asked if grading would be done on the new road because the wooded area is higher than the existing homes and drainage would become a problem.

Mr. Pearce stated that two catch basins will be constructed on the new road to catch the water.

Chuck Cann stated that if the water pressure is very low and if they tie into the existing water main it will only get worse.

Mr. Pearce stated that a fire flow test will be done to determine the pressure of the water main.

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

that the Community Planning Commission vote to grant the requested continuance of the public hearing for 9 Nichols Street until Tuesday, June 6, 2017 @ 8:30pm.

Planning Administrator's UpdateHorseshoe/226 Main Street – discussion

Mrs. McKnight stated that there is an addition on the Horseshoe which should have come in for a Site Plan Review modification. She spoke with the building inspector, who was told only that a roof would be installed over the existing patio area, and he did not believe at that time that it would need to come back to the CPC. However, with the enclosure and other work, she believes

this is something the CPC should discuss and decide what they would like to do. Mr. DeCola has asked the owner to submit drawings showing all of the work, but we don't have these yet.

The consensus of the commission was that the planner should inform the town administrator.

Re-Organization of Officers

Mrs. McKnight called for nominations for the Chair.

Mr. Hayden moved, seconded by Mr. Veno and vote 3-2:

that the Community Planning Commission vote to elect Mr. Bellavance as Chairperson for a one year term.

Mrs. McKnight then handed the gavel to Mr. Bellavance who called for nominations for Vice Chair.

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

the Community Planning Commission voted elect Mr. Pearce as Vice Chairperson for a one year term.

Mr. Bellavance called for nominations for clerk.

Mr. Veno moved, seconded by Mr. Pearce and voted 5-0:

the Community Planning Commission voted to elect Mr. Cody as Clerk for a one year term.

Re-organization of Liaisons**Board/Committee:**

Board of Selectmen
4th of July Committee
Conservation Commission
Zoning Board of Appeals
Housing Partnership Committee
Metropolitan Area Planning Council
Historic District Commission
Historical Commission
Finance Committee
J.T. Berry Committee
Land Utilization Committee
School Committee
Recreation Committee
Wastewater Advisory
School Building Committee
secondary, elementary
Commission on Disabilities
EDC


Representative:

William Bellavance
Warren Pearce
Jonathan Cody
William Bellavance
Joseph Veno
William Bellavance
Christopher Hayden
Christopher Hayden
Christopher Hayden
Warren Pearce
Jonathan Cody
Warren Pearce
Christopher Hayden
Warren Pearce
William Bellavance

Joseph Veno
William Bellavance

Adjournment at 10:35PM

Respectfully submitted,



Jonathan Cody, Clerk



Main Street Mixed Use Overlay District

Community Planning
Commission

Town Meeting June 2017

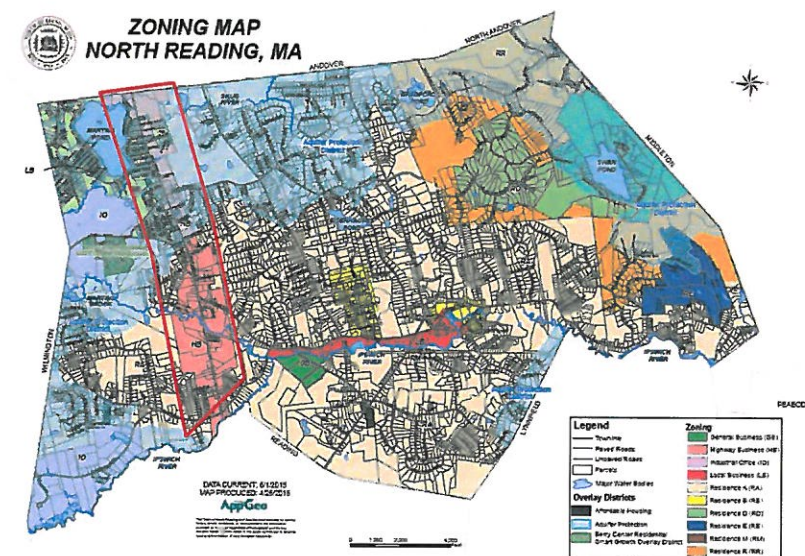
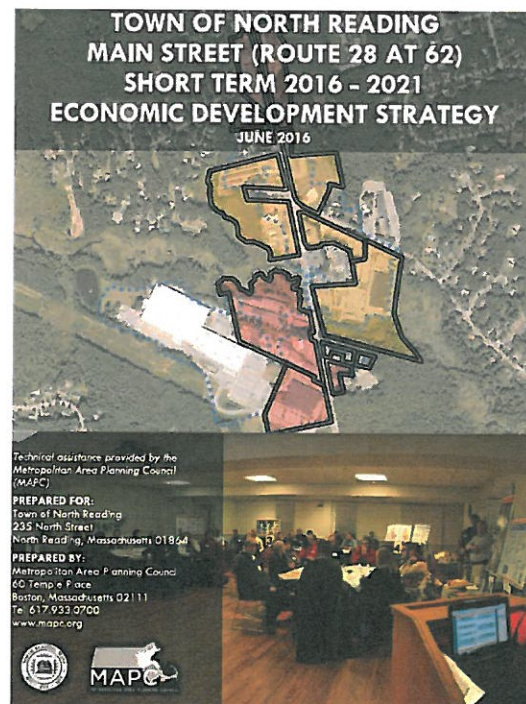
Purpose of Proposed Changes

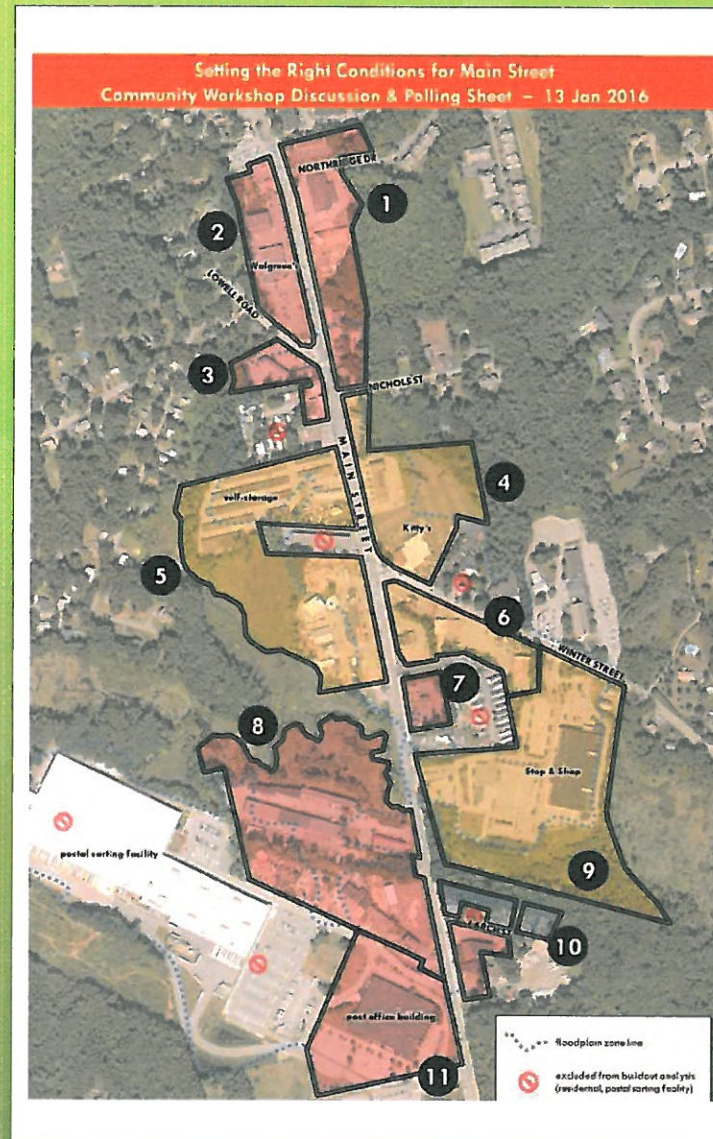
- Revitalize a key, central area of the Main Street Corridor to encourage downtown-style development
- Allows for some residential development as a component of mixed use development
- This includes multi-family housing and senior living/age restricted housing
- Follow up action item from MAPC's short-term economic development study for Main Street (2015): Bring some housing to central area of Main Street to support business activity, increase vibrancy
- Introduces some residential development in a limited area without opening up entire Main Street corridor to housing

Main Street Mixed Use Overlay: Background

MAPC Economic Development Strategy

October 2016 Zoning Changes





Prioritizing Target Areas for Redevelopment and Rezoning

- MAPC Economic Development Strategy: community input workshop
- Focus area divided into “blocks” for future development
- Participants selected Blocks 9 (Stop & Shop parcel) and 6 (Winter Street properties) as higher priority (11 is the Postal Facility)
- Other blocks to the north, south and west also important, but the rationale was to introduce zoning change in a smaller area to start and possibly expand at a later date

Prioritizing Target Areas for Redevelopment and Rezoning

ON WHICH 5 BLOCKS DO YOU WANT TO SEE DEVELOPMENT HAPPEN SOONER?

- Write the number of blocks in the boxes below (see map on other side of this sheet)
 - Clustering uses is crucial to success of retail/restaurants/offices
 - Only 1/5th of physically-possible is market-supportable by year 2020

Block 1	Block 2	Block 3	Block 4	Block 5
5 votes	1 vote	3 votes	11 votes	16 votes
Block 6	Block 7	Block 8	Block 9	Block 10
22 votes	15 votes	18 votes	33 votes	9 votes
Block 11	Comments?			
22 votes	(No comments submitted)			

Main Street Mixed Use Overlay District



nd

Main Street Mixed Use Overlay Parcels

Target Area for Overlay Zoning District

Intersection of Winter Street
and Main Street in the vicinity
of Stop & Shop (West Side of
Main Street)

Parking, building coverage

- Parking requirements are 2 spaces per unit, consistent with town-wide requirements in most zoning districts
- Building coverage on each lot remains 70% maximum (30% open space)

Limitations to Residential

- Multi-family or senior housing/age restricted residential uses would be allowed, but limited to 80% of the total building area on a given parcel
- The remaining 20% must be another use allowed by right or by special permit in Highway Business

Proportion of Residential to Other

- Proposed 80%/20% split is based on current zoning regulations allowing a 60-foot height limit
- Maximum number of stories estimated at 5 based on 60-foot building height
- One floor (ground floor only) assumed to be dedicated to retail, office or other commercial use with remaining floors above (up to 4 stories) of residential
- Retail unlikely in second-floor spaces
- All floors estimated to be the same size

Proportion of Residential to Other

5 stories:
~80% residential
~20% other



4 stories:
~75% residential;
~25% other



Proportion of Residential to Other

3 stories:

~67% residential

~33% other



2 stories:

~50% residential

~50% other





Discussion