

RECEIVED
BARBARA STANG

2021 JAN 13 AM 8:35

Town of North Reading
Massachusetts

Community Planning

TOWN CLERK
NORTH READING, MA

MINUTES

Tuesday, December 1, 2020

Mr. Warren Pearce, Chairperson called the Tuesday, December 1, 2020 meeting of the Community Planning Commission to order at 7:30p.m. via Virtual Meeting (Zoom, participants may call 1-301-715-8592, meeting code 9854300926.

MEMBERS

PRESENT: Warren Pearce, Chairperson
Ryan Carroll, Clerk
Christopher Hayden
David Rudloff

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.

Mr. Hayden read the Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitations on the number of people that may gather in one place, this meeting of the North Reading Community Planning Commission IS BEING CONDUCTED VIA REMOTE PARTICIPATION. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings as provided for in the Order. A reminder that persons who would like to listen to this meeting while in progress may do so by calling in 1-301-715-8592 and meeting code 9854300926.

4 Clover Road – bond discussion

Mr. Rich Gonzalez of 4 Clover Road stated that he was informed on November 18, 2020 by North Shore Bank that they would not be renewing the Letter of Credit. His options at this point are: 1) the bank can send the check to the town 2) the bank can send the check to him and he will then write a check to the town 3) try to find another bank that will do a new Letter of Credit.

Mr. Pearce asked what type of work is left to be completed.

Mr. Gonzalez stated that the Letter of Credit has the following improvements to be made: 1) finish coat 2) loan borrow 3) other excavation 3) road sign 4) seeding. The road sign is up.

Mr. Pearce asked what the possibility is of him completing this.

Mr. Gonzalez stated that it will not be done this year. He is hoping within a year.

Mr. Pearce asked if he tried to get a bond.

Mr. Gonzalez stated that the wanted to talk to the CPC before doing anything.

Mrs. McKnight stated that the amount of the Letter of Credit is \$10,545.82.

Mr. Pearce asked if some of the work stated in the Letter of Credit has been completed.

Mr. Hayden stated that Design Consultants, Inc. should re-evaluate the site.

Mrs. McKnight stated that she the quantities are going to be the same, but the amount to complete is going to be higher because this evaluation of the project was done 17 years ago.

The road does not have the top coat, as far as the planting and seed, there is now grass growing.

Mr. Gonzalez stated that the only thing that he can see that has not been completed is the top coat. He is unsure what the loam borrow and excavation is.

Mr. Hayden stated that the loam borrow is when everything is levelled out and seeded, this was probably done if there is grass growing.

Mr. Hayden stated that the town does take cash bonds.

Mrs. McKnight stated that the Treasurer will put the money into an account.

Mrs. Savarese stated that she can contact Scott Myers of North Shore Bank and ask him to send the check to the town, it will be deposited by the Treasurer, until the work is completed.

200 Riverpark Drive – informal Discussion

Mrs. McKnight stated that she passed along the information to the CPC, which was given to her by the applicant. The reason that they are here to discuss these changes was because she was unsure how they should proceed. At the time she was discussing this with the applicant, the CPC was not holding public hearings, but now that they are, should this be done as a full Site Plan review or a minor modification?

Mr. Robert Troccoli of Industrial Facilities Design Inc. stated that Takeda is developing a Master Plan for a warehouse. The project involves developing a design to improve the function of the current QC Sampling Laboratory by relocating it to the rear of the building near the incoming loading docks and supplementing its operations with a raw material testing laboratory. The existing building area is 92,000 sf, the addition to the rear of the building is 3,520 sf for a total area of 95,520 sf. The current parking requirement is 96 spaces, there is an existing capacity for 98 spaces. The parking requirement for a warehouse is 1 space per 1000 sf; for 95,520 sf that equals 96 spaces, 100 spaces are proposed.

Mr. Dan Rufo of Takeda stated that Takeda bought Shire last year and some of the portfolio of manufacturing has changed. The base of manufacturing operations is in Lexington, Mass. and the incentive to bring the raw material, testing lab up to North Reading is to stream line the testing that they do into a "just in time" type of results, as opposed to the way that it is currently operating, it's kind of an efficiency move to bring the sampling lab and testing lab together and that's really the goal of the operation.

Mr. Mike Gray of Takeda stated that this is an efficiency gain for Takeda and it brings all of the sampling and testing to one location, to allow for them to support their manufacturing more efficiently and easier and from a sustainability perspective in North Reading, he thinks it's a great opportunity and they can absolutely make this work.

Mr. Hayden stated if this is manufacturing storage, what is the main footprint of the building being used for?

Mr. Troccoli stated that it's a warehouse, with supporting ancillary activities.

Mr. Gray stated that this facility supports their Massachusetts Biologics operation and that consists of 205 Alewife Brook Pkwy. And the Lexington facility. This is a critical role for their operations.

Mr. Rufo stated that it is a FDA licensed facility and the CPC is welcome to take a tour of the facility, if they wish.

Mr. Pearce stated that his estimation on this is that the CPC would probably want to have a Site Plan Review on this. But, he doesn't see it as being an elaborate one. But there are issues: There are going to be additional employees and changes to handicap access, along with other items.

Mr. Troccoli stated that in regards to access, they have done truck radius studies, to make sure all of the trucks can get in and out, there is no increase in impervious material and the area that it's expanding to, is already paved, so there is no reduction to landscape.

Mr. Pearce asked Mrs. McKnight's opinion. Mrs. McKnight stated that with an addition of this size, she was expecting that the CPC would want to do a site plan Review. The Industrial Office bylaw does state that with any expansion and renovation, involving exterior space, triggers a site plan review. At the same time, the normal trigger for site plan review is 2000sf, so it would trigger it both ways.

Mr. Pearce stated that a site plan review is required because there are some issues that need to be addressed.

Mr. Troccoli asked what issues would the CPC need to address.

Mr. Pearce stated that employees and 1) square footage being added 2) more employees 3) proper access and egress of the building.

Mr. Hayden stated that with the size of the addition and where it's located he agrees that a site plan review should be done.

Mr. Carroll has no questions at this time and agrees that a review should be done.

300 Riverpark Drive – minor modification

Mrs. McKnight stated that she received a request from the applicant to be removed from the agenda and they will contact her when they are ready to move ahead.

Zoning Board of Appeals

153 Haverhill Street - On the petition of Suzanne Bagnera for a home occupation special permit for a training consultation service.

- The CPC supports the application provided the applicant adheres to the Home Occupation bylaw (§200-42).

Planning Administrator updates

Subdivision inspections

Mrs. McKnight spoke to DCI in regard to inspecting the subdivisions to make sure that everything is stabilized for the winter.

Winter & Main Street - discussion

Mr. David Eisen reviewed the most recent powerpoint presentation for the North Reading Town Center Study Program and Layout Development. The charge to them was to listen to all of the input that came from the commission, George Cole and their discretion to balance for a great town center, with providing enough parking, a balance between residential and commercial, open space and community facilities. They took all of this into account and created a North Reading Town Center Master Plan. (See attached)

Mr. Hayden stated that the CPC is always talking about cars. The town has non-existent mass transit and even in a one-bedroom apartment there are usually two people, and they usually have two cars. Maybe there will be more use of bikes and there will be Uber transportation, but he doesn't see that happening in the next ten years. They had spoken about putting some garaging underneath the residential buildings and that is not broached here, or added. If this type of parking is added then some of the asphalt may be reduced. Also, the community center is very big and he's unsure how big of a center this town needs. What are we going to put in that building?

Mr. Eisen stated that they can put a placeholder on the community center to possibly reduce the size of it.

Mr. Rich Wallner of the Select Board stated that the traditional make-up of an inter-generational community center is the senior center, youth services, parks and recreation, veteran services and the town hall department.

Mr. Pearce stated that he would be curious to know how many cars per unit are at Edgewood Apartments and Martin's Brook. Is the 1.5 actually realistic, or is 2 the more realistic number? These two developments will give a real life analysis of this particular area and what the people are going to do in a situation like this.

Mr. Carrol stated that there will be variations because there are potentially larger units, three bedroom units, and more square footage per car.

Mr. Eisen stated that they are doing a similar project in Hopkinton and 1.75 is what they're figuring. The underground parking doesn't seem like it would be cost effective if there is parking on the first floor of the building. Another way to do this, rather than adding parking is to drop the 3-story building down to 2-story buildings.

Mr. Carroll stated to echo Mr. Hayden, he agrees the 3 over 1, or 2 over 1 structure with the parking underneath has a couple benefits. 1) Allows the parking to be concealed also potentially increase the density or quantity of townhomes, etc. Obviously, the trickledown effect, being, more people occupying the area, more foot traffic, more potential for greater commercial space, as well. Thinking about the community building he believes that Mr. Wallner is right-on about the town hall, in addition to the inter-generational space because it brings a couple different functions and a more diverse population, with a reason to come to this location. The more people, the more reason to be here and the overall development will be more successful. He's less concerned about the height on the perimeter. The town homes on Winter Street seem like a missed opportunity. The corridor seems awkward, you come from a great corridor community with food truck spaces to a great retail area and then you're at somebody's front door while making your way to the town hall. It feels like it would be a very odd flow. He know that it's all about the numbers and commercial space, but he would be hesitant to give up on keeping that whole corridor commercial.

Grand Legacy - bond

Mrs. McKnight stated that the CPC does not usually look at bonds, but DCI sent it over and she thought it's a large, significant project and wanted share it with CPC and maybe get some feedback, or concerns.

Mr. Pearce stated that the CPC can look through it and if there are any discrepancies they will let her know.

Nichols Street – bond

Mr. Carroll moved, seconded by Mr. Hayden and voted 3-0: (Mr. Rudloff absent)

I move that the Community Planning Commission vote to accept the November 25, 2020 report from Design Consultants, Inc. and that the amount of \$6,512.00 be established as sufficient to ensure the completion of the Nichols Street Ext. subdivision. (Previous bond amount \$122,177.00)

Minutes

Mr. Carroll moved, seconded by Mr. Hayden 3-0: (Mr. Rudloff)

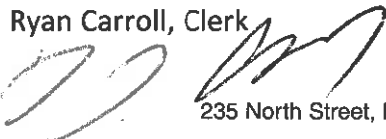
that the Community Planning Commission vote to approve the minutes of November 17, 2020 as written.

Planning Administrator Updates**Carpenter Drive**

Mrs. McKnight stated that they're reaching a point with the Carpenter Drive project where we have an appraiser that we're going to be getting under contract. Dave Giangrande of Design Consultants Inc. went out and did soil testing that came out very well. She also discussed with him the issue that was brought up the last time we talked about it where there could be the possibility of using the package treatment plant at the high school and they also have the housing consultant helping them along with this. Mr. Giangrande will give the CPC a brief report evaluating the package treatment plant, in case this is something that they want to pursue, but he did think that this would be a bit out of reach for this project, because the town does not have advanced, complete plans to go ahead with this sort of thing and it would be a tremendous expense to a developer of this project. The septic systems would be the developer's responsibility, whereas, if there talking about a big town infrastructure project that would require a lot of offsite work and he thought that it would really complicate it quite a bit. Mr. Giangrande is going to be developing some concept plans for the CPC and the housing consultant to see what kinds of possibilities there might be for that project. As we're looking at that, we'll have some questions that will need to answered, such as, a lot of the site is suitable for development, but might we reserve some of the property as open space which might be a positive for the neighbors. The housing consultant had recommended that a committee be formed to help with the decisions. Does the CPC have a recommendation for a representative from the CPC? The consensus is that Mr. Pearce would represent the CPC in this project.

Adjournment at 10:20PM

Respectfully submitted,
Ryan Carroll, Clerk



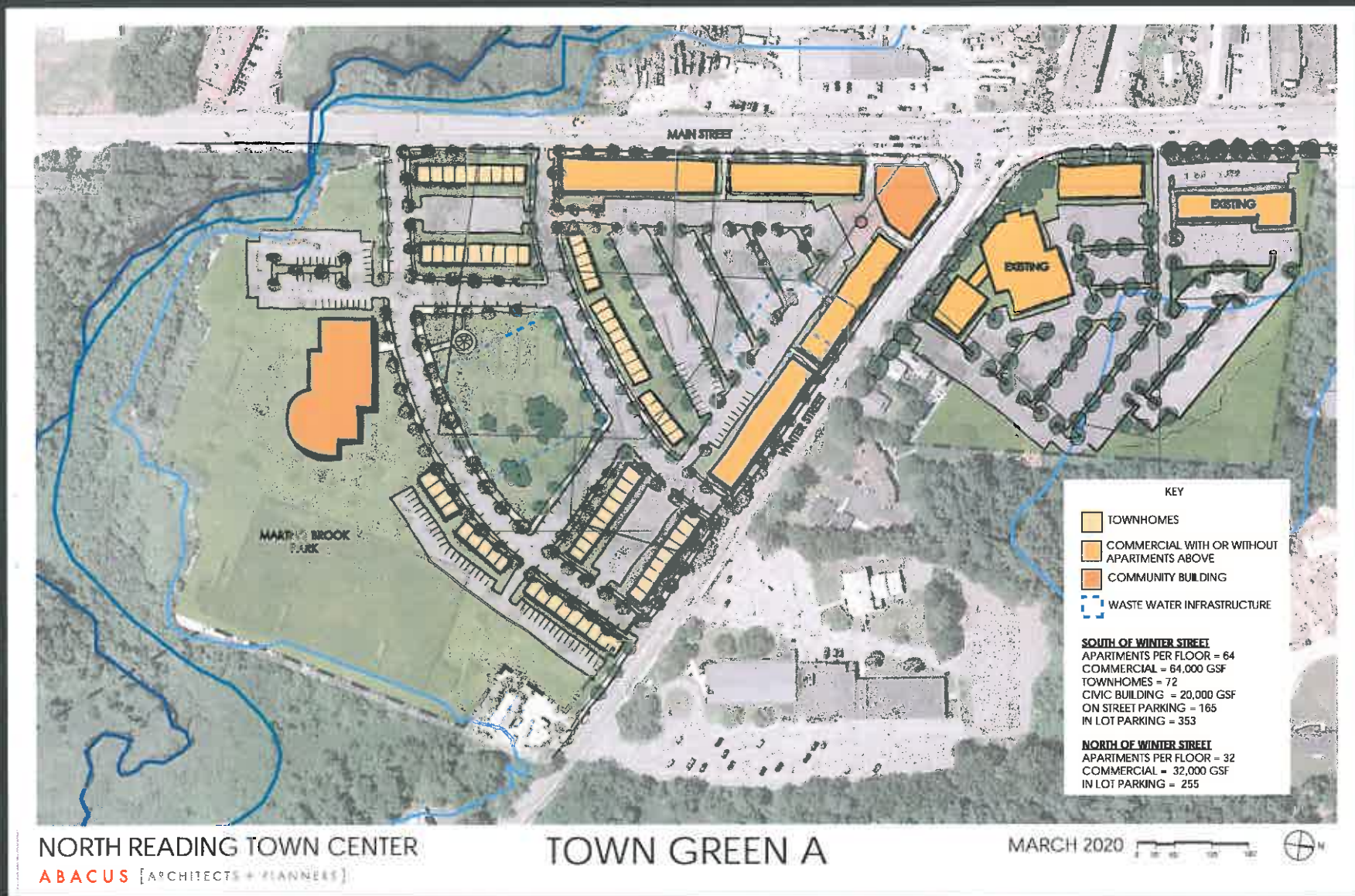


NORTH READING TOWN CENTER STUDY PROGRAM AND LAYOUT DEVELOPMENT

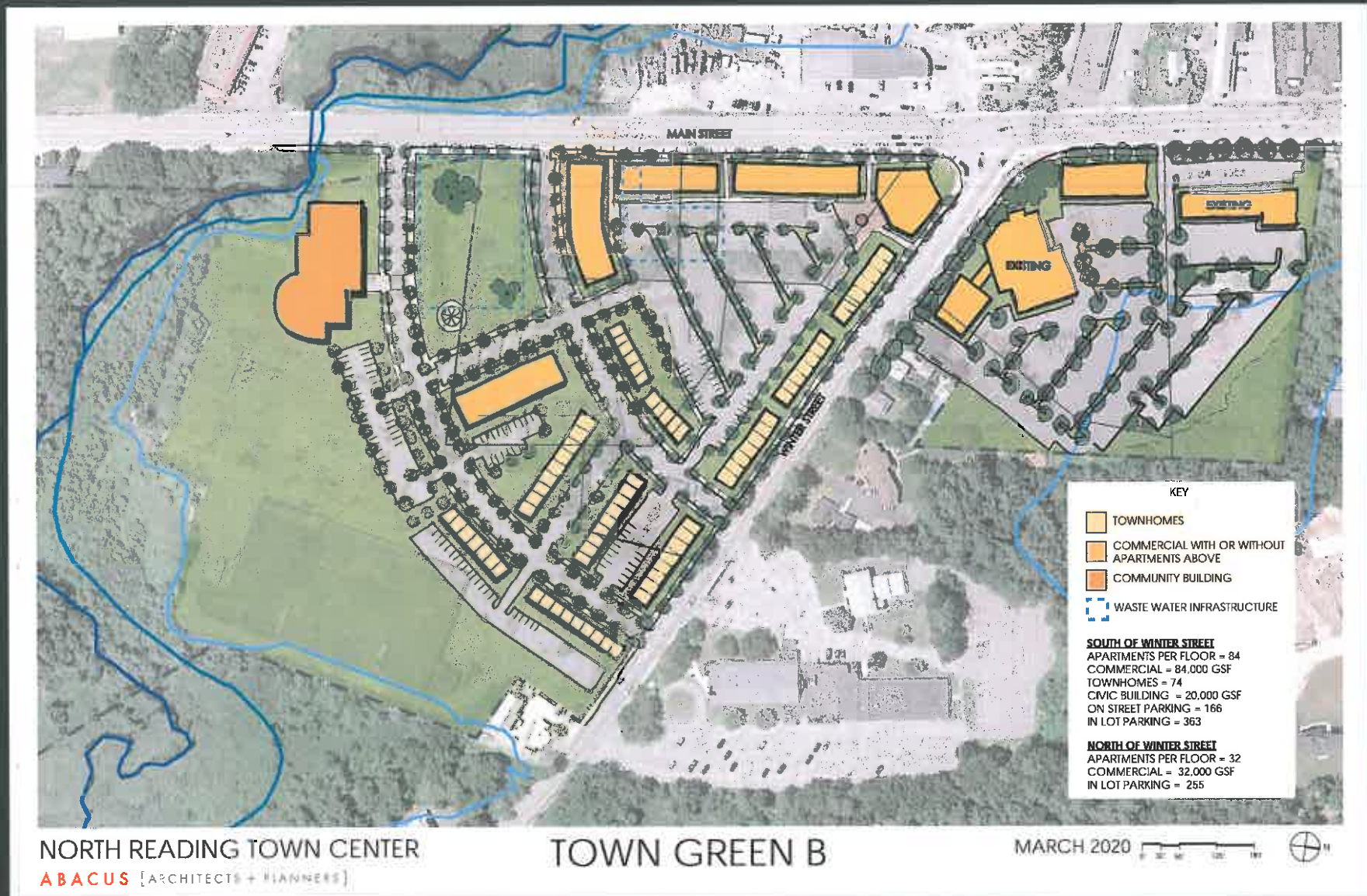
Design Consultants:

Abacus Architects + Planners
Onsite Engineering Inc.

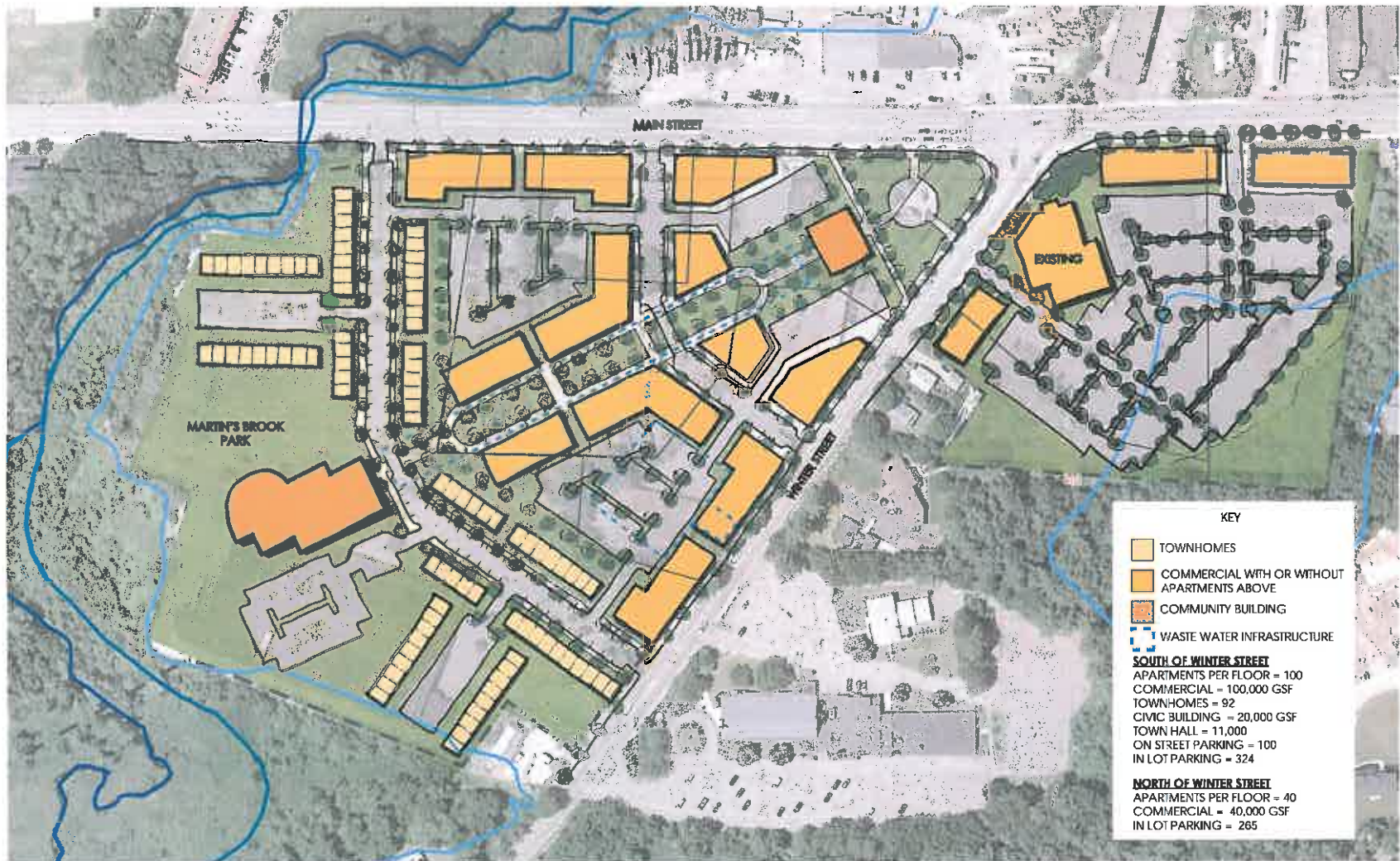
A Town Green for North Reading could be surrounded by homes with a community building anchoring the center connecting to park land. Commercial development (with apartments above) lines Main and Winter with parking behind.



A Town Green could also open to Main Street surrounded by shops, restaurants, and the community building. More commercial lines Main Street. Infra-structure for waste water treatment easily fits on site and is dotted in blue.



Here a pedestrian street lined with apartments over shops runs down the center of the site. Community buildings sit at each end, and parking is located behind buildings throughout. A residential street crosses the site near Martins Brook.

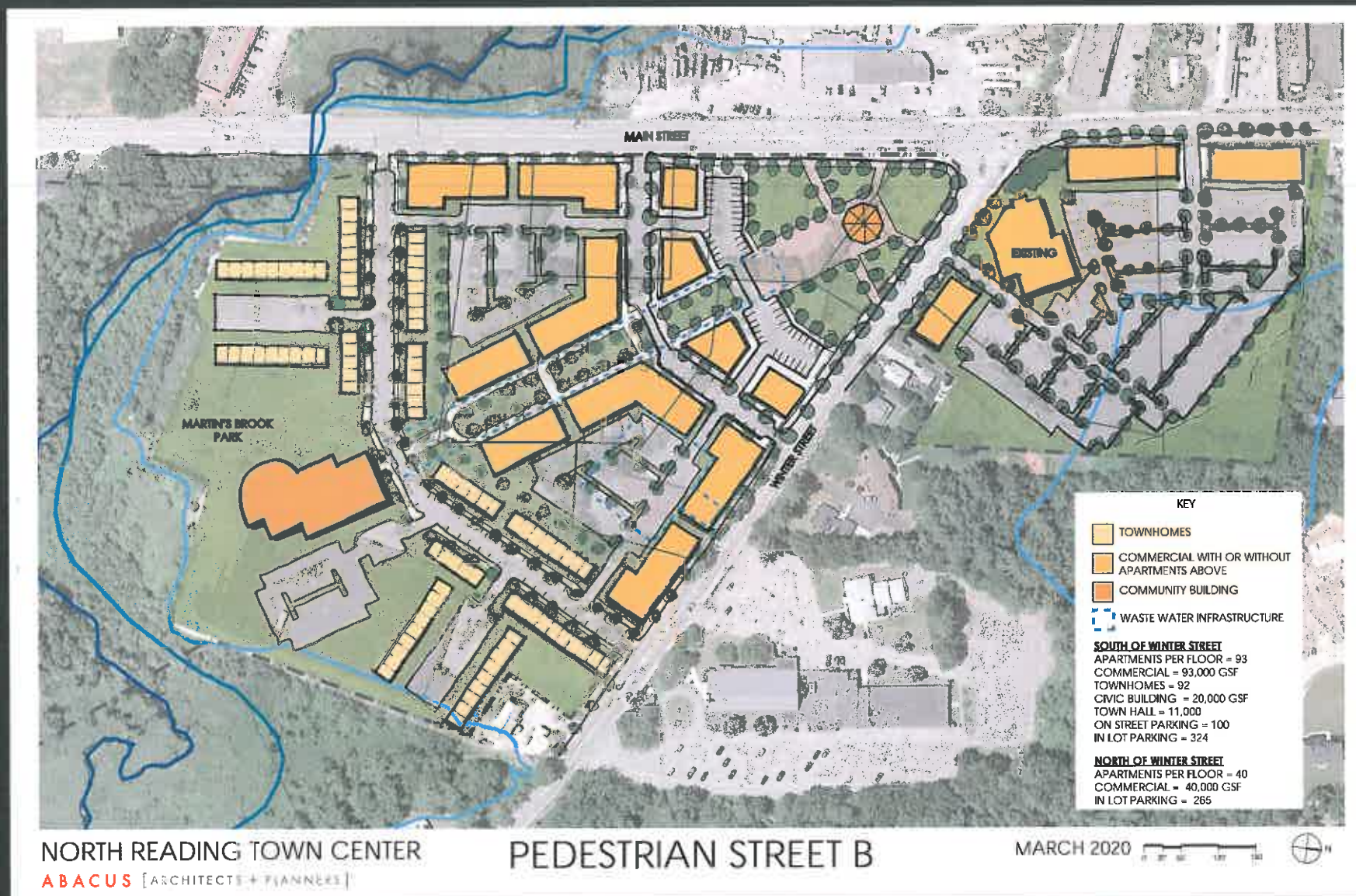


NORTH READING TOWN CENTER
 ABACUS [ARCHITECTS + PLANNERS]

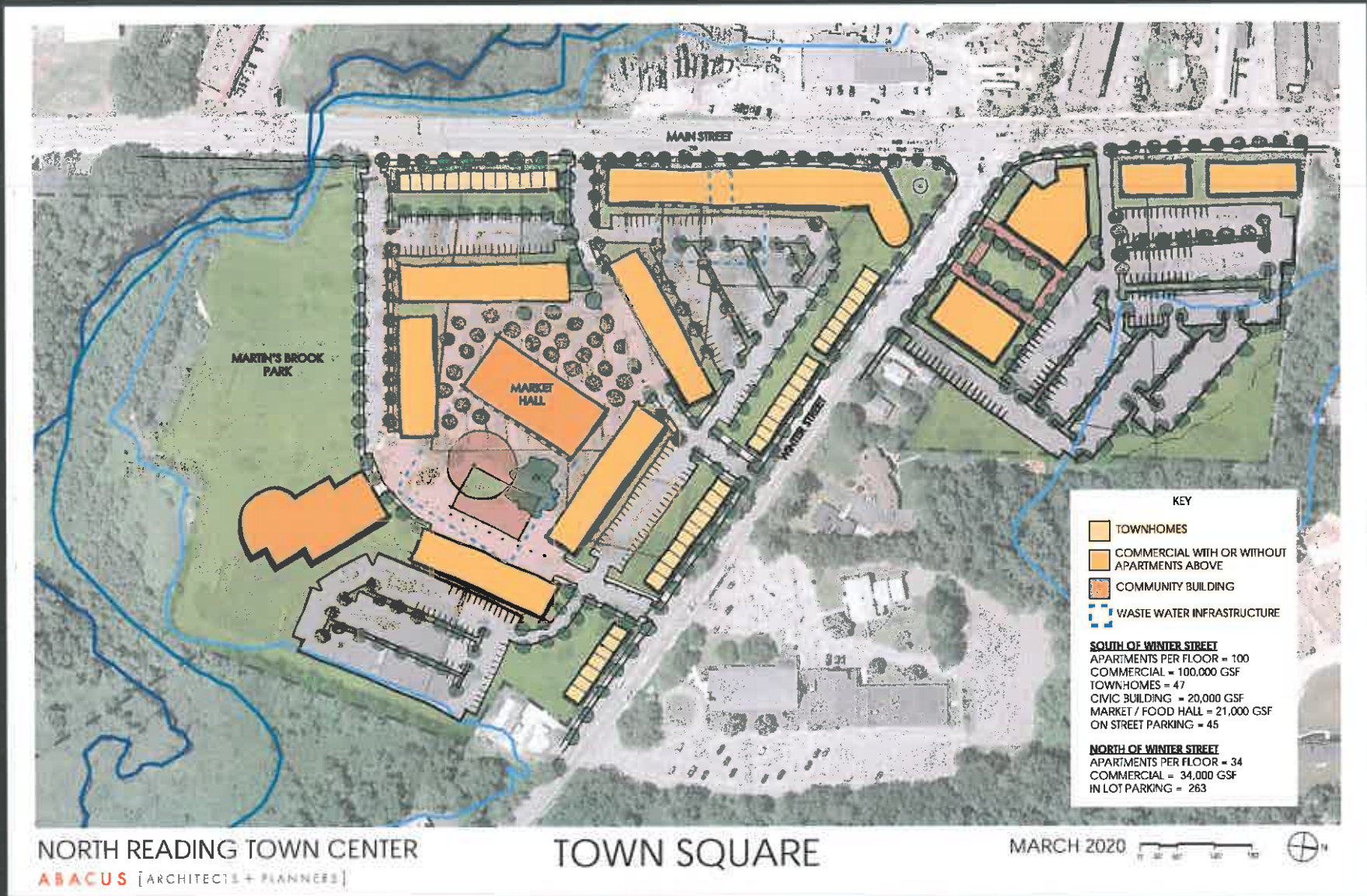
PEDESTRIAN STREET A

MARCH 2020

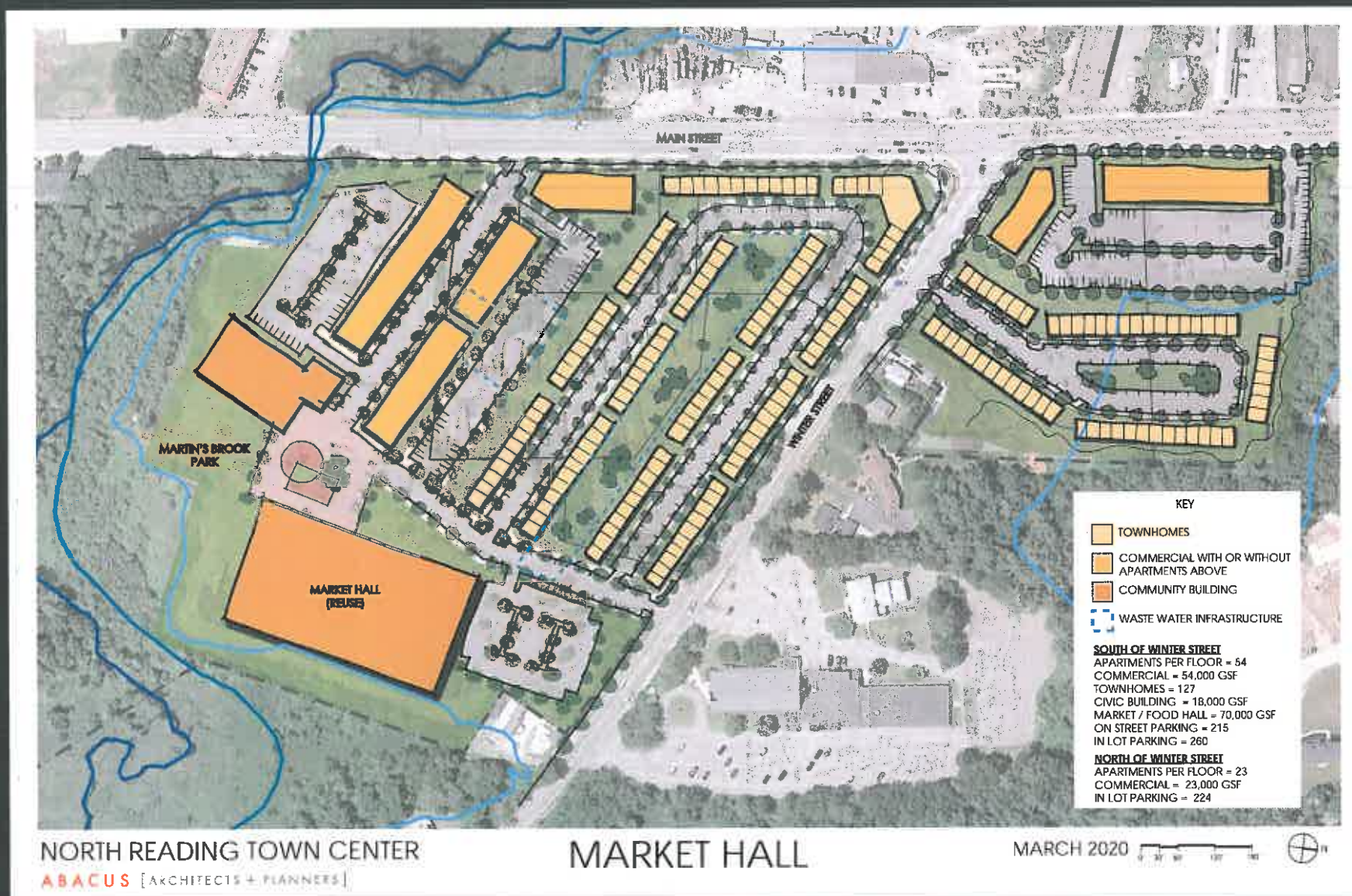
Pedestrian Street Option B features a market square, pavilion, and green at the corner of Main and Winter - opening up views and inviting engagement.



For North Reading apartments-over-shops and a community building surround a market hall, creating outdoor spaces of different sizes. The large space invites concerts and rallies while outdoor dining and other activities occur throughout.



The Ocean State Job Lot (formerly Stop and Shop) building offers the opportunity for this kind of transformation. A market/civic square connects the market hall, community building and adjacent park land.





North Reading Town Center Master Plan
ABACUS [ARCHITECTS+PLANNERS]



December 1, 2020

TOWN CENTER BUILDING PROGRAM ILLUSTRATED ON PLAN

	COMMERCIAL	RESIDENTIAL-FLATS	TOWNHOUSES	COMMUNITY
BUILDING 1	12,000 SF			
BUILDING 2	11,250 SF			
BUILDING 3	9,600 SF			
BUILDING 4	13,200 SF	22 (FLOORS 2-3)		
BUILDING 5	14,400 SF	18 (FLOORS 2-3)		
BUILDING 6	14,400 SF	18 (FLOORS 2-3)		
BUILDING 7	3,600 SF	27 (FLOORS 1-3)		
BUILDING 8		30 (FLOORS 1-3)		
BUILDING 9		30 (FLOORS 1-3)		
BUILDING 10			10	
BUILDING 11			11	
BUILDING 12			11	
BUILDING 13			9	
BUILDING 14			11	
BUILDING 15			10	
BUILDING 16			12	
BUILDING 17				18,000 SF
TOTALS	78,450 SF	145 UNITS (AVE 2 BEDRM)	74	18,000 SF

PARKING ILLUSTRATED ON PLAN

IN PARKING LOTS: 608 SPACES
 BELOW TOWNHOUSES: 44

TOTAL 652 SPACES (NOT INCLUDING 68 ON STREET SPACES)

REQUIRED PARKING ANALYSIS

78,450 SF COMM. / 300 SF PER SPACE = 262
 219 UNITS X 2 SPACES PER UNIT = 438
 18,000 SF COMMUNITY / 300 SF PER = 60

TOTAL SPACES REQUIRED = 760

78,450 SF COMM. / 300 SF PER SPACE = 262
 219 UNITS X 1.5 SPACES PER UNIT = 329
 18,000 COMMUNITY / 300 SF PER = 60

TOTAL SPACE REQUIRED = 651











NEXT STEPS

1. GET DIRECTION FROM COMMUNITY PLANNING COMMISSION ON PLANNING STRATEGIES ILLUSTRATED
2. GET DIRECTION FROM COMMUNITY PLANNING COMMISSION ON PROGRAM AND PARKING ILLUSTRATED
3. ABACUS FOLLOW-UP ON DIRECTION FROM CPC
4. SCHEDULE / CONDUCT MEETINGS WITH PROPERTY OWNERS, TOWN OFFICIALS, POTENTIAL DEVELOPERS AND THE PUBLIC
5. ABACUS FOLLOW-UP ON INPUT FROM STAKEHOLDERS
6. CLARIFY PATHWAYS AND SCHEDULE FOR IMPLEMENTATION
7. PREPARE AND SUBMIT FINAL REPORT AND RECOMMENDATIONS