

Planning Board Minutes
Thursday January 21, 2016 Room 201
195 Main Street, Maynard

Members present: Chair Bernie Cahill, Andrew D'Amour, William Gosz, Samantha Paull, Brent Mathison

7:00 p.m. Chair Cahill called the meeting to order. Minutes will be approved later in the meeting.

Administrative matter: The Board received a request for a partial bond release for the Orchard Valley Estates, the town has requested that \$10,000 be retained to ensure that the granite bounds and as-built plans are completed.

A motion was made by Bernie Cahill for a partial release of the \$26598.12 bond for Orchard Valley Estate Subdivision, seconded by William Gosz. The board voted 5 to 0 in favor of the motion.

Pre-Application Discussion – Capital Group Properties (129 Parker Street Developers) Meeting to discuss upcoming conceptual plan application with the developer of 129 Parker Street. No items are being considered, deliberated or voted on at this meeting. Pre application discussion – 129 Parker Street

Chair Cahill opened the discussion and reminded the Board and public that no items are being considered tonight, the discussion is to clarify, define the parameters of the concept plan, to answer questions about the process, the calendar, next steps and what is a concept plan.

Town Planner Bill Nemser talked about what is required for the concept plan, the revised development agreement is very specific. They will go over all the requirements with the applicant and the board, one of the requirements is a preliminary traffic plan, the town engineer has a general scope and requirement for a correct amount of analysis for preliminary traffic evaluation, lastly general concerns about the concept plan.

The Board and the developer went thru the parameter of the concept plan and what is the difference between a site plan and a concept plan. Town counsel Jon Witton stated that the bylaw creates the underlying zoning(NBOD) so now the developer can submit to Town Meeting a concept plan. Generally a concept plan is a birdseye view of the project, it does not include the level of detail of a site plan, can be very detailed but not required, everything is preliminary and conceptual. Details of façade etc are shown on the site plan, there cannot be a site plan until the concept plan is approved at Town Meeting. In addition many of the uses require Special Permit thru the Planning Board, the bylaw requires the sign plan be approved by Town Meeting as well, this can be done at the same time as concept plan.

Town Engineer Wayne D'Amico reviewed what was required for the preliminary traffic analysis, he stated he has sent a letter to Bill Nemser with the details. The VHB traffic engineer was also present. A full traffic impact analysis is required with site plan. The preliminary traffic analysis should identify study area, summary of existing traffic count in area, identify other nearby development projects in the area, elevated crash experience, prelim trip generation, available general intersection detail.

Attorney Witton added that one reason the Planning Board needs this info, is the Planning Board and Board of Selectmen will be negotiating the development agreement. The Board discussed the role of the Board in the process, Bill Nemser and Bernie will sit in on the Board of Selectmen development agreement discussions and the Board of Selectmen will sit in on Planning Board when the concept plan is presented.

Board members stated they would like wetlands, wildlife refuge area and height of buildings shown on the plan. The developer stated that the concept plan will include the approximate footprint of the buildings, approximate height, proposed use.

Chair Cahill asked form public questions or comments:

Bill Cranshaw asked about the traffic intersection at Concord Rod and how does that interesection get tied into the traffic analysis. He also asked how much the concept plan can change after being approved at Town Meeting.

VHB engineer stated that the traffic study identifies roads and areas that will be impacted, varying levels of traffic. Attorney Witton stated that because the concept plan is linked to the Deveolpment Agreement the town can specify what kind of changes can be made, if the Board of Selectmen and Planning Board do not want to allow moving of buildings it can be specified. The Bylaw allows minimal movement but major changes have to go back to Town Meeting.

The Fire Chief commented that everything he has seen so far is good, access for fire apparatus will be looked at on the concept plan and site plan.

A resident asked when Conservation Commission gets involved, Attorney Witton stated this should be done soon, because the buffers will impact the locations of buildings parking. The developer stated they have met with Mass Heritage and Conservation, the wetlands lines are defined.

Jarrold Green stated that the wildlife refuge area is protected by the State, Fisheries and Wildlife are doing a study for federal protection, they have met with developer to show areas of concern. There are two turtles on 129 Parker St site nesting, in November discussed mitagation efforts for the site in the SW corner of the site, not against or for development just want to make sure no impact on the turtles.

A motion was made by William Gosz to adjourn second by Bernie Cahill

Meeting adjourned at 8:06 p.m.