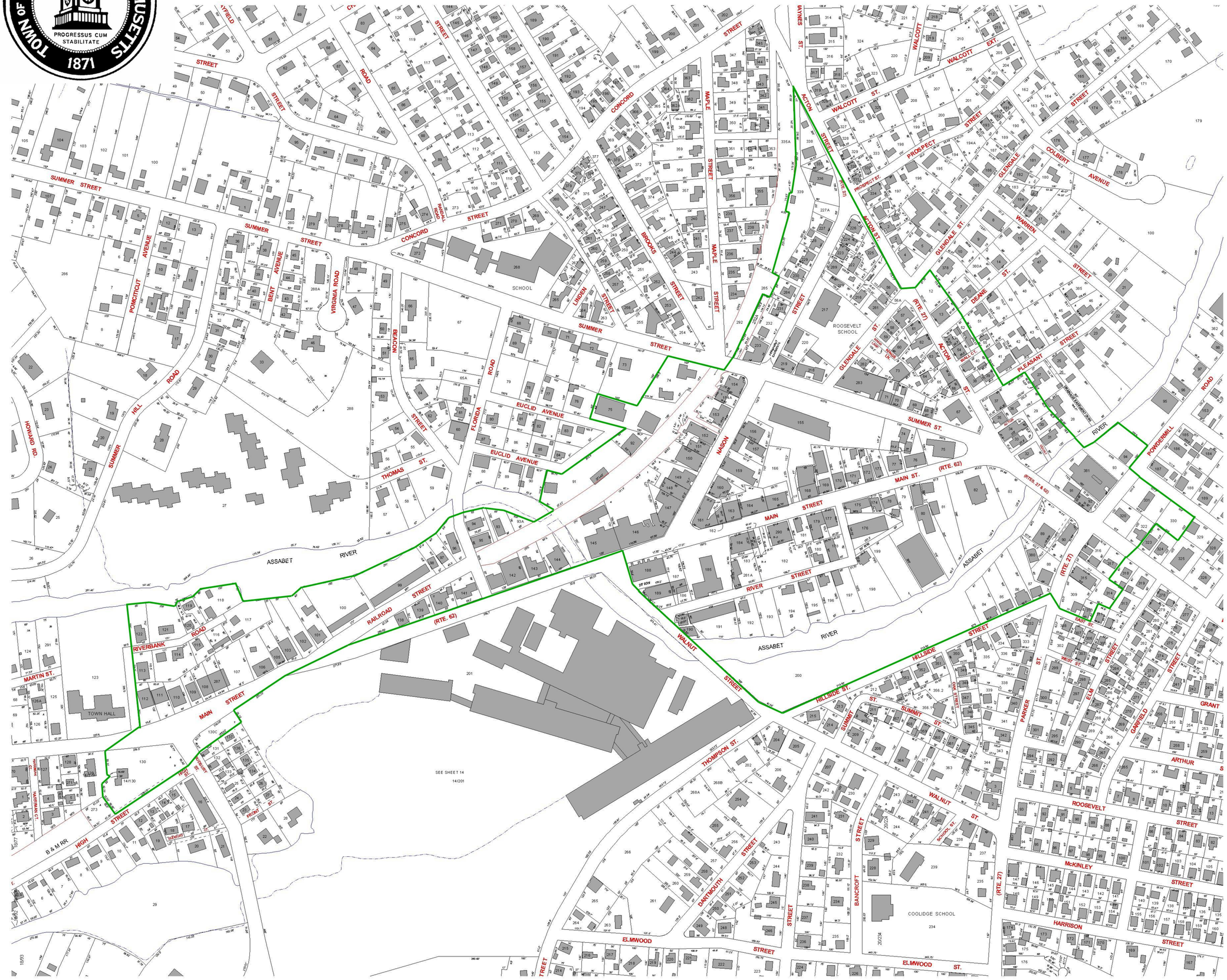
Maynard Downtown Overlay District

April 21st, 2007



9.4 DOWNTOWN MIXED-USE OVERLAY DISTRICT (DOD)

9.4.1 Purpose. The purpose of this overlay district includes the following:

1. To foster a vibrant, attractive, and durable downtown;

2. To encourage quality development in the downtown that shall include site and architectural features consistent with the best development within the DOD as well as those standards set forth by the Planning Board through Site Plan Regulations;

3. To enable a modest increase in density of development in the downtown;

4. To enable mixed retail, commercial, residential uses;

5. To increase the effectiveness of allocation of parking spaces;

6. To improve the pedestrian experience in the downtown;

7. To provide greater flexibility in uses allowed that can enhance how downtown functions.

8. To recognize the value of the Assabet River and its value as a significant asset to the downtown;

9. To significantly increase views and physical access to the river while fostering development that proactively protects the River from storm water and the contaminants contained within.

10. To maintain and encourage appropriate massing and height of buildings that blend in and enhance the building elevations already in existence, in most cases a two-story street front facade.

9.4.2 Applicability. The DOD is an overlay district superimposed on the included portions of the underlying zoning districts. All use allowances, definitions, regulations and standards of the underlying zoning district shall apply within the DOD except where specifically modified or supplemented by this section. Where the DOD varies dimensional or other requirements otherwise set forth in this Zoning By-Law, the terms and conditions of the DOD shall control.

Special Permit Granting Authority (SPGA). For the purposes of this Section, unless otherwise noted, the Planning Board shall be the Special Permit Granting Authority.

9.4.3 Permitted and Prohibited Uses. In addition to the uses permitted in the underlying district (see Table A), the following uses are permitted:

TABLE H: TABLE OF DOD USES

Use	**Permitted (Y), Not Permitted (N), Special Permit (SP)**
Multi-Family Dwelling (for lots with frontage on Main or Nason Streets bounded by Florida Road and Summer Street or for lots with frontage on Summer Street between Nason and Main Streets).	N
Multi-Family Dwelling (for lots that do not fall under the restricted area above)	SP
Mixed Use with 6 or fewer dwelling units	Y
Mixed Use with more than 6 dwelling units	SP

9.4.4 Dimensional Requirements. The following requirements shall be substituted for those set forth in Table B:

TABLE I: DOD DIMENSIONAL REQUIREMENTS

Minimum Lot Requirements for Multi-Family and Mixed Use	
Area (square feet)	1,500 s.f. per residential unit (see Section 9.4.5)
Frontage (feet)	20 feet
Width (feet)	0
Maximum / Minimum Yard Requirements for Multi-Family and Mixed Use	
Front (feet) – Maximum / Minimum	10*
Side (feet) – Maximum / Minimum	Unlimited*
Rear (feet) – Maximum / Minimum	Unlimited*
Maximum Building for Multi-Family and Mixed Use	
Maximum Lot Coverage %	90%
Building Height for All Uses	
Minimum Height (stories)	2 stories (see Section 9.4.8)
Maximum Height (feet)	45 feet

* Increase by 15 feet when abutting a residential lot not within the Downtown Overlay District

9.4.5 Mixed Use and Multifamily Reduced Area Requirement; Development Agreement. In order to provide maximum flexibility to prospective developers while ensuring sufficient safeguards for the Town, a Special Permit may be issued by the SPGA to reduce the minimum lot requirement for multi-family and mixed use to a minimum of eight-hundred (800) sq. ft. per residential unit if and only if an executed Development Agreement between the Developer and The Town of Maynard acting by and through the Board of Selectmen and the Planning Board. The development agreement shall include all of the following:

1. Agreement from the developer to include in the development a number of "affordable" units equal to or greater than 15% of the total number of units in the development, rounded up to the nearest whole unit or an agreement from the developer to make a donation to the "Maynard Affordable Housing Trust" (or any equivalent town fund or account which is dedicated to the development of "affordable" housing stock) equal in value to the whole number of affordable units, multiplied by the "affordable unit equivalent" (in dollars). This "affordable unit equivalent" shall be determined by the Affordable Housing Committee, or in the absence of such a committee, by the Board of Selectmen.

2. Agreement from the Developer to make a donation to the Maynard Community Preservation Fund, or other equivalent town fund or account dedicated to the acquisition and preservation of open space or recreation land.

The development agreement may include any of the following but shall not be limited to the following:

3. Description of Development Characteristics;

4. Type of housing;

5. Number of units and/or bedrooms, Rental vs. owned, Percentage owner occupied if condominiums, Age restrictions, Subsidizations, Affordable component, Townhouse vs. Garden Style, Architecture;

6. Parking proposed, including underground;

7. Percentage and type of retail (if applicable);

8. Long term use guarantee (to remain in retail);

9. Sales of goods vs. restaurant uses defined;

10. Percentage and type of commercial use(s) if applicable;

11. Flexibility of changing use to be allowed;

12. Show consistent or reduced parking usage intensity;

13. Type and quality of construction proposed;

14. Number of stories/height;

15. Percent lot coverage;

16. Mitigation / Infrastructure Improvements. To fund or contribute to the Town to fund the mitigation of impacts to Town services created by the proposed development. Examples include the following:

a. Public infrastructure improvements

b. Water supply wells, permitting, improvements

c. Water main improvements

d. Sewer main lines and structures

e. Sewage treatment plant upgrades/improvements

f. Storm water improvements, including aiding the Town to comply with municipal National Pollution Discharge Elimination System (NPDES) requirements.

g. Cable utilities improvements or conversion to underground utilities

h. Proposed traffic mitigation

9.4.6 Special Permit Criteria. The SPGA shall apply the following review criteria in addition to the criteria identified in Section 10.4 of this By-law:

1. The proposal constitutes a high quality development with regards to construction materials, architectural design, and site design, which will enhance the downtown and the immediate neighborhood and provide significant benefit to the residents of the Town of Maynard as provided in Section 9.4.1;

2. When applicable, the proposed development will provide effective protection of the Assabet River from storm water runoff from new impervious surfaces being proposed.

3. The proposed development will improve the functioning of the downtown by at least one of the following means:

a. Provide a significant improvement to the usage and/or number of public parking spaces in the downtown area;

b. Provide a significant improvement to the effectiveness of the parking space allocation of the downtown area;

c. Provide a significant improvement to the pedestrian experience in downtown Maynard;

d. Provide a significant improvement to the water quality of current storm water runoff reaching the Assabet River;

e. Increase views and access to the Assabet River;

f. Provide a significant improvement to the functioning of the downtown area;

4. The proposed development is designed in a manner that is compatible with the existing natural features of the site and is compatible with the characteristics of the surrounding area.

9.4.7 Special Permits for Minimum Building Height. While increased density is one of the goals of the DOD, situations may arise in which development of multi-story structures may not be practical. In such cases, an applicant may request relief from the minimum building height as identified within this section through a Special Permit. In evaluating the Special Permit request, The SPGA shall use the following review criteria in addition to the criteria identified in Section 10.4 of this By-law:

1. Ability of the reduced height development to fit within the surrounding streetscape.

2. That the single story building proposed is the only reasonable, practicable alternative for development of the site in question. Alternatives need not be economically equivalent.

3. That there are circumstances particular to the site in question that do not apply to the neighborhood in general.

4. That adherence to the By-law requirement for a multi-storied building will impose unreasonable hardship on the development of the site and its owners.

5. The proposed development purpose is an allowed use in the underlying district and/or the overlay district, and could not be accomplished with a multi-story structure.

9.4.9 Parking Standards within the DOD. Parking requirements in the DOD are designed to allow existing first floor uses to meet their parking requirements based on non-contracted use of existing public parking in the downtown and to acknowledge that shared parking solutions work well in downtowns where users typically will visit multiple destinations within walking distance of each other.

1. First Floor Rehabilitation Credit. The rehabilitation of the 1st floor of any preexisting (prior to the adoption of the DOD on May 22nd, 2007) structure whose previous and proposed new use are non-residential is exempt from minimum parking space requirements. The expansion of the 1st floor of said structure by less than five hundred (500) square feet (s.f.) of gross floor area (g.f.a.) is also exempt from minimum parking requirements. For expansions greater than or equal to five hundred (500) s.f. of g.f.a., parking must be provided for said expansion by using the total expansion size, minus five hundred (500) s.f. g.f.a., and Table C.

9.4.9.2 Parking Location. Parking shall be provided on the same lot as the proposed use. When on-site parking cannot fulfill the entire parking requirement of the proposed use(s), the remaining parking requirement may be fulfilled by parking on a separate lot within a non-residential district through a Special Permit. The proposed offsite lot must be within one thousand (1,000) feet of the lot to be developed. If the separate lot is not under common ownership with the original lot, a Special Permit issued under this provision for the off-site spaces shall require a lease of said lot for a length of not less than five (5) years.

9.4.9.3 Mixed Use and Shared Use Parking. Refer to Section 6.1 for more information.

9.4.9.4. Special Permit to Reduce Minimum Parking Requirement. Refer to Section 6.1 for more information.

9.4.10 Parking. The following Table J shall supersede the schedule identified in Section 6.1:

TABLE J: DOD DISTRICT – PARKING REQUIREMENTS

USE	PARKING REQUIREMENT
Dwelling Unit	1.5 spaces per unit
Retail	One space per 500 sq. ft. of gross floor area (g.f.a.)
Office	One space per 500 sq. ft. of g.f.a.
Medical Office	One space per 400 sq. ft. of g.f.a.
Restaurant	One space per 85 sq. ft. of g.f.a.
Hotel, motel and bed & breakfast	One Space per sleeping room, plus 1 space per 400 sq. ft. of meeting space
Manufacturing, Industrial	One space per 1,000 sq. ft. of g.f.a.
Other uses not specifically noted here	See Section 6.1 for parking requirements

9.5 OPEN SPACE DISTRICTS

9.5.1 Purpose. The Open Space District is intended for:

1. the preservation and maintenance of the ground water table upon which the inhabitants of the Town and other municipalities depend on for water supply;

2. the protection of the public health and safety of persons and property against the hazards of flood water inundation;

3. the protection of the community against the costs which may be incurred when unsuitable development occurs in swamps, marshes, along water courses, or in areas subject to floods;

4. to preserve and increase the amenities of the Town; and

5. to conserve natural conditions, wild life and open space for the education, recreation and general welfare of the public.

9.5.2 Permitted Uses. The following uses are permitted within the Open Space District.

1. Conservation of soil, water, plants, and wildlife.

2. Recreation including nature study, boating and fishing where otherwise legally permitted.

3. Grazing and farming, including truck gardening and harvesting and storage of crops.

4. Forestry.

5. Proper operation and maintenance of dams and other water control devices including temporary alteration of the water level for emergency or maintenance purposes. An owner of a private dam may lower water level to a point not below what was flooded prior to the erection of the dam.

6. Any religious use, educational use or child care center, as provided for by Section 3 of G.L. c. 40A.

9.5.3 Uses Permitted by Special Permit. Upon the issuance of a Special Permit by the Planning Board, and subject to such other special conditions and safeguards the Planning Board deems necessary to fulfill the purposes set forth in Section 9.5.1, the following uses may be authorized:

1. Boat houses, duck walks, landings, and small structures for non-commercial recreational uses;

2. Municipal uses such as water works, pumping stations and parks;

3. Dams, excavations or grading, consistent with the purposes of this section, to create ponds, pools, or other changes in the watercourses, for swimming, fishing or recreational uses, agricultural uses, scenic features, or drainage improvements.

9.5.4 Prohibited Uses. Except as provided above and in G.L., c. 131, §40, there shall be in the open space district;

1. No land filling or dumping in any part of the district;

2. No building or structure, except as provided in Section 9.5.2 and 9.5.3;

3. No permanent storage of materials or equipment.

9.5.5 Site Plan Approval. Section 10.5 shall apply to uses, buildings and structures permitted by right or by Special Permit in the Open Space District.

9.6 HEALTH CARE INDUSTRIAL DISTRICT[189, 194]

9.6.1 Purpose. The Health Care Industrial (HCI) District contains Mill and Main (formerly Clock Tower Place) with its buildings and facilities. The existing buildings and structures contain approximately 1.1 million square feet of gross floor area. This Section 9.6 has been adopted to promote the orderly development, occupation, and use of the campus and surrounding vacant land, and to integrate such development, occupation and use, with neighboring districts.

9.6.2 Limitation on Certain Uses. The total gross floor area of space devoted to the following uses shall not exceed the percentage of gross floor area in the district, unless a Special Permit is granted by the Planning Board:

Multifamily, garden apartment, hotel, motel. Extended stay facility, or live/work dwelling unit	50%
Retail business, general or personal service establishment	10%
Restaurant	4%

In addition, the following limitations shall apply to specific uses:

* Retail shall contain not more than 50,000 square feet.

Any establishment of or change of use resulting in any of the uses set forth above shall require site plan approval from the Planning Board in accordance with Section 10.5.

9.6.3 Special Permit Required. Any use, allowed as of right or by Special Permit in Table A, which is proposed to be located in a building constructed in the HCI District after the applicable date of this amendment shall require the issuance of a Special Permit by the Planning Board, except those exempt by statute. This provision shall apply in a new building replacing any existing building which has been razed.

9.6.4 Vehicle Trip Reduction. Any application for Site Plan Review or a Special Permit within the HCI District shall be accompanied by a Vehicle Trip Reduction Plan to promote traffic management for employees. Such plan shall include shuttle service to the nearby MBTA stations, bicycle racks and facilities, showers for employees, and other Trip Reduction Measures that provide incentives to employees.

9.6.5 Parking. The following minimum parking requirements shall be substituted for those set forth in Section 6.1.5, Table C:

Nonresidential Parking	2 spaces per 1,000 sq. ft. gross floor area
Multifamily, garden apartment, hotel, motel, extended stay, live/work dwelling unit	1 space per dwelling unit or room for independent lease or occupancy

OFFICE OF THE
BOARD OF SELECTMEN
TOWN OF MAYNARD
MUNICIPAL BUILDING
195 MAIN STREET
MAYNARD, MASSACHUSETTS 01754

June 8, 2016

To Whom It May Concern:

RE: Maynard Complete Streets Policy Adoption

At the Maynard Board of Selectmen's meeting held on June 7, 2016, the Board approved the Town of Maynard Complete Streets policy as presented. A copy of the adopted policy is attached.

Please contact our Office at (978) 897-1301 if you have any additional questions.

Sincerely,

Chris DiSilva
Chairman, Maynard Board of Selectmen

	Town of Maynard **COMPLETE STREETS POLICY**
Selectmen Vote	June 7, 2016
Effective Date	June 7, 2016
Expiration Date	None
Date Last Revised	
Town Administrator	Kevin Sweet

Town of Maynard Complete Streets Policy

Vision and Purpose:

Complete Streets are designed and operated to provide safety and accessibility for all the users of our roadways, trails and transit systems, including pedestrians, bicyclists, transit riders, motorists, commercial vehicles, and emergency vehicles and for people of all ages and of all abilities. Furthermore, Complete Streets principles contribute toward the safety, health, economic viability, and quality of life in a community by providing accessible and efficient connections between home, school, work, recreation and retail destinations by improving the pedestrian and vehicular environments throughout communities.

The purpose of Maynard's Complete Streets policy is to accommodate all road users by creating a road network that meets the needs of individuals utilizing a variety of transportation modes. It is the intent of the Town of Maynard to formalize the plan, design, operation and maintenance of streets so that they are safe for all users of all ages and abilities as a matter of routine. This policy directs decision-makers to plan, design, and construct streets to accommodate all anticipated users including, but not limited to pedestrians, bicyclists, transit vehicles, motorists, delivery and service personnel, emergency vehicles, and freight and commercial vehicles.

Core Commitment:

The Town of Maynard (Town) recognizes that users of various modes of transportation, including, but not limited to, pedestrians, cyclists, transit and school bus riders, motorists, delivery and service personnel, freight haulers, and emergency responders, are legitimate users of streets and deserve safe facilities. "All Users" includes users of all ages and abilities.

The Town recognizes that all street construction projects: new, maintenance, or reconstruction, are opportunities to apply Complete Streets design principles. The Town will, to the maximum extent practical, design, construct, maintain, and operate all streets to provide for a comprehensive and integrated street network of facilities for people of all ages and abilities.

Complete Streets design recommendations shall be incorporated into all publicly and privately funded projects, as appropriate. All transportation infrastructure and street design projects requiring funding or approval by the Town, as well as projects funded by the state and federal government, such as with Chapter 90 funds, city improvement grants, Transportation Improvement Program (TIP), the MassWorks Infrastructure Program, Community Development Block Grants (CDBG), town capital funding and other local,

state, and federal funds for street infrastructure design shall adhere to and comply with the Town of Maynard Complete Streets Policy.

Private developments and related street design components or corresponding street-related components shall adhere to and comply with the Complete Streets principles. In addition, to the extent practical, state-owned roadways will comply with the Complete Streets resolution, including the design, construction, and maintenance of such roadways within Town boundaries.

Transportation infrastructure may be excluded, upon approval by the Town Administrator, where documentation and data indicate that:

1. Facilities where specific users are prohibited by law, such as interstate freeways or pedestrian malls. An effort will be made, in these cases for accommodations elsewhere.
2. Where cost or impacts of accommodation is excessively disproportionate to the need or probable future use.

Best Practices:

The Town of Maynard Complete Streets Policy will focus on developing a connected, integrated network that serves all road users. Complete Streets will be integrated into policies, planning, and design of all types of public and private projects, including new construction, reconstruction, rehabilitation, repair, and maintenance of transportation facilities on streets and redevelopment projects.

Implementation of the Town of Maynard Complete Streets Policy will be carried out cooperatively within all departments in the Town of Maynard with multi-jurisdictional cooperation, to the greatest extent possible, among private developers, and state, regional, and federal agencies.

Complete Streets principles include the development and implementation of projects in a context sensitive manner in which project implementation is sensitive to the community's physical, economic, and social setting. The context-sensitive approach to process and design includes a range of goals by considering stakeholder and community values on a level plane with the project need. It includes goals related to livability with greater participation of those affected in order to gain project consensus. The overall goal of this approach is to preserve and enhance scenic, aesthetic, historical, and environmental resources while improving or maintaining safety, mobility, and infrastructure conditions.

The Town of Maynard recognizes that "Complete Streets" may be achieved through single elements incorporated into a particular project or incrementally through a series of smaller improvements or maintenance activities over time.

The latest design guidance, standards, and recommendations available will be used in the implementation of Complete Streets including:

- The Massachusetts of Department of Transportation Project Design and Development Guidebook

- The latest edition of American Association of State Highway Transportation Officials (AASHTO) A Policy on Geometric Design of Highway and Streets
- The United States Department of Transportation Federal Highway Administration's Manual on Uniform Traffic Design Controls (2009)
- The Architectural Access Board (AAB) 521CMR Rules and Regulations
- Documents and plans created for the Town of Maynard, such as bicycle and pedestrian network plans.

Complete Streets implementation and effectiveness should be constantly evaluated for success and opportunities for improvement. The town will develop performance measures to gauge implementation and effectiveness of the policies.

Implementation:

The Town shall make Complete Streets practices a routine part of everyday operations, shall approach every transportation project and program as an opportunity to improve streets and the transportation network for all users, and shall work in coordination with other departments, agencies, and jurisdictions to achieve Complete Streets.

In 2016 the Maynard Planning Board updated its "Rules and Regulations" to require proposed projects address Complete Streets elements. Although not an unconditional mandate, the Planning Board approval process now requires all projects subject to Site Plan review address "Complete Streets" elements for non-automobile transportation/circulation.

The Town shall review and either revise or develop proposed revisions to all appropriate planning documents (master plans, open space and recreation plan, etc.), zoning and subdivision codes, laws, procedures, rules, regulations, guidelines, programs, and templates to integrate Complete Streets principles in all Street Projects on streets. A committee of relevant stakeholders designated by the Town Administrator will be created to implement this initiative.

The Town shall maintain a comprehensive inventory of pedestrian and bicycle facility infrastructure that will prioritize projects to eliminate gaps in the sidewalk and bikeway network.

The Town will reevaluate Capital Improvement Projects prioritization to encourage implementation of Complete Streets implementation.

The Town will train pertinent town staff and decision-makers on the content of Complete Streets principles and best practices for implementing policy through workshops and other appropriate means.

The Town will utilize inter-department coordination to promote the most responsible and efficient use of resources for activities within the public way.

The Town will seek out appropriate sources of funding and grants for implementation of Complete Streets policies.

(Exhibit "A" – Complete Streets Resolution adopted 11-5-16)

	Town of Maynard **COMPLETE STREET RESOLUTION**
Selectmen Vote	November 5, 2013
Effective Date	November 5, 2013
Expiration Date	None
Date Last Revised	
Town Administrator	Kevin Sweet

Complete Streets Resolution: Town of Maynard, MA

WHEREAS, the Town of Maynard has established Community Development Principles to preserve and enhance its essential character, including the principle to provide a variety of transportation choices (Principle #6); and

WHEREAS, the objectives of Principle #6 include providing alternate means of transportation, increasing walking and bicycling, increasing mobility for those without access to automobiles, and reducing traffic congestion; and

WHEREAS, Complete Streets are designed and operated to provide safety and accessibility for all the users of our roads, trails and transit systems, including pedestrians, bicyclists, transit riders, motorists, commercial and emergency vehicles and for people of all ages and of all abilities; and

WHEREAS, Complete Streets can reduce congestion by providing safe travel choices that encourage non-motorized transportation options, increasing the overall capacity of the transportation network as well as decreasing consumer transportation costs; and

WHEREAS, Complete Streets support economic growth and community stability by providing accessible and efficient connections between home, school, work, recreation and retail destinations by improving the pedestrian and vehicular environments throughout communities; and

WHEREAS, Complete Streets enhance safe walking and bicycling options for school-age children, in recognition of the objectives of the national Safe Routes to School program and Physical Activity Guidelines; and

WHEREAS, Complete Streets can help reduce crashes and injuries and their costs; and

NOW, THEREFORE, LET IT BE RESOLVED that the Board of Selectmen of the Town of Maynard hereby recognizes the importance of creating Complete Streets that enable safe travel by all users, including pedestrians, bicyclists, and motorists, and for people of all ages and abilities, including children, youth, families, older adults, and individuals with disabilities.

BE IT FURTHER RESOLVED that Complete Streets practices will become a routine part of the everyday operations for Department of Public Works and Department of Planning, and these departments should approach every transportation project and program as an opportunity to improve public and private streets and the transportation network for all users. Transportation

projects may be excluded from application of Complete Streets elements when costs are excessively disproportionate to future use or would be inappropriate in light of the scope of the project, as determined by the Town Administrator in consultation with the Department of Public Works.

BE IT FURTHER RESOLVED that incorporation of Complete Streets design principles will be considered for the planning, design, approval, and implementation of all transportation projects and processes for construction, reconstruction, retrofit, maintenance, alteration, or repair of streets, bridges, or other portions of the transportation network;

BE IT FURTHER RESOLVED that the role of the existing Green Communities Committee be expanded: to recommend short-term and long-term steps, planning, and policy adoption necessary to create a comprehensive and integrated transportation network serving the needs of all users; to assess potential obstacles to implementing Complete Streets in the Town of Maynard and understand the associated costs; to work with MassDOT and MAPC to confirm existing and proposed pedestrian and bicycle facilities infrastructure inventory and gaps, as necessary; and to develop proposed revisions to all appropriate plans, zoning and subdivision codes, laws, procedures, rules, regulations, guidelines, programs, templates, and design manuals in order to integrate, accommodate, and balance the needs of all users in all projects.

BE IT FURTHER RESOLVED that the Town will utilize the latest design guidance and standards available in the implementation of Complete Streets, including:

- The Massachusetts Project Development and Design Guide (2006)
- The American Association of State Highway and Transportation Officials (AASHTO) Guide for the Development of Bicycle Facilities (1999)
- The Architectural Access Board (AAB) 521CMR Rules and Regulations
- Plans created for the Town of Maynard, such as the Assabet River Rail Trail Bicycle/Pedestrian Network Plan (MAPC, 2013)

Community Development Principles

For review and formal adoption

These principles have been established to address the following community vision:

Maynard is a community of neighborhoods which strives to preserve and enhance its essential character as a diverse, economically vibrant, welcoming community with a wide range of housing opportunities, a rich cultural heritage, natural attractions and open spaces. This, coupled with an attractive, accessible, pedestrian friendly downtown firmly establishes Maynard as a desirable destination for people in the region. We strive to maintain that which characterizes Maynard today while fully exploiting available opportunities with a discipline that balances protection of natural resources with economic growth.

These principles should be considered in the context of what is in the **overall** best interest of the community.

Consideration of these principles should be factored into proposed development deliberations and to proposed changes in policies, by-laws and regulations.

There must be an appropriate consideration of cost to business owners and resident taxpayers as the town strives to meet its community development objectives.

These principles may evolve as progress is made against objectives.

Principle #1

Concentrate Development and Integrate Uses

Support development that is compact, conserves land, protects historic resources, and mixes residential, commercial and retail uses.

Objectives (We succeed when we demonstrate progress toward these.)

- Development that is compact, conserves land, integrates uses, and utilizes existing infrastructure for sewer and water is encouraged.
- Underutilized parcels in our community become vibrant, well designed areas of residential, commercial, recreational or cultural use.
- Developers begin to view Maynard as a welcome community for creative projects that incorporate these principles.
- Town bylaws are consistent with this vision.

Maynard has already …

- Created a Downtown Overlay District to encourage investment in downtown area.
- Rezoned 129 Parker Street to mixed use Neighborhood Overlay District.
- Enabled Residential development on Waltham Street and Parker Street.

Suggested initiatives or actions

- Facilitate development of underutilized sites.
- Encourage creative site layouts, e.g., cluster developments, which allow higher density and preserve green space.
- Create incentives for infill development of vacant or underutilized land in and around downtown and in existing targeted growth zones.
- Continue work on Assabet Rail Trail as part of enhanced recreational opportunities.
- Enhance walkable districts mixing commercial, civic, cultural, educational and recreational activities.
- Avoid excessive new roads and other public infrastructure.
- Update the 18 year old Master Plan.

Principle #2

Protect the Village Character of Downtown Maynard

Maynard's identity is tied to its heritage as a classic New England mill town with a rich multi-ethnic core, a walkable downtown and mix of businesses, features and landmarks. Protecting this heritage into the future is essential to Maynard's vitality and distinctiveness.

Objectives (We succeed when we demonstrate progress toward these.)

- Maynard continues to flourish with a diverse mix of small businesses and larger anchor businesses many of which are locally owned.
- Small locally owned businesses are not adversely affected as we continue to implement these principles.
- The pedestrian environment is maintained and expanded.
- Maynard becomes known as a community that clearly supports the arts, non-profit organizations, and businesses in an atmosphere that allows growth and prosperity while at the same time conserving its heritage and natural resources.
- Parking is sited appropriately to support access to the diversity of community resources.

Maynard has already…

- Created the Downtown Overlay District to encourage investment in downtown area.
- Instituted architectural design guidelines to reinforce consistency with existing building styles.
- Located public library within the town center by re-using a former school.
- Provided tax incentives to redevelop the downtown mill complex, Clocktower Place.
- Provided incentives to ARTspace to welcome local artists within our downtown district.
- Used public grant funds for crosswalks and planters and the bridge on Sudbury Street.
- Received a "Massachusetts Downtown Initiative" Grant for "wayfinding" technical assistance which will help with sign and marker placement.
- Supported Walgreens proposal in order to bring added investment and revitalization to East end of Main Street.

Suggested initiatives or actions

- Consider creating private/public partnerships such as a community development corporation to support and develop downtown businesses and organizations.
- Improve economic development outreach strategies and permitting procedures within town government to encourage a diverse mix of commercial ventures on existing underutilized properties.
- Develop a public way finding system and create a distinguishable image or logo that carries throughout downtown.

Principle #3

Redevelop and Re-use

Maynard has little land that is easily developed today. As a result, the town will need to focus on reuse of existing land by encouraging the redevelopment of older or run-down plots and preserving the remaining open spaces and existing structures that define the town's character.

Objectives (We succeed when we demonstrate progress toward these.)

- Preference is given to redevelopment of brownfields, preservation and reuse of historic structures, and rehabilitation of existing housing and schools.
- New zoning bylaws and regulations are passed that strongly support the above.
- Town permitting boards work together to encourage new development and redevelopment that blends with existing densities and neighborhood character.
- List of locations of plots or land compiled for redevelopment is completed.

Maynard has already …

- Provided tax incentives for the redevelopment of Clocktower Place.
- Renovated the Roosevelt School for new Maynard library.
- Facilitated conversion of the old Fowler Middle School to artist studios as ARTspace.
- Re-used the former library space for construction of the new Police Station.
- Converted a former brownfield to create Ice House Landing educational park.
- Attracted Walgreens to an area that was underutilized.
- Reused buildings and infrastructure in the Waste Water Treatment Plant upgrade.

Suggested initiatives or actions

- Develop zoning and regulations that encourage reuse of brownfields and degraded lots.
- Identify existing built resources that are unused or underutilized.
- Support enforcement of land use regulations, plan approval conditions and restrictions on development.
- Gain consensus among town permitting boards and establish regulations to encourage new development and redevelopment to blend with existing densities and neighborhood character through standards and zoning incentives.
- Using Geographic Information System (GIS) mapping, make an illustrative "build out" analysis to clearly mark locations in town to which new and reuse development should be directed, especially those areas already served by public infrastructure and already developed.

Principle #4

Use Natural Resources Wisely

Maynard is committed to becoming more sustainable by incorporating cost-effective measures that increase energy efficiency, renewable energy use and save money.

Objectives (We succeed when we demonstrate progress toward these.)

- Education and incentives are in place to reduce water and electric use, and better manage wastewater systems.
- Energy policies and practices are in place that encourage renewable energy and reduce energy consumption.
- Water and energy consumption decreases throughout town.
- Recycling increases.
- New initiatives are evaluated for their economic and social implications, as well as environmental.

Maynard has already …

- Instituted bi-weekly curb-side recycling and monthly metal recycling.
- Approved upgrades to the waste water treatment plant.
- Implemented water rates that increase with increased consumption.
- Installed energy efficient street lights and interior lights in town hall and schools.
- Installed new heating systems in schools and fire station.
- Replaced town hall windows with double paned windows.

Suggested initiatives or actions

- Complete and approve a Low Impact Development by-law.
- Take advantage of state and federal initiatives such as the Green Communities Act that offer benefits to municipalities that make a commitment to efficiency and renewable energy.
- Coordinate with *Maynard Climate Action Network* in its efforts with residents and businesses to reduce energy use.
- Explore incentives to encourage green building by private developers.
- Encourage energy efficiency in new and existing municipal buildings.
- Support the increased use and purchase of clean alternative energy through the development of renewable energy resources such as a proposed solar farm on the old landfill site.
- Begin to address our aging water delivery system.

Principle #5

Expand Housing Opportunities

Although Maynard should support construction and rehabilitation of housing to meet the needs of people of all abilities and income levels, there are a number of constraints for doing so. Due to its size and urban nature, Maynard has limited opportunities for housing growth compared to many other towns in Massachusetts. Also, through Chapter 40B and other state requirements, towns must take steps to ensure that affordable housing is made available, and Maynard does not currently meet its obligation.

Objectives (We succeed when we demonstrate progress toward these.)

- Maynard continues as a diverse community which offers a broad range of housing options to its residents.
- Maynard is compliant with government mandates regarding affordable housing.

Maynard has already …

- Passed the Community Preservation Act (CPA).
- Approved Downtown Overlay District with high density affordability requirements.
- Established a Municipal Affordable Housing Trust.
- Set aside funding for an Affordable Housing Plan.

Suggested initiatives or actions

- Review recommendations in the 2004 Community Development Plan, including land use planning, changes to zoning regulations, pursuing DHCD grants to rehabilitate existing housing stock, etc.
- Concentrate the development of housing in infill development and rehabilitation of existing housing (including tax-delinquent properties).
- Take steps to increase the amount of housing available to above median income families to allow families to “buy up” while remaining in Maynard.
- Achieve and maintain compliance with Chapter 40B; investigate and pursue other regulatory and non-profit opportunities to increase affordable housing.
- Support compliance with Americans with Disabilities Act (ADA).

Principle #6

Provide a Variety of Transportation Choices

Maynard's heritage as a mill town makes it inherently a walkable community. Neighborhoods were built close to the central downtown district and mill complex. It is important that this attribute be protected and enhanced into the future.

Objectives (We succeed when we demonstrate progress toward these.)

- Alternate means of transportation are provided that allow residents to be more active and to use their cars less.
- More people walk and bicycle to school, shops, and work.
- People without cars have mobility within Maynard.
- Traffic congestion is reduced.

Maynard has already …

- Installed bike lock stands down town.
- Participated in the Assabet River Rail Trail (ARRT) project.
- Established maintenance of walking trails.
- Identified parking areas with new signs.
- Joined the Lowell Regional Transportation Authority for senior transportation services.

Suggested initiatives or actions

- Complete the ARRT through Maynard.
- Extend side walks, especially along busy streets.
- Consider networking the COA Clock Tower Place, and, possibly, Avalon Bay shuttle services.
- Maintain side walks.
- Encourage means, other than single family cars, to transport children to schools.
- Consider implementing bike lanes where appropriate.

Principle #7

Respect Cultural and Historic Resources

Maynard has many historic and cultural resources due to its history as a mill town and its mix of ethnic cultures. This principle should be kept in mind for all projects affecting sites of known or suspected historical, archaeological or cultural value, protecting them to appropriate standards.

Objectives (We succeed when we demonstrate progress toward these.)

- The community becomes educated on the value of its cultural and historic resources.
- Key buildings, areas and objects of historical significance are added to Massachusetts Historical Commission lists after appropriate community review.
- Development projects in areas of cultural or historical significance are reviewed in the context of their impact thereon.

Maynard has already …

- Developed and maintains a Comprehensive Historic Property Survey to document and assess assets of historical significance.
- Preserved and renovated the Roosevelt School as the new Town Library.
- Assisted Wellesley Rosewood in the preservation and renovation of the Maynard Mill and its historic Clock Tower as a valuable business asset to the town.
- Preserved and repurposed the old Fowler Middle School as ARTspace Maynard.
- Implemented the Community Preservation Act that can be used to protect historic and cultural resources.

Suggested initiatives or actions

- Protect remaining important viewscapes and features of historical or cultural significance.
- Encourage the reuse of historical structures and buildings reflecting the town character, rather than replace them with new structures.
- Mix commercial, civic, cultural, educational, and recreational activities in walkable districts.
- Explore additional protective regulations and revise protective bylaws and zoning to preserve buildings, areas and objects that are historic or reflect the character of the town.
- Encourage projects that do not hide, obscure, or overpower historic buildings and areas.
- Keep Massachusetts Historical Commission listings current.

Principle #8

Protect Land and Ecosystems

Maynard is fortunate to have a variety of ecosystems within its borders. The Assabet River, the underground water supply, our wetlands, woods and fields require stewardship.

Objectives (We succeed when we demonstrate progress toward these.)

- Underground water supply protection, public recreation and protection of the natural environment are considered when deliberating on potential projects.
- Zoning bylaws and regulations for open space and recreation are implemented.
- Cluster development and Low Impact Development (LID) projects are encouraged.
- Appropriate parcels are protected as open space.
- The Assabet River Rail Trail is completed.

Maynard already …

- Maintains ten conservation areas including marked public access trails, and protects additional non-public open space areas.
- Holds several recreational fields in active use.
- Holds open space land that protects wells and water resources for the town.
- Actively supports the creation of the Assabet Rail Trial (ARRT).
- Approved funding to upgrade to waste water treatment plant in accordance with the Clean Rivers Act.

Suggested initiatives or actions

- Identify all properties that are important for protecting water supply, recreation, and natural open space.
- Develop specific zoning bylaw language for open space and recreation property.
- Investigate rezoning land for recreation and well-head protection, particularly surface and drinking water aquifers (Zone II).
- Seek to protect areas abutting existing open space, including the Assabet River National Wildlife Refuge (ARNWR) and open space lands in adjoining towns.
- Encourage development of a natural corridor along the Assabet River for public access and enjoyment, as well as providing a contiguous wildlife habitat corridor.
- Enable cluster development as appropriate in exchange for land protection.
- Develop and protect pocket parks throughout Maynard for neighborhood recreation.
- Create a Maynard-oriented Land Bank.
- Support completion of the Assabet River Rail Trail.
- Create a Town-wide Planting Plan for trees and gardens.

Principle #9

Make Effective Decisions

Make regulatory and permitting processes for development clear, predictable, coordinated, and timely in accordance with our Community Development Principles. Recognition and attention to this matter including effective enforcement is critical to creating a predictable and supportive community.

Objectives (We succeed when we demonstrate progress toward these.)

- Regulatory and permitting processes for development in Maynard are streamlined with clear guidance provided to all parties as to the Town's expectations.
- Maynard continues to be developed and managed in a fashion consistent with these principles because existing bylaws and planning decisions are enforced and new provisions are added.
- Regulations and processes recognize the unique needs of smaller locally owned businesses.

Maynard has already …

- Created a Downtown Overlay District.
- Created full-time building inspector position resulting in increased bylaw and decision enforcement.
- Revised Site Plan Review to include more comprehensive Design Review.
- Created Design Review guidelines.
- Adopted Sign Bylaw revisions which include more explicit design criteria as well as a greater variety of signs allowed by right.
- Adopted numerous bylaw revisions that provide for explicit definitions and clarity.

Suggested initiatives or actions

- Create a "Development Handbook" which clearly communicates to a prospective developer the various approvals and permits required to realize a particular development.
- Pursue grant opportunities for bylaw revisions.
- Consider creation of a simplified site plan review process for "smaller" projects that do not exceed specified criteria.
- Consider minimum training requirements for all regulatory boards.
- Consider hiring additional staff to enhance Planning and Building Departments.
- Disseminate these principles (boards, citizens, groups).

Principle #10

Manage Infrastructure Effectively

Like all towns, Maynard has limited resources for developing and improving its infrastructure and services—including sewer, water, schools, roads, etc. Growth must be managed and services maintained and enhanced when necessary. Maynard must also prepare to meet new state mandates regarding infrastructure as they are established.

Objectives (We succeed when we demonstrate progress toward these.)

- Maynard makes effective investments to keep infrastructure and facilities in step with growth, balancing tax and fee increases with the desires of the residents to improve infrastructure and services.
- Maynard finds itself prepared to meet state mandates (e.g., DEP discharge restrictions, school accreditation, etc.) as cost-effectively as possible.

Maynard has already …

- Assessed that the capacity of its sewer and water systems would not be exceeded with expected rate of growth.
- Taken active steps to improve facilities (such as library and police facilities, etc.).
- Approved funding for upgrade to waste water treatment plant.

Suggested initiatives or actions

- Improve other facilities as needed—including schools, parks, public safety facilities, etc.
- Integrate the town's capital improvement/maintenance planning process for schools, downtown improvements, recreation/open space, town signage, water transfer/water treatment, etc.
- Consider reducing impervious surfaces to encourage aquifer recharge.
- Coordinate with neighboring towns and the Commonwealth where appropriate and necessary.

D'Allessandro Corp.
PO Box 245, Avon MA 02322
508.559.6400 * Fax 508.559.6432

August/September General Construction Activities Forecast

- **White Pond Road to Great Road**
- Earthwork & Grading for Bike Path (Path Closed)
- Winter St Drainage and Wall Construction– Mid to Late August into September
- Earthwork & Grading for Ice House Landing Parking Lot

- **Great Road to Sudbury Street**
- Earthwork & Grading for Bike Path- Late August into September

- **Maynard Center- Sudbury Street to Florida Road**
- Curb, Sidewalk and Path Construction
- Parking Lot on Florida Road Reconfiguration Areas- August
- Railroad St Walls Construction– August
- Utility Pole Relocations – Ongoing

- **Bridge M-10-012 Area**
- Existing Bridge Detour Start- Early August
- Removal of Existing Bridge, Construct Abutments for New Bridge-Mid August through September

- **Bridge M-10-012 to Summer Street (Parking Area)**
- Retaining Wall Construction-Mid August into September
- Drainage, Curb, Sidewalk and Path Construction Late August through September
- Utility Pole Relocations- Ongoing

- **Boardwalk Area (Bridge A-02-034**
- Retaining Wall Construction- Late August into September
- Site Preparation and Construct Abutments for Boardwalk – Late August through September

- **Bridge A-02-042 to Maple Street Area**
- Site Preparation- August through September

Project Area

OFFICE OF THE
BOARD OF SELECTMEN
TOWN OF MAYNARD
MUNICIPAL BUILDING
195 MAIN STREET
MAYNARD, MASSACHUSETTS 01754
Tel: 978-897-1301 Fax: 978-897-8457

Selectmen's
Meeting Minutes
Tuesday, July 5, 2016
Room 201, Town Hall
Time: 7:00 pm

Present: Chairman, Chris DiSilva, Selectman David Gavin, Selectman Terrence Donovan, Selectman Tim Egan, Town Administrator Kevin Sweet, and Administrative Assistant Becky Mosca. Absent, Selectman Jason Kreil,

(This public meeting was recorded).

Board Reorganization: Elect a Chairperson / Elect a Clerk

A motion was made by Selectman Donovan to appoint Selectman DiSilva as chairman for the 2016 ~ 2017 Term. Second by Selectman Gavin. Vote 4-0. Motion approved.

A motion was made by Selectman DiSilva to appoint Selectman Kreil as clerk for the 2016 ~ 2017 Term. Second by Selectman Egan. Vote 4-0. Motion approved

Public Comments:
Vic Tomyl, resident (1) project at Waltham and Parker Street, question is it complete. Seems to think it is missing the electrical outlets? TA, wire inspector will not approve to have at the pole – it is a safety issue.
(2) The hours at Jam Time, 86 Powder Mill Road. Seems to think they are open longer. 9:00 am – 5:30 pm S/S 9:30 – 1:30 pm
(3) Drainage on Hayes Street, any updates. TA, Stantec doing the primary work. We did not qualify for any grants.
(4) Annual Town Administrator review. BOS, it is in process.

Bill Cranshaw, resident, (1) Water & Sewer bills received July 1, 2016 noticed that the rate shown is incorrect. $9.79 old rate but shows $8.88

Nate Markley, resident, Water Quality Report. Question on the lead content it is not stated on the report. TA, some residents did not respond to requests and Town Hall had a phone problem. Will residents have to wait until 2017? Why did we have to wait until now to hear about this issue if it was known last September? TA does not have answer. It that annual average to get the correct numbers. TA does know when the next quarterly report is due out.

Lorne Bell, resident, TTHM's not notifying the public in a timely fashion. If the town doesn't have a plan in place when tests comes out hopes the town will come up with plan or ask to have a committee to help with plan.

Acceptance of Minute June 7, 2016 – HOLD until July 19, 2016

List of Correspondences (mail to the Selectmen's Office for July 5, 2016). A-U

A motion was made by Selectman DiSIlva to accept the list of correspondences **A-U** as shown. Second by Selectman Egan. Vote 4-0. Motion approved.

Consent Agenda

a) Repeat, 19th Annual Maynard Road Race, Assabet Valley Boys & Girls Club, 10/8/16
b) Repeat, 24th Annual Maynard Fest, Assabet Valley Chamber, 10/1/16
c) Repeat, October Fest, Maynard Rotary Club, 9/24/16
d) Repeat, 50th Annual Christmas Parade, Maynard Rotary Club, 12/4/16
e) Renewal; Art Signals at Video Signals, Carry-In Alcoholic Beverages License

Gavin asked about the route the Road Race if it is the same. TA, it is a little different; it has been worked out with Chief DuBois and Mary Brannelly.

Sarah Cressy, Director of Assabet Valley Chamber commented on the October fest and Maynard Fest.

A motion was made by Selectman DiSilva to accept and approve the consent as shown. Second by Selectman Gavin. Vote 4-0. Motion approved

Board Opening Interviews:
. a) Cultural Council; John Houchin and Brent Mathison

Questions:
Chair; what will you bring to Cultural Council; Brent, no new ideas at this time but will keep open mind, likes Maynard
John wants to build up the Cultural District – Build a Committee of artist that lives in Maynard.

A motion was made by Selectman DiSilva to accept and approved both John Houchin and Brent Mathison for the Cultural Council with a term June 30, 2019. Second by Selectman Donovan. Vote 4-0. Motion approved.

Update and Request from Jim Fenton, 129 Acton Street
Jim Fenton, Thanked Board for seeing him, condition was set to build 9-3 bedrooms and 9-2 bedrooms. Want to request to all 3 bedrooms. All units are the same – same cost. It is a space issue for new buyers for the closet space. Gavin's concern is with changing the contract. Board agreed to continue August 2, 2016. Review with Building Commissioner and review contract.

Water/Sewer – Senior Discount Policy – Continued until July 19 2016
DiSilva commented about the article in the newspaper saying the article was wrong. Board did not say that we would eliminate the senior discount – Board might change the policy. Need assessment and some type of means. We are going to delay taking any action regarding the Senior Discount Policy until Jason Kreil is with us.

Continued hearing from May 31, 2016, June 7, 2016 and continued until July 19, 2016

7:15 pm Liquor License Alteration Request: El Huipil

LEGAL NOTICE

Notice is hereby given, in accordance with MGL Chapter 138 as amended, that a Public Hearing will be held on Tuesday May 31, 2016 at 7:15 P.M. in Room 201 of the Town Building on application for Alteration of Premises at El Huipil Restaurant, Inc adding additional 720 sq. feet of outdoor patio to 51R Main St. Maynard. Manager; Sergio A. Moreno. Copy of plan is on file in the Office of the Selectmen.

Discussion Sergio and Alma Moreno along with Tim Hess, AIA, Design Director InSitu
Questions and comments from Board;

Once again, the request from Chair to continue this hearing after Town Planner, Bill Nemser, Chris and Tim Hess can review the design plan.

Continue Hearing until July 19, 2016

BEEP Application – Maynard EDC: Downtown Hanging Flower Baskets

A motion was made by Selectman DiSilva to accept and approve the Maynard BEEP request for the Downtown Hanging Flowers Baskets. Second by Selectman Donovan. Vote 4-0. Motion approved.

Water/Sewer – Senior Discount Policy – Continued until July 19 2016

Set Water/Sewer Fees & Charges

A motion was made by Selectman DiSilva to accept and approve the water and sewer fees as shown. Second by Selectman Gavin. Vote 4-0 Motion approved.

Maynard Department of Public Works		Exhibit 1
Current Rates & Charges		
Water Fees & Charges		**Current Rates**
Minimum Charge - Quarterly		
All Sizes - includes 0 CF		$21.80
IN TOWN USAGE		

TOWN OF MAYNARD

Office of Municipal Services

MUNICIPAL BUILDING
195 Main Street
Maynard, MA 01754
Tel: 978-897-1302 Fax: 978-897-8489
www.townofmaynard-ma.gov

The Maynard Advantage
New England Living for Everyone

Business Environment Enhancement Program

Application for Award

1. **DATE:** April 28, 2016

2. **TITLE OF PROPOSED PROJECT: Downtown Hanging Flower Baskets**

3. **LOCATION OF PROPOSED PROJECT: Downtown Main/ Nason/Summer Streets**

4. **APPLICANT:**

NAME Maynard Economic Development Committee (Jack MacKeen, Interim Chair)
ADDRESS Town Hall
PHONE 978-897-1329
EMAIL jmackeen@verizon.net

5. **BUSINESS OR ORGANIZATION:**

☑ Check if same as Applicant
NAME _____
ADDRESS _____
PHONE _____
EMAIL _____

6. **BUSINESS OWNER:**

☐ Check if same as Applicant
NAME N/A
ADDRESS _____
PHONE _____
EMAIL _____

7. **PROPERTY OWNER (s):**

☐ Check if same as Applicant
NAME Town of Maynard
ADDRESS 195 Main Street
PHONE _____
EMAIL _____

8. **LETTERS OF AUTHORIZATION FROM OWNER REQUIRED:**

☐ If applicant is not business owner.
☑ If applicant is not property owner.

9. **PROPOSED PROJECT DESCRIPTION:** Please provide a separate project description labeled as "Attachment 'A.' " This should consist of materials including, but not limited to, detailed project description, surveys, plans, photographs and any other materials necessary to allow reviewing entities to sufficiently understand and evaluate project.: Hanging Flower Baskets for Downtown Area. Please see Attachment "A" for further details.

TOWN OF MAYNARD
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10. APPLICATION DETAILS AND CONDITIONS:

- [x] I/we certify that the building owner is the owner of the property (if applicable).
- [N/A] I/we have attached a copy of all current leases.
- [N/A] I/we certify any outstanding code enforcement actions for this property must be addressed prior to receiving an award.
- [x] I/we understand I/we are responsible for attending assigned Economic Development Committee and Board of Selectmen meeting and being prepared to answer any questions.
- [x] I/we have reviewed the program overview and guidelines, have familiarity with responsibilities of each party and understand that:
  - The Business Environment Enhancement Program grant is paid to the applicant as reimbursement for paid invoices to third party contractor(s).
  - All services to be performed by third party contractors shall be the subject of agreement between applicant and contractor(s).
  - The Town shall not assume any liability for such agreements, except as specifically authorized by the program.

11. APPLICANT ACCEPTANCE OF TERMS:

I/we have read and understand the program guidelines, accept the qualifications and conditions and through signature(s) below, certify that I/we are qualified and will abide by such conditions set forth in this application and all reasonable conditions which may be issued by the Town of Maynard in the implementation of this program.

APPLICANT:

By: _____ (Signature)

By: _____ (Signature)

Date: 6/30/16

BUILDING/PROPERTY OWNER:

By: _____ (Signature)

By: _____ (Signature)

Date: _____

12. APPROVED BY Public Works Director (staff use only):

06/30/2016
(Signature and Date)

13. ECONOMIC DEVELOPMENT COMMITTEE MEETING DATE (staff use only):

14. BOARD OF SELECTMEN MEETING DATE (staff use only):

15. STAFF MEMBER ASSIGNED (staff use only):

This form should be completed and returned to Town of Maynard Office of Municipal Services, 195 Main Street Maynard, MA 01754. For additional information, please call (978) 897-1302 or email Bnemser@townofmaynard.net. *Attach additional sheets if necessary.*

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Business Environment Enhancement Program

Attachment "A"

Project Description and Materials (provided by applicant)

Attachment "A"

Downtown Beautification Project:
FLOWERING HANGING BASKETS

YEAR ONE

22 brackets (Two Way Scroll Arm) on 22 period lamp posts ($140/set) (installation by DPW)	$3080.00
Freight	$ 700.00
Supply 44 hanging baskets w/fiberglass insert, coconut husk liners ($30/each set) and flowers. **Fall planting only** (Cucurbit Farm)	$1320.00
Portable Water Tank	$1300.00
Remove & store the pots for the winter	$ 800.00
Maintenance Water 5x/wk for 8wks (estimated) 2 person team @ $40/visit (hourly rate $10/person x 2 hours) (Minuteman Arc)	$1600.00
Year One Total	**$8800.00**

Attachment "A"

YEARS 2, 3, etc.

Supply 44 hanging baskets w/fiberglass insert and coconut husk liners ($30/each set) and flowers (Cucurbit Farm) 2 plantings = 1 spring + 1 fall	$2640.00
Maintenance: Water 5x/wk x 26 weeks 2 person team @ $40/visit (hourly rate $10/person x 2 hours) (Minuteman Arc)	$5200.00
Remove & store the pots for the winter (Annual)	$ 800.00
YEARS 2 & 3 TOTAL	**$8640.00/year**

YEAR ONE .....$ 8,800.00

YEAR TWO.....$ 8,640.00

YEAR THREE.....$ 8,640.00

BEEP GRANT REQUEST.....$26,500.00