



**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

---

*Planning Board Meeting Minutes*  
*Tuesday, August 11, 2020*

---

Held Remotely Via Zoom (This public meeting was recorded)

**Present:**

Greg Tuzzolo, Chair - Absent  
Andrew D'Amour, Vice Chair  
Jim Coleman, Member  
Bill Cranshaw, Member

Christopher Arsenault, Member - Absent  
Natalie Robert, Alternate Member  
Bill Nemser, Town Planner  
Kaitlin Young, Assistant Town Planner

**Guest:**

Wayne Amico, Town Engineering  
Paul Kirchner, Stamski and McNary Engineering  
John Dibella

Taylor Bearden, Civico  
Leslie Bryant  
Linde Ghere

**Meeting Opening**

Mr. D'Amour called the meeting to order at 7:02 pm.

**1. Acceptance of Minutes**

Mr. Cranshaw pointed out that the minutes read, "John Dwyer, who is head of the ConsCom", Mr. Dwyer is the Chair of CPC, Mr. Nemser amended the minutes.

**A motion was made by Mr. Cranshaw and seconded by Mr. D'Amour** to accept and approve the July 17, 2020, amended Meeting Minutes.

Voted: **By roll call. Motion carried unanimously.**

**A motion was made by Mr. D'Amour and seconded by Mr. Coleman** to accept and approve the July 28, 2020, Meeting Minutes.

Voted: **By roll call. Motion carried unanimously.**

**2. Correspondence**

There was no Correspondence presented to the Board

**3. Mill and Main Ryder Truck Storage - Determine Major/Minor (Continued from 07/28/2020)**

Mr. Nemser informed the board that Mill and Main withdrew their request for determination for a major/minor modification.

#### **4. 12 Bancroft (Coolidge School) Public Hearing (Continued from 07/28/2020)**

Mr. Bearden, Partner, Civico Development, recapped that he is in front of the Board for a Special Permit for a Multi Family Use, which is a continuance from the July 28, 2020 Public Hearing.

Mr. Bearden advised the Board that the Site Plan was updated with all recommended VHB changes provided at the July 28<sup>th</sup> meeting.

Mr. Amico, VHB Engineer, reviewed a submitted letter from the applicant's engineer dated August 7, 2020. Mr. Amico stated that VHB supports the waiver request provided with the current proposal. Mr. Amico recommends adding a condition that the Maynard Department of Public Works sign off on all water and sewer project work performed or to be performed, before approval of any building permits.

Mr. Cranshaw asked for clarification of the sidewalks.

Mr. Bearden advised that Civico will be rebuilding the sidewalk on Bancroft Street. The sidewalk on Elmwood is in good condition and Civico will not be rebuilding that sidewalk at this time.

Mr. Cranshaw asked if these sidewalks are part of the Public Improvement Proposal of \$100,000.00.

Mr. Bearden Mr. Beardon expected that any sidewalk work performed adjacent to the Town parking lot would be included. Sidewalk work along the frontage of the Civico parcel would be in addition to the \$100,000 PIP.

Ms. Bryant, from the Zoning Board of Appeals, asked if any of the parking areas will be permeable.

Mr. Amico does not recommend the permeable surface on the Town property due to high cost of maintenance. Mr. Amico had reviewed the drainage and storm water plans and believes it is an appropriate system.

Members discussed the residential parking and agreed with the parking on the submitted plan.

Mr. Bearden reviewed the Public Improvement Proposal, stating the list was prioritized from the top down. Board members requested that the Department of Public Works Director and Peer Review Engineer sign off on the Proposal (exhibit D) as the items are completed.

**A motion was made by Mr. D'Amour and seconded by Mr. Coleman** to close the Public Hearing on 12 Bancroft Street and proceed to deliberation.

Voted: **By roll call. Motion carried unanimously.**

**A motion was made by Mr. D'Amour and seconded by Mr. Coleman** to grant waivers as revised and requested in Exhibit "A".

Voted: **By roll call. Motion carried unanimously.**

**A motion was made by Mr. Coleman and seconded by Ms. Robert** that the request meets the criteria for Special Permit as described in Section 10.4 of the ZBL.

Voted: **By roll call. Motion carried unanimously.**

**A motion was made by Mr. D'Amour and seconded by Mr. Coleman** to approve the Special Permit allowing a multi-family dwelling in the General Residence District as presented and amended.

Voted: **By roll call. Motion carried unanimously.**

**A motion was made by Mr. D'Amour and seconded by Mr. Coleman** on approval of the Site Plan for the redevelopment of the property located at 12 Bancroft Street per the Site Plan dated April 30, 2020 with modifications as agreed by the Town Engineer and the Applicant.

Voted: By roll call. Motion carried unanimously.

## **5. Proposed Zoning Amendments**

Bill Nemser stated that this was a public hearing to take any public input and review proposed amendments to the Zoning By-laws. Most were minor clean-ups. Mr. Nemser stated that the Planning Board was not voting on approval of the proposed amendments but rather to recommend approval or denial to the Town Meeting of October 3, 2020. The Planning Board is sponsoring all the articles.

Mr. Cranshaw requested discussion on number 4. In reviewing the Open Space District, 953, Subsection 2, current use requires a special permit. Under open space, parks require a Special Permit, so why are we amending.

Ms. Ghere stated that the Town suggested rezoning this area as open space so it would be further protected from redevelopment.

Mr. Nemser will research the rezoning with Town Counsel and bring information to the board at the August 25, 2020 meeting.

**A motion was made by Mr. D'Amour and seconded Mr. Coleman** to recommend approval to Town Meeting of October 5, 2020, changes to zoning bylaw to amending the "Zoning Map of Maynard" referred to under Section Two of the Protective Zoning By-law, as amended by changing the zoning designation from "General Residence" to an "Open Space" zoning district for the property located at 12 Bancroft Street (Assessor's Map 20, Parcels 234)

Voted: **By roll call. Motion carried unanimously.**

**A motion was made by Mr. D'Amour and seconded by Mr. Coleman** to recommend approval to Town Meeting of October 5, 2020, changes to zoning bylaw amending Section 11.0, Definitions, by adding the definition for "For-profit educational institution"

Voted: **By roll call. Motion carried unanimously.**

**A motion was made by Mr. D'Amour and seconded by Mr. Coleman** to recommend approval to Town Meeting of October 5, 2020, changes to zoning bylaw amending Section 9.4.10 Parking; by changing the section number from 9.4.10 to 9.4.9.

Voted: **By roll call. Motion carried unanimously.**

**A motion was made by Mr. D'Amour and seconded by Mr. Coleman** to recommend approval to Town Meeting of October 5, 2020, proposed changes to zoning bylaw to amend the Town of Maynard Zoning Map to reflect an amendment to the Water Supply Protection District Map dated March 2017 to include the parcels (or portions thereof) as noted on Assessors Map 28, Lot 1; Map 23, Lot 12; Map 24, Lot 14; Map 24, Lot 15; Map 25, Lot 152.1; Map 25, Lot 152.2; and Map 25, 152.3 and which includes a new well source, known as Well 4A, as shown on the Amended Map dated July, 2020 and which is on file in the office of the Town Clerk Office.

Voted: **By roll call. Motion carried unanimously.**

## **6. Recommendations to Select Board on Acceptance of Keene Avenue**

Mr. Nemser, advised the Board that Keene Ave, will be on the agenda for the August 25, 2020 Planning Board Meeting to recommend approval at Town Meeting for acceptance.

**7. Town Planner Updates**

Mr. Nemser asked the Board to please provide any input for recommendations to the Planning Board Rules and Regulations.

Mr. Nemser informed the Board that the Office of Municipal Services is reviewing Planning Board permitting fees to be all inclusive for all expenses when filing applications, such as envelopes, stamps, paper, etc.

**8. Board Organization for new Fiscal Year (FY21)**

**A motion was made by Mr. Coleman and seconded by Mr. D'Amour** to appoint **Ms. Roberts** as Planning Board representative to the Community Preservation Committee for a term of July 1, 2020 thru June 30, 2023.

**9. Adjournment**

**A motion was made by Mr. D'Amour and seconded by Mr. Coleman** to adjourn the meeting at 8:35 p.m.

Voted: **By roll call. Motion carried unanimously.**