

**Maynard Planning Board – Meeting and Public Hearing  
August 14, 2018 - 7 p.m.  
195 Main Street, Room 101**

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**Board Members Present:** Greg Tuzzolo – Chair, Andrew D’Amour, Megan Zammuto, Bill Cranshaw, Jim Coleman

**Others Present:** Bill Nemser – Town Planner, Wayne Amico – Town Engineer/VHB Consultant

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**Called to Order** at 7:00 p.m. by Greg Tuzzolo

Brent Mathison has resigned from the Board due to a move out of state. Jim Coleman is now a full Board Member.

**Approval of Minutes**

The Board reviewed the Minutes of July 10, 2018.

*Greg Tuzzolo made a motion to approve the amended Minutes of July 10, 2018, which was seconded by Andrew D’Amour.*

***The Board voted 4-0 in favor of the motion. (Jim Coleman abstained from voting.)***

**Election of Planning Board Chair and Vice Chair for 2018/2019 Term**

*Andrew D’Amour made a motion to nominate Greg Tuzzolo for the Planning Board Chair for the 2018/2019 term, which was seconded by Megan Zammuto.*

***The Board voted 5-0 in favor of the motion.***

*Greg Tuzzolo nominated Andrew D’Amour for the Planning Board Vice Chair for the 2018/2019 term, which was seconded by Jim Coleman.*

***The Board voted 5-0 in favor of the motion.***

**Public Hearing – 115 Main Street (Continued from June 12, 2018)**

Greg Tuzzolo opened the Public Hearing for 115 Main Street, continued from June 12, 2018. Wayne Amico stated that he had sent a memo, dated April 23, 2018 and revised May 17, 2018, to the applicant providing a specific list of information/supporting material that the applicant would need to provide in support of his application. The applicant responded indicating an understanding that the information and supporting material was required but had not yet provided any of it. The applicant was not present for the Public Hearing.

Greg Tuzzolo asked for public comment. There were no comments from the public.

*Greg Tuzzolo made a motion to continue the Public Hearing for 115 Main Street to September 11, 2018, which was seconded by Andrew D'Amour.*

***The Board voted 4-0 in favor of the motion. (Jim Coleman abstained from voting. Jim is not voting because he was not a Planning Board member when the hearing opened).***

### **Public Hearing for 42 Summer Street (Continued from June 12, 2018)**

Greg Tuzzolo opened the Public Hearing for 42 Summer Street, continued from June 12, 2018.

Bill Nemser stated that the applicant had held two meetings with the public to gather feedback outside of the Public Hearing process.

Natalie Robert of 48 Summer Street attended the meetings and provided a summary of her understanding of the project based on those meetings, which is that the applicant plans to build 20 units in the apartment building but would request 44 parking spaces to take advantage of the by-laws of the Downtown Overlay District (DOD) that would allow use of the extra spaces at 48 Summer Street by other projects in the DOD.

Margaret Sand of 167 Summer Street is concerned about traffic and visibility at the location of the proposed project. She also feels that the project does fit the character of neighborhood.

A resident express concern about how the project would impact the bike path.

A resident on Parker Street asked if the Board can require or incentivize the applicant to build condominiums instead of apartments. Several members noted that the Board cannot do that.

Pat Boucher of the Dunn Oil company, located directly behind the proposed project on Euclid Avenue, stated that the applicant had made a couple of requests to the oil company for an egress entrance from where the oil trucks come in. The requests were denied.

Another resident who attended both meetings provided her understanding of the applicant's revised plan to build 20 one- or two-bedroom units in a two-and-a-half story wood building at an elevation of 35 feet with 22 underground parking spaces.

Megan Zammuto requested that Bill Nemser reach out to the applicant to ensure that he provides all of the required supporting materials two weeks prior to the next Public Hearing on September 11, 2018. The Board agreed that the applicant should be notified that if they do not receive all of the required supporting materials, the Public Hearing will be closed.

*Greg Tuzzolo made a motion to continue the Public Hearing for 42 Summer Street to September 11, 2018, which was seconded by Andrew D'Amour.*

***The Board voted 4-0 in favor of the motion. (Jim Coleman abstained from voting.)***

## **Public Hearing for 31 Main Street**

The applicant, Greg Adams, was present to discuss his request for approval of a Site Plan and a Special Permit for 31 Main Street. The proposed plan is to replace the existing structure with a mixed-use project consisting of five (5) residential units and first floor commercial space. The applicant is requesting a Special Permit to allow for private offsite parking per Section 9.4.9.2 of the Zoning By-laws. The applicant is also requesting a waiver to allow a reduced property line setback from the 10-foot parking space setback requirement for several onsite spaces. The application would fall under the DOD By-laws.

Wayne Amico stated that he had conducted a preliminary review of the proposed project prior to the hearing and provided the applicant with a list of required material for compliance with the pertinent by-laws.

The applicant stated that he is looking for general feedback before providing all of the required information in support of his application. Andrew D'Amour and Greg Tuzzolo both expressed concern about the density of the proposed on-site parking and asked the applicant to consider alternatives to his proposal such as decreasing the number of on-site parking spaces by moving them off-site.

Jim Coleman pointed out that the applicant is leasing the off-site parking spaces for a five-year term and that the Board should consider the impact if the lease is not renewed at the end of the term.

The Board recommended that the applicant work with a design professional who understands the by-laws and regulations governing the Downtown Overlay District.

A resident asked if the off-site parking would be available through a third party or if it would require public parking spaces to be taken. Bill Nemser stated that it would be through a third party.

A resident asked what the proposed size of the commercial space would be. The applicant stated that it would be 750 square feet.

*Greg Tuzzolo made a motion to continue the Public Hearing for 31 Main Street to September 25, 2018, which was seconded by Andrew D'Amour.*

***The Board voted 5-0 in favor of the motion.***

## **Discussion – Open Space and Recreation Fund dedication requirement for DOD**

The Board reviewed the revised draft from Bill Nemser and Bill Cranshaw and agreed to move forward with a public review of the revised draft.

*Bill Cranshaw made a motion to publish the current version of the Open Space and Recreation Fund by-law language for consideration at a Public Hearing on September 11, 2018. The motion was seconded by Megan Zammuto.*

***The Board voted 5-0 in favor of the motion.***

### **Town Planner Updates**

Bill Nemser introduced the new Conservation Agent/Assistant Town Planner, Kaitlin Young, to the Board.

Chris Arsenault, a town resident who had submitted a letter of interest for the open Alternate Board Member position, introduced himself to the Board. Bill Nemser will notify the Board of Selectman of the Board's recommendation to approve Chris as the Alternate and request that the topic be added to the next BOS meeting agenda.

Bill Nemser reminded the Board to encourage town residents to submit feedback for the Master Plan.

Prior to the meeting, the Economic Development Committee had provided the Planning Board (and other town Boards) with a downtown mixed-use position paper they recently wrote. The Board had a general conversation about possible parameters and guidelines that could be put in place through future revisions to by-laws and regulations related to mixed-use space in the Downtown Overlay District.

*Greg Tuzzolo made a motion to adjourn, which was seconded by Andrew D'Amour.*

***The Board voted 5-0 in favor of the motion.***

**Adjourned** at 8:41 p.m.