

**Maynard Planning Board – Meeting and Public Hearing
September 25, 2018 - 7 p.m.
195 Main Street, Room 101**

Board Members Present: Greg Tuzzolo – Chair, Andrew D’Amour – Vice Chair, Megan Zammuto, Bill Cranshaw, Jim Coleman, Chris Arsenault – Alternate Member

Others Present: Bill Nemser – Town Planner, Wayne Amico – Town Engineer

Called to Order at 7:05 p.m by Greg Tuzzolo

Approval of Minutes

The Board reviewed the Minutes of August 14, August 28, and September 11, 2018.

Megan Zammuto made a motion to approve the Minutes of August 14, August 28, and September 11, 2018, which was seconded by Greg Tuzzolo.

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

Public Hearing – 170 Main Street (Continued from August 28, 2018)

The applicant was not present for the hearing. Bill Nemser stated that he had received a copy of the site plan prior to the meeting and that VHB had issued some comments on it, but that the submission from the petitioner was incomplete. Chris Arsenault expressed concerns about several compliance issues of the current plan, such as ADA ramps, basic distances required, walkways and entry points, etc. Wayne Amico recommended that the Board review the plan and his comments and make any additional comments before he meets with the applicant again.

Greg Tuzzolo made a motion to continue the Public Hearing for 170 Main Street to November 27, 2018, which was seconded by Andrew D’Amour.

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

Public Hearing – 31 Main Street (Continued from August 14, 2018)

The applicant was not present for the hearing. Bill Nemser indicated that the petitioner is making some slight revisions to the plan. The petitioner’s architect is coordinating with VHB to review the plans. The petitioner had sent an email to Bill prior to the meeting asking for a continuance of one month.

Greg Tuzzolo made a motion to continue the Public Hearing for 31 Main Street to November 13, 2018, which was seconded by Andrew D'Amour.

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

The Board, Wayne Amico, and Bill Nemser had a discussion about the process of reviewing incomplete submissions from applicants who come before the Board for a Public Hearing. Wayne Amico recommended having working group sessions between Town representatives and applicants to assist applicants through the process. Megan Zammuto suggested that petitioners should be encouraged to gather feedback from the community *prior to* submitting a full and complete package and presenting their plans for review rather than utilizing the Public Hearing as a forum for general community feedback. Andrew D'Amour suggested the possibility of adding a regulation for gathering public feedback under certain circumstances. Jim Coleman stated that he would like to see applicants appear before the Board in person to request a continuance of a Public Hearing that has already been announced.

Bill Nemser updated the Board that the owner of 115 Main Street has determined that he (James MacDonald) owns the retaining wall that is adjacent to the river on the property and will be working with his engineers on his plans given the new information. The specific ramifications of the state jurisdiction over this facet of the project will depend on what the applicant ultimately proposes for it. Bill stated he and the Conservation Agent will assist the applicant however possible in coordinating with the state or other regulatory authorities.

Mixed-Use Commercial/Residential Ratio Discussion

Bill Nemser will send the Board a copy of the suggested mixed-use commercial/residential ratio, which is that more than 50% of first-floor mixed-use space should be dedicated to commercial, unless otherwise authorized by the Board. The Board will review the recommendation and discuss at a future meeting.

Town Planner Update

A town attorney is currently reviewing the zoning changes that were discussed at the last meeting.

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

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

Adjourned at 8:05 p.m.