

**Maynard Planning Board – Meeting and Public Hearing
November 13, 2018 - 7 p.m.
195 Main Street, Room 101**

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

Others Present: Bill Nemser – Town Planner

Called to Order at 7:00 p.m by Andrew D’Amour

Approval of Minutes

The Board reviewed the Minutes of October 16, 2018. Bill Cranshaw asked for a minor revision to the wording as written for the motions for the peer review fund release request, adding the word “release” between “fund” and “request”. The Board agreed to the minor revision.

Andrew D’Amour made a motion to approve the Minutes of October 16, 2018 with the addition of the word “release” as mentioned. The motion was seconded by Megan Zammuto.

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

Taylor Brook Subdivision – Request for Bond Release

Bill Nemser stated that the improvements have been completed. He gave the Board members a copy of the deed that was given to the town by the developer providing the town with land that is restricted to conservation.

Andrew D’Amour made a motion that the Board releases the bond for the Taylor Brook Subdivision, which was seconded by Megan Zammuto.

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

Public Hearing – Maynard Crossing (129 Parker Main Street)

Andrew D’Amour re-opened the Public Hearing for Maynard Crossing (129 Parker Street). The applicant, who was in attendance, requested a continuation to December 11, 2018.

Andrew D'Amour made a motion to continue the Public Hearing for 129 Parker Street to modify the approved special permits to December 11, 2018 on or about 7:00 p.m. The motion was seconded by Chris Arsenault.

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

Public Hearing – 31 Main Street (Continued from September 25, 2018)

Andrew D'Amour opened the Public Hearing for 31 Main Street. The Board reviewed comments written on the proposed design plan by Town Design Consultant, Mark Rosenshein. The applicant's architect presented the proposed design plan to the Board and attendees. The Board members asked for clarification on several aspects of the proposed building, including siding, shutters, landscaping, and lighting, and roof material.

The Board asked for shutters to be added to the back of the building due to the high visibility of the rear of the building.

Jim Coleman asked about adding a set of stairs at the back of the site to connect with the municipal lot. The applicant agreed to add them if allowed. Wayne Amico stated that he would want to review those plans.

The Board agreed that the proposed design plan appears to be consistent with the desired look of the downtown area. The applicant will work on a site plan to provide to the town and the Board for review prior to the next Public Hearing.

Andrew D'Amour made a motion to continue the Public Hearing for 31 Main Street to December 11, 2018 on or about 7:00 p.m., which was seconded by Chris Arsenault.

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

Review Proposed Zoning By-law Updates

Bill Nemser discussed three proposed zoning by-law updates:

- 1) The addition of verbiage related to a minimum square footage for commercial space in mixed-use properties, mandating that more than 50%, excluding common and mechanical areas, shall be for retail, restaurant, office and/or medical office use unless other non-residential uses are authorized by the Planning Board.
- 2) An amendment to the existing Table of Uses in the by-laws to allow for hotels within the Central Business District by special permit.
- 3) General formatting and placement changes within the by-laws.

Bill Cranshaw proposed revising the verbiage of monetary donations to allow for non-monetary donations (e.g. land) if the Board deems it to be of equal or greater value and beneficial to the town.

Bill Cranshaw asked about the verbiage related to the required number of retail parking spaces based on number of employees. The Board agreed that the verbiage specifying the number of parking spaces based on the number of employees should be removed.

Town Planner Update

Bill Nemser stated that a Special Town Meeting was held the previous week. Jim Coleman was in attendance and provided a summary of the meeting.

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

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

Adjourned at 7:50 p.m.