

**Maynard Planning Board – Meeting and Public Hearing**  
**January 8, 2019 - 7 p.m.**  
**195 Main Street, Room 101**

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**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, Anthony Stowers – Fire Chief

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

**Approval of Minutes (12.11.18)**

*Andrew D’Amour made a motion to approve the Minutes dated 12.11.18 with revisions made to the names of two presenters, which was seconded by Jim Coleman.*

***The Board voted unanimously in favor of the motion.***

**Public Hearing – 170 Main Street (Continued from November 27, 2018)**

Andrew D’Amour reopened the Public Hearing for 170 Main Street.

The Town Engineer was not able to attend the hearing. Bill Nemser provided a brief update on the status of the project. He indicated that he and the Town Engineer had met with the applicant to go over the comments that the applicant had previously been provided by VHB in a document dated August 22, 2018.

A representative of the applicant went thru each line item of VHB’s comments, explaining the actions that were taken to comply with the comments and providing supporting documentation to the Board. The applicant will be adding a request for a waiver to allow for an 18-foot driveway. The Fire Department had provided the applicant with a letter of approval for the driveway, and the applicant provided the letter to the Town Planner prior to the hearing.

Andrew D’Amour asked for public comment.

Ellen Duggan, resident of Park Street, expressed concern about pedestrian traffic around the Sudbury Street access to the property.

Bill Cranshaw requested a trip generation study for various times throughout the day to understand how many cars are coming in and out of the driveway. The applicant agreed to work on that and provide the information.

*Andrew D'Amour made a motion to continue the Public Hearing for 170 Main Street to February 26, 2019 on or about 7:00 p.m., which was seconded by Jim Coleman.*

***The Board voted unanimously in favor of the motion.***

## **Public Hearing – Municipal Fire Station**

Bill Nemser stated that the Fire House Chief had met with town staff twice after the previous Planning Board meeting on December 11, 2018, during which there was an informal discussion regarding the new Fire Station. Bill Nemser provided the Board and attendees with a copy of the proposed plans for the new Fire Station, which incorporate feedback from the Planning Board and town staff. Bill Nemser also provided everyone with a copy of an email from Planning Board Chair Greg Tuzzolo with a comment related to the exterior of the building in the presented plan.

Andrew D'Amour opened the Public Hearing for the Municipal Fire Station on Sudbury Street.

An engineer and an architect for the project were both in attendance to present the proposed plan for the new Fire Station. The plan includes an 18-foot-wide driveway with a 6-foot-wide ADA-accessible walkway to the front door. There is currently a 6-foot-wide sidewalk that will be widened to ten feet for better pedestrian access along Sudbury Street. There will be a "plaza" in front of the Fire Station. The plans also include a screen fence on top of the retaining wall to create a buffer between the Fire Station and the existing residential property neighboring the site. There will be 18 parking spaces, two of which are to be designated as handicap parking spaces. There will be plantings around the edges of the site. The applicant is in communication with both VHB and the Conservation Commission to address any comments and concerns they have. The proposed plans are in compliance with both sight distance and stopping sight distance requirements. The engineer noted that there are two handicap-designated parking spaces on Sudbury Street outside of St. Bridget Parish. He stated that even if those spaces are being utilized by vehicles, it will not impact the ability of fire trucks to enter or leave the driveway of the Fire Station.

Andrew D'Amour asked the applicant if a landscape plan has been submitted and it has.

Megan Zammuto asked about the applicant's plans for snow storage. There will be snow-hardy landscaping planted around the perimeter of the property to allow for snow to be dumped on the plants without significant damage to them.

Chris Arsenault asked the applicant to go over the elevation detail around the site. The engineer reviewed that information. He stated that the slope of the driveway will be 7%.

Bill Cranshaw asked if any existing trees will be removed. The site will be cleared completely.

Megan Zammuto asked about the potential to work with Mill and Main to utilize parking from their parking lot for overflow. The applicant indicated that representatives of Mill and Main had not expressed any interest in doing so. Bill Nemser said that the town can revisit that with Mill and Main.

Bill Cranshaw asked about loading and trash pickup. There will be a trash pad located on the site with designation of no parking near the trash pad area so that a trash truck can come in, collect the trash, and turn around to leave the site.

Andrew D'Amour opened the floor for public comment.

Bob Hudson of Patti Lane, who is on the Parish Council for St. Bridget Parish, indicated that the church elevator is on the Sudbury Street side of the church and that many of the elderly parishioners use the parking spaces on Sudbury Street in order to easily access the elevator. He also stated that that side of the church is used for funerals. He expressed safety concerns related to that area. The church's business manager also expressed concern about safety with regard to the heavy usage of street parking along both sides of Sudbury Street during all of the masses that occur throughout the week and weekend.

The applicant will work with Wayne Amico to determine what, if any, measures might need to be taken to address those concerns.

Ellen Duggan of Park Street pointed out that there is a lot of foot traffic along Sudbury Street, including children walking to and from the schools, people walking to Mill and Main, etc. and asked the applicant to take that into consideration. She asked about lighting plans. She also pointed out that the Fire Station will now be in a residential area and she asked the applicant to make a concerted effort to ensure the building fits in with the surrounding neighborhood with the use of materials that "soften" the look of the exterior. The Fire Chief stated that when Mill and Main sold the property to the Fire Department, one of the agreements was that the Fire Station would be aesthetically in line with the Mill and Main campus, and the proposed design is reflective of that agreement. He also indicated that, although the Fire Station is currently in the business district, there are more residences around the existing location than there will be around the new location. The architect for the project stated that all of the surrounding buildings were taken into consideration when designing the new building.

Andrew D'Amour referred to the written feedback from Greg Tuzzolo and pointed out that there is a Town Design-Review Consultant, Tim Hess, available for proposed projects. He suggested that the applicant could have a conversation with Tim Hess to discuss various building design and material options.

Bill Cranshaw reminded everyone that the Fire Station proposal requires a special permit with a finding that the design is consistent with neighborhood character because it is in a residential district.

The applicant's engineer reviewed the photometric data and presented the corresponding plans. Based on the proposed lighting, there will be no spillage of light to any of the adjacent properties.

Andrew D'Amour asked about the potential to improve on the planned buffer between the proposed Fire Station and the adjacent residential property. The Fire Chief pointed out that the residential property was recently purchased and is under development. The planned changes for that residential property will restrict what the applicant can do in terms of a buffer.

The Board provided general feedback on the proposed plan. The Board feels that, given the constraints of the site, the Fire Department has presented a reasonable proposal. Bill Cranshaw expressed his concern about the multiple maneuvers that are required for the trucks to back into the bays as well as

the ability of the site to address the needs of the Fire Department for many years to come. Chris Arsenault expressed his concern that the site doesn't allow for much, if any, contingency. Bill Cranshaw asked if there's room for future growth in the number of Fire Department vehicles. The Fire Chief stated that there is some flexibility, though not a lot. The proposed plan will allow for vehicles that are currently being stored off site to be stored on site.

The applicant will need to present a request for a waiver for the driveway width.

*Andrew D'Amour made a motion to continue the Public Hearing for the Municipal Fire Station to February 26, 2019 on or about 7:00 p.m., which was seconded by Jim Coleman.*

***The Board voted unanimously in favor of the motion.***

### **Town Planner Update**

Bill Nemser discussed potential proposed changes he's been working on with Bill Cranshaw with regard to the Downtown Overlay District (DOD) regulations and verbiage related to minimum setbacks. He also brought up the idea of a future discussion on making the DOD regulations mandatory rather than an option for new projects within that district.

The Master Plan Steering Committee is dividing into different groups, each of which will be presenting to a different town board or committee at a future meeting.

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

***The Board voted unanimously in favor of the motion.***

**Adjourned** at 8:30 p.m.