

**Maynard Planning Board – Meeting and Public Hearing
November 12, 2019 - 7 p.m.
195 Main Street, Room 101**

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

Others Present: Bill Nemser – Town Planner; Wayne Amico – Town Engineer; James MacDonald – MacDonald Development; Jacque Mac Donald – MacDonald Development; Rob Mitchell – InSite Wireless Group; Angelo Catanzaro – Attorney for Maynard Crossings JV, LLC

Called to Order at 7:03 p.m. by Greg Tuzzolo

Approval of Minutes (10.22.19)

Greg Tuzzolo made a motion to approve the Minutes from October 22, 2019, which was seconded by Andrew D’Amour.

The Board voted unanimously in favor of the motion.

Public Hearing – 115 Main Street (Continued from 10.22.19)

James MacDonald was present to request a continuation to December 10, 2019.

Jacque MacDonald explained that they (MacDonald Development) has met with some of their professional team to come up with a timeline to provide some order to the materials they plan to present to the Board. She provided the Board with a memo with the timeline and corresponding topics that will be discussed in upcoming meetings.

Greg Tuzzolo made a motion to continue the Public Hearing for 115 Main Street to December 10, 2019, which was seconded by Andrew D’Amour.

The Board voted unanimously in favor of the motion.

Public Hearing – Renewal of Telecommunications Special Permit for Tower at 100 Tower Road

Bill Nemser explained that the applicant is required to renew their special permit every two years. Rob Mitchell, the Tower Operations Manager for InSite Wireless Group, stated that there was a signed engineering package submitted to the Town indicating that there have been no changes to the tower

since the last structural report was submitted last year. Wayne Amico stated that he has reviewed the letter, dated November 4, 2019, and that it is acceptable to him.

Greg Tuzzolo made a motion to grant a two-year renewal for the Telecommunications Special Permit as requested. The motion was seconded by Andrew D'Amour.

The Board voted unanimously in favor of the motion.

Request for determination of minor vs. major modification for Building R-8, Maynard Crossings (129 Parker Street) and Public Hearing for 129 Parker Street - Request for Special Permit for Drive-Thru Use

Angelo Catanzaro was present to represent Maynard Crossings JV, LLC. He explained that he is coming in front of the Board to get a determination that the proposed changes to the site plan -- which involves reorienting the building known as R-8 in order to accommodate a coffee shop (Dunkin' Donuts) -- constitute a minor change to the site plan that was approved by Town Meeting. The applicant believes that the change meets the criteria for a minor modification as there will not be a change to the size or location of the building.

Greg Tuzzolo opened the Public Hearing for the Special Permit request for a drive-thru use at the proposed Dunkin' Donuts at 129 Parker Street.

Angelo Catanzaro explained that as part of the proposed change to the site plan to accommodate a Dunkin' Donuts, the proposal includes a request to add a drive-thru. He further explained that a special permit requirement is part of the Neighborhood Business Overlay District (NBOD) by-law, and that under the Memorandum of Agreement (MOA) that was signed with the Town, it was agreed that the 129 Parker Street project could have four drive-thrus, two of which could be for restaurants. The current special permit request for a drive-thru would be for the first of the four allowable drive-thrus per the MOA. There was a previous approval for a drive-thru at the originally planned supermarket pharmacy, but that has been withdrawn as there will be no drive-thru pharmacy with the planned supermarket.

The applicant's engineer presented the proposed changes to the Board and attendees. Wayne Amico stated that the proposed changes would be generally consistent with the approved plan and that he does not have any major concerns. Wayne Amico asked that the applicant address a couple of questions and confirmations that he did not receive back after sending a memo dated November 4, 2019. Wayne Amico asked that the applicant go back to the Conservation Commission with the proposed changes to make sure they are aware of the changes due to the property's proximity to the wetlands. The applicant stated that they have already done that. Another comment from the memo stated that the applicant should confirm that the entrances to both uses will be located on the north side of the building. The applicant stated that there will be separate entrances for each tenant, with the Dunkin' Donuts entrance facing Digital Way, the drive-thru window facing Parker Street, and the entrance to the other tenant facing west towards the Market Basket.

The applicant confirmed the site's ability to handle the additional traffic that would be generated by this use. With regard to queues at the drive-thru, Wayne Amico asked the applicant to discuss with the

Board whether or not any other layouts had been considered and if the proposed change was the best layout. The applicant stated that they feel it is the best layout as cars coming in can see if there's a long queue and either park or drive around. He stated that it can be a problem at locations where there is not ample parking available, which is not the case with this site. He also pointed out that there is no direct connection to the Dunkin' Donuts from Parker Street, so there would be no negative impact to the traffic external to the site. Greg Tuzzolo asked the applicant if he concurs that the proposed plan can handle a queue of six cars, and the applicant stated that it can handle six cars or possibly more depending on how it's measured.

Another point in the memo addressed the connection to 141 Parker Street and the potential for people to use it as a cut-through. Wayne Amico asked the applicant to address that bullet item from the memo. The applicant stated that they do not believe it will be an issue. Wayne Amico pointed out that he had mentioned the potential of cut-through traffic merely as a possible issue for the applicant to be aware of and that it's not necessarily something for the Board to be concerned about as it would be up to the property owners to work it out. The applicant's attorney also mentioned that there is an easement agreement in place.

Bill Cranshaw asked the applicant to explain how deliveries will be handled and what kind of deliveries will be expected. The applicant explained that a box delivery truck will come through the drive-thru lane and pull over to the by-pass lane to make deliveries to the back door. Deliveries are typically made during non-peak hours. Bill Cranshaw asked if a delivery truck would actually be able to make the turning radii that will be required, and the applicant stated emphatically that they can.

Bill Cranshaw asked what can be done about pedestrians coming from the adjacent office building at 141 Parker Street as there doesn't appear to be a sidewalk on the side of the street that they would be using. The applicant pointed out that there is a means for them to walk along the sidewalk at 141 Parker Street to the crosswalk that leads to Market Basket. If they tried to take a shorter path, they would have to walk through a wetland area. There was confusion about a bike rack shown on the plan and why it was located where it was. It was on the original plan but everyone agreed that it doesn't seem to make sense being located where it's currently shown. Chris Arsenault stated that the level of detail shown is not what the Board is used to seeing for a special permit, for example turning radius details, etc. Bill Cranshaw stated that if people are going to take the shortest path to the property, the applicant should ensure that there is a safe and effective way of getting there.

Bill Cranshaw stated that he's not convinced that having the traffic flow around the building be partially one-way and partially two-way makes the most sense.

Greg Tuzzolo asked for comments from the public.

Trish Saunders of Dettling Road encouraged the Board, as they are exploring issues around turning radii, to also keep in mind delivery hours. She also stated her observations during the few days that the new traffic lights were on: the southbound traffic on Parker Street appeared to be backed up on Sunday afternoon at 3:30, when it took two light cycles to pass through the light; between 7:00 and 8:00 a.m. on weekdays, the traffic was "solidly" backed up from the light at the new intersection to beyond the intersection at 117. She stated that it would be interesting to know how many cars it would take to back up onto Digital Way if there was a queue at the drive-thru and to explore questions around the location of the drive-thru window. She pointed out that if the window were to be moved to the northern or

western side of the building, it would allow traffic to wrap around the building and hopefully alleviate back-ups onto Digital Way or Parker Street. She also encouraged the Board to consider other options that might help drive-thru traffic move smoothly, including pre-ordering sites as well as both a payment window and a pick-up window.

Wayne Amico responded that there was a problem with the detection of the traffic light. Once Wayne Amico was notified of the malfunction, the signal was immediately placed in flash mode. The problem is being corrected this week, which should fix the back-up issues. The light is intended to stay green for Parker Street unless there is a car detected at the light on Digital Way. Wayne Amico also stated that Trish Saunders' comments regarding the queue should be considered and addressed by the applicant with the use of graphics to demonstrate what the queuing would look like, how it affects the roadways around the site, etc.

Bill Nemser mentioned that the Operations Manual indicates the approved operations and delivery hours. Bill Cranshaw stated that the hours mentioned during to meeting are in conflict with the Operations Manual, which states delivery hours of 7 a.m. to 7 p.m. and operating hours of 7 a.m. to 11 p.m.

Paul Grimes of Field Street stated that there are no Dunkin' Donuts drive-thrus in any of the surrounding towns and asked why one is needed at this location. Bill Nemser responded that the topic was already determined in the MOA and not something that needs to be addressed at this point. Greg Tuzzolo reiterated that the MOA was put in place several years ago and the Board is operating under the guidelines of that agreement.

Bob Malloy of 118 Parker Street mentioned that there is another Dunkin' Donuts in town.

Frank Scacciotti of 132 Parker Street asked where snow will be placed and expressed concern about the number of cars and traffic flow. Greg Tuzzolo stated that snow storage was discussed in detail several years ago as was traffic flow when the original concept plan was approved, and agreements were put in place to address those topics. The applicant and Wayne Amico also pointed out that a sidewalk maintenance plan was put in place to ensure snow is cleared from the sidewalks as well.

Karen Grimes of 4 Field Street asked about a bus stop for children living in the apartment and how it would impact traffic. Wayne Amico ensured her that there would not be a bus stopping on Parker Street. The applicant stated that there would be a bus stop at the apartment building.

Chris Arsenault asked the applicant to explain the utility changes that would occur with the proposed modification. The catch basins were moved a few feet. Chris Arsenault also asked if the height of the building was changed. It was not.

Greg Tuzzolo made a motion to determine that the request is a minor modification as presented, which was seconded by Andrew D'Amour.

The Board voted unanimously in favor of the motion.

Greg Tuzzolo reviewed the items the Board would like to see at the next hearing as follows:

- Diagrams of stacking and turning radius details
- A statement about anticipated operating hours and delivery hours
- Affirmation of the loading and serviceability of the building given the traffic pattern
- Graphic of circulation for the drive-thru, including delivery times

Greg Tuzzolo made a motion to continue the Public Hearing for the Drive-thru Special Permit for 129 Parker Street to November 26, 2019, which was seconded by Andrew D'Amour.

The Board voted unanimously in favor of the motion.

Town Planner Update

Bill Nemser stated that the Urban Land Institute would be coming in on December 11, 2019 to discuss ideas for the basin.

Jim Coleman made a motion to adjourn, which was seconded by Greg Tuzzolo.

The Board voted unanimously in favor of the motion.

Adjourned at 8:21 p.m.