

**Meeting of the Maynard Planning Board
April 14, 2020, 7:00 P.M.**

As a COVID-19/Coronavirus Prevention measure, this meeting, originally scheduled to be held at Maynard Town Hall, will now be conducted as a remote meeting.

INSTRUCTIONS FOR ACCESSING THE MEETING:

- Option 1: Participate using a computer, click this link <https://us04web.zoom.us/j/395621482?pwd=YVcyL0JKcWZGVmg1d0NkTStvemhQZz09> Meeting ID: 395 621 482 Password: 786174
- Option 2: Participate by using a telephone, dial 1 312 626 6799 or 1 929 205 6099 and enter Meeting ID: 395 621 482 Password: 786174
- The Telecommunications Special Permit hearing (only) for the existing tower located at 129 Acton Street, the meeting can also be accessed on an additional meeting audio conference line: 1-712-432-3447. Conference ID: 342211.
- All meeting materials can be accessed at:
<http://go.boarddocs.com/ma/tom/Board.nsf/goto?open&id=BMSSHY72D6CB>
- Materials can be emailed by contacting: Bnemser@townofmaynard.net
- Questions for the Board during the meeting can be emailed to: Bnemser@townofmaynard.net

7:00 PM: Call Meeting to Order

- I. Approval of Minutes**
- II. Public Hearing – 129 Acton Street:** Request by SBA Monarch Towers I, LLC for a two-year renewal of the current Telecommunications Special Permit for the existing tower located at 129 Acton Street, Maynard, MA 01754.
- III. Determination - Maynard Crossing (129 Parker Street):** The Petitioner, Capital Group Properties, is requesting a review to determine if requested modifications to interior rotary signage, qualify as a minor change to the approved Site Plan. The request is for a 12 panel sign for tenants rather than an 8 panel. Sign dimensions are unchanged.
- IV. Public Meeting – Planning Board Rules and Regulations:** the Planning Board will consider adopting revisions to the Planning Board Rules and Regulations including applications and fee schedule.
- V. Authorization to send Notice to Complete Improvements to developer of Keene Ave subdivision.** This will authorize the Town to notice the developer of a 45 day deadline to complete required improvements as required by the approved Subdivision Plan and Decision. If work is not completed after deadline, the Town will undertake action to close on the project's tri-partite security.
- VI. Town Planner Update**
- VII. Correspondence**
- VIII. Adjourn**

Note: meetings to conclude at 9PM unless otherwise authorized by the Chair

This Agenda is subject to change
Greg Tuzzolo, Chairperson
Posted by: Bill Nemser, Town Planner
Date: April 7, 2020, Revised April 9, 2020
Version 1.2

Maynard Planning Board

PUBLIC HEARING GUIDELINES

The meetings will be conducted with decorum. This means that the members of the Board and the public are required to respect each other at all times. We may not always agree with one-another but we can work to resolve differences with patience and understanding.

As a member of the public you are encouraged to participate in the hearing. To ensure the meeting proceeds in an orderly manner, please follow these procedures if you wish to comment or ask a question of the Board:

- Ensure you have signed into the meeting (sign-in sheet located in rear of room).
- Proceed to the speaker's podium or designated area once the Chair has opened up the meeting/hearing for public comment.
- When you are recognized to speak, please state your name and address.
- Direct all questions to the Board through the Chair.
- Limit your questions and statements to three (3) minutes. After everyone has had a turn to speak, you may be given a second chance to speak, time permitting.
- Limit your statements/questions to the topic at hand.
- Talk **ONLY** about issues that are under the jurisdiction of the Planning Board.

The order of discussion is as follows:

- The applicant will make a presentation.
- The Board will respond to the applicant.
- The Chair will open the hearing for public comment.
- The Board will at that point either:
 - (a) Close the hearing: no new information will be accepted except under extraordinary conditions.
 - (b) Continue the hearing to a date certain where all will be permitted to participate. The date and time of this continuance will be announced **ONLY** at the first and subsequent meetings.

If you have any questions about procedures, please feel free to contact our Town Planner, Bill Nemser at 978-897-1302 during regular office hours, which are, Monday, Wednesday and Thursday 8:00 AM — 4:00 PM, Tuesday 8:00 AM -7:00 PM and Friday 8:00 AM – 12:00 PM.