



**TOWN OF MAYNARD**  
**Office of Municipal Services**  
MUNICIPAL BUILDING

195 Main Street

Maynard, MA 01754

Tel: 978-897-1302

Fax: 978-897-8489

[www.townofmaynard-ma.gov](http://www.townofmaynard-ma.gov)

***STAFF REPORT- Zoning Board of Appeals***

**I. Petition Description**

1. Project Name: 12 Bancroft Street (Coolidge School)
2. Petition No: ZB 20-01
3. Type: Variance Request
4. Applicant: Civico Development  
Taylor Bearden  
146 Main Street, Suite 301  
Worcester, MA 01609
5. Property Owner: Town of Maynard  
195 Main Street  
Maynard, MA 01754
6. Description of Request: Variances to allow relief from dimensional requirements of Zoning By laws and allow the creation of a non-conforming lot (in a separate, subsequent action).
7. Project Location: 12 Bancroft Street  
Map 20, Parcel 234
8. Current Zoning: General Residence
9. Lot Size: 2.48 acres

## II. Staff Analysis

The applicant is seeking three Variances from the Zoning By-laws (ZBL). The purpose of this request is to provide necessary relief that will allow the Planning Board to divide the subject property via an “Approval not Required” (ANR) action into two parcels in a future action. The applicant is requesting Variances the ZBL to:

1. Provide relief from the required 15-foot rear setback (yard) to allow a rear building setback of less than 15 feet (post-ANR).
2. Provide relief to allow increased density for the subject property to accommodate up to 12-units (post-ANR).
3. Allow an ANR lot division that will create a non-conforming lot.

The requested Variance is to facilitate the proposed redevelopment of 12 Bancroft Street that will convert the former Calvin Coolidge School into 12 units of rental housing, including three (3) dedicated affordable units. This plan is consistent with the RFP response Civico Development (Civico) submitted to the Coolidge School Working Group in fall of 2019. The project is intended to:

- Transfer 12 Bancroft Street from the Town to private ownership.
- Preserve the sledding hill for public use.
- Preserve the façade of the building.
- Create affordable housing.
- Maximize the overall benefits to the Town.

The proposed ANR is attached as “Exhibit A”. Lot division, which was conceptually shown during the October Special Town Meeting, is necessary to preserve public access to the sledding hill. Preservation of the hill also requires the rear setback of less than 15-feet. Additionally, the granting of 12-units (of which most are anticipated to be studios or 1-bedroom configuration) will allow the substantial rehabilitation of the building to be financially feasible.

The remaining parcel (sledding hill and park) is the subject of a proposed rezoning at the May 2020 Town Meeting, to designate it as “Open Space”.

Figure 1 Table 1: General Residence Dimensional Requirements

ZBL Requirements	Provided/Proposed at 12 Bancroft Lot (after ANR)
Area: 7,000 ft <sup>2</sup>	Approximately 21,750 ft <sup>2</sup>
Frontage: 75	Approximately 203'
Width: 70	Approximately 192'
Setback Minimum Front: 25	Approximately 13'
Side: 15	North: approximately 47' South: approximately 69'
Rear: 15	>15
Residential Density: maximum number of units allowed is 4 units (5,000 ft <sup>2</sup> per unit).	12 Units

Letters of Support for this project and associated applications have been received from The Maynard:

- Community Preservation Committee
- Recreation Committee
- Finance Committee
- Cultural Council

III. **Variance Criteria**

The criterion to grant a Variance is defined by MGL Ch. 40A Sec 10. To grant a Variance the Board must determine each of the following conditions exist:

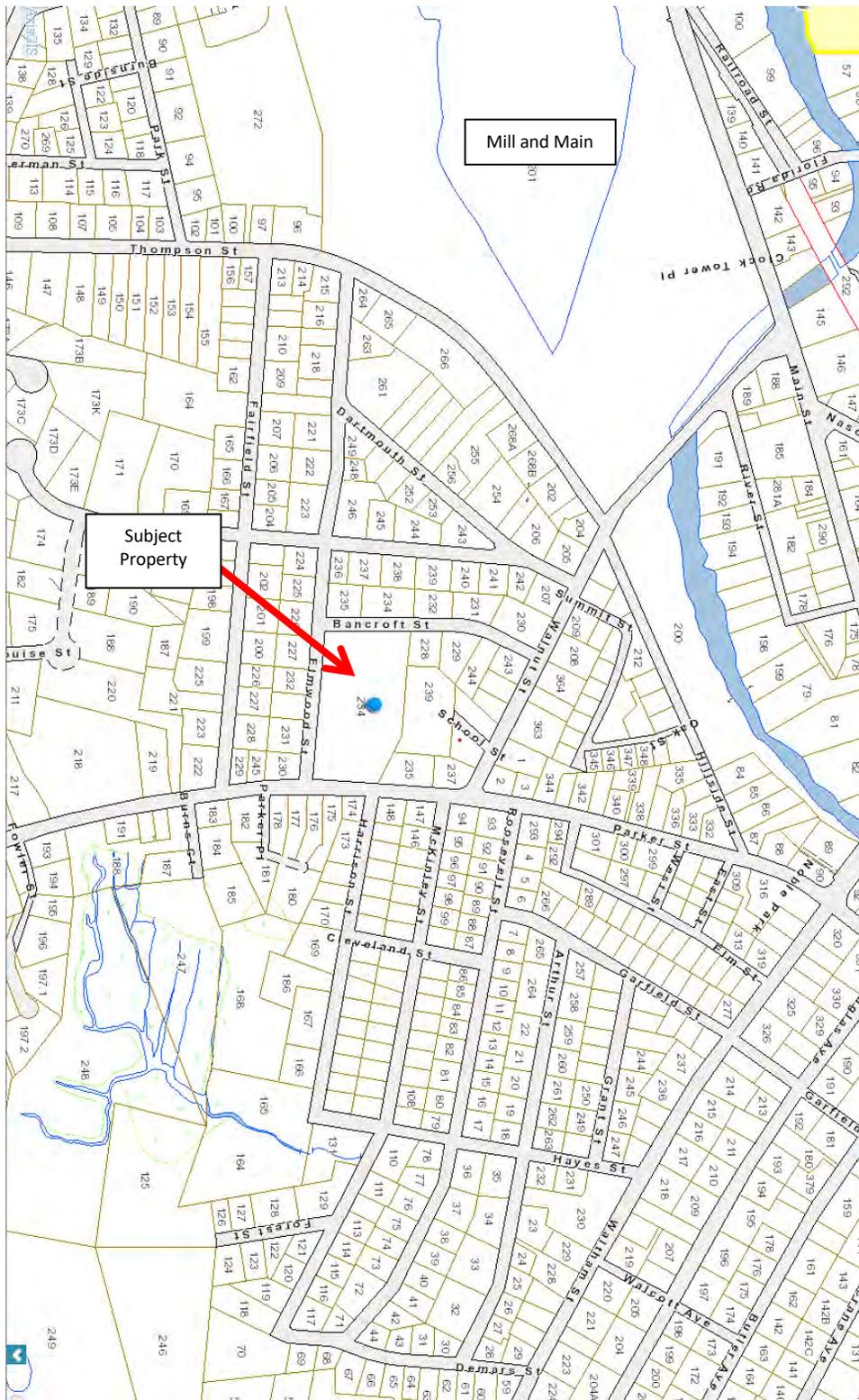
1. The permit granting authority specifically finds that owing to circumstances relating to the soil conditions, shape, or topography of such land or structures and especially affecting such land or structures but not affecting generally the zoning district in which it is located.
2. That a literal enforcement of the provisions of the ordinance or by-law would involve substantial hardship, financial or otherwise, to the petitioner or appellant (note: a hardship is not of a personal nature but is connected to the subject property).
3. That desirable relief may be granted without substantial detriment to the public good and without nullifying or substantially derogating from the intent or purpose of such ordinance or by-law.

IV. **Action Required**

1. Board determination (finding) if criteria for issuing Variance exist for the property located at 12 Bancroft Street as contained in Section III above.

2. Board decision to grant a Variance from the Zoning By-laws that will:
  - a. Provide relief from the required 15 foot rear setback (yard) to allow a rear setback of less than 15 feet.
  - b. Allow an ANR lot division that will create a non-conforming lot.
  - c. Provide relief to allow increased density for the subject property to accommodate up to 12-units (post-ANR).

**Exhibit "A"**  
**General Location**



**Exhibit "B"**  
**Proposed ANR with reduced rear setback**



MAJOR BOARD DISCRETION  
 NOT A DETERMINATION AS TO  
 CONFORMANCE WITH ZONING  
 APPROVAL UNDER SUBDIVISION  
 CONTROL LAW NOT REQUIRED  
 MAJOR PLANNING BOARD

DATE \_\_\_\_\_

**NOTES:**

- 1) THE PLAN IS BASED ON THE REFERENCED PLANS ON THE GROUND SURVEY. THE CENTER POINTS OF THE LOTS ARE SHOWN. THE DISTANCE FROM THE CENTER POINTS TO THE CORNERS ONLY, AND IS NOT CERTIFICATION TO THE ACCURACY OF THE SURVEY. THE DISTANCE FROM THE CENTER POINTS TO THE CORNERS ARE FROM QUADANT ASSAYS RECORDS.
- 2) DISCRETION OF THE PLANNING BOARD OF THE TOWN OF ANNOBON IS REQUIRED TO DETERMINE THAT THE LOTS BEING CREATED ARE INTERESTS IN BUILDABLE LOTS.

**REFERENCE:**  
 MIDDLESEX RESERVING OF 1  
 SOUTH DISTRICT TO PAGE 2  
 PLAN BOOK 148 PLAN 48

**ZONING DISTRICT:**  
 R1

TOWN OF ANNOBON  
 SCHOOL DISTRICT  
 ANNOBON, WI

PLAN OF LAND  
 IN  
 INVADON SACCAN

**Exhibit "C"**  
**Applicant's Application and**  
**Justification Statement**



Case No: \_\_\_\_\_  
Fees Paid: \_\_\_\_\_

TOWN OF MAYNARD  
ZONING BOARD OF APPEALS

PETITION FOR HEARING

This Petition must be completed, signed, and submitted with the filing fee and supporting documentation by the Petitioner or his representative in accordance with the procedures as set forth on the attachments to this petition.

Address of Property \_12 Bancroft Street

Characteristics of Property: Lot Area 2.47803 acres Present Use SCHOOL

Assessor's Map # 020.0-0000 Parcel # \_\_0234.0 Zoning District \_\_GR

Name of Petitioner \_Taylor Bearden Phone # \_971-322-3874

Mailing Address \_146 Main Street, Suite 301 Worcester, MA 01609

Name of Owner \_Town of Maynard Phone # 978-897-1300  
(If not Petitioner)

Mailing Address \_195 Main Street, Maynard, MA 01754

Petition is for  An Appeal from the Decision of the Building Commissioner  
(Check One)  A Variance  
 A Special Permit  
 Other Specify \_\_\_\_\_

Applicable Section of the Zoning By-Laws: \_4.1.1 & 5.1.3

Summarize nature and justification of petition (Please attach full explanation):  
The Town of Maynard has begun the process of selling 12 Bancroft Street. After the issuance of an RFP, our design was awarded, and would require the outlined variances.

I hereby request a hearing before the Zoning Board of Appeals with reference to the above Petition.

Signature of Petitioner (or representative) \_\_\_\_\_

Address (if not Petitioner) \_\_\_\_\_

Telephone Number \_971-322-3874

Signature of Owner, if other than Petitioner \_\_\_\_\_



## **ZONING BOARD OF APPEALS** **Instructions for Petitioner**

The Petitioner is advised to review the Maynard Zoning By-Laws (copy available at Town Clerk's Office), The Zoning Act (Massachusetts General Laws Chapter 40A), and these instructions, prior to filing a Petition and prior to appearing before the Zoning Board of Appeals (ZBA) at a Public Hearing.

The petition must be completely and accurately filled out, and all information must be entered in the appropriate space provided before the petition will be accepted for filing. Incorrect information may result in denial of the petition.

The petition shall be reviewed by the ZBA before it is accepted as filed. The ZBA reserves the right to have the petition reviewed by the Building Commissioner, the Superintendent of Public Works, and/or the Planning Board before the same is accepted for filing.

The petition must indicate the specific section of the Zoning By-Laws for which each variance, permit, or appeal is being petitioned.

Example: "A variance is sought from Section 4-1 of the Zoning By-Laws from the front setback requirement of Twenty Five (25) feet to Twenty (20) feet".

Each specific variance, permit, or appeal being requested in the petition must be set forth in a separate paragraph of the petition to clearly indicate the different requests. Failure to so state the requests clearly may result in the petition being denied.

The petition must be accompanied by:

- a) A Plot Plan which has been prepared and stamped by a Registered Land Surveyor or Engineer. This Plan must show:
  - i. All existing buildings on the property and all proposed buildings and additions.
  - ii. Distances from structures to lot line and length of lot lines, together with all dimensions and setbacks of proposed buildings.
  - iii. In the case of a residential dwelling, the front of the dwelling as defined in the Zoning By-Laws, and must further show the location of all present or proposed driveway or vehicle access areas.
  - iv. The Plan should, but need not, denote any other significant features of the Lot depicted on the petition, such as fences, stone walls, brooks, drains, or accessory structures.
  - v. If there is significant variation in the topography of the lot which is the subject of the petition it is recommended that spot elevations be shown by the Engineer.
  
- b) A list of all abutters, and abutters of abutters within three hundred foot of the property line of the property affected. This list must be certified by the Board of Assessors. Failure to provide this list will result in the petition being considered incomplete. Incomplete petitions will be returned to the petitioner.

- c) An area map obtained from the Board of Assessors, showing the area in which the property is situated.
- d) A check, payable to the Town of Maynard in the following amount: \$125.00 filing fee plus the fee for postage (this is based on abutters list and the cost of mailing by certified mail, return receipt requested) plus the cost for advertising in the local newspaper.
- e) Appropriate documentation as to the relief being sought. These are outlined in the following sections.

In the case of a **Variance**, the following points, based on Massachusetts General Laws, Chapter 40A, Section 10, should be identified and factually supported on or with the petition form and verbally at the hearing:

- a) The particular Land or Structure, or the Use proposed for the Land or Structure, if any;
- b) The circumstances relating to the soil conditions, shape or topography of the Land or Structures and especially affecting the Land or Structure for which the Variance is sought which do not affect generally the Zoning District in which it is located;
- c) The facts which make up the substantial hardship, financial or otherwise, which results from the literal enforcement of the applicable zoning restrictions with respect to the Land or Structure for which a Variance is sought. (Substantial hardship is not purely economic in nature. It is insufficient to present evidence at the hearing merely showing that the value of the land in question will be affected by a lack of or denial of the requested variance.);
- d) The facts to support that the relief sought will be without substantial detriment to the public good; and that the public health and safety is not compromised by the granting of a variance;
- e) The facts to support a Finding that the relief sought may be given without nullifying or substantially derogating from the intent or purpose of the Zoning By-Laws; and
- f) Any other information pertaining to the variance which is the subject of the petition.

In the case of a **Special Permit**, the following points, based on Massachusetts General Laws, Chapter 40A, Section 9, should be identified and factually supported on or with the petition form and verbally at the hearing:

- a) The particular type of Use proposed for the Land or Structure, if any;

- b) The conditions and character of operations of the proposed Use which show that it will be in harmony with the general purpose and intent of the District and the By-Laws; and
- c) The nature of the proposed Use in relation to both the general and specific provisions of the By-Laws governing that Use and the District it is located.

In the case of an **Appeal**, the following points, based on Massachusetts General Laws, Chapter 40A, Section 8, should be identified and factually supported on or with the petition form and verbally at the hearing:

- a) The grounds for the appeal;
- b) Supporting documentation relative to the nature of the Appeal; and.
- c) Note: In the case of an Appeal from the action or failure to take action by the Building Commissioner, the appeal shall be filed with the Town Clerk within thirty (30) days from the date of issuance of a Permit or denial of a Permit by, or an Order, ruling, decision, or determination of, the Building Commissioner.

\*\*\*\*\*

**Failure to present evidence in one or more of the foregoing areas may result in the petition being denied by the ZBA. The ZBA cannot draw from the petitioner the necessary evidence to grant the petition if improperly presented.**

\*\*\*\*\*

**ZONING BOARD OF APPEALS**  
**Petition Process**

**Petition Submittal**

The process for filing a petition and appearing in front of the Zoning Board of Appeals (ZBA) is as follows:

The Petitioner shall file the Petition for an **Appeal**, a **Variance** or a **Special Permit** with the ZBA, which will then review the Petition, and if complete, shall transmit a copy forthwith to the Town Clerk. The Petition shall consist of the completed Petition form, plot plan, area map, and other documentation as necessary to support the petition, as well as the appropriate fees. Incomplete petitions shall be returned to the petitioner.

In the case of an **Appeal** from the action or failure to take action by the Building Commissioner, the appeal shall be filed with the Town Clerk within thirty (30) days from the date of issuance of a Permit or denial of a Permit by, or an Order, ruling, decision or determination of, the Building Commissioner.

**Notice and Hearings**

Notice of ZBA hearings shall be advertised as required by the provisions of Massachusetts General Laws, Chapter 40A, Chapter 11:

Notice shall be given by publication in a newspaper of general circulation in the town once in each of two successive weeks, the first publication to be not less than fourteen days before the day of the hearing and by posting such notice in a conspicuous place in the town hall for a period of not less than fourteen days before the day of such hearing. Notice shall be sent by mail, postage prepaid to the petitioner, abutters, owners of land directly opposite on any public or private street or way, and abutters to the abutters within three hundred feet of the property line of the property affected.

Hearings of the ZBA shall occur as necessary at times determined by the Board, in the Hearing Room in the Town Hall or any other place specified in the meeting notice. Frequency of hearings depends on the number and type of petitions on file. Typically the ZBA meets monthly in an evening session.

All hearings shall be open to the public. No person shall be excluded unless they are considered by the chairperson to be a “serious hindrance” to the workings of the Board.

The Petitioner may appear on their own behalf, or be represented by an agent or attorney. In the absence of any appearance without due course on behalf of a Petitioner or the owner of the property affected, the Board will deny the Petition.

**Order of Business:**

The Hearing for each petition shall be conducted as follows:

- a) Opening of the Public Hearing
- b) Reading of the petition legal notice by the Chairperson;

- c) Presentation by Petitioner;
- d) Presentation(s) by those in support of the Petition;
- e) Presentation(s) by those in opposition to the Petition;
- f) Questions by those seeking information;
- g) Rebuttal by Applicant, restricted to matters raised by opponent's objections;
- h) ZBA members hearing the case may direct appropriate questions during the hearing;
- i) Closure of the Public Hearing
- j) Deliberation and determination of findings by the ZBA.

### Filing of Decision

After deliberation, the ZBA will reach a decision. The decision requires a favorable vote of at least four members of the ZBA to grant the petition. If the decision is to grant the petition, the ZBA shall issue a copy of its decision to the owner and to the petitioner, if other than the owner, setting forth compliance with the statutory requirements for the issuance of such variance or permit and certifying that copies of the decision and all plans referred to in the decision have been duly filed.

The variance or permit shall take effect after a copy of the decision bearing the certification of the Town Clerk that twenty days have elapsed after the decision has been filed in the Town Clerk's Office.

If the decision is to deny the petition, the decision is filed in the Town Clerk's Office. Re-**SUBMISSION** of the same petition is then precluded from occurring for two years, per M.G.L. Chapter 40A Section 16.

**In cases where an appeal is made to the ZBA under G.L. c. 40A Section 8, other rules apply. See M.G.L Chapter 40A Section 15.**



From: Civico Development / February 19, 2020/

## 12 Bancroft Street — ZBA Petition Justification

Town of Maynard  
Zoning Board of Appeals  
195 Main Street  
Maynard, MA 01754

Dear Member of the Zoning Board of Appeals:

This letter outlines the proposed redevelopment of 12 Bancroft Street and provides a justification for the variances that are requested. The proposed redevelopment of 12 Bancroft Street will convert the former Calvin Coolidge school into 12-units of rental. This plan is consistent with the RFP response Civico Development [Civico] submitted to the Coolidge School Working Group in fall 2019. Stated goals of the working group included the following:

- Transfer 12 Bancroft Street from Town to private ownership
- Preserve the sledding hill for public use
- Preserve the façade of the building
- Create affordable housing
- Maximize the overall benefits to the Town

We believe the proposed project meets or exceeds the above goals; however, in order to proceed with the project, we anticipate the following variances will be required:

- Allow an “Approval not Required” [ANR] lot division that will create a non-conforming structure. The ANR will create two parcels and must be granted by the Planning Board.
- Allow increased density on an undersized lot for the GR [General Residence] zoning district to accommodate 12-units.
- Allow a reduced rear setback of less than 15-feet.

The proposed lot division, which was conceptually shown during the fall Town Meeting, is necessary to preserve public access to the sledding hill. Preservation of the hill also requires the rear setback of less than 15-feet. Additionally, the granting of 12-units [of which most are anticipated to be studios or 1-bedroom configuration] will allow the substantial rehabilitation of the building to be financially feasible.

In the following pages we expand in further detail the need and justification for the relief being sought.

Sincerely,

A handwritten signature in black ink, appearing to read "Taylor Bearden", written over a white background.

Taylor Bearden  
Partner



## Justification for Variance

On behalf of Civico Development, the following variances to facilitate the preservation and redevelopment of the Calvin Coolidge School as residential housing are requested. The requested variances are:

1. To allow an ANR that will create a non-conforming lot [Section 5.1, project will alter non-conforming lot within the GR district].
2. Allow increased density on an undersized lot for the GR zoning district [Section 5.1, does not allow for a lot with ~21,750 sq. ft. to provide 12-units of housing].
3. Provide a dimensional variance to allow a reduced rear setback less than 15 -feet [Section 4.1, rear setback from 15-feet to 8-feet].

The justification for the requested variances is further strengthened by the property owner's identity as a municipality rather than as a private property owner. Additionally, the Applicant, Civico Development, was vetted by the Coolidge School Working Group through the public RFP process.

There are three required findings for granting a Variance which are outlined in M.G.L. Chapter 40A, Section 10 and Section 10 of the Zoning By-laws [ZBL]:

### Finding #1: Soil, Shape, Topography

*The need for the Variance is owing to circumstances relating to soil conditions, shape, or topography of the land or structure and especially affecting such land or structure, but not generally affecting the zoning district in which it is located. The board must also find that the peculiarity is unique to the zoning district where the parcel is located, and the peculiarity must not be found in the district as a whole.*

The subject parcel contains a steep drop-off immediately east of the proposed ANR southern property line. This area is a sledding hill used by the community, and its preservation is one of the core criteria of the Coolidge School disposition process. The configuration of the proposed ANR maximizes the sledding staging area. This topography is unique to the proposed ANR and requested variances.

### Finding # 2: Hardship

*A literal enforcement of the provisions of the ordinance would involve substantial hardship, financial or otherwise.*

The second hardship involves the financial burden to the Town caused by retaining the parcel and structure in its current configuration. The original [pre-ANR] parcel included the park area, sledding hill, and the former Calvin Coolidge School. The Town does not have a current use for the school, and annual upkeep costs the taxpayer approximately \$40,000. Renovations to utilize it for Town purposes were deemed cost-prohibitive and impractical. Demolition of the property and resale of the parcel is also deemed undesirable because of the historical significance of the school in the Town of Maynard.

Additionally, the Town is subject to a hardship caused by lack of affordable housing. Specifically:

- a) by remaining under 10% on the SHI (Subsidized Housing Inventory) list, the Town is susceptible to an undesirable 40B development
- b) the absence of affordable housing means the Town does not adequately meet the housing needs of current or prospective residents

The proposed redevelopment will create affordable housing units for the Town and preserve an iconic historical structure, which would contribute toward alleviating these hardships.

The lot size Variance will allow for sufficient units to be created that the development is financially feasible for the proposer.

### **Finding # 3: Public Good**

*Desirable relief may be granted without substantial detriment to the public good and without nullifying or substantially derogating from the intent or purpose of the local ordinance.*

The intent of the ZBL's lot size requirement related to density is to ensure a minimum level of open space per dwelling unit created. In this case, the ANR will create a partial open space of approximately 2-acres immediately adjacent to the subject parcel and will dedicate the open space to public use in perpetuity. The town is proposing a rezoning of the parcel to further ensure it remains open space. Thus, the proposed variance will not differ from the spirit of the ZBL, or impinge on the current form and character of the neighborhood.

Losing public access to the sledding hill would not be in the public interest, considering its historical role as a recreational asset to the Town of Maynard. Additionally, the proposed redevelopment includes material improvements to the neighboring public park, while also delivering ongoing financial benefits in the form of tax revenue.

# Assessment Field Card

Town of Maynard, Massachusetts



Parcel Information	
NO PHOTO AVAILABLE	<p><b>Address:</b> 12 BANCROFT ST  <b>Map-Lot:</b> 020.0-0000-0234.0  <b>Patriot Account #:</b> 3272  <b>Owner:</b> TOWN OF MAYNARD  <b>Co-Owner:</b> SCHOOL DEPT  <b>Mailing Address:</b> 195 MAIN ST                        MAYNARD, MA 01754</p>
Building Exterior Details	General Information
<p><b>Building Type:</b> SCHOOL  <b>Year Built:</b> 1900  <b>Grade:</b> A  <b>Frame Type:</b> C  <b>Living Units:</b>  <b>Building Condition:</b> Poor  <b>Roof Cover:</b> SLATE-CLAY  <b>Roof Type:</b> HIP  <b>Exterior Wall Type:</b> BRICK  <b>Pool:</b> False</p>	<p><b>Total Acres:</b> 2.47803  <b>Land Use Code:</b> 903  <b>Neighborhood Code:</b>  <b>Owner Occupied:</b> N  <b>Condo Name:</b>  <b>Condo Unit:</b>  <b>Zone:</b> GR  <b>Utility Code 1:</b> PUBL  <b>Utility Code 2:</b> SEWE  <b>Utility Code 3:</b></p>
Building Area	Sale Information
<p><b>Gross Area:</b> 15195 sqft  <b>Finished Area:</b> 10130 sqft  <b>Basement Area:</b> 5065 sqft  <b>Garage Area:</b> 0 sqft  <b>Detached Garage:</b> sqft  <b>Basement Garage:</b> 0 sqft</p>	<p><b>Sale Date:</b> 6/20/1905  <b>Sale Price:</b> \$ 0  <b>Book/Page:</b> 3170-254  <b>Grantor (Seller):</b></p>
Building Interior	Assessed Value
<p><b>No. Total Rooms:</b> 0  <b>No. Bedrooms:</b> 0  <b>No. Full Baths:</b> 0  <b>No. Half Baths:</b> 6  <b>Bath Rating:</b>  <b>No. Kitchens:</b> 0  <b>Kitchen Rating:</b>  <b>Building Framing:</b> C  <b>Interior Wall Type:</b> DRYWALL  <b>Fireplaces:</b> 0  <b>Solar Hot Water:</b> False  <b>Central Vac:</b> False  <b>Floor Type:</b> HARDWOOD  <b>Heat Type:</b> STEAM  <b>Heat Fuel:</b> GAS  <b>Percent A/C:</b> 0</p>	<p><b>Assessed Yard Value:</b> \$ 8800  <b>Assessed Land Value:</b> \$ 245600  <b>Assessed Bldg Value:</b> \$465600  <b>Total Assessed Value:</b> \$720000</p>



www.cai-tech.com

Data shown on this report is provided for planning and informational purposes only. The municipality and CAI Technologies are not responsible for any use for other purposes or misuse or misrepresentation of this report.

Unsketched SubAreas:  
FFL: 10000,



[www.cai-tech.com](http://www.cai-tech.com)

Data shown on this report is provided for planning and informational purposes only. The municipality and CAI Technologies are not responsible for any use for other purposes or misuse or misrepresentation of this report.

**RECORD OWNER**

TOWN OF MAYNARD  
SCHOOL DEPARTMENT  
195 MAIN STREET  
MAYNARD, MA

**REFERENCE**

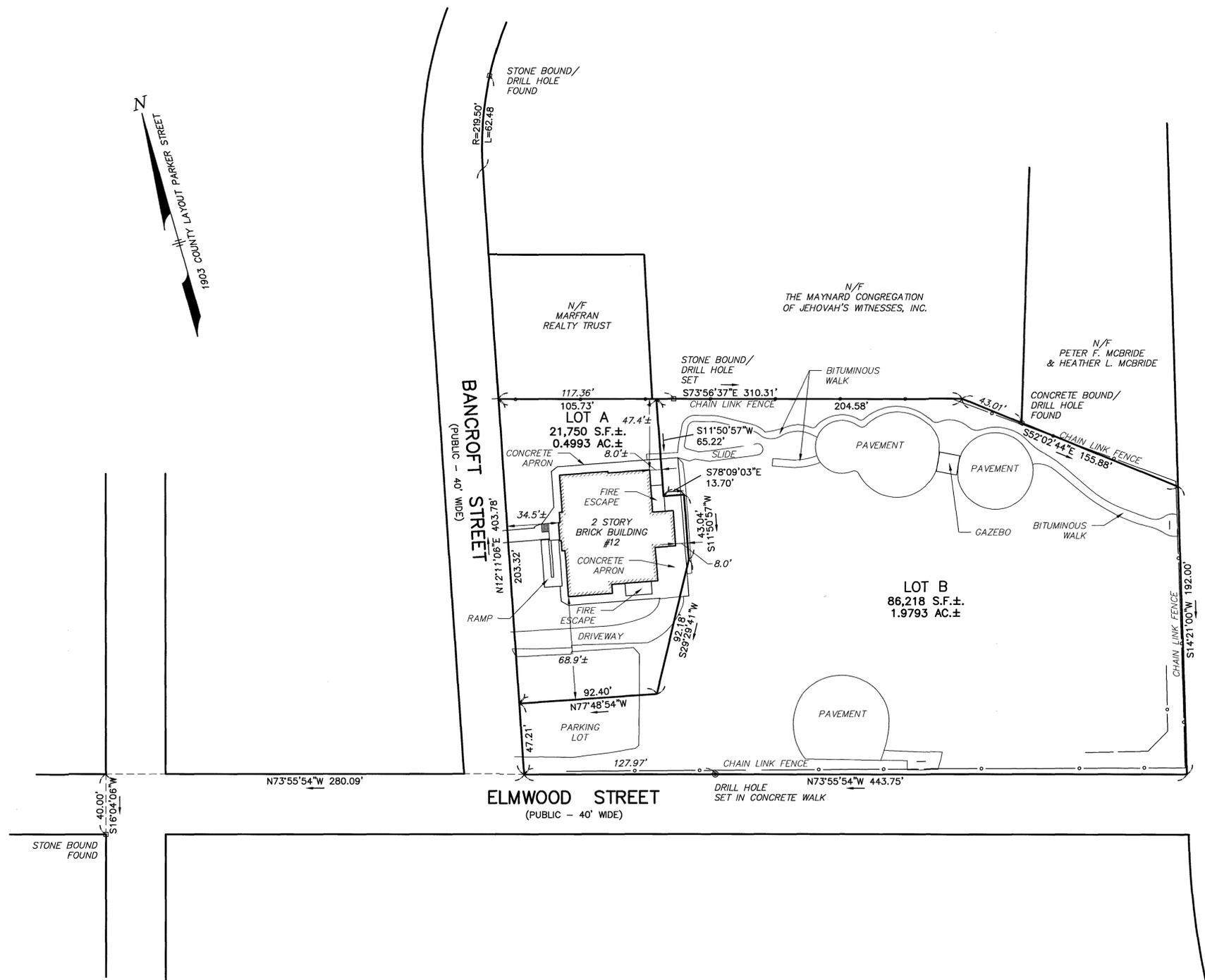
MIDDLESEX REGISTRY OF DEEDS  
SOUTH DISTRICT  
DEED BOOK 3170 PAGE 254  
PLAN BOOK 145 PLAN 45

**ZONING DISTRICT**

GR

**NOTES:**

- 1) THIS PLAN IS BASED ON THE REFERENCED PLANS AND AN ON THE GROUND SURVEY. THE CERTIFICATION HEREON IS INTENDED TO MEET THE REQUIREMENTS OF THE REGISTRY OF DEEDS ONLY, AND IS NOT CERTIFICATION TO THE TITLE OR OWNERSHIP OF THE PROPERTY SHOWN, OR AS TO THE EXISTENCE OF UNRECORDED EASEMENTS. OWNERSHIP OF ABUTTING PROPERTIES ARE FROM CURRENT ASSESSOR'S RECORDS.
- 2) ENDORSEMENT BY THE PLANNING BOARD OF THE TOWN OF MAYNARD DOES NOT IN AND OF ITSELF INDICATE THAT THE LOTS BEING CREATED ARE NECESSARILY BUILDABLE LOTS.



PLANNING BOARD ENDORSEMENT IS NOT A DETERMINATION AS TO CONFORMANCE WITH ZONING REQUIREMENTS.

APPROVAL UNDER SUBDIVISION CONTROL LAW NOT REQUIRED

**MAYNARD PLANNING BOARD**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

DATE

THIS PLAN HAS BEEN PREPARED IN CONFORMITY WITH THE RULES AND REGULATIONS OF THE REGISTERS OF DEEDS OF THE COMMONWEALTH OF MASSACHUSETTS.

DATE 2/13/20

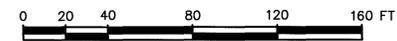
*Jan Paul*

REGISTERED PROFESSIONAL LAND SURVEYOR

PLAN OF LAND  
IN  
**MAYNARD, MASSACHUSETTS**  
(MIDDLESEX COUNTY)

FOR: TOWN OF MAYNARD  
SCALE: 1"=40' JANUARY 22, 2020

**STAMSKI AND MCNARY, INC.**  
1000 MAIN STREET ACTON, MASSACHUSETTS  
ENGINEERING - PLANNING - SURVEYING





OFFICE OF THE  
**Community Preservation Commission**  
**TOWN OF MAYNARD**

MUNICIPAL BUILDING  
195 MAIN STREET  
MAYNARD, MASSACHUSETTS 01754  
Tel: 978-897-1301 Fax: 978-897-8457  
Email: MJohn.Dwyer@verizon.net

**Members  
present for the  
endorsement vote:**  
**Bill  
Cranshaw,  
Jim  
Coleman,  
Ellen**

February 5, 2020

To the Town Planners and Coolidge School Working Group,

At the February 5, 2020 Community Preservation Commission (CPC) meeting, the CPC unanimously voted to endorse the Coolidge School Renovation Project, which will be completed by Civico Development. The project will create 12 residential rental units within the school building. Specifically, the CPC endorsed the following project goals, which are in alignment with the CPC's mission:

1. Preserve and improve the sledding hill and playground. This will include approximately \$100,000 worth of enhancements to the Town-owned playground such as additional playground equipment and other recreational, social, and cultural upgrades that will benefit the Town.
2. Expand Maynard's affordable housing stock so that hardworking residents with moderate incomes have an affordable place to call home. Currently, three or four affordable housing units (out of twelve total units) are envisioned.
3. Preserve the exterior historical character of the building as recommended by the Maynard Historical Commission and the Coolidge Reuse Taskforce, while also preserving key interior historical features. This work will be approved by the Massachusetts Historical Commission and the National Park Service, which oversee the Federal Historic Preservation Tax Incentives program that made this renovation financially possible.

Sincerely,

M. John Dwyer

**From:** [Ken Estabrook](#)  
**To:** [Bill Nemser](#)  
**Cc:** [Gregory Johnson](#); [Linde Ghere](#)  
**Subject:** Re: Coolidge School Request  
**Date:** Tuesday, February 25, 2020 11:10:04 AM  
**Attachments:** [Outlook-cid\\_image0.png](#)

---

Bill--

Following up on my thread below...

As I noted previously, the FinCom continues to support the sale of the Coolidge School and its conversion to multi-unit housing and consequent move onto the tax rolls.

We discussed the Coolidge sale at yesterday's FinCom mtg, specifically touching on the land configuration, required ZBA and PB actions, and the proposed sales price. The FinCom voted 7-0 to support the sale.

Ken

*Ken Estabrook*  
*Chair, Maynard Finance Committee*  
[kestabrook@townofmaynard.net](mailto:kestabrook@townofmaynard.net)

---

**From:** Ken Estabrook <[kestabrook@TownofMaynard.net](mailto:kestabrook@TownofMaynard.net)>  
**Sent:** Wednesday, January 22, 2020 11:12 PM  
**To:** Bill Nemser <[bnemser@TownofMaynard.net](mailto:bnemser@TownofMaynard.net)>  
**Subject:** Re: Coolidge School Request

Bill--

On behalf of the FinCom, thank you for affording to the FinCom the opportunity to express its support for the Coolidge School redevelopment project.

In previous discussions, the FinCom has expressed its strong support for this project, which would remove this property from the list of Town-owned properties--which puts the burden for maintaining a vacant property on the shoulders of the Maynard taxpayer--and place it on the list of private properties that generate tax revenue and additional housing stock for the Town.

However, the FinCom has not taken a formal vote to endorse the plan. Since the **FinCom meets next Mon Jan 27**, and since this is a matter that was previously discussed by the FinCom, I will add it to my updates for discussion and ask the FinCom whether they wish to vote to endorse. I should have a response to you by the middle of next week.

In closing, I would add two points...

First of all, the plan that you attached to your e-mail to me is NOT the lot configuration that was approved at May Annual Town Meeting. With the upcoming ZBA and PB mtgs on the horizon, a revised plan with the correct configuration (i.e., the one aligned with the conceptual plan available at the link below) should be available.

I understand from Linde that the revised plan from Stamski and McNary is expected to be available on this Fri. If so, this would allow me to provide it to the other FinCom members in time for Mon's mtg. In any case, pls forward the revised plan to me--and to all others who received similar e-mails from you--as soon as possible.

Second, I would hope that every Town staff member and board/committee would do everything in their power to expedite the redevelopment of this property. That this project will require "increased density on an undersized lot" and a "rear setback of less than 15 feet," as well as waivers for the "required number of parking spaces" and "set-back reduction" is entirely mitigated by the fact that the adjacent property (Coolidge Park) is owned by the Town and that the reduced set-back is in the Town's interest (i.e., preservation of the sledding hill).

Therefore, in my view, these approvals should prove very easy for the ZBA and PB to agree to.

Thanks,  
Ken

*Ken Estabrook*  
*Chair, Maynard Finance Committee*  
[kestabrook@townofmaynard.net](mailto:kestabrook@townofmaynard.net)

---

**From:** Bill Nemser <bnemser@TownofMaynard.net>  
**Sent:** Wednesday, January 22, 2020 4:18 PM  
**To:** Ken Estabrook <kestabrook@TownofMaynard.net>  
**Subject:** Coolidge School Request

**Dear Ken,**

**As you are aware, the Town, led by the [Coolidge School Working Group \(CSWG\)](#) has been involved in an initiative to repurpose the Coolidge School for the last few years. The goals of this effort are to:**

- **Transfer Coolidge School from Town to private ownership.**
- **Preserve the sledding hill for the public.**

- Preserve the school facade.
- Create affordable housing.
- Maximize the benefit to Town.

In 2019, a [Request for Proposals \(RFP\)](#) was issued for a developer that would repurpose the Coolidge School as a residential redevelopment project consistent with the [conceptual plan](#) presented to Town Meeting. [Civico Development](#) was awarded the project by the CSWG. All the general plan details can be found as links in this email. An “Approval not Required” (ANR) finding will be requested from the Planning Board (attached) to create two parcels on the site.

The CSWG believes the project as proposed by Civico meets all the goals for the project. The project will require Variances from the Zoning Board of Appeals and Special Permits/Site Plan review from the Planning Board.

- The Variances are to:
  - To allow an ANR that will create a non-conforming lot.
  - Allow increased density on an undersized lot for the GR zoning district.
  - To allow a rear setback of less than 15 feet.
- The Special Permit is to allow a multifamily use.
- The Site Plan will require waivers for:
  - Required number of parking spaces.
  - Parking lot setback reduction on Bancroft and Elmwood from Parker.
  - For driveway entrance and separation of curb cuts.

I am requesting on behalf of the CSWG, [a vote of endorsement from the Finance Committee](#) for the overall Coolidge School initiative as proposed by Civico including required board actions as detailed, to present to the Zoning Board of Appeals (02.24.20) and the Planning Board (03.10.20) at the upcoming project approval hearings. It is believed that additional support from Town boards and committees will assist with approvals at the upcoming hearings. If you could please advise me if your group chose to endorse this project so I can include it in the appropriate staff reports for the ZBA and PB, we would very much appreciate it.

Thank you!

Bill

Bill Nemser, AICP, LEED AP  
Town Planner  
Office of Municipal Services  
Town of Maynard

195 Main Street

Maynard, Ma. 01754

(978) 897-1302

**The Maynard Advantage**  
New England Living for Everyone



February 13<sup>th</sup>, 2020

To the Planning Board and the Coolidge School Working Group,

The Maynard Cultural Council has unanimously voted to support the Coolidge school proposal submitted by Civico Development. Civico has clearly paid attention to the needs of the Maynard community and put forth a plan that would preserve critical features of the property important to our town. These include maintaining the look and feel of the building and neighborhood, and the preservation of the playground, slide, and sledding hill, all important to our residents.

In addition the plan makes space for affordable housing, helping to create stability and financial independence for those who have trouble with increasing living costs in our state. The reuse is an excellent opportunity to make use of a building that is currently unoccupied, where lack of maintenance will cause further costs down the road. We should not pass up an opportunity to develop the property in a way that still preserves cultural elements important to Maynard.

Sincerely,

A handwritten signature in black ink, appearing to read "Jeff Swanberg".

Jeff Swanberg

Chair, Maynard Cultural District

Chair, Maynard Cultural Council



OFFICE OF THE  
**Recreation Commission**  
**TOWN OF MAYNARD**

MUNICIPAL BUILDING  
195 MAIN STREET  
MAYNARD, MASSACHUSETTS 01754  
Tel: 978-897-1301 Fax: 978-897-8457  
Email: stevejones8comcast.net

**Chairman Steve Jones**  
**Vice Chairman Barry Roche**  
**Secretary Denise Walsh**  
**Treasurer James Hines**  
**Timothy Lawton**

**To the Coolidge School Working Group,**

**The Maynard Recreation Commission in an unanimous vote, supports the Coolidge School Initiative as proposed by Civico's plan for the Coolidge School. Specifically the plan's protection of the Sledding hill, Playground, Basketball courts and the Softball field.**

**Sincerely,**

**Steve Jones**  
**Chairman**