

**Maynard Planning Board Meeting and Public Hearing**  
**August 24, 2021 – 7:00 p.m.**  
**(Held in person at Town Hall with remote participation available via Zoom)**

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**Board Members Present:** Jim Coleman– *Acting Chair*; Bill Cranshaw – *Acting Vice Chair*; Chris Arsenault; Natalie Robert; Bob Brown

**Others Present:** Bill Nemser – *Planning Director*; Annette Garabedian – *Prospective Board Member*

**Called to Order** at 7:00 p.m. by Chris Arsenault

Annette Garabedian, who is moving to Maynard from Sudbury, introduced herself. She is interested in joining the Planning Board.

**Minutes Approval**

*Jim Coleman made a motion to approve the Minutes dated 8.10.21, which was seconded by Chris Arsenault.*

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

**Election of Chair and Vice Chair**

*Bob Brown made a motion to nominate Jim Coleman as chair for the year. Jim Coleman stated while he was appreciative, he wanted to nominate Chris Arsenault as Chair but would be happy to serve as Vice Chair. Bob Brown withdrew his nomination for Jim Coleman as Chair and renominated him for Vice Chair which was seconded by Bill Cranshaw. Jim Coleman nominated Chris Arsenault for chair, seconded by Natalie Robert.*

***The Board voted unanimously in favor of both motions.***

**115 Main Street – Development Agreement Vote and Signature**

*Jim Coleman made a motion to approve the Development Agreement for 115 Main Street as amended and agreed to in a previous meeting, which was seconded by Natalie Robert.*

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

**Wisteria Lane – Bond Reduction Request**

*Walter Erickson requested a bond reduction a reduction of the security amount required by the Town from \$389,000 to \$144,000. Town engineer Wayne Amico stated he has reviewed all*

*material and agrees with the proposed reduction. Jim Coleman made a motion to approve the bond reduction seconded by Chris Arsenault.*

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

## **Public Hearing – Proposed Amendments to the Zoning By-laws**

Chris Arsenault opened the Public Hearing. Bill Nemser explained that the Board is not approving each Article but rather recommending or not recommending approval to the Town Meeting. Bill Nemser would draft a Planning Board report prior to Town Meeting for the Board's review to be read by the Planning Board Chair at Town Meeting. He asked that the Board go through each Article and vote on the recommendation for each of them individually.

Bill Nemser explained each of the proposed amendments, and the Board discussed each of them. There was some confusion from the Board members as to why the parking space requirements were set at 1 per 500 square feet for Retail in the amendments for Section 6.1.5. After a discussion among the Board members and clarification from Kaitlin Young, the Board members agreed that 1 space per 500 square feet was more consistent with the DOD and that it should be 1 space per 250 square feet instead.

*Bill Cranshaw made a motion to recommend the proposed amendments to Section 6.1.5 of the ZBL to Town Meeting, with the change to the Retail Parking Space Requirement as discussed (1 space per 250 square feet of gross floor area). The motion was seconded by Natalie Robert.*

***The Board voted 4 in favor and 1 opposed (Jim Coleman) to the motion.***

*Bill Cranshaw made a motion to recommend the proposed amendments to Section 6.1.11 of the ZBL to Town Meeting, with the changes discussed (adding an asterisk "parallel to aisle" Tables D and E to reference only the 60-degree and 45-degree dimensions). The motion was seconded by Jim Coleman.*

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

For the proposed amendments to Section 6.1.13, the Board agreed to remove the term "multi-family" so that the sentence reads "All projects with more than eight (8) dwelling units..."

*Jim Coleman made a motion to recommend the proposed amendments to Section 6.1.13 of the ZBL to Town Meeting, with the removal of the term "multi-family" as discussed. The motion was seconded by Bill Cranshaw.*

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

Bill Nemser explained the proposed amendment to Section 10.4.2 of the ZBL. Bill Cranshaw recommended adding the word "also" to the proposed text so that it reads, "Projects seeking a Special Permit for a location within the Downtown Overlay District are also required to demonstrate consistency with Section 9.4.6 'Downtown Overlay District Special Permit Criteria.' "

*Bill Cranshaw made a motion to recommend the proposed amendment to Section 10.4.2 of the ZBL to Town Meeting, with the addition of the word “also”. The motion was seconded by Natalie Robert.*

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

Bill Nemser explained the reasoning behind the proposed change to Section 3.2.5, which would allow the Zoning Board of Appeals to extend, at its discretion, a Special Permit for up to three years at the first renewal. The Board had an extensive discussion with Bill Nemser about the proposed amendment, what precipitated it, and what other discussions will need to occur in the future. The Board agreed to table the proposed amendment for now.

*Jim Coleman made a motion to table the proposed amendment for Section 3.2.5, which was seconded by Chris Arsenault.*

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

*Chris Arsenault made a motion to close the Public Hearing for the review of the amendments for the Articles for the Special Town Meeting on October 6, 2021, which was seconded by Jim Coleman.*

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

Bill Cranshaw asked Bill Nemser to check with Town Counsel on whether any action needs to be taken since the Public Hearing was advertised for a proposed amendment to Section 9.4.6 whereas the discussion was related to a proposed amendment to Section 10.4.2, with a reference to Section 9.4.6 within the proposed amendment.

## **Planning Update**

Bill Nemser explained that Section 3.2.5 of the ZBL, which relates to Trade Shops, is part of the “Accessory Use -- Home Occupation” category of the ZBL. The ZBA is adamant that the different types of home occupations be redefined. They would like the PB to work with them on devising an Article that addresses Home Occupations for the spring Town Meeting. Bill Nemser explained that, in the past, Home Occupations have been very traditional (e.g. real estate agent, accountant, etc.) but that there have been some different categories of home occupation coming up more recently. As a result, the ZBA would like to more clearly define the categories of Home Occupation.

*Jim Coleman made a motion to close the meeting, which was seconded by Chris Arsenault.*

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

**Meeting Closed** at 8:12 p.m.