

**Maynard Planning Board Meeting**  
**September 28, 2021 – 7:00 p.m.**  
**(Held in person at Town Hall with remote participation available via Zoom)**

---

**Board Members Present:** Chris Arsenault – *Chair*; Jim Coleman – *Vice Chair*; Bill Cranshaw; Natalie Robert; Bob Brown; Annette Garabedian (*Alternate*)

**Others Present:** Bill Nemser – *Planning Director*

**Called to Order** at 7:02 p.m. by Chris Arsenault

**Minutes Approval**

*Natalie Robert made a motion to approve the Minutes of 9.21.21 from the Joint Meeting with the Select Board, which was seconded by Jim Coleman.*

Bill Cranshaw noted that some of the formatting needed to be corrected. Bill Nemser indicated that he would make the formatting corrections.

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

*Jim Coleman made a motion to adopt the Minutes of 9.14.21, which was seconded by Chris Arsenault.*

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

**Discussion of PB Goals for FY22**

Jim Coleman suggested that each Planning Board member be tasked with a particular project pertaining to the Master Plan or the Housing Production Plan based on each member's expertise and interests. Bill Cranshaw stated that he would want to ensure that the full Board is in support of an individual Board Member's advocacy prior to the individual taking any action. The Board had an extensive discussion about how best to proceed. Chris Arsenault and the Board discussed ground rules. The first ground rule is that the Planning Board will utilize the following documents and policies for planning discussions and goals: Master Plan; Housing Production Plan; Zoning By-laws; Complete Streets Policy; Open Space Plan. The second ground rule is that any discussions that take place outside of Planning Board meetings will be for information collecting, unless directed by the Planning Board to take a specific action.

The Board talked through some of their priority interests. Annette Garabedian mentioned a focus on Open Space and common areas for people to gather. Natalie Robert discussed ensuring that the Complete Streets Policy be used as guidance for projects that come before the Board, particularly riverfront projects. Chris Arsenault discussed the importance of the Powder Mill Corridor initiative. Bob Brown asked if the next step of the Powder Mill Corridor is to hire someone to develop a plan for a

cohesive riverfront concept that would go from the downtown area to High Street. Bill Nemser stated that he could write a river access plan to get a technical grant. Bill Cranshaw noted that there was a riverfront plan done for the downtown area about ten years ago but that it could be useful for the Powder Mill Corridor as well. Annette Garabedian suggested that a boat launch could be part of the riverfront access plan for the Powder Mill Corridor. Bill Cranshaw pointed out that the Planning Board needs to be cognizant of maintaining affordable housing as the Powder Mill Corridor is developed.

The Board discussed the ZBA's interest in clarifying the Home Occupation category. Natalie Robert suggested that, for any business that doesn't require clients or outside employees to come to the property (e.g. someone who sells products on Etsy), the business needs to be registered. She also suggested that businesses that do have clients or outside employees coming to the residential property, or businesses that store special equipment at the property or need additional parking, would have to get a special permit for the home business. The Board discussed whether the meeting with the ZBA should be a joint meeting or just some of the Board members attending the next ZBA meeting. There was consensus to have a joint meeting on the 25th.

Bob Brown added that, with regard to Planning Board goals, he would like to ensure the Board considers the opportunities related to 40R, which could potentially provide access to state grants. Natalie Robert also mentioned the topics of Accessory Dwelling Units and Area Median Income.

Jim Coleman stated that he has been involved in town government for 56 years and that, during that time, he has not seen a Master Plan actually be implemented. He is happy to see the Planning Board getting involved in proactive planning activities. Chris Arsenault noted that he has asked Jim Coleman to work with applicants before they come before the Board to ensure they are fully prepared and understand the special permit process.

## **Planning Update**

Bill Nemser stated that he spoke with the developer of 31 Main Street regarding the third exterior light that was supposed to have been installed during construction, according to the plans, but was not. The developer agreed to install the light and inform Bill Nemser once it's been installed. Bill Cranshaw noted that, since a follow-up on the lighting was part of the approval conditions, the Planning Board should sign off on the project once the third light has been installed.

Town Meeting is on October 16, 2021. Bill Nemser explained the role of the Planning Board at that meeting to Chris Arsenault, who will represent the Board as the Chair.

Bill Nemser would like to have one or two Planning Board members attend the next ZBA meeting on October 25, 2021. Natalie Robert agreed to attend.

Bill Nemser reminded the Board that the Assabet Co-op Market will be coming before the Board at some point in the future. They are currently working with the Conservation Commission. The Planning Board's role will likely be focused on site plan review and special permit.

There is a marijuana delivery business that appeared at last week's Select Board meeting to propose a mixed-use project at the corner of Waltham and Powder Mill (near the former Suburban Glass and

Excelsior) of about 6-8 units with commercial space as well. The Select Board is determining whether or not they would entertain a Host Agreement before anything else happens. If so, then the project would eventually come before the Planning Board.

Chris Arsenault stated that he met with John Cramer, who is with the Master Plan Implementation Committee, and he would like for the Planning Board to discuss how its goals are aligned with the Master Plan so that he can report back to John Kramer. Chris Arsenault asked Bill Nemser to create a list of the Planning Board's primary roles and goals relative to the Master Plan and present it at the next Planning Board meeting. Bill Nemser agreed to do so but also pointed out that the implementation ownership that is referenced in the Master Plan is a guideline that could potentially change as the implementation rolls out.

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

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

**Adjourned** at 9:02 p.m.