



RECEIVED
BARBARA STATS

2014 MAY -9 AM 11:04

Town of North Reading
Massachusetts

TOWN CLERK
NORTH READING, MA

Community Planning

MINUTES

Tuesday, April 1, 2014

Mr. Christopher B. Hayden, Chairperson called the Tuesday, April 1, 2014 meeting of the Community Planning Commission to order at 7:30p.m. in Room 10 of the North Reading Town Hall, 235 North Street, North Reading, MA.

MEMBERS

PRESENT: Christopher B. Hayden, Chairperson
Daniel Mills, Vice Chairperson
Patricia Romeo, Clerk
Warren Pearce

STAFF

PRESENT: Danielle McKnight, Planning Administrator
Debra Savarese, Administrative Assistant

Mr. Hayden informed all present that the meeting was being recorded.

230 Main Street – minor modification/retaining wall

Jack McQuilkin of JM Associates stated that the minor modification is to add a 2½' fieldstone retaining wall at the south side of the property and the request for a pole has been withdrawn.

Mr. Hayden asked if it would require a guardrail.

Mr. Pearce stated that anything below 4' does not require structural engineering; therefore it would not need a guardrail. The retaining wall should be added to the final as-built plan.

Mrs. Romeo moved, seconded by Mr. Pearce and voted 4-0:

that the Community Planning Commission vote to approve the minor modification to the plan entitled, "Landscape Plan, 230 Main Street, North Reading, MA"; dated May 25, 2012; revised 8/20/12, 9/18/12, 10/23/13 and 3/31/14; drawn by JM Associates. Subject to the terms and conditions of the Certificate of Conditional Approval dated September 11, 2012 as amended this evening.

Minutes

Mrs. Romeo moved, seconded by Mr. Pearce and voted 4-0: (Mr. Rooney absent)

that the Community Planning Commission vote to approve the March 18, 2014 minutes as amended.

Mrs. Romeo moved, seconded by Mr. Pearce and voted 4-0: (Mr. Rooney absent)

that the Community Planning Commission vote to approve the March 18, 2014 workshop minutes as amended.

Parks & Recreation - Banners

Mrs. Romeo moved, seconded by Mr. Pearce and voted 4-0: (Mr. Rooney absent)

that the Community Planning Commission vote to approve the placement of two 36" x 96" signs at 15 Central Street, Ipswich River Park, special event banners at the entrance of the Ipswich River Park during the period between March 1, 2014 and February 28, 2015.

Planning Administrator Update

97 Main Street

On April 8, 2014 the Development Team will be meeting to discuss Ocean State Job Lots occupying the building at 97 Main Street.

Sidewalk, Ramp survey

The DPW did not get funding for the ramp survey work. The DPW director did receive a report for the sidewalks, but there are some errors and he would like to have them corrected before it is distributed. He will be meeting with a representative from BETA and has invited the planner to attend.

GIS

The \$13,000.00 that was budgeted for GIS has been spent and possibly a little more. The range is anywhere from \$75.00 to \$95.00 per hour, depending on project and the person they need to assign to the task. It is hard to predict how much GIS costs will be year to year. A request was put into the budget to cover the cost of Economic Development related activities for the coming year.

Zoning Bylaw Amendment – Cell Tower

The FCC regulations have changed: Towns can no longer require new special permits for the addition of new equipment. The only time they need to come to the planning board for approval is: a new tower, significant expansion of an existing tower or expansion of a base station. These changes now put the town's bylaw in conflict and should be changed accordingly.

Pine Forest Park

Mrs. McKnight stated that she has heard that the reconstruction for Flash Road should be starting in early spring of this year. She does not have a bond for the project at this time, but will require one be submitted before the work begins.

Charles Street Ext.

There is activity at the site.

113 Haverhill Street

A building is under construction.

Carpenter Drive

A call was received from the abutter in regard to the site. She has made plans with the town engineer to inspect the site.

Mr. Hayden stated that they should check to see if there are any grants available for low income/elderly housing.

Mrs. McKnight stated that she would check into it and let the commission know what is available.

Economic Development

Mrs. McKnight stated that she and Mr. Hayden have had a brief discussion with Board of Selectmen, Mike Prisco who suggested that they submit a modified budget. She believes that the most helpful and useful thing to do right now is use the money for the EDSAT self-assessment that Northeastern offers. Reading has started the process and invited her to attend a meeting, so she will be able to learn more about it. She has looked into other communities who have done this and believes that it will be a useful tool. The assessment is \$4,500.00 plus additional expenses totaling approximately \$6,000.00. She added this as a request to modify the budget. She also increased the modified budget by \$10,000.00 for professional services to be used specifically for GIS, but could change it to GIS and/or other consulting services that may be needed for the economic development.

Mr. Hayden stated that he prefers the latter.

Mr. Pearce stated that he first thought that the proposal sounded redundant, but there is nothing that can be done when there is no defined center, to build our from. Andover is a good example to use: they have a historic town center and an economic town center, and this is what North Reading needs to do.

Mr. Hayden stated that they are going to work on this at the workshop meeting.

Mr. Pearce stated that it is becoming critically important to put something on the table because one of the key pieces of property is 97 Main Street, that is about to be converted into a junk warehouse.

Mrs. Romeo stated that significant strides have been made to Route 28 over the past 50 years.

Mr. Pearce stated that approximately 15 years ago they hired a consultant to do an assessment for the architectural zones/economic development and wanted to know if this paperwork was still available to view.

Mrs. McKnight stated that she would check the office for the plans, but does feel that the market conditions have changed over the past 20 years

Mr. Pearce stated that a map delineating the 97 Main Street area would be helpful at the workshop.

Adjournment at 9:00PM

Respectfully submitted,

Patricia Romeo, Clerk