

PLANNING BOARD
Meeting Minutes
December 16, 2014
Town Hall, 120 Main Street
7:00 PM

1 Present: J. Simons, M. Colantoni, L. Rudnicki, L. McSherry, D. Kellogg, P. Boynton,

2 Absent:

3 Staff Present: M. Egge

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5 Meeting began at 7:00 pm.

6

7 M. Colantoni: The planning board meeting for Tuesday December 16 is called to order.

8

9 **PUBLIC HEARINGS**

10 4 High Street, West Mill: The applicant, RCG LLC, is submitting an application for a Downtown Overlay
11 Special Permit for the partial demolition of one building, creation of an additional 120 parking spaces,
12 and creation of more than 18 multifamily residential units.

13 M. Egge: Provides an overview of the project. Only outstanding item was the clearing of the stormwater
14 design. RCG provided a response to the stormwater comments to which Eggleston environmental
15 provided a second review. The design of the stormwater infrastructure is still underway.

16 S. Zeren: Provides an update on the stormwater review. Horsley Witten is working to finalize the design.
17 There are a few operational pieces that Eggleston has requested additional detail on regarding
18 maintenance procedures.

19 Board: Indicates that what is needed from Eggleston Environmental is a confirmation that the design is
20 sufficient.

21

22 NEW PUBLIC HEARING, Regency Place PRD Modification: Applicant proposes to modify the
23 previously approved Regency Place PRD and Subdivision to allow for the creation of additional open
24 space and two (2) additional lots.

25 M. Egge: Provides an overview of the project. The modification involves a minor extension of the
26 roadway and development of two additional lots with associated grading.

27 Dennis Griecci: Shows the development of the project, the originally approved project, and the proposed
28 modifications.

29 Board and D. Griecci: Discussion on the lot lines and grading of the sites. Existing drainage structures.
30 Discussion of whether the pool in the new lot will affect the existing stormwater flows. Dennis explains
31 the reasoning for the grading pattern is to retain the total volume flowing to one set of wetlands and the
32 other set of wetlands.

33 L. Rudnicki: Requests the applicant verify that the fire department is aware of the fire hydrants and is
34 aware that access is now granted and working condition should be verified.

35 Board and D. Griecci: Discussion on how far the existing paving extends (from current work). The lot
36 lines were only changed very slightly to follow the new proposed street line. No substantial changes to the
37 proposed lot lines happened. The two new lots are in the same size range as the other lots as part of the
38 subdivision. Board and applicant discuss the value in making sure the total runoff volumes post
39 development match the runoff volumes pre-development for the various wetlands in the area. Board
40 indicates that the fieldstone wall should be noted in the deed that it should not be removed.

41

42 CONTINUED, 316 Great Pond Road: Proposed modifications to a Watershed Special Permit that consists
43 of modifying plans to eliminate a proposed pool, and instead, install a patio space and play area within the
44 same footprint. Additional modifications include extension of a proposed retaining wall and grading
45 modifications.

46 M. Egge: Provides an overview of the project. At the last meeting, the Planning Board closed the hearing,
47 but requested to see a mark-up version of the decision against which to compare the modification.

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48 M. Egge and Board: Discussion on the project overall. The abutters are satisfied with the current plan.
49 The applicant understands that no further changes should be made without authorization from the
50 Planning Board and Conservation Commission. The date of the expiration of the special permit should be
51 left and not revised in the modification. Discussion of creation of a consistent template for decisions.
52 Discussion clarifying the definition of the buffer zone and bordering-vegetated wetland.
53 MOTION: D. Kellogg moves to approve the Watershed Special Permit for 316 Great Pond Road as
54 amended, seconded by L. McSherry. The vote was unanimous in favor.

55
56 NEW PUBLIC HEARING, 351 Willow Street South: Applicant proposes to expand a portion of the
57 existing building and expand a portion of the existing parking lot.

58 M. Egge: Provides background on the project.

59 John Morin: Here representing Muffin Realty Trust. Provides an overview of various activities that the
60 Bake N Joy facility has carried out on site over the years, including expansions to the parking lot,
61 expansions to the facility, installation of new equipment, creation of a sound-insulating berm, and
62 associated stormwater and grading activities. The rear of the property abuts Route 125. 17 new employees
63 resulting from this new space which brings the total number of employees per shift up to 140.

64 Board and J. Morin: Discussion on the number of existing employees and number of existing parking
65 spaces. Currently 120 people per shift with 122 spaces on site. The applicant notes that the parking lot,
66 currently, is not full. Notes that the back parking lot is fairly empty. Board questions whether it is prudent
67 to have the exact number of parking spaces as there are employees working on site. Discussion on where
68 snow is stored or stockpiled. Applicant indicates that snow is removed off site.

69 Bob Ogan: Discussion on the reason for the expansion. The shed to the rear is accessed via the parking lot
70 and the storage shed holds gas that is accessed via hose.

71 Board and Applicant: Discussion on background of the business and expansion of business.

72 Connie Parkniak, Kathleen Drive, Andover: Expresses concern over air pollutants and noise coming from
73 the property as a result of expansions. Notes that the noise has abated and that the berm has helped.
74 Specifically expresses concern over noise from snow plows.

75 Board and J. Morin: Discussion of berm expansion. The reason the berm ends where it does is there are
76 mature trees. Applicant agrees to explore other options for expanding the berm. The abutters property is
77 approximately 275 feet from the project site property. Board requests site photos to help understand the
78 site. Board requests the applicant investigate possible mitigation measures for the noise/drainage.

79 J. Morin: Requests to continue to the second hearing in January, on January 20th.

80

81 **DISCUSSION ITEMS**

82 Edgewood Retirement Community: Site Plan Review, Waiver Request.

83 M. Egge: Provides overview of the project and waiver request. At the last meeting, the board requested to
84 see images or renderings of the finished project. M. Egge shows renderings and describes the proposed
85 additions.

86 Bob Coppolla, M. Egge, and Board: Discuss as-is renderings and finished renderings to the building
87 showing the minor additions. There will be no mechanical equipment on the roofs of the additions. There
88 are no residences on the lower level where the additions are, just corridor space. There are no operational,
89 functional, or parking changes needed as a result of these additions.

90 MOTION: D. Kellogg makes a motion to approve the request to waive Site Plan Review, seconded by L.
91 Rudnicki. Vote was unanimous in favor.

92

93 Independent Construction Monitor: Discussion of role and responsibilities.

94 M. Egge: Opens a discussion on independent construction monitors.

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95 Board: Some independent contractors have not been diligent in their duties in providing independent
96 oversight and monitoring efforts. Board decides that having some sort of contract or agreement signed in
97 advance of the project that they will report accurately would help keep the monitor accountable.

98
99 Watershed Zone Outreach: Discussion on how to make sure residents living in the Lake Cochichewick
100 Watershed are aware of the requirements and laws that apply within that area.

101 M. Egge and Board: Discussion of types of flyers for watershed outreach. Board agrees that a postcard
102 type flyer would be most beneficial for North Andover residents.

103
104 **MINUTES APPROVAL**

105 L. Rudnicki: Makes three minor changes to draft minutes.

106 MOTION: L. Rudnicki makes a motion to approve the meeting minutes from December 2, 2014 as
107 amended, seconded by D. Kellogg. The vote was unanimous in favor.

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109 **ADJOURNMENT**

110 MOTION: D. Kellogg makes a motion to adjourn, seconded by M. Colantoni. The vote was unanimous
111 in favor.