

**PLANNING BOARD
JULY 10, 2014
MINUTES**

Chairman Barringer called the meeting to order at 7:30 PM at the Town Hall

Members present: Barringer, Burke, Giger, Perkins, Vega and Wilson.

Member absent: Svarczkopf

SITE PLAN REVIEW – 20 STATION AVENUE

The Board reviewed the Level I site plan submitted by Dan and Lori McElroy to renovate the former Center Fire Station at 20 Station Avenue. Mr. and Mrs. McElroy and Attorney Robert Collins were present.

Attorney Collins said the applicant submitted the Level I site plan prior to the submission of the application for a special permit under the Town Center Overlay District provisions. The applicant is working with an architect and landscape architect on the design details. The Level I site plan submission includes a request for a waiver of the parking requirements. The site plan shows four spaces in the rear parking lot, one universally accessible space in the front of the building, and two on-street parking spaces. The proposed use is one residential unit requiring two spaces and a commercial space requiring eight spaces for a total of ten parking spaces. The proposed use will be a pedestrian and bicycle destination.

Chairman Barringer referenced the letter dated June 25, 2014 from Attorney Collins requesting the waiver.

Member Giger asked if the four parking spaces in the rear of the site are located in the 200 ft riverfront area. Attorney Collins said, "yes." However, the applicant could make a case that the previously disturbed site will be improved and that there will be a reduction in impervious cover with the proposed project.

Member Giger said the Board should grant the waiver contingent upon the approval of the Conservation Commission. Member Burke noted that the applicant would have to modify the site plan if the Conservation Commission denies it.

Member Burke said he prefers pedestrian orientation for projects in the Town Center with place-making in front of the building.

The motion was made by Wilson, seconded by Vega, to grant a waiver of parking requirements to allow five parking spaces as shown on the plan entitled, "Preliminary Site Plan, Station Avenue, Prepared for Daniel & Lori McElroy," prepared by Ducharme & Dillis Civil Design Group, dated June 12, 2014. The motion passed unanimously.

The Board voted unanimously to continue the review of the Level I site plan on September 18, 2014 at 8 PM.

PERFORMANCE BOND RELEASE – AMANDAS WAY

The Board received a report dated July 10, 2014 from Nitsch Engineering regarding two outstanding items at the Amandas Way subdivision: the street sign and ponding at the area of the water gate in the intersection with Lowell Road. Attorney Collins said his client, developer Jim Patierno, would address both issues.

TOWN CENTER OVERLAY DISTRICT DESIGN GUIDELINES

The Board received a revised draft of the Town Center Overlay District Design Guidelines from Peter Flinker of Dodson and Flinker.

The motion was made by Burke, seconded by Giger, to advertise a public hearing on the proposed Design Guidelines for August 7, 2014. The motion passed unanimously.

HOUSING PRODUCTION PLAN

The Board received a letter dated July 10, 2014 from the Department of Housing and Community Development approving the Housing Production Plan for a five year period ending on June 29, 2019.

MEETING WITH SELECTMEN – JULY 28, 2014

The Board discussed the upcoming meeting with the Selectmen on July 28, 2014 to discuss parking and pedestrian safety issues. The Historic Districts Commission, Commission on Accessibility, Police Chief, and DPW Director have all been invited to participate in the discussion. Chairman Barringer and Member Burke are working on the presentation.

Member Burke said the Board should ask for better defined parking spaces, improved accessibility, construction of the bump-out at the intersection of Main Street and Station Avenue, and use of the parking area at Prescott School for public parking.

Chairman Barringer said the Board will focus on the area of Main Street from Lowell Road (Route 40) to School Street and will look at protecting sidewalks and improving safety at intersections with side streets.

Member Giger said marking “no parking” in areas that are 20 ft from crosswalks and intersections with side streets would be a good place to start.

Meeting adjourned at 8:15 PM

Respectfully submitted,

Michelle Collette
Land Use Director/Town Planner