

FINAL/APPROVED Regular Session Minutes

BEDFORD PLANNING BOARD
Joint discussion with Selectmen
& Regular Planning Session
(Selectmen's Meeting Room (7:30 – 8:30pm)
Upper Level Conference Room (8:35 – 10:03)
June 9, 2014

MEMBERS PRESENT: Shawn Hanegan, Chair; Amy Lloyd, Clerk;

Sandra Hackman and Jeffrey Cohen

MEMBERS ABSENT: Lisa Mustapich

STAFF PRESENT: Glenn Garber, Planning Director; Catherine Perry, Assistant Planner; and

Cathy Silvestrone, Planning A.A.

STAFF ABSENT: None

OTHERS PRESENT: See Attached

Planning Board joined the Selectmen's Meeting @ 7:30PM to jointly discuss the following--

COMPREHENSIVE PLAN IMPLEMENTATION:

The Selectmen and Planning Board (PB) discussed potential implementation measures coming from the new Comprehensive Plan prepared by the Planning Board. The discussion was supported by a document prepared by the Planning Department contributing 37 possible implementation actions with various degrees of detail. Some were priorities set by the PB during its three prior discussions where they had an established lead role, while a number of others (in which the PB would not have the primary role) were also proposed as priority measures, but in some instances the Selectmen would take the lead. Other potential initiatives involved a variety of other actors in key leadership roles.

Some other highlights that emerged from the discussion were as follows:

----The Selectmen agreed that modernizing of the town's various Industrial/Office zoning districts to reflect contemporary uses, spatial needs, density, dimensions and technology, is highest priority.

----The Industrial Mixed Use special permit had not achieved its original intent in producing much development and creating walkable environments and successful retail along with residential use; and therefore should be reexamined. However, Selectman Moonan cautioned the PB not to be too hasty to omit residential mixed use scenarios; and pointed out that the Village at Taylor Pond mixed use development is setback too far from Middlesex Turnpike (because of wetlands) to work well.

----An Open Space Residential Development provision (replacing the two old provisions in the zoning bylaw) was discussed as an important measure to produce better site planning and preserve natural resources.

--Cottage-style zoning in appropriate location(s) was discussed by several Selectmen (Caroline Fedele shared a particular interest in cottage-style housing) as a model for providing housing alternatives, especially to >55 residents, to large homes on large lots, or to multi-family housing.

----A Complete Streets initiative was discussed with some detail; some major road accommodations would be made for the bicyclist and pedestrian, and there was also an exchange in regard to who would

take the lead and which groups would play major roles in the initiative (Selectmen, Bicycle Advisory Committee, DPW, Transportation Advisory Committee and others).

---There was some support expressed for a Great Road commercial overlay in the heavy commercial strip around Shawsheen Avenue, with the long-range intent of encouraging different physical patterns of development and combinations of business activity.

****For additional details on this discussion, please refer to the Selectmen's Meeting minutes dated, June 9, 2014**
(A copy of the Selectmen's Minutes for this discussion follows at the end of this document)**

PLANNING BOARD MEETING/REGULAR SESSION:

Chair Hanegan convened the Planning Board meeting at 8:35PM

Emergency Evacuation notice read by Amy Lloyd, Clerk

Note: All submittals are available for review in the Planning Office.

DEVELOPMENT:

- 1) **150-168 Great Road (Bedford Market Place—Marshalls/Wholefoods Shopping Ctr.)**—
Status update.

Chair Hanegan announced that this evening's discussion doesn't involve a site plan review and that no regulatory action will be considered this evening. The only applicable plan on record for this redevelopment is a May-2008 approved site plan.

Planning Director Garber reported that the purpose of the discussion was to convey a verbal update to the Board regarding the status of this site. At one point there was some minimal discussion of a site plan modification; however, to date, this is not the case. The layout, circulation, and parking will remain similar to what's shown on the May 2008 site plan; with the exception of eliminating the proposed addition on the Whole Foods side of the site and reducing the floor area of the proposed addition located on the Marshall's side of the site, thus reducing the total floor area of the original 2008 site plan by more than 20,000 square feet. Mr. Garber further reported that there will be some fine-tuning of the proposed ingress/egress and turning stages related to the site and Great Road; and that this part of the review will require Selectmen (as Road Commissioners) approval.

Sandra Hackman asked; if a revised site plan is submitted, would it be re-circulated to all reviewing departments?

Director Garber replied yes, and also added that all plans will be submitted to the new Economic Development Coordinator for input.

Board members shared their excitement regarding the intention of the new owner of the shopping center to move forward with redeveloping the site. The Board also discussed the status of a few existing pedestrian connections between the site and abutting properties and recommended obtaining easements to ensure proper/continuous maintenance.

Leslie Wittman, 56 Dunster Road, commented that the pedestrian walkway/cut-through from the Blue Ribbon site to the shopping center is located too close to the existing bank's drive-through; and suggested relocating it.

Board members shared the same concern as Ms. Wittman, but noted that there wasn't another location that was agreed upon.

Paul Wittman, 56 Dunster Road, raised a question regarding the ownership/responsible party of the pedestrian bridge that connects Bedford Village apartments to the shopping center. A Board member shared that the property owner of the Bedford Village apartments is responsible for the pedestrian bridge and not the shopping center.

Ms. Wittman expressed that she is concerned if the developer moves forward with the 2008 site plan and incorporates landscape islands throughout the parking areas that there may be an insufficient amount of parking spaces. Ms. Wittman noted that the current parking areas on site are already at full capacity.

Director Garber pointed out that the parking demand will be less because the overall floor space will be reduced compared to the 2008 plan.

BUSINESS SESSION:

1) 100 Plank Street/Village at Taylor Pond (formerly Criterion)—Planning Board signing of Special Permit Amendment Decision to eliminate Condition #30 of the original Criterion Special Permit. The Board voted to grant the special permit amendment on May 27, 2014 by a 4-1 majority.

Catherine Perry, Assistant Planner, provided a written copy of the aforementioned Special Permit Amendment Decision dated, May 28, 2014. Board members Shawn Hanegan, Amy Lloyd, Sandra Hackman and Jeffrey Cohen signed the decision.

- 2) Approval of Minutes—postponed until next meeting
- 3) Other Business—Sandra Hackman requested changing Tuesday, September 30 meeting date to Wednesday, October 1. Board members agreed with the change.

DEVELOPMENT UPDATE: (verbal updates by Planning Staff)

- **2 Irene Road--** potential cluster subdivision; Planning Staff discussed a Planned Residential Development (PRD) with the applicant as an alternative development for this site.
- **Ken's Deli**—deferred moving forward with plans to incorporate limited outdoor seating until liquor license action is resolved.
- **Flatbread**—potential outdoor seating; no submission to date
- **Coast Guard Housing**—potential zoning amendment may be needed.

OTHER:

- 1) Jeffrey Cohen asked if movement will be made soon to eliminate housing from the I.M.U. (Industrial Mixed Use Bylaw); Planning Director Garber said this issue can be discussed at the next meeting.
- 2) Director Garber reported that Patrick Burns, Planning Intern, is working on data for industrial zones.
- 3) Ms. Perry further reported that a meeting is set for Mr. Burns, Alyssa Sandoval, Economic Development Coordinator, and herself to review this data collection to ensure efforts are not being duplicated.

PLANNING DIRECTOR'S PERFORMANCE REVIEW:

Planning Staff adjourned the meeting at 9:20pm. The Board stayed and discussed the Planning Director's Performance Review until 10:03pm.

ADJOURNMENT:

MOTION: Jeffrey Cohen moved to adjourn the meeting. (Sandra Hackman seconded the motion)

VOTE: 4-0-0

TIME: 10:03 PM

**Regular Session Minutes – Selectmen’s Meeting
Selectmen’s Meeting Room, Town Hall
Monday, June 9, 2014, 7:30 p.m.**

PRESENT: Margot R. Fleischman, Chair, William S. Moonan, Caroline Fedele, Michael A. Rosenberg, Mark Siegenthaler, and Town Manager Richard T. Reed

ALSO PRESENT: Ben Thomas, Finance Committee; Leslie and Paul Wittman, 56 Dunster Road; Sandra Hackman, Amy Lloyd, Jeffrey Cohen and Shawn Hanegan, Planning Board; Cathy Silvestrone and Catherine Perry, Planning Department; Glenn Garber, Planning Director; David Enos, Peter Weichman and Terry Gleason, Bedford Bicycle Access Committee; Bob Jacobs, 62 Page Road; Laurie Gleason, 10 Lido Lane; Elizabeth Hacala, Bedford Citizen; Sam Coursey, 41 North Road; Jan van Steenwijk, 212 Old Billerica Road; Patricia Lloyd, 42 Pickman Drive; Michelle Saber, 6 Abbott Lane; Mark and Annemarie Silver, 21 Railroad Avenue; Matt and Anna Collins, 26 Railroad Avenue; Bill Young, 24 Railroad Avenue; Pam Brown, Brown & Brown Law Offices; E.J. and Deb Lloyd, Taylor and Lloyd Inc.; Ralph Hammond, 6 Hemlock Lane; James Shea, 30 Independence Road; Amy Hamilton, Recreation Director; Taissir Alani, Facilities Director; Donna Waghorn, 1 Homestead Circle; Jessica Sylvia, Bedford Minuteman Intern; Alicia Tillman, 30 Pine Hill Road; Adrienne St. John, Department of Public Works; Roy Sorenson, Public Works Director; Trish Domigan, VHB; Alyssa Sandoval, Economic Development Coordinator; Robert Sawyer, 208 Badger Terrace; Brian Dorrington, Bedford TV

Chair Fleischman called the meeting to order at 7:30 p.m.

**14-273 Town of Bedford Comprehensive Plan
Discussion**

Planning Department Director Glenn Garber and Planning Board Chair Shawn Hanegan presented the Selectmen with a summary of action items of the Comprehensive Plan. Mr. Garber indicated that the presentation was very informal and was to be used to gather the Selectmen’s feedback as to what projects they felt were of the most importance. Mr. Garber pointed out that the Comprehensive Plan was broken down into three categories. The first category, Specific Implementation Projects, is concerned with projects that the Planning Board will take a lead role in implementing. These projects had a particular emphasis on Industrial Zoning and the modernization of the plans to meet with new industries and technologies in the Town of Bedford. This would include a discussion of Industrial and Mixed Use permits. Mr. Garber emphasized that these categories could be combined and or restricted as the Selectmen deemed necessary. The next category, Potential Implementation Projects, will have a variety of committees, elected boards and departments taking the lead other than Planning. These projects include an Implementation of the Great Road Master Plan, Advocacy for Pedestrian and Bicycle Infrastructure as well as long range regional transportation. The final and newest category highlighted projects where the Selectmen would have a major role. Mr. Garber stated that the Selectmen would need to deem which projects were feasible and important.

Chair Fleischman pointed out that many of the projects that showed the Planning Board taking a lead role had target dates attached to them such as Fall 2014 or Spring 2015. Ms. Fleischman noted that

there was considerable overlap with some of the projects. Mr. Garber indicated that this was a conscious decision by the Planning Board in order to decide which projects were most important over the next year and a half. Mr. Rosenberg asked if the dates were targeted toward Town Meeting and Mr. Garber indicated that they were.

A discussion ensued regarding the various projects on the Comprehensive Plan. The one project the Selectmen were most interested concerned dealt with the establishment of cottage form of housing. This would potentially provide options to residents of Bedford who are looking to down-size. The goal of this project would be to make this type of housing attractive to builders and maintain the character of the Town of Bedford. Mr. Rosenberg asked if the Planning Board was working with any of the housing initiatives in the Town. Mr. Hanegan indicated that the Board receives many requests for affordable housing from Bedford residents interesting in down-sizing. Mr. Hanegan went on to say that the Town should identify those housing deficiencies and address them accordingly with the implementation of bylaws.

Ms. Fedele asked what part of the Cottage Form Housing plan could happen by the Fall of 2014. Mr. Hanegan indicated that the Coast Guard Housing site could fall under this plan depending on the outcome of the sale. Mr. Hanegan said that the Fall of 2015 would be a more realistic date.

Chair Fleischman asked about traffic mitigation and how the Comprehensive Plan saw that fitting in particularly with regards to the increase in allowed height for industrial and office buildings. Mr. Garber replied that the creation of a Transportation Management Association for any company wishing to add space through height increase would be a way to address that issue.

The discussion turned to the second category in the Comprehensive Plan, which comprise projects on which the Planning Board would not take the lead. Mr. Moonan asked what could be done to make the "Complete Streets" certification through the Mass Department of Transportation a reality. Mr. Garber indicated that the Selectmen would need to take a lead role in this project. Sandra Hackman of the Planning Board stated that becoming Complete Streets certified would involve many different participants. She suggested forming an ad hoc committee with representatives from Public Works, Capital Expenditure Committee and Trails Committee to name a few. Chair Fleischman stated that the Town of Littleton had recently been Complete Streets certified and that might be an area to start. The Selectmen agreed that an ad hoc committee would be beneficial as this is a project that the Town has been interested in for some time. Terry Gleason from the Bicycle Advisory Committee stated that he has received feedback from a member of the State's Bicycle Advisory Committee. Mr. Gleason indicated that they would be willing to help the Town of Bedford with this project and assist in the implementation of this plan.

The final and newest category of projects that would require the Selectmen to take lead role was discussed. Chair Fleischman noted that a number of the projects had Economic Coordinating components. She asked Alyssa Sandoval, the Town's Economic Coordinator, for an update. Ms. Sandoval stated that she was having an outreach meeting with business on Wiggins Avenue as a way of establishing their needs and potential issues. Ms. Sandoval said she would be meeting with the Middlesex 3 Coalition to discuss the possibility of shuttle service to Crosby Drive.

Mr. Moonan noted that a number of the projects listed in this section were already being addressed by the Selectmen. Mr. Moonan asked the Planning Board what they would like from the Selectmen next. Mr. Hanegan indicated that since the Selectmen work on their priority list over the summer, it would be beneficial to revisit these topics at that time.

Amy Lloyd of the Planning Board asked the Selectmen if any of the listed topics rose on their priority list. Chair Fleischman stated that the last Comprehensive Plan was done in 2002 and thus took a decade to implement. Chair Fleischman went on to say that housing and economic coordination were of vital importance but transportation, while equally important, was beyond the scope of the local level. Ms. Fedele indicated that Cottage Form Housing was of particular interest as it offered some quick solutions as well as long range goals. Mr. Moonan stated that going forward it was important to keep the small town feel of Bedford intact as that is of great importance not only to him but to the residents of the Town. Chair Fleischman thanked the Planning Board for their time and extensive work on the Comprehensive Plan.