

BEDFORD PLANNING BOARD
Selectmen's Meeting Room – Town Hall
Regular Session Minutes
August 12, 2014

MEMBERS PRESENT: Shawn Hanegan, Chair; Amy Lloyd, Clerk;
Jeffrey Cohen, Sandra Hackman, and Lisa Mustapich

MEMBERS ABSENT: None

STAFF PRESENT: Glenn Garber, Planning Director; Catherine Perry, Assistant Planner; and
Cathy Silvestrone, Planning A.A.

STAFF ABSENT: None

OTHERS PRESENT: See Attached

Chair Hanegan convened the Planning Board meeting at 7:33 PM

Emergency Evacuation notice read by Amy Lloyd, Clerk

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

ANNOUNCEMENT

Planning Director Garber introduced Patrick Burns, a Westfield State University student, who accepted a volunteer/part time summer intern position in the Planning office. Director Garber reported that Patrick has been an asset to the staff and commented that he has done an amazing job compiling information for the re-write of the town's outdated zoning in the four industrial/office/research and development districts. Patrick gathered data on the uses, site layout, density and dimensional characteristics of every property in these zones and then synthesized all of the information in usable form to help staff analyze how each district differed from the other. He then went on to compare those characteristics in the built environment to the requirements in the zoning bylaw. This work, and other projects Patrick assisted staff with, is critical to Planning when making rational decisions as we prepare major zoning amendments that will be essential economic development tools for Bedford in the 21st century. Mr. Garber shared that Planning staff is grateful to Patrick for his dedication and outstanding work; and that he will certainly be missed.

DEVELOPMENT SESSION

1. 2 Irene Road Cluster Development Special Permit with Definitive Subdivision Plan Public Hearing— (**Public Hearing began at 7:35pm** and a motion was later made to **continue Public Hearing to September 16, 2014**).

Amy Lloyd, Planning Board Clerk, read for the record a **Public Hearing Notice** for 2 Irene Road stating that the Planning Board is considering a Special Permit for a Cluster Development and

Definitive Subdivision for the 7.8 acre parcel. The proposed development consists of (4) four new house lots, with one existing residence remaining, and the developer will preserve approximately 3.1 acres of land dedicated to common open space.

Chair Hanegan reviewed for the record documentation submitted in conjunction with the Public Hearing as follows:

- Letter dated July 25, 2014 from Attorney Brown explaining the proposed development for 2 Irene Road (attached: Form C application for a Definitive Plan; Letter from C. Ray and Marion Bryan, authorizing Attorney Brown and Paul Marcus to act on behalf of the Bryans in connection with permitting before town (Bedford) boards; Special Permit Application dated June 23, 2014 and re-submitted on 7/25/14; Town of Bedford Trail Map of the area; Engineering Drainage Calculations prepared by Gala Simon Associates, Inc. dated July 23, 2014; Irene Road Planset Sheets C1-C8 dated July 27, 2014
- Memo dated August 8, 2014 from Planning Director Garber, sharing information regarding Present Action, Submitted Plans, Project Summary, Road Design, Road Design Issues with the Fire Chief, Stormwater, Greenbelt, and Comments received by other Town Departments.
- Memo dated August 5, 2014 from Adrienne St. John, Public Works Engineer and Kristin Dowdy Civil/Environmental Engineer, offering engineering comments.
- Email dated August 6, 2014 from Heidi Porter, Board of Health Director offering general comments.
- Letter dated July 29, 2014 from Elizabeth Bagdonas, Conservation Administrator, sharing observations on the potential preservation of open space as permanently protected conservation land on site.
- Email *with drawing* dated August 12, 2014 (distributed at the meeting) sharing additional information regarding Fire Truck Turning movement patterns.

Attorney Brown shared the following *past history* regarding the applicant/developer coming before the Board on July 22, 2014 to discuss a preliminary review for a Cluster Development consisting of a 5-lot subdivision. Ms. Brown explained that the preliminary subdivision proposal consisted of one (1) lot for an existing home owned by Marion and C. Ray Bryan, and four (4) new house lots. Attorney Brown further recalled that the consensus of the Board during the preliminary discussion was—the Board favored the proposed project, and deemed that it met the intent of the Cluster Bylaw. She drew attention to the following positive points from the preliminary review : **1)** nearly 40% of the proposed property will be preserved for common open space; **2)** connectivity to the adjacent York Conservation area and the Narrow Gauge Trails was offered by the developer; **3)** consideration was given to environmental sensitivity—the applicant proposed a reduced road width, lessening the amount of impervious pavement (proposed 22' width rather than a standard 24'); and proposed to construct a Y-shaped turnaround instead of creating a full cul-de-sac; **4)** developer agreed to consider moving the house on lot #2 to avoid issues with the 50' wide greenbelt requirement; **5)** developer agreed to work with DPW on stormwater management to ensure low impact development; and **6)** developer agreed to show retention of larger, mature trees and designation of tree cutting limitation lines.

Attorney Brown summarized the *current proposed* cluster development and how it meets the intent of the cluster bylaw to preserve open space and site character. Ms. Brown also expressed a willingness to modify the design of the Y-shaped road terminus to something closer to a T, and further explained that wetland delineation and buffer lines are being finalized with the Conservation Commission.

Comments:

Jeffrey Cohen thanked property owners, C. Ray and Marion Bryan, for offering to give a portion of their land to the town for future trail connections. Mr. Cohen asked if stones excavated on the property will be reused to create stone walls between property lines. Mr. Marcus said that they will reuse stones to enhance wetlands protection and as landscape features. Mr. Cohen also asked who is responsible for the maintenance of the proposed porous pavement sidewalk. Mr. Marcus replied that it's the responsibility of the homeowner's association to keep the sidewalk clean and maintain its pervious characteristics.

Amy Lloyd asked about the future path of the connecting trail through the common open space to connect to the York Conservation area and eventually the Narrow Gauge Trail. Planning Director Glenn said that the precise path has been left open, to allow coordination with the Trails Committee and Conservation Commission.

Attorney Brown voiced that although bituminous curbing is more natural in appearance, DPW would rather have granite curbing because it is more durable.

Lisa Mustapich expressed that she was pleased with the developer proposing a roadway with a "Y" turnaround rather than a cul-de-sac. Ms. Mustapich said, although DPW recommends granite curbing she prefers a narrower road with softer curbing; however, for aesthetic reasons, she would be agreeable to installing granite curbing at the entrance and bituminous curbing along the remaining roadway. Ms. Mustapich also pointed out that bituminous berm has the advantage of allowing fire protection and other large vehicles to roll up onto the curbing, thus avoiding such vehicles bumping into granite curb and having to do extra backup maneuvers. Ms. Mustapich said she hoped the developer would do a minimum of earth moving or mounding to construct the houses.

Sandra Hackman agreed with these thoughts and wondered if there was any flexibility on the part of DPW in terms of allowing bituminous curbing in some portions.

Amy Lloyd said she does not prefer bituminous curb. Staff and Mr. Cohen raised the issue of using sloped/angled granite curb as a compromise.

Sandra Hackman asked if the proposed sidewalk could be extended to wrap around onto Pine Hill Road, but staff explained that this was into the public right of way and would involve going to the Selectmen, and this would be an action outside of the immediate realm of permitting. Ms. Hackman also shared concern regarding sight distance entering/exiting the site.

Attorney Brown, addressing Ms. Hackman's concern regarding sight distance, stated that there is an available report regarding sight distances for this site, and that the report indicates that stopping sight distance is sufficient; however, the sight distance for vehicles exiting Irene Road is substandard. Ms. Brown stated that cutting back vegetation will help.

Director Garber stated that he spoke with Kristin Dowdy, DPW Civil/Environmental Engineer, and Ms. Dowdy confirmed that cutting back vegetation would alleviate concerns regarding sight distance when exiting Irene Rd.

Sandra Hackman asked what the price point is for the proposed houses. Paul Marcus replied: around one million dollars.

Amy Lloyd brought up the sidewalk green strip issue. Chair Hanegan acknowledged DPW's comment in regard to green strips offering some snow storage capacity and pointed out that the green strip would have to traverse a small isolated wetland.

Ms. Lloyd voiced that she favors a redesign of the road terminus and a tree cut-to line. Staff reported that the Fire Chief generally prefers cul-de-sac circles to back-up turnarounds but could accept the latter if it is adequately sized, and prefers a T to a Y shape.

Chair Hanegan expressed that overall he is favorable to the project.

Chair Hanegan suggested that if a waiver is given for street trees, then the developer should specify which trees are to be retained and show these retained trees on the plan. Ms. Brown agreed to this recommendation.

Jeffrey Cohen suggested that the Fire Department could inspect sprinklers (in the last house, on Lot # 4) at the rough-in phase of construction, to avoid a similar situation that happened at Athena Lane. Director Garber commented that it also might be possible to have a sprinkler check point when building plans are submitted to Code Enforcement.

C. Ray Bryan, 55 Pine Hill Road, commented that he is opposed to granite curbing because it's dangerous for the elderly, disabled, and people in wheelchairs.

Tim Moynihan, 49 Pine Hill Road, stated that half of his yard floods during heavy rains and when the town drains its nearby water tank; and therefore questioned the developer if he anticipates drainage to improve after developing Irene Road. Mr. Marcus replied: yes, because runoff would be intercepted with stormwater improvements before it reaches Mr. Moynihan's property.

Mr. Moynihan asked about clear-cutting the site; and then asked the developer if he would consider adding some trees to the back of the existing stonewall. Mr. Marcus said he is trying to preserve as many trees as possible, but would add some hemlocks if needed.

Kris Washington, 55 Wildwood Drive, (referring to the proposed development as well as the abutting Coast Guard property) shared his concern regarding the number of potential housing units and the affect these units could have on Bedford’s school system, which he said was already overcrowded.

Amy Lloyd informed Mr. Washington that the Planning Board cannot place a restriction on this proposed cluster development because it may have potential to bring in school aged children.

Chair Hanegan agreed with Ms. Lloyd and added that the Board’s role this evening is to determine if the proposed project fits the spirit of a cluster development as stated in Section 8 of Bedford Zoning Bylaws. Chair Hanegan added that discussions about the number of school children coming into Bedford via new developments would be addressed by the Planning oard in the form of zoning amendments.

Mr. Washington apologized for mentioning his concerns during this meeting if it isn’t the proper forum to discuss concerns relating to the impact housing development can have on the school system.

Betsy Anderson, 64 Wildwood Drive, asked the developer if he could try to retain as many existing trees as possible. Mr. Marcus said he doesn’t plan on removing any trees in the vicinity of Ms. Anderson’s home.

Planning Director Garber said the developer can set a tree *cut –to-line* and show this information on the plan to ensure the protection of existing trees. Director Garber also noted that Mr. Marcus is sensitive to maintaining as many trees as possible.

MOTION: Amy Lloyd moved to grant waivers of the Subdivision Rules and Regulations to allow construction of a 22’ road width in place of 24’ and to allow a modified road terminus rather than constructing a full circle with a 100’ diameter. The Board also recommended preparing a condition, plus a possible finding, in regard to installing sprinklers in the last dwelling, on Lot # 4. (Lisa Mustapich seconded the motion)

VOTE: 5-0-0.

MOTION: Lisa Mustapich moved to continue the Public Hearing for 2 Irene Road Cluster Development Special Permit with Definitive Subdivision Plan, to September 16, 2014. The motion was seconded.

VOTE: 5-0-0 (Public Hearing ended at 8:38pm)

2. Bedford Market Place—150-168 The Great Road, review of Site Plan Modification

The following is a list of documentation that was submitted for review in conjunction with the site plan modification for the Bedford Market Place:

- Letter dated July 31, 2014 from Marc Gabriel, Engineer of BSC Group, requesting approval for modification of the existing 2008 site plan and summary of changes to the project. (Attached to letter: Site Plan application and check list dated 8/1/14, G.I.S. area map, Hydrogeological Zone Map for Bedford water supply wells, and parking calculation dated 7/22/14)
- Bedford Marketplace Permitting Plan Set dated February 1, 2008, Revised April 17, 2008, May 12, 2008 and July 10, 2014.
- Architectural Elevation sheets: Building A, Building B, Building C, and Great Road view
- Memorandum dated August 8, 2014 from Catherine Perry, Assistant Planner, sharing information on the History and Current Proposal, Zoning Framework and Consultations, and commenting on discussion points including Traffic and parking, Pedestrian circulation, Lighting, Stormwater management and Landscaping, and offering a conclusion.
- Memorandum dated, August 6, 2014, from Adrienne St. John, Public Works Engineer and Kristin Dowdy, Civil/Environmental Engineer, offering DPW comments on the redevelopment of Bedford Marketplace, relating to both the request for a modification to site plan approval and an Amendment to the Conservation Commission's Order of Conditions.
- Email dated August 8, 2014 from Captain Charles Stone, stating that the Fire Department has no concerns with the modifications to the site plan.
- Past site plan recommendation to the Code Enforcement Director, dated May 22, 2008 for Bedford Marketplace, referencing Site plan dated February 1, 2008, and last revised 5/12/08 and architectural plans dated 5/12/08.

Bedford Marketplace proponents that attended the meeting were Marc Gabriel, Civil Engineer, BSC Group, Ross Hamlin, Hamlin Development and Stephen Martorano, P.E., Bohler Engineering (formerly of BSC Group).

Stephen Martorano reported that he was the engineer for BSC Group involved with the Bedford Marketplace 2008 site plan review. Ross Hamlin, the applicant/property owner, requested that Mr. Martorano be present this evening to share an overview of the changes from the 2008 site plan to current. Mr. Martorano outlined the following improvements proposed for the site, and currently proposed changes: **1)** improve vehicular and pedestrian circulation; **2)** provide additional green space; **3)** remove pavement around the perimeter and added more landscaping; **4)** Whole Foods and Marshalls will remain in their respective spaces; however, they are getting new facades; **5) not** constructing a partial second story on building A, as previously proposed in 2008; **6) not** constructing an addition next to Whole Foods, as previously proposed in 2008; **7)** new building B will remain the same as previously proposed, except the edges will be squared off; **8)** building C will endure the most significant change—existing building C will be demolished and rebuilt in the same general area, and will also include an expansion towards The Great Road; and **9)** the internal circulation will remain the same with a gathering place included in the center.

Mr. Martorano also pointed out additional enhancements to the 2008 site plan.

- Traffic—by eliminating some of the retail space that was proposed in 2008, there will be a reduction in the site's overall building square footage, thus reducing the number of

vehicular trips entering/exiting the site and allowing a reduction in the total number of parking spaces from 660 to 604.

- Lighting—the changes in lighting are substantially more efficient than what was proposed in 2008; better technology will be used (LED lighting—low energy & efficient) and although the exterior lighting fixtures will be similar to those approved in 2008, they are proposed as full-cutoff lighting.

Comments:

Sandra Hackman asked if the proposed trees located in the green strip in front of site, along Great Road and in front of the plaza, will be planted within grates to give an urban feel. Sandra Hackman also asked if the covered walkway on the front of Whole Foods would be extended to Marshall's entrance. Ms. Hackman commented that she believes the Board's intent during the 2008 site plan review was to have a covered walkway across the entire building. Mr. Hamlin replied that they plan to meet the requirements of the 2008 site plan approval; however, he doesn't recall this being a specific requirement.

Jeffrey Cohen asked the applicant why he chose to square off the corner of building B, thus eliminating outdoor restaurant seating.

Mr. Hamlin said it was his preference to add 1,700 square feet of development here for financial viability, noting that he is removing the previously proposed large addition to Whole Foods. Mr. Hamlin stated that there will still be some outdoor seating where there are restaurants.

Jeffrey Cohen asked the applicant if the freestanding sign needs to be relocated (from its proposed location) and moved closer to the road to improve visibility for traffic traveling along Great Road now that Building C is being moved forward. Board members noted that the applicant will need to go before the ZBA for sign illumination.

Jeffrey Cohen discussed trail connectivity to/from the site and maintenance expectations for these connections.

Stephen Martorano commented that these informal paths are not true walkways; they were created by people over the years. Mr. Martorano further commented that the two created pathways to the rear edge of the parking lot will remain; however, the developer doesn't want to specifically direct people to them (by constructing them with gravel) for potential liability reasons.

Chair Hanegan shared his concern regarding the reduction in proposed safe walkways within the parking lot areas. Mr. Martorano stated that people usually choose to take the shortest distance to get to their destination, and that consideration was given to this fact when proposing the parking lot interior layout.

Amy Lloyd asked the developer to maintain connectivity from the parking lot to the edge of the site where the people-created walkways are located by designating these areas as "no snow storage". The applicant agreed to this suggestion.

A discussion took place regarding recent tree clearing on the property of the Bedford Marketplace abutting the Blue Ribbon Plaza site. Catherine Perry, Assistant Planner, stated that there was some concern raised by the public regarding the loss of the tree buffer between properties. Ms. Perry pointed out that the work on site to remove a row of trees at the rear of the Blue Ribbon plaza was consistent with the 2008 site plan, but that staff has encourage the applicant to work with the Blue Ribbon plaza owner to provide some smaller scale plantings along the property line.

Property owner, Ross Hamlin stated that he will be installing a fence on his property in that area. Lisa Mustapich suggested planting Liriope in the narrow strip and resident Kathryn Eskadarian suggested including some Zelkova trees.

Kris Washington, 55 Wildwood Drive, also shared his discontent with the removal of existing trees between Bedford Marketplace and Blue Ribbon Plaza and voiced that removing these trees lacked consideration.

Planning Director Garber reiterated that the 2008 Site Plan recommendation of approval unfortunately did not specify that the developer needed to add trees between the shopping center and Blue Ribbon Plaza.

Sandra Hackman inquired about some dead pine trees that remain behind the Sunoco property. It was established that these are off the applicant's site. Ms. Hackman spoke about creating a driveway connection between Blue Ribbon Plaza and Whole Foods parking area, as was shown on the 2008 plan, and asked the applicant if he would consider formalizing a connection. Mr. Hamlin stated that he was not in favor of formalizing a connection and also shared his discontent regarding Blue Ribbon Plaza employees parking their vehicles in the Bedford Marketplace's parking lot while they are at work.

Jeffrey Cohen recommended that the applicant provide a statement/letter indicating the LEED qualifying items that they plan to include in the project even if they are not applying for LEED certification. The applicant agreed to provide a statement.

Sandra Hackman asked the applicant if he had considered including solar panels to reduce energy consumption. Mr. Hamlin said he hadn't, but he would discuss this option with the project engineers.

Amy Lloyd inquired about bike rack locations along buildings B & C and also noted that the inverted "U" shape was preferable to the wavy style. Board members agreed with Ms. Lloyd's recommendation to use inverted "U" shape bicycle racks (accommodating 32 bicycles) and require the developer to submit a revised detailed plan showing bicycle racks position to ensure adequate spacing and clearance.

Sandra Hackman asked the applicant to consider planting another variety of street/shade trees other than ornamental pears. Mr. Martorano agreed to include some larger shade trees.

Sandra Hackman asked if benches will be located in the middle green strip. Marc Gabriel stated that benches will be placed up front (3-sets) and they will be facing each other.

Lisa Mustapich asked what the applicant's recycling plan is for the site. Mr. Hamlin replied that he is providing a central location for trash and recycling and also noted that it's the law for businesses to conduct recycling.

Terry Gleason, Bicycle Advisory Committee Chair, stated that he would like to be part of the process when relating to bicycle issues, and drew attention to the importance of correct installation of racks. Marc Gabriel stated that he would provide revised details for bicycle racks and locations, as recommended by planning staff.

Mr. Gleason drew attention to a further path connection from the site, to the Blue Ribbon Plaza, and asked the developer to eliminate parking spaces that are situated directly in front of all walking paths connecting to the shopping center. Mr. Martorano commented that this can be addressed.

Ms. Lloyd asked the developer if he would plant shade trees in the center island; the developer agreed.

MOTION: Amy Lloyd moved to recommend approval for the modified Bedford Marketplace site plan dated February, 1, 2008 and further revised on April 17, 2008, May 12, 2008 and July 10, 2014 with conditions listed below. (Jeffrey Cohen seconded the motion)

- 1. Applicant needs to provide revised details for the bicycle racks with inverted U-designs in place of the proposed wavy style and provide information regarding the installation and location of the racks ensuring that there is proper spacing and clearance for full use of the racks.*
- 2. Keep the landing areas of the two informal pathways that connect to abutting property, and are located at the far rear of the site, clear of obstruction and snow. (Note: the proposed gravel walking path connecting these two areas no longer needs to be constructed).*
- 3. Provide details of the proposed fence to be installed along the boundary of the shopping center and Blue Ribbon Plaza to the Code Enforcement Director/ Planning staff for review and approval. Fence details need to be shown on the site plan.*
- 4. Submit a revised landscape plan showing details for the central area between buildings B and C and for the area near the main site entrance; provide a broader variety of trees—include more shade trees and less pear trees.*
- 5. Protect during construction (per DPW's recommendation) and retain the existing tree located in the island near the south west corner of building C.*
- 6. Carry over all conditions from the 2008 recommendation that still apply.*

VOTE: 5-0-0

BUSINESS SESSION

1. New Industrial Mixed Use (IMU) Draft Zoning Bylaw Discussion—

Planning Director Garber briefly reviewed the latest changes to the IMU draft and then reported that the new IMU Zoning Bylaw will serve as a strong economic development tool. The current draft reflects comments from past discussions, including creating a 2-tier system for the list of uses and further refining that list. Mr. Garber further reported that Patrick Burns, Planning Intern, was instrumental in researching other towns' uses for comparison. Mr. Garber has coordinated with the Board of Health on bio labs.

Board members articulated that they were pleased with the latest draft. Ms. Hackman said she was particularly pleased with the specific list of uses. Jeffrey Cohen asked how Hotel use will be addressed. Planning Director Garber said Chris Laskey, Code Enforcement Director is working with the Town Manager on a more restrictive definition of hotels and that this is not directly related to IMU zoning.

2. Railroad Avenue Bike Path – Discussion re: Letter to Selectmen—

Jeffrey Cohen drafted a letter on behalf of the Planning Board to the Selectmen expressing the Board's thoughts on the proposed Minuteman Bikeway Extension and related Railroad Avenue improvement. Chair Hanegan thanked Mr. Cohen for drafting the letter and then shared what he learned at the Selectmen's August 4 meeting. Mr. Hanegan reported that there were approximately 40 people who attended the bikeway discussion and that the main concern was safety; and that people were specifically against the proposed crosswalk at the curve of Railroad Avenue. Mr. Hanegan said that there appeared to be no general consensus on which of the four (4) VHB proposed options was favored, and that a new option was presented which called for no bike lane, but incorporate sharrows instead through the residential portion of Railroad Avenue. Mr. Hanegan mentioned that some people called for a completely different route (someone suggested to have the bikeway bypass Depot Square and go through the Hartwell Forest and Hartwell Road. Lastly, Mr. Hanegan reported that concerns regarding property valuation and liability issues for the town and property owners if the bikeway abuts the front yards and driveways of residents were voiced during the discussion.

Chair Hanegan stated that he is looking for the Board to take a more specific position on the given designs and include that information in the letter to the Selectmen.

Jeffrey Cohen recommended waiting until the new or revised options are available to review before making a stand.

Terry Gleason, Bicycle Committee Chair commented that the Bicycle Committee would prefer that VHB re-examine the proposed options and go back to the drawing board, with more emphasis on the bikeway. Mr. Gleason mentioned that Luciano Rabito, Mass DOT Complete Streets Engineer has spoken with Carl Larson, Advocate at Bicycle Transportation Alliance, in Portland, Oregon regarding the south side connections; and that Mr. Rabito would be willing to consult with Trish Donigian of VHB to look at other options.

Chair Hanegan agrees with Mr. Gleason and others that VHB needs to go back to the drawing board.

Sandra Hackman commented that although the drafted letter shared important information, she would like the letter to have a specific point.

Amy Lloyd expressed that there were too many flaws in VHB's report and that they didn't give enough consideration to the bike path when offering design options for the area. Ms. Lloyd also suggested that VHB consult with Mr. Rabito and Carl Larson to receive input.

Catherine Perry commented that the normal approach under the DOT's Project Development and Design Guide is to fully examine and define the problem to be solved before producing designs, and therefore it seems odd to declare a rule that there has to be a sidewalk on both sides of the road at the outset.

Mr. Cohen raised concerns regarding homeowners potentially losing part of their driveways depending on what option is chosen, and then asked how they can be helped if they need to modify their yards.

Board members agreed to hold off sending the letter to the Selectmen until other options are explored and more information is learned.

DEVELOPMENT UPDATE/Staff report: (brief verbal updates)

- 1) Coast Guard Housing RFP—Planning Director Garber reported that Planning staff began its' work to collect data on cottage style housing and he also provided some density and configuration examples.

Amy Lloyd commented that the current proposals appear to be cramming too many cottage style housing units in a small area and voiced that this may be too much.

Lisa Mustapich announced that the Affordable Housing committee plans to share an update on Coast Guard Housing at its next scheduled meeting.

Kris Washington, 55 Wildwood Drive, (referring to past charettes related to Coast Guard Housing) asked if there are plans to move forward with one of the proposed options.

Chair Hanegan explained to Mr. Washington that the Board's intention this evening was to provide a *brief* update regarding the proposed project, and noted that the Board does not have control over the sale of the land.

- 2) Bikeway Café—a developer who previously spoke with Planning staff and discussed the potential to build a Café next to the Bikeway Source on Railroad Avenue recently inquired about how to move forward with a formal application. Planning Staff reviewed the application process with the developer.

- 3) 57 & 75 Hartwell Road and 16 Beacon Street preliminary Subdivision Cluster review update—as a result of the Board’s July 22, 2014 preliminary review of this proposed project, the applicant needs to address setback requirements and other issues; to date no new plans have been submitted.
- 4) Instrumentation Laboratories, 180 Hartwell Road—a potential applicant approached Planning staff and inquired about the process to replace two old distribution buildings and create up-to-date buildings. This is a potential upcoming site plan review.
- 5) Greenbelt Zoning Bylaw Amendment—Planning staff is in the process of drafting revisions to the current greenbelt provisions in time for Special Fall Town meeting. These provisions are mainly in sections 6.2.12, 8.2.8 and 9.2.5. The revisions would address the issue of a “one size fits all” requirement for buffers regardless of characteristics of the zoning district, lot size, physical features of the site, or the nature and proximity of the abutting land.

BUSINESS SESSION (Continued)

- Minutes—July 22, 2014: postpone review until next scheduled meeting
- Other—Special Fall Town Meeting (November 6, 2014) Schedule: provided Board members with upcoming deadlines related to Fall Town Meeting.

ADJOURNMENT

MOTION: Sandra Hackman moved to adjourn the meeting. (Lisa Mustapich seconded the motion)

VOTE: 5-0-0

TIME: 11:00 PM