

## Planning Board

Jeffrey Cohen, *Chair*  
Shawn Hanegan, *Clerk*   Sandra Hackman  
Amy Lloyd   Lisa Mustapich  
Glenn Garber, *Planning Director*  
Catherine Perry, *Assistant Planner*

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## BEDFORD PLANNING BOARD MINUTES

Regular Session and Joint Discussion with the CP Advisory Ad Hoc Committee  
Town Hall-Selectmen's Meeting Room  
August 27, 2013

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

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

**STAFF ABSENT:** None

**OTHERS PRESENT:** See Attached

***Emergency Evacuation Notice:*** read by Shawn Hanegan, Clerk

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

### **BUSINESS SESSION:**

Staff Report/Verbal Updates by Catherine Perry, Assistant Planner

**1) Bedford Veterans Administration (VA) Hospital Housing Proposal**—Ms. Perry reported that Planning Director Garber and she attended a meeting led by Rick Reed, Town Manager, on Thursday, August 22 to discuss a 55+ housing proposal to be constructed on the property of the Veterans Administration Hospital. The proposed project will consist of 70 units (mostly one-bedroom) to accommodate Veterans that would otherwise be homeless. Peabody Properties, the developer representing the VA, plans to operate under an Enhanced Use Lease and will be subject to pay property tax on the value of the buildings, undergo building inspection, negotiate emergency services, and be obligated to consult the town. Local permitting is a gray area; however, Peabody Properties has agreed to a site plan review and to go before Conservation Commission. Ms. Perry further reported that the developer plans to come forward for site plan review soon; and that they will be asking town staff about parking, fire vehicle access, and stormwater. The developer also said that they will be seeking Leadership in Energy and Environmental Design (LEED) silver certification on this project.

Shawn Hanegan inquired about traffic mitigation; and in particular was concerned with the 4-way stop at the intersection of Pine Hill, Springs and Page Roads.

Planning Director Garber informed the Board that the proposed project will probably have low car ownership; and therefore should have minimal impact on existing traffic. Ms. Perry mentioned that the future residents of this proposed housing may take other forms of transportation such as, the Bedford Local Transit (BLT) and MBTA bus.

A brief discussion took place regarding the potential to create a pedestrian walkway to the south of the proposed housing. Mr. Garber commented that the creation of this walkway is something the VA representatives would consider.

**2) 29A Chelmsford Road Subdivision Update**—The continuation public hearing for 29A Chelmsford Road public hearing is currently scheduled for September 10. Residents who attended the opening of the public hearing on July 9 and left email addresses were notified. Since this July 9 public hearing the developer has been working on a redesign for the stormwater system. To date, Planning staff has not received updated plans; and therefore there is a possibility that the continued public hearing for this subdivision could possibly extend beyond September 10.

**3) 13 Donovan Drive—(Hayden Highlands)**—The present issue is that a home located at 13 Donovan Drive in the Hayden Highlands subdivision is in the process of being sold; and therefore the Attorney of the purchaser of this lot has raised a question regarding whether the covenant of the Hayden Highland Subdivision was ever released. Planning staff reviewed past records and found evidence that house lots in the subdivision were released; and that the development's covenant was in effect released when a court settlement between the developer and the town took place giving the town the charge to complete all outstanding work in the subdivision. Planning staff will provide the Attorney representing the purchaser relevant documentation in effort to satisfy the question raised.

**4) 100 Crosby Drive (formerly 40 Crosby Drive)**—Divco West, owner of the property, would like to submit an Approval Not Required (ANR) Plan to divide its property into three lots, but has no current plans to further develop the site. Planning Staff plans to meet Thursday morning with Divco West representatives to further discuss.

**5) Lavender Lane**—(350A—Kelly property); A recent inquiry to potentially create an additional house lot on property across the railroad bed at the end of Lavender Lane was brought to the attention of Planning Staff. At this point, the proposed property is not valued as a buildable lot; however a formal application and more details are anticipated to be submitted by Attorney Brown in the near future.

**6) Hartwell Farms**—Rick Reed, Town Manager, asked Planning staff for an update on the progress towards a bond release for Hartwell Farms development. Ms. Perry reported that she contacted Adrienne St. John, Public Works Engineer, and Ms. St. John agreed to provide Planning with a progress memo outlining completed and outstanding work items.

**COMPREHENSIVE PLAN SESSION: (with AD Hoc Advisory Committee)**

Planning Director Garber thanked members of the CP Ad Hoc Advisory Committee for attending this evenings' meeting and reported that before Special Fall Town Meeting on November 4, 2013 a substantial plan consisting of the compilation of six elements will be ready for public view. Director Garber also reported that a Planning Board or Staff member will present a ten minute overview of the drafted Comprehensive Plan at Special Fall Town Meeting.

Chair Cohen asked if the public would be given time to respond to the draft CP prior to Special Fall Town Meeting.

Director Garber stated that prior to Special Fall Town meeting Planning staff will publicize on Planning's website and Facebook page a copy of the draft CP Plan, and also provide a link on the Town's website (front page) and the Town's Facebook page giving residents opportunity to view it and respond if necessary.

Chair Cohen asked if there are plans to host another public workshop regarding the outcome of the draft Comprehensive Plan.

Director Garber commented that Planning staff has been extremely busy with the workload of the Comprehensive Plan and with an increase of development reviews and regulatory item demands; however, if possible, staff will try to fit in a follow-up public CP workshop.

Catherine Perry, Assistant Planner, commented that the follow-up public workshop focus could be how the chapters of the Comprehensive Plan came together and implementation.

**CP Discussion on second round review of new drafts--**

Planning staff provided the Board and CP Ad Hoc Advisory Committee members with handouts in preparation of this evening's discussion regarding a second round review of new drafts of the following:

- Economic Development Element
- Economic Development Actions
- Land Use Element
- Land Use Actions

The following are some highlights from the discussion regarding the second round review of these new drafts:

**ECONOMIC AND LAND USE ACTION PLANS—**

Overall participants favored the Economic and Land Use Action Plans. Only a few minor edits were suggested in both plans and in the Land Use Action Plan a suggestion was made to include Land Use action items #12 and #13 in the Service chapters.

### **ECONOMIC DEVELOPMENT ELEMENT—**

Participants shared some minor edits that staff agreed to include. The following is a list of items that were discussed and suggested to be included;

- In the Summary of Issues and Opportunities; it was observed that there is opportunity to wordsmith and include some positive language in the summary.
- Under Goals; include reviewing commercial signage standards for businesses. It was suggested that this could be inserted in a later section.
- Explore the option to establish a connection between DeAngelo Drive and Wiggins Avenue.
- Explore more transportation options (busing and shuttle services) for the Wiggins Avenue area.
- Include information regarding Healthy Bedford/Board of Health seeking a CHNA 15 Healthy Communities Implementation Grant with a focus on Transportation needs.

### **LAND USE ELEMENT—**

Participants shared some minor edits that staff agreed to include. The following is a list of factual items that were discussed and suggested to be included;

- Land Use Vision Map (needs clarification)
- More public areas are needed (parks/playgrounds/recreation) especially in the Middlesex Turnpike area.
- Under Strategies; include information on Board of Health's current discussion regarding animal regulations because of interest in backyard farming.

### **GLOSSARY—**

The Glossary was very well received by all and needed only one minor edit; however, there was some discussion/debate regarding **where** the Glossary should be found within the CP. Most participants believed it should be placed at the beginning of the plan while others thought more towards the end.

### **UPCOMING MEETING DATES:**

Board members discussed scheduled and agreed to the following as upcoming meeting dates; September 10, September 24, October 8, October 22, November 4, November 19, December 3 and December 17.

### **MINUTES:**

Regular Session and joint Comprehensive Plan discussion with the Ad Hoc Advisory Committee Minutes, dated July 30, 2013

*MOTION: Sandra Hackman moved to approve the Regular Session and joint Comprehensive Plan discussion with the Ad Hoc Advisory Committee Minutes, dated July 30, 2013 with minor edits. (Lisa Mustapich seconded the motion)*

*VOTE: 5-0-0*

**OTHER:**

Hanscom Area Towns (HATs) Committee June 27, 2012 Draft Minutes—Lisa Mustapich, Planning Board Liaison to HATs Committee, provided Board members a copy of these minutes for their information only; and therefore no action was necessary.

**ADJOURNMENT:**

*MOTION: Lisa Mustapich moved to adjourn the meeting. (Shawn Hanegan seconded the motion)*

*VOTE: 5-0-0*

*TIME: 9:55PM*