

BEDFORD PLANNING BOARD
Town Hall—Selectmen’s Meeting Room
Minutes
December 15, 2015

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

MEMBERS ABSENT: None

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

STAFF ABSENT: None

OTHERS PRESENT: Robert Scarano, (Attorney); David Powell, (Finance Committee); Caroline Fedele, (Selectmen Liaison).

Amy Lloyd, Chair convened the Planning Board meeting at 7:30 PM

Emergency Evacuation notice - read by Sandra Hackman, Clerk

Sandra Hackman, Clerk informed the public that the best way to stay informed of town board & committee meetings, agendas, and minutes is by subscribing to E-Info. on the town’s website.

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

OLD BUSINESS:

1. 150A-162 South Road PRD

Applicant Attorney Scarano provided amended subdivision plans dated December 15, 2015 for Planning Board endorsement in conjunction with recent approval for a Special Permit Planned Resident development and Definitive Subdivision. Planning Director Garber informed the Board that he has reviewed the amended subdivision plans and found them to be acceptable for endorsement. Board members signed the subdivision plans as submitted.

2. Business Zoning Project Discussion

The prospect of moving forward with a large funding request to Annual Town Meeting/16 in excess of \$100,000 was discussed, for the purpose of hiring consultants for conducting a detailed analysis and reconsideration of all business zoning along Great Road, engaging in public process, and then drafting new zoning for the entire corridor, and bringing it to town meeting as a warrant article. The Board agreed unanimously to expand the previously discussed area to the North Road commercial area. Jeffery Cohen described his appearance before FinCom with Chair Amy Lloyd and the generally favorable response. In response to questions from Sandra Hackman, Mr. Garber differentiated between the critique of existing zoning and the proposing of

future zoning amendments. Shawn Hanegan, Sandra Hackman & others emphasized the need for the project to have strong connections to the Comprehensive Plan and Great Road Master Plan. The case was made for delaying the town meeting request until the next town meeting, to allow time for public education and outreach to stakeholders and to avoid competition with other current requests for large sums of consulting money, which the present time frame would not allow. Lisa Mustapich pointed out that this was a very large monetary request that needed wide consensus, particularly in light of the pending ZBA amendment that would simply increase the Limited Business allowable sales area. The vast differences between the ZBA amendment and the comprehensive approach being proposed by the Planning Board were discussed. It was agreed that the Scope would be revised, possibly with some task timelines. Jeffrey Cohen commented on the need, in his opinion, to respond to comments at Fall Town Meeting for a comprehensive study at this time; not to lose momentum while issue is fresh in people's minds.

3. Draft Industrial Zoning Discussion

The staff and Board discussed at length the comprehensive draft set of amendments to the Industrial zoning, which consists of at least 63 individual items. This sweeping set of changes, along with last year's Industrial Mixed Use article, constitutes the initial priority implementation measures from the 2014 Comprehensive Plan. These amendments range from the most minor clerical corrections, to more substantive measures such as: rezoning of certain areas from one district to another; updates to land uses and permitting status; density and height adjustments in logical locations, based on planning studies; and changing dimensional requirements in certain instances where the old metric is illogical and far removed from what is built on the ground.

The Board and staff discussed ways in which the large package of amendments might be broken out into two to three separate articles. It was agreed that the most important items needed to stay together because they interact, but technical corrections and the less interrelated dimensional adjustments might best be combined into a separate article. The members also agreed that the rezonings from Industrial A and General Business to Industrial B should not be incorporated into the text but should be addressed in their entirety as a separate map amendment. The preceding divisions thus represent three zoning articles.

Other points made by Board members and staff included the following:

Eliminate the word "Park" from Industrial Park A. Defer any amendments to Indoor Amusement in Sec. 4.5.6. to the ZBA's pending amendment, omitting the proposed language in regard to theaters and bowling alleys in Limited Business, with the possible exception of incorporating the new uses such as play centers into a new definition. Rework the new Restaurant definition to reconsider having any minimum acres and seating, or at least make it clearer that a restaurant can meet minimum acreage if its location in a retail or mixed use center meets the land area requirement. Questions were raised in regard to the IT and Life Sciences definition, Health Care in business districts, changing "small cars" to "fuel efficient vehicles," certain minor typos, numbering errors and various other edits. It was agreed that a new draft would be prepared for the next meeting.

NEW BUSINESS:

1. FY17 Planning Board Budget—Planning Director Garber provided the Board with a projected budget for FY17 and explained that the base salaries figure provided by FINCOM (Finance Committee) and shown on the spreadsheet doesn't include FY 16 merit increases. He also pointed out that the projected expenses for FY17 includes a *new* cost of \$2,900 to hire outside assistance with taking minutes during some of the Planning Board meetings (approximately 12-13 meeting per year). Chair Lloyd and other Board members agreed to move forward with the request to seek outside assistance for taking minutes. Director Garber informed the Board that Planning meets with FINCOM on January 14 to discuss/finalize FY17 budget.

2. Complete Streets Funding—Sandra Hackman reported that overall Bedford is in good shape in preparing to qualify for funding; and that the town has a policy in the works. Ms. Hackman further reported that the Selectmen are considering entering a Community Compact agreement with the State.

3. Shawsheen River Floodplain District Amendment—Catherine Perry, Assistant Planner reported that back in September the Selectmen notified residents of FEMA's proposed revised changes to the Shawsheen floodplain. Ms. Perry said she checked up on the status of the proposed changes and they appear to be on track for FEMA adoption in July 2016. Ms. Perry further reported that these changes need to be approved as a zoning amendment, which requires a public hearing in advance of bringing the matter to Annual Town Meeting in March. The final changes are anticipated to be confirmed by FEMA the first week in January. Ms. Perry said she has been working closely with a DCR representative regarding Bedford's timeline, and hopes that the zoning amendment will only involve referencing the new FIRM maps and study, but is waiting for confirmation. Most likely a February public hearing will be set once all details are confirmed.

REPORTS/DEVELOPMENT UPDATE: (verbal reports; non-deliberative)

- Questions/Comments on development update chart--
No questions/comments were provided.

- Other: Director Garber reported that Planning will need to hold the following upcoming Public Hearings in preparation of Annual Town Meeting : 1) Industrial Zoning Amendments; 2) ZBA's proposed amendment to the Limited Business District; 3) Shawsheen River Floodplain District Amendment and 4) possible amendment to residential height measurement language. Given the number of Articles Planning is preparing for ATM, the Board agreed to defer work on a Comprehensive Plan implementation report.

- Planning Board Liaison to Boards & Committees (verbal updates)—

Jeffrey Cohen reported the following:

--At a recent Historic District Commission (HDC) meeting a Verizon representative discussed replacing equipment owned by Verizon that is currently located in the bell tower of the church

on the town common and proposed to install an outside generator. HDC was not in favor of the proposed plan and suggested that Verizon return with a better proposal placing the generator underground in a vault.

--The Selectmen recently discussed options presented in a study to alleviate the Fire Station's space needs. Some of the options offered: 1) construct an addition to the existing fire station; 2) build a new fire station on existing site; 3) build a new fire station on a different site—town would need to acquire at minimum a 2 acre parcel to construct.

--The School Committee is diligently working on solutions for its current space needs due to an increase in student enrollment. They are seeking funding consideration at ATM for temporary modules or possible new construction of an addition at Lane School. Within time the School Committee plans to review the needs of other schools, but for now, Lane School is their priority.

--Zoning Board of Appeals recently considered its first case (a house located on the corner of Davis and Mae Rd.) using the new rule/protocol for teardowns/additions on under-sized (non-conforming) lots. ZBA focused on proposed "height" as the reason for requesting the applicant to redesign the structure and lower the roof.

Catherine Perry reported that Planning and other pertinent town staff members plan to meet Friday, December 18 with representatives of Crosby Corporate Center to discuss zoning with a view to potential site renewal and hotel construction under Industrial Mixed Use.

Director Garber reported that Ken Gordon, Mass. State Rep. will be joining a public information session with Mass DOT Representatives concerning potential plans to revise the exit and entrance ramps that connect Rt. 3 to I-95 Rt.128, in Burlington Town Hall on Monday, December 21 at 7:00PM.

ADJOURNMENT:

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

VOTE: 5-0-0

TIME: 9:43 PM