

BEDFORD PLANNING BOARD
Brief Meeting before Annual Town Meeting
Bedford High School Library
April 1, 2013

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

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

Shawn Hanegan, Clerk—read the Emergency Evacuation Announcement

Chair Cohen convened the meeting at 6:00PM

DEVELOPMENT SESSION:

1. Victoria Road Subdivision/Certificate of Action—Catherine Perry, Assistant Planner, drafted a Certification of Action for Victoria Road Definitive Subdivision dated, April 1, 2013, confirming Planning Board approval (with conditions), at its March 19, 2013 meeting, for review and endorsement.

MOTION: Lisa Mustapich moved that the Board endorse Victoria Road Subdivision Certificate of Action dated, April 1, 2013, as drafted by Catherine Perry, Assistant Planner. (Shawn Hanegan seconded the motion)

VOTE: 4-0-1 (Amy Lloyd abstained)

2. 8 Oak Park/Logix Health Site Plan Review—Chair Cohen reviewed the following documentation that was submitted in conjunction with Logix Health Site Plan review:

- Letter dated February 12, 2013 from Eugene T. Sullivan, Inc. (Consulting Engineers) with site plan application and other related documents attached.
- Three drawings: C.1—Existing Conditions Plan, Site Layout and Drainage Plan, and Retaining Wall detail.
- Memo dated March 29, 2013 from Catherine Perry, Assistant Planner, sharing comments in regards to (applicant- Northwest Enterprises) site plan review application for a parking expansion at Logix Health/8 Oak Park
- Memo dated March 20, 2013 from Adrienne St. John, Public Works Engineer and Kristin Dowdy, Civil/Environmental Engineer, offering DPW comments on the site plan and stormwater management report for the proposed parking lot expansion at 8 Oak Park Drive.

- Email dated March 1, 2013, from Catherine Perry, Assistant Planner, to Eugene Sullivan, asking if Mr. Sullivan if he considered adding a structured parking deck over the existing rear parking area as an alternative solution given the potential impacts from the major construction work it would take to expand the parking area.
- Email dated March 5, 2013, reply to Ms. Perry's March 1 email; sharing different alternatives that were explored, but the cost was significantly higher.
- Email dated March 5, 2013, from Ms. Perry commenting that the Conservation Administrator requested that the wetland buffer zones be shown on a plan in order to help determine if a Conservation Review is needed.
- Email dated March 14, 2013 from Eugene Sullivan commenting that he reviewed the DEP wetlands line and the FEMA Flood zones maps and believes the proposed parking expansion doesn't fall under Conservation Commission review.
- Email dated March 15, 2013 reply email from Catherine Perry to Eugene Sullivan stating that the Conservation Administrator advised Ms. Perry that the Conservation Commission has the jurisdiction under the bylaws for work within the 100ft. of the 1% annual chance flood.
- Letter dated March 28, 2013 from Conservation Commission sharing concerns that the proposed project will impact the preservation of open space, natural resources and scenic landscapes. The Conservation Commission asked the developer to consider possible alternatives and conditions to prevent any possible devaluation of this natural area.
- Email dated March 1, 2013 from David Grunes, Fire Chief stating that the Fire Department is comfortable with the proposal for 8 Oak Park.
- Email dated February 27, 2013 from Marc Saucier, Traffic Officer, stating that the Police Department doesn't see any issues with the proposed parking expansion.
- Email dated March 4, 2013 from Heidi Porter, Board of Health Director, stating that the Board of Health has no comments or concerns with the proposed parking expansion.

Board members voiced similar concerns to those Catherine Perry, Assistant Planner and Elizabeth Bagdonas, Conservation Administrator had shared regarding various impacts to natural resources, such as the loss of trees and vegetation from clearing mature woodland on steep slopes, creating a 31 ft. high retaining wall, (thought to be aesthetically displeasing for those who walk the trails behind the site) and the potential for erosion and sedimentation as a result of major construction for the proposed parking expansion.

Board members questioned the need for additional parking on site. Amy Lloyd commented that she when she visited the site, she noticed several parking spaces were empty; and then asked if this is the norm.

Eugene Sullivan, Consulting Engineer, briefly reviewed the proposed project. Mr. Sullivan explained that many locations to construct additional parking was considered; however the most cost effect solution was to construct a new parking lot within the front yard of the building facing Oak Park Drive, but the owner of the property preferred the parking expansion to the rear of the building (which is more costly) because the front of the site is beautifully landscaped and the owner doesn't want the appearance of the site disturbed. Mr. Sullivan pointed out that the Zoning Board of Appeals has already granted the developer, Northwest Enterprises, LLC a special permit to increase the number of parking spaces; however, site plan approval is needed to determine if the location and design of the proposed additional parking on this site is appropriate.

Mr. Sullivan agreed that the parking situation on site is not ideal; and that it needs some work. Mr. Sullivan shared that the amount of parking needed on site varies; and that it totally depends on the current situation.

Board members suggested different parking areas that they thought would better serve the site; however, Mr. Sullivan pointed out that one location suggested has a drainage easement issue and the other area is further away from the building than it appears.

Mr. Sullivan informed the Board that he is scheduled to meet with Conservation Commission next week to discuss different options to preserve the natural resources on and near the site and to discuss any Conservation concerns in relation to stormwater management. Mr. Sullivan shared that the current proposal includes drainage improvements; and that there will not be an increase in peak run-off or an increase in run-off volume as a result of the proposed parking expansion. Mr. Sullivan also commented that they are working on the patio area, upgrading the existing lighting, and adding benches and tables.

Sandra Hackman asked if Logix Health gives employees the flexibility to work from home; and if so, could the number of proposed parking spaces be reduced.

Mr. Sullivan affirmed that Logix Health legitimately needs this additional parking.

The Board briefly discussed (in general) the amount of traffic that's produced in that area; and then suggested different transit systems in the area that the developer could consider for its employees to help mitigate traffic in the area.

Sandra Hackman said that Mitre has a robust effort to provide transportation options to its employees and asked Mr. Sullivan to find out if it were possible to join Mitre's efforts.

Shawn Hanegan mentioned he had concerns regarding the upper left /southwest corner of the site, and then asked if a staircase could be constructed. Mr. Sullivan said a staircase will be constructed in that area.

Amy Lloyd asked that the developer incorporate full cut off lighting, replace the timber wall, and commit to cleaning up the parking lot because she had observed that the edge of the parking lot appeared trashy. Mr. Sullivan agreed to clean up the parking lot area and replace timber wall.

Lisa Mustapich recommended incorporating liriopie (monkey grass) near walkable areas.

Mr. Sullivan agreed to install a 4ft. steel safety fence and vehicle rail at the Board's request.

Ms. Mustapich mentioned incorporating a dense hedge.

A Board member asked the developer to include ample bicycle parking.

Sandra Hackman suggested that the developer contact MassRides in efforts to reduce traffic impacts in the area.

Eugene Sullivan said he would further explore options discussed and target been prepared for the April 16th agenda.

BUSINESS SESSION:

1. Annual Town Meeting/discussion on presented articles—Board members agreed that it wasn't necessary to further discuss the Board's position on Annual Town Meeting Articles.
2. Minutes—Blake Block February 5, 2013 Executive Session Minutes/--the Board reviewed these minutes and also shared past information from previous meetings/hearings involving the Blake Block with new Board member, Amy Lloyd.

MOTION: Lisa Mustapich move to approve the February 5, 2013 Executive Session Minutes for the Blake Block with a minor amendment. (Sandra Hackman seconded the motion).

VOTE: 4-0-1 (Amy Lloyd was not present during this Executive Session; and therefore abstained from voting)

3. Staff Report/Scheduling—Planning Director Garber reported the following:

- Bedford Business Park/8-24 Crosby Drive—special permit for a two-phase redevelopment of existing office park under Industrial Mixed Use. Phase I tentatively scheduled for May 1.
- Blake Block developer will return to the Board in the near future for an amendment to the existing special permit to resolve pending issues.
- 93 Hartwell Road Definitive Subdivision—application for a 2-lot subdivision will be submitted in the immediate future.
- 201 Burlington Road—there is a potential for an upcoming application for a commercial mixed use development at this site.
- Pinot property (located off Green Street) –long dormant PRD (Planned Residential Development) to construct 3 houses on Green Street (off North Rd.) plans to return in the near future.
- 100 Plank Street—hearing scheduled for April 16 to discuss an Industrial Mixed Use special permit amendment to allow 46 units, plus 4,000 SF office space in the previously permitted office building #7 (Criterion/former Village at Taylor Pond)
- May 14, May 21, June 4 and June 18 were presented to the Board as tentative future meeting dates—Board members stated that they would be available to meet on these dates.
- Potential development of a café/ice-cream shop in the Depot Area Mixed Use Overlay District,

ADJOURNMENT:

MOTION: Lisa Mustapich move to adjourn the meeting and proceed to Annual Town Meeting. (Shawn Hanegan seconded the motion)

VOTE: 5-0-0

TIME: 7:25PM