

**BEDFORD PLANNING BOARD**

Selectmen's Meeting Room

Town Hall

**Minutes**

**February 11, 2020**

**MEMBERS PRESENT:** Mark Siegenthaler, Shawn Hanegan, Amy Lloyd and Jeff Cohen

**MEMBERS ABSENT:** Jacinda Barbehenn

**STAFF PRESENT:** Tony Fields, Planning Director; Catherine Perry, Assistant Planner

**OTHERS PRESENT:** Emily Mitchell (Select Board); Ed Pierce (Select Board) Steven Hagan; Rich Daugherty; Patrick Bogle; Tassir Alani (Facilities); Stuart Moncrieff (Howard, Stein Hudson); Jeff Shaw (Context Architects).

Member Cohen called the meeting to order at 7:30pm.

Evacuation Notice read by Member Hanegan

**BUSINESS SESSION**

**Accessory Dwelling Units (ADUs)** – vote on recommendation of zoning bylaw amendments at Town Meeting, discussion of report/presentation, and outreach.

Member Cohen begins discussion of Accessory Dwelling Units (ADUs), Article 22 of Town Meeting Warrant. Need to take a vote on whether to recommend the approval of this Article at Town Meeting.

Motion that the Board recommend approval of Article 22, Accessory Dwelling Units by Member Hanegan.

Second by Member Lloyd

Vote: 4-0-0

Motion carries

Member Lloyd asks if there will be a request made to add a line for Planning Board Recommendation in the Warrant document, for this Article.

Planning Director Fields and Assistant Planner Perry confirm.

Assistant Planner Perry draws attention to draft letter she has prepared for potential submission to the Bedford Citizen and Bedford Minuteman.

Member Lloyd provides suggested edits to the letter.

Member Cohen states that Chair Barbehenn had submitted comments on the letter.

Members decide to incorporate suggested changes and wait to next meeting to formally approve text of the letter before submission.

Member Siegenthaler states that the Select Board voted last night to support the ADU Article. The vote was unanimous. Also notes that latest Warrant includes the Finance Committee's recommendation in favor.

Member Cohen begins discussion of who will be presenting the article at Town Meeting.

Member Lloyd states she is willing to do it but will accede to other members that would prefer to do it.

Members agree to have Member Lloyd present. Also discuss Member Lloyd's presentation to the Finance Committee which led to that Committee's approval.

Member Lloyd states that the Committee's reaction to the changes was positive in general. Two members that previously had reservations with respect to traffic and school children, continue to have those reservations.

Member Hanegan states that at Finance Committee and at Cable TV there appeared to be an underlying issue as to whether there should be a maximum number of ADUs per year allowed. Member Siegenthaler states that the Site Plan Review process should provide sufficient comfort level and an opportunity for the Board to see how neighbors respond and how the bylaw works out.

Member Cohen discusses the potential involvement of the Zoning Board of Appeals as well in some cases.

Planning Director Fields also notes that there probably would not be a way to add a numeric limit on how many detached ADUs can be built. A quota/ temporary moratorium normally has to be supported by the existence of a clear infrastructure constraint.

Member Hannagan also notes that we can always revisit the bylaw should it appear necessary to make further changes later.

**Other Town Meeting Articles** – discussion of Board position on any articles of interest to Planning

Member Cohen notes that there are several Articles to be considered, as suggested in Director Fields' memo.

Members Hanegan, Lloyd and Siegenthaler discuss what if anything to do in relation to the Community Preservation Committee Budget articles. Member Hanegan recalls prior Town Meetings where Board has supported the CPC levy in general or taken a position on items of particular relevance to planning. Member Lloyd states that other than Hartwell Town Forest Boardwalk, which pertains to the walkability of the town, she doesn't want to touch any of the other CPC issues. Member Hanegan agrees.

Member Siegenthaler states that Board does not need to take a position on the CPC Warrant Article if we are not in agreement.

Member Cohen suggests that the Board can decide this issue at the short meeting before Town Meeting. Members agree.

Members agree to decide at meeting before Town Meeting.

Members agree to do the same for Capital Budget items including Police and Fire Stations.

## **MINUTES**

### **11-12-19**

Member Lloyd suggests two edits to bottom of page 8.

Motion to approve Minutes of November 12, 2019 as amended, by Member Siegenthaler.

Second by Member Hanegan.

Vote: 4-0-0

Motion carries.

### **12-10-19**

Member Hanegan notes edit on page 6.

Motion to approve Minutes of December 10, 2019 as amended, by Member Siegenthaler.

Second by Member Lloyd.

Vote: 4-0-0

Motion carries.

## **REPORTS/DEVELOPMENT UPDATE**

Member Siegenthaler asks about the status of the Conservation Restriction for Page Place.

Planning Director Fields states that staff is still chasing it down.

Assistant Planner Perry states that language requiring it was included in the decision for the garage project. A draft CR was promised by Pam Brown shortly at that time. Easement documentation is also outstanding. Reminders have been given. Ms. Perry has asked Chris Laskey about the need for follow-through. Obligation resides with the Page Place Condominium.

Director Fields states he may raise it with Town Counsel as part of an upcoming discussion.

Member Cohen requests that Planning Director Fields provide the Board with a future status update.

### **Liaison Reports**

Member Lloyd states that the Board had previously discussed having a Planning Board member be a voting member of the Land Acquisition Committee. She has spoken with LAC and they are welcoming to having a Planning Board member, however they would prefer such a Planning Board Member to be an At Large member rather than having it put in their charter. Currently two at large seats available. Member Lloyd would like to join that Committee.

Member Siegenthaler notes this would not be associated with upcoming Town Meeting.

Member Lloyd attended the Historic District Committee. 18 North Road was on Agenda. Developer states that he would really like to build the addition at the rear of the building as previously discussed but he can't because the Fire Chief is adamant that the entire building would have to have sprinklers installed. Relief could be sought at the state level but they place weight on the local fire chief's opinion.

Member Lloyd also went to the Magic Transportation and Climate Forum which was about what municipalities and schools can do to reduce carbon emissions in the transportation sector. One of the issues discussed was the installation of charging stations and the fact that some condo associations will not allow them. There is a bill pending at the state house to allow charging stations to be installed in condos and Historic Districts. Another issue to consider is at what point or thresholds a town should require them to be installed. Also Operation and Maintenance agreements and following up with Condo/ Homeowners Associations to insure all Planning Board items in fact are continued after construction.

Member Siegenthaler discussed the DOT 25% Design hearing on the Minuteman Bikeway Extension. Most people were positive but some had reservations especially the tunnel. Moving on to the 75% design very soon

Planning Director Fields states that the move to the 75% Design can be quick. Still looking at start in FY2022. About 18 month construction schedule.

Member Siegenthaler states that all the needed improvements for Railroad Ave. are included in the construction project and will get done at the same time.

Member Lloyd states that the Route 128 Travel Survey needs more responses. Encourages going to the website for this important survey.

Assistant Planner Perry reported on attending a MAGIC subregion Age-Friendly Communities event on January 29, which discussed potential housing and transportation strategies. List included in packet.

Packet also includes: development update chart; press articles on ADUs, state housing and zoning bills and biotech companies; briefing memo including link to MAPC report on housing based on Inner Core area, photo of benches installed at Hosmer Way Conservation Area in conjunction with Springs Road PRD, and list of upcoming events of potential interest to members.

### **DEVELOPMENT SESSION**

**Police Station, 2 Mudge Way** – preliminary discussion of conceptual plan for expansion of building and alterations to parking and circulation

Member Cohen notes that funding for the proposed expansion of the Police Station is on the Annual Town Meeting warrant and the proposal involves two additions, one on the west side and one on the east side including extending the driveway on the east side as an exit only to Great Road.

Plans of existing conditions (November, 2019) and proposed changes (undated) were distributed and displayed on the screen.

Planning Director Fields explains that the project has been updated.

Present to discuss the project are Tassir Alani (Director of Facilities); Stuart Moncrieff (Howard, Stein Hudson) and Jeff Shaw (Context Architects).

Mr. Alani describes that the project entails two small additions and a renovation and the extension of the driveway as an egress to The Great Road, as endorsed by the Select Board.

Mr. Moncrieff notes the site is small, .6 or .7 acres. Currently about 13 parking spaces. Going to do two additions to the building, one will be a meeting room on the first floor and a locker room in the basement level. Another addition on the opposite side will include evidence storage on the lower level and a roll call room on the main level. Discusses current parking. Four spaces would be lost due to the addition and the extension of the driveway. This driveway is now proposed as a one-way exit for police, with no public use. Will need permit for curb cut. Would be removing

existing paths, portico and door at the original front of the building. One old drainage pipe near the east addition will be removed to allow placement of footings in that area. There will be four parking spaces along the extended driveway which would replace those that will be removed.

Mr. Shaw discusses the removal of the front portico, stairs and entrance. This will make that area a façade that will not be mistaken for an entrance. Also, will allow the removal of the walkways and installing a park feature (patio/bench) near the street corner, not centralized on the old entrance.

Mr. Moncrief discusses the drainage plan with existing 5% slope. Also discusses potential need for relief from setback requirement on Mudge Way, noting that the lot has two fronts. Also for the retaining wall near the lot line on the east side. Need to see how the Town would handle that. Discussed proposed subsurface infiltration system which will be sized to capture or mitigate any increases in storm water flow due to the additions and also with respect to the additional impervious area for the driveway extension. Also discusses the site plan, some details of which are not complete. The electrical plan needs to be finalized. Does not show all the proposed trees and landscaping. The trees you see on this plan are existing trees that will remain. Those will be supplemented with the landscaping plan.

Mr. Shaw reviews the landscape plan. This is still in design mode and is not final.

Mr. Shaw reviews floorplans which show how the existing building is being used with the two additions trying to accommodate the Police Department's needs, including proper locker and evidence storage rooms, enhanced training space and offices, while keeping the costs down for the project. Also reviews elevations of the proposed completed building with the additions and the revised former front of the building. Also notes that they may have to replace the existing retaining wall. Also notes that there will be some mechanical equipment, probably on the flat-roofed Mudge Way addition, and discusses that it may require some type of architectural screening wall.

Mr. Shaw states that the project is still in flux with meetings scheduled with various town departments tomorrow. Wanted to provide this Board with this preliminary review but also need guidance with respect to the setback/zoning issues.

Member Cohen asks if the project has been reviewed with the HDC and have they received their feedback.

Mr. Shaw says not yet.

Member Cohen asks for Member questions and comments.

Member Lloyd states she likes the plan but would move the park feature away from the intersection a bit.

Member Hanegan asks if there was any consideration given to moving the station to another location.

Mr. Shaw says they were asked to study renovations to this property and they looked at various possibilities. This site with this renovation was the best in terms of budget and need. If the station was to be replicated at another location, the cost would be significantly increased due to the specialized systems involved, technology, communications, detention cells, etc. Most of those are not changing with this plan.

Mr. Alani discusses the considerations made including moving both the police and fire stations into the DPW building and moving DPW elsewhere. Ran the numbers and they were either the same or more prohibitive. We were then directed to move in this direction.

Member Hanegan likes the plan and detail.

Member Siegenthaler has no issues with the layout plan. Would suggest that they go before the Historic District Commission as soon as they can. He expects that the HDC may well have a number of issues here including an additional outlet on Great Road and, from his viewpoint, he doesn't understand the treatment along Great Road, i.e., taking the portico off. He understands completely the issue of that door not being the entrance to the building. For quite a while there was a sign there saying that this is not the entrance. Not the most aesthetic method of notification. Actual concern is that you are creating the rear of a building along Great Road. He understands taking the walks and stairs away, but that building has sat for a long time with a face on Great Road and he doesn't understand why you can't leave the rounded roof and columns with windows as opposed to any door structure and no paths. Not speaking for the HDC, but he would be shocked if the HDC doesn't say they are concerned about losing what is the face of the building.

Mr. Shaw states that was the crux of the design problem for this project. That is challenging from a design perspective. It was requested that this be done and for a stated safety reason. Member Cohen says he thinks the project is well thought out. Asks what, if anything, the Police are not getting that they might actually need.

Mr. Shaw states that they did a needs analysis and some additional possibilities were raised but they were told the police were basically satisfied this meets their needs.

Mr. Alani states that the one thing which the police had hoped for was some type of covering for their vehicles since the communication equipment in the vehicles might be better protected from weather and temperature. Same for the medical equipment they carry now as well.

Member Cohen states that as for the setback, zoning etc. relief, legally he doesn't know if the town can just waive these issues. Similar issue arose when we were building the DPW building.

Planning Director Fields states that the issue came up with respect to the fire station review and it was clear from the Code Enforcement Officer that the town cannot just waive the zoning issues.

Member Cohen asks what the zoning district status is.

Staff advised that the site is in the Residence B district. The municipal use is allowed in all districts, and without site plan review, but the dimensional regulations apply. Mudge Way only became a public way recently, in connection with the Safe Routes to Schools project.

Mr. Alani and Mr. Shaw state that they are hoping to go to final drawings soon, get appropriate approvals and break ground this summer.

Member Cohen thanks the presenters for their work.

Motion to adjourn by Member Hanegan.

Second by Member Siegenthaler

Vote: 4-0-0

Motion carries.

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John B. Connarton  
Recording Secretary



