



Town of Ashland

MASSACHUSETTS

Planning Board Meeting Minutes

Board of Selectmen Meeting Room
Town Hall, 101 Main Street, Ashland Massachusetts 01721

January 23, 2020 – approved at Feb. 27 2020 meeting

1 ***Call to Order***

2 Preston Crow, Chair called the meeting to order at 7:15 pm. Joe Rubertone, Member; Joe
3 Rubertone, Member; Dale Buchanan, Member; and Phil Williams, Member were present. Peter
4 Matchak, Town Planner and Emma Snelling, Assistant Town Planner were also present.

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6 Mr. Crow mentioned that the meeting is being recorded and broadcast by WACA TV. Mr. Crow
7 reviewed the meeting agenda.

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9 **Public Hearing – 81 West Union Street Phase II Special Permit and Amended Site Review**

10 Mr. Crow reopened the Site Review hearing continued from the January 9, 2020 meeting and
11 read the public notice.

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13 Peter B. Barbieri, Attorney representing the applicant appeared and introduced the project
14 team. Mr. Barbieri explained that since the prior meeting the team has revised the proposed
15 project plan to address the requirements associated with the covenant and they are
16 agreeable to incorporating the conditions in the Special Permit and Site Plan decision.

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18 Mr. Barbieri reviewed the revised plans for the three new buildings. Building 1 is a
19 proposed three-stories with office and retail space on the first floor, four residential units on
20 the second floor, four residential units on the third floor and storage area in the basement
21 for tenants. Building 2 is proposed to be a building with two units and garage space. Its
22 footprint is the same, but the height was reduced from 44 ft. to 29 ft. Building 3 is a
23 proposed building with two residential units, commercial retail space and loading bays. Mr.
24 Barbieri indicated floor plans for each building will be submitted to the board. He stated
25 that due to the mixed-use the traffic volumes and utility demands are significantly less than
26 the initial proposal. The architectural changes and landscaping align with the character of
27 the neighborhood. However, the drainage did not change as an order of conditions was
28 issued by the Conservation Commission (ConCom).

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30 Mr. Buchanan asked about the parking plan, and Mr. Barbieri responded that there will be
31 two garage spaces for apartments and one outside space per unit.

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33 The board discussed their interest in reducing the amount of paved surface on the site, a
34 reducing in the height of Building 1. Concerning Building 3, they questioned the height,

35 mixed-use with residential and contractor bays, and asked for documentation that supports
36 the proposed building access.

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38 Mr. Crow asked for public comments.

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40 Emory Bond, 59 W. Union St. asked where the HVAC will be located. Mr. Barbieri responded
41 in the roof structure or attic space. He asked about the project's duration and raised concern
42 that it may reach 4 years. He also said that it is property demarks the building tree lot line and
43 asked what the setback from the property line to the back of the building is. Mr. Barbieri
44 responded 11 ft. Mr. Bond asked for more details concerning the screening in that area. He
45 asked for a detailed dust control plan and enforceability by the Building Inspector. The
46 applicant responded that a 6 in. watermain will provide irrigation. Mr. Bond also raised
47 concern regarding the project's construction hours and the approved the schedule
48 enforcement and the application of the covenant for Phase 1.

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50 Tom Ferris, 73 W. Union St. agreed with the board's request to lower Building 1's height. Mr.
51 Ferris also mentioned that prior dust conditions have resulted in medical issues for him and
52 he is unable to use his deck.

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54 Brandon Bond, 59 W. Union St. questioned the applicant's proposal to process materials
55 excavated from the cut job and the onsite ledge, given the abundance of resultant dust. The
56 applicant stated their plan to begin the process in April to or remove the rock onsite and
57 complete the work in 18 to 24 months. The applicant also reviewed the landscape plan.

58

59 Muriel Bryant raised concern regarding egress vehicular safety, the building's appearance,
60 the approved uses and parking.

61

62 Mr. Matchak requested a cut detail sheet of the boarder wall behind Building 3, the
63 arborvitaes location, the fence and tree along the property line, and the elevation as cited by
64 the abutter.

65

66 The applicant clarified that the residential units, commercial bays and commercial units are
67 condominiums for sale. Mr. Matchak suggested including a 10% affordable condition.

68

69 Mr. Rubertone explained his efforts to address the schedule infractions that occurred during
70 the Phase 1 construction. The board discussed options to impose penalties or incentives to
71 improve the enforcement efforts going forward.

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73 Mr. Crow suggested that the project consider provisioning electric car charging facilities. He
74 also asked for the covenant to be filed with the deed as a condition of approval.

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76 Mr. Buchanan made a motion to continue the 81 W. Union St. Site Plan Review and Special
77 Permit hearing until February 13, 2020 at 7:30 pm. The motion was seconded by Mr.
78 Rubertone with a vote of 4-0-0.

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Public Hearing – 433 Chestnut Street Scenic Road Application – Will be continued to February 13, 2020 meeting

Mr. Crow reopened the hearing and read the public notice.

Mr. Rubertone made a motion to continue the 433 Chestnut St. hearing until February 13, 2020 at 7:15 pm. The motion was seconded by Mr. Buchanan with a vote of 4-0-0.

Upper Charles Trail grant application support letter: The Board will discuss and may vote on a letter of support for a Mass Trails grant application to help fund the Upper Charles Trail through the Rail Transit District (the "Trolley Brook Trail")

Mr. Crow explained that the board will discuss a letter of support for a Mass Trail grant application to help fund the Upper Charles Trail through the Rail Transit District Trolley Brook Trail 1.

Mr. Rubertone made a motion to submit the Upper Charles Trail grant support letter. The motion was seconded by Mr. Buchanan with a vote of 4-0-0.

Approval Not Required (ANR) for 1 East Union Street, 12-16 Union Street

Mr. Matchak explained that the ANR plan includes a piece of land that is considered recorded land and therefore went to land court. There was a typo and the land court did not accept the plan. Town engineers have corrected the plan and Mr. Rubertone will re-sign the ANR. The other plan is filed and accepted by the Middlesex Registry of Deeds that Ms. Kendall will sign.

Discussion of Planning Board Fee

Mr. Matchak reported that the Planning Dept. is no longer subscribing to CoUrbanize, however the site will continue to host the town's development projects. Given the Planning Board fees included CoUrbanize charges, the Planning Dept. will investigate other surrounding towns Planning fees to ensure Ashland's fees are in line or adjust them accordingly.

Mr. Matchak also mentioned that the Public Hearing Notice fee charged to a private citizen is higher than the municipal rate the town is charged. If the town is billed separately, he suggested increasing the fees to the Planning Board in order to cover the cost of the advertisement and pass on the savings to the applicant.

Review and Approval of Minutes

Mr. Buchanan made a motion to approve the minutes of November 14, 2019 as amended with the inclusion of the list of documents. The motion was seconded by Mr. Williams with a vote of 4-0-0.

Mr. Buchanan made a motion to approve the minutes of December 12, 2019 as amended with the inclusion of the list of documents. The motion was seconded by Mr. Williams with a vote of 4-0-0.

124 **Administrative Matters: future meetings, public hearings**

125 Mr. Crow raised the need for a pre-existing non-conforming small lot overlay to restrict
126 development to maintain smaller homes on small lots. The board discussed scheduling
127 working sessions in order to prepare the zoning bylaw for spring Town Meeting.

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129 Mr. Rubertone asked to include the tree cuts on Cross St. to a future meeting. He also raised
130 concern regarding the illuminated sign on W. Union St. and the sign permit details.

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132 On behalf of the Upper Charles Trail Committee, Mr. Crow requested GIS maps from the
133 Planning Dept. for that can be submitted with grant applications.

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135 **Report from Board Members and Town Planner.**

136 **Peter Matchak**

137 Mr. Matchak reported that he is drafting a tree bylaw, which will require developers to
138 identify on their existing plans all trees over a certain caliper, replace trees on their
139 developed site or pay a fee in lieu of to the town's tree budget. The board discussed the
140 potential language for tree replacement that would apply to subdivisions.

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142 Mr. Matchak mentioned that the Affordable Housing Production Plan requires updating, as it
143 was last certified in 2016 and will be up for renewal next year. An Inclusionary Zoning
144 bylaw is also needed. The Planning Dept. will apply for a grant through the Regional
145 Planning Agency MAPC for technical assistance funds.

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147 ***Adjournment***

148 Mr. Buchanan made a motion to adjourn the meeting at 9:36 pm. The motion was seconded by
149 Mr. Williams with a vote of 4-0-0.

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151 ***Documents***

- 152 1. January 23, 2020 Planning Board Meeting Agenda
- 153 2. 81 West Union Phase II Special Permit Application
- 154 3. 81 West Union Phase II Amended Site Plan Review Application
- 155 4. 81 West Union Phase II site plans dated 12/16/19
- 156 5. 81 West Union Phase II Building 1 plans dated 12/17/19
- 157 6. 81 West Union Phase II Building 2 plans dated 12/17/19
- 158 7. 81 West Union Phase II Building 3 plans dated 12/17/19
- 159 8. Continuance Request for 433 Chestnut Scenic Road Public Hearing
- 160 9. 2019 Upper Charles Trail Letter of Support from Planning Board

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