



Town of Ashland

MASSACHUSETTS

Planning Board Meeting Minutes

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

February 13, 2020

1 ***Call to Order***

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

5
6 Mr. Crow mentioned that the meeting is being recorded and broadcast by WACA TV and
7 reviewed the meeting agenda. He also mentioned that the public hearing to review the
8 submission for the new apartment building on Alden St. will be held on March 12, 2020.

9

10 **Public Hearing – 433 Chestnut Street Scenic Road Application**

11 Mr. Crow reopened the public hearing continued from January 23, 2020 and read the public
12 hearing notice.

13

14 David Foster, representing the town concerning the scenic road hearing and the ANR plan
15 appeared. Mr. Foster reviewed the scenic road cut proposal that will provide access to the
16 barn at the rear of 433 Chestnut, owned and operated by Framingham State University. Mr.
17 Foster explained that the right-of-way access to the barn is on the 433 Chestnut St. driveway.
18 The new owners proposed a land swap to provide access to the red barn, by way of a curb
19 cut, access through the stone wall and added grading.

20

21 Mr. Matchak provided photos that accompanied Mr. Foster's application of various views of
22 the existing stone wall. Mr. Matchak also presented the application approved by the
23 Planning Board under the Scenic Road by bylaw that allowed the homeowner to open the
24 stone wall.

25

26 Mr. Rubertone asked for more details concerning of the proposed design aesthetics and
27 driveway layout. Mr. Matchak responded that it will be the responsibility of the property
28 owner to complete the driveway.

29

30 Ms. Kendall asked, and Mr. Matchak responded that the new driveway will be within the
31 property line and the opening within the frontage owned by Framingham State.

32

33 Mr. Foster clarified that the width of the stone wall opening will be 12 ft. and no trees will be
34 disturbed.

35
36 Mr. Crow asked for comments from the public. There were none.
37
38 Mr. Buchanan made a motion to close the 433 Chestnut St. public hearing. The motion was
39 seconded by Ms. Kendall with a vote of 4-0-0.
40
41 Mr. Buchanan made a motion to grant the 433 Chestnut St. scenic road permit, with the
42 conditions that the stones shall be reused, no trees shall be modified, and a 12 ft. wide
43 unshaved gravel driveway installed as verbally described. The motion was seconded by Mr.
44 Rubertone with a vote of 4-0-0.
45
46 **Approval Not Required (ANR) for 433 Chestnut Street**
47 Mr. Matchak reviewed the ANR details and the site plan drawing provided by the applicant.
48 Mr. Crow suggested having the surveyor install survey pin.
49
50 Under the home's historical restriction, Mr. Foster and Mr. Matchak confirmed that there will
51 be no additional structures allowed on the lot.
52
53 Mr. Buchanan made a motion to endorse the 433 Chestnut St. ANR under the subdivision
54 bylaw. The motion was seconded by Ms. Kendall with a vote of 4-0-0.
55
56 **Public Hearing – 81 West Union Street Phase II Special Permit and Amended Site Review**
57 Mr. Crow reopened the public hearing continued from January 23,
58
59 Peter B. Barbieri, Attorney representing the applicant appeared. He reviewed the
60 consultant's comments for staff, DPW, and the Fire Dept to consider including loading areas
61 for commercial buildings 2 and 3, the depth of the parking spaces at 18 ft. versus 20 ft. and
62 additional green space. The applicant also reduced the proposed building height by 8 ft. in
63 response to the consultants' comments.
64
65 In response to the Design Review Committee (DRC's) comments Mr. Barbieri explained that
66 the building 1's roof materials and mechanical enclosure were modified, the window size
67 increased, windows added, and the signage revised. For building 2. Mr. Barbieri reviewed
68 modifications to the building height, siding, the number of windows, the roofline, signage
69 location, and architectural design. Comments addressed concerning building 3's included,
70 the viability of the rear residential units and the number of windows, and the proposed
71 signage. Mr. Barbieri indicated that the applicate will respond to the DRC comments by
72 February 20th.
73
74 The board questioned the location of building 3's exterior stairs, the units' egresses, and the
75 proposed signs and their aesthetics. To address the design context, there was extended
76 discussion concerning the need for a streetscape rendering of the proposed buildings
77 relative to the adjacent buildings. It was suggested that the applicant review the town's
78 Design Review Guideline document to aid in refining their commercial space plans. Finally,

79 the board requested floor plans and additional time to review the comments and revised
80 plan.

81

82 Mr. Crow asked for comments from the public.

83

84 Mark Dassoni commented on several aspects of the project, such as the parking spaces, the
85 turning radius and the reduced building height.

86

87 Tom Ferris agreed with the need to review the signage design, and asked whether a shadow
88 study has been completed.

89

90 Emory Bond questioned the shadow conditions and asked for the as-built conditions and
91 streetscape renderings. Mr. Bond also reiterated his request made at the last Planning
92 Board meeting for a detail of the bolder wall behind building 3, the relationship with his
93 property line on 59 W. Union St., and the impact on the mature tree on his property. Mr.
94 Matchak explained that the bylaw does not cover a shared tree on a property line, therefore
95 this is a private property matter between the two ownerships. Mr. Bond was amenable to
96 having the applicant remove the tree and stump. He also asked about construction material
97 stockpiling and snow maintenance storage plan.

98

99 The applicant confirmed that currently the development does not include affordable units.

100

101 Mr. Buchanan made a motion to continue the 81 W. Union St. Site Plan Review and Special
102 Permit hearing until February 27, 2020 at 7:15 pm. The motion was seconded by Mr.
103 Rubertone with a vote of 4-0-0.

104

105 **Discussion of Planning Board Fee**

106 Mr. Matchak recapped that the Planning Dept. is no longer subscribing to CoUrbanize and
107 the associated fees have been removed from the fee schedule. However, Mr. Matchak cited a
108 reset fee schedule the Planning established in January 29, 2019 when the fees were
109 modified. The board discussed the fees and asked Mr. Matchak to recommend to the board
110 an appropriate fee schedule that excludes the CoUrbanize fee yet covers associated Planning
111 Dept operational costs.

112

113 **Discussion of Bylaw Amendment**

114 Mr. Matchak reported that the Planning Board will schedule a working meeting to discuss
115 several proposed zoning changes. Mr. Matchak will construct the agenda based on topics
116 recommended by board members.

117

118 **Review and Approval of Minutes**

119 Mr. Buchanan made a motion to approve the minutes of January 9, 2020 as amended with the
120 inclusion of the list of documents. The motion was seconded by Mr. Rubertone with a vote of
121 4-0-0.

122

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

124 **Peter Matchak**

125 Mr. Matchak reported that in 2019 the Planning Office received a planning technical
126 assistant grant from the Executive Office of Environmental Affairs for a review of the
127 downtown zoning. Mr. Matchak contacted the regional planning agency the Metropolitan
128 Area Planning Council (MAPC) to explore their opportunities to provide collaboration and
129 financial support. MAPC contributed an additional \$10,000 for a total amount of \$37,000 for
130 the downtown zoning review 7.15+2.35.

131
132 Regarding Inclusionary Zoning, Mr. Matchak stated that the town has a Housing and
133 Production Plan that will expire in 2021. The Affordable Housing Trust (AHT) has applied
134 for technical assistance from MAPC, and AHT voted a matching fund amount of \$30,000.

135
136 Mr. Matchak mentioned purchasing training he recently completed. He also stated that he
137 will post the upcoming Citizen Collaborative training that will cover ANRs, subdivision
138 permits variances, etc.

139
140 **Preston Crow**

141 Mr. Crow reported on the Residential B zoning in the northern Pond St. area and found none
142 of the lots are conforming and subject to preexisting non-conforming review. Mr. Crow
143 suggested changing the area to Residential C, subject to consulting the area residents.

144
145 Mr. Crow announced that there is one Planning Board seat up for re-election, as he is not
146 seeking re-election, and summarized the application process.

147
148 **Joe Rubertone**

149 Mr. Rubertone recommended 304 W. Union Street, currently before the Zoning Board of
150 Appeals, also go before the DRC, given its prominent location.

151
152 Concerning the tree in front of 128 Main St. he mentioned the communities' interest in
153 saving the tree. Mr. Matchak stated that any decision concerning the tree are on his radar.

154
155 ***Adjournment***

156 Mr. Buchanan made a motion to adjourn the meeting at 9:50 pm. The motion was seconded by
157 Ms. Kendall with a vote of 4-0-0.

158
159 **Documents**

- 160 1. February 13, 2020 Agenda
- 161 2. 433 Chestnut Street Scenic Road Application and Plan
- 162 3. 433 Chestnut Street ANR
- 163 4. 81 West Union Building 1 Plans dated 2/19/20
- 164 5. 81 West Union Building 2 Plans dated 2/11/20
- 165 6. 81 West Union Building 3 Plans dated 2/11/20

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