Call to Order

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

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

Public Hearing – 433 Chestnut Street Scenic Road Application

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

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

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

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

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

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

ow asked for comments from the public. There were none.

Mr. Buchanan made a motion to close the 433 Chestnut St. public hearing. The motion was seconded by Ms. Kendall with a vote of 4-0-0.

Mr. Buchanan made a motion to grant the 433 Chestnut St. scenic road permit, with the conditions that the stones shall be reused, no trees shall be modified, and a 12 ft. wide unshaved gravel driveway installed as verbally described. The motion was seconded by Mr. Rubertone with a vote of 4-0-0.

Approval Not Required (ANR) for 433 Chestnut Street

Mr. Matchak reviewed the ANR details and the site plan drawing provided by the applicant.

Mr. Crow suggested having the surveyor install survey pin.

Under the home’s historical restriction, Mr. Foster and Mr. Matchak confirmed that there will be no additional structures allowed on the lot.

Mr. Buchanan made a motion to endorse the 433 Chestnut St. ANR under the subdivision bylaw. The motion was seconded by Ms. Kendall with a vote of 4-0-0.

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

Mr. Crow reopened the public hearing continued from January 23,

Peter B. Barbieri, Attorney representing the applicant appeared. He reviewed the consultant’s comments for staff, DPW, and the Fire Dept to consider including loading areas for commercial buildings 2 and 3, the depth of the parking spaces at 18 ft. versus 20 ft. and additional green space. The applicant also reduced the proposed building height by 8 ft. in response to the consultants’ comments.

In response to the Design Review Committee (DRC’s) comments Mr. Barbieri explained that the building 1’s roof materials and mechanical enclosure were modified, the window size increased, windows added, and the signage revised. For building 2. Mr. Barbieri reviewed modifications to the building height, siding, the number of windows, the roofline, signage location, and architectural design. Comments addressed concerning building 3’s included, the viability of the rear residential units and the number of windows, and the proposed signage. Mr. Barbieri indicated that the applicant will respond to the DRC comments by February 20th.

The board questioned the location of building 3’s exterior stairs, the units’ egresses, and the proposed signs and their aesthetics. To address the design context, there was extended discussion concerning the need for a streetscape rendering of the proposed buildings relative to the adjacent buildings. It was suggested that the applicant review the town’s Design Review Guideline document to aid in refining their commercial space plans. Finally,
the board requested floor plans and additional time to review the comments and revised plan.

Mr. Crow asked for comments from the public.

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

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

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

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

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

**Discussion of Planning Board Fee**

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

**Discussion of Bylaw Amendment**

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

**Review and Approval of Minutes**

Mr. Buchanan made a motion to approve the minutes of January 9, 2020 as amended with the inclusion of the list of documents. The motion was seconded by Mr. Rubertone with a vote of 4-0-0.
**Report from Board Members and Town Planner.**

**Peter Matchak**

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

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

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

**Preston Crow**

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

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

**Joe Ruberto**

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

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

**Adjournment**

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

**Documents**

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