

**West Concord Advisory Committee,
a subcommittee of the Planning Board
January 8, 2020**

Pursuant to notice duly filed with the Town Clerk, a meeting of the West Concord Advisory Committee (WCAC) was held at 7:20 p.m. in the Clock Tower Room at the Harvey Wheeler Community Center.

Members present:

Peter DeRosa, Clerk
Amy Kaiser
Susan Mlodozeniec
Geoff Walton

Members absent:

Tim Alexander

Other town committee representatives present:

Matt Johnson, Planning Board

P. DeRosa called the meeting to order at 7:20 p.m.

Item No. 1: Approve Minutes

December 2019 minutes were unanimously approved after an update was made by Amy Kaiser.

Item No. 2: 2020 Strategic Planning

The committee had a discussion about potential focus areas for 2020

- 1) West Concord Design Guidelines and Master Plan
 - a) Committee determined that it doesn't make sense to undertake a project to change the West Concord Design Guidelines, given that they cover the appropriate elements for our committee's work. It was noted that there is natural tension between contemporary and traditional building design preferences and that the Guidelines don't attempt to resolve that tension
- 2) Parking in West Concord Junction
 - a) This is in the committee's purview
 - b) There seems to be business owner and public perception that there is not enough parking in West Concord Junction; however, there seem to be off-street parking options that are not well-utilized
 - c) Better parking signage for off-street parking will be installed this year
 - i) Note: find out for next meeting when the signs will be installed
 - ii) After 3 months of parking signs being up, WCAC should survey business owners in West Concord Junction to see if parking concerns still exist
 - iii) Also learn what else businesses are concerned about
 - d) Town Warrant Article at upcoming Town Meeting will seek relief from existing parking requirements associated with buildings, which may be mandating more parking than is needed
 - e) Bridge over Assabet River from Baker Ave business park would enable the large parking lot at Baker Ave to be more easily utilized by West Concord visitors
 - f) Make other modes of transportation besides personal motor vehicle safe, efficient, and available
- 3) After Town Meeting, have dialogue with Planning Board about our goals

- 4) Brief discussion of 1440 Main St. PRD
 - a) Planning Board has submitted its recommendation to Zoning Board of Appeals
 - b) Put proposed PRD bylaw warrant article on agenda for a future meeting
- 5) Continue recruiting for new members, we can add up to 4
- 6) Encourage the public to come to our meetings
 - a) Can advertise on a sandwich board if board(s) aren't needed for another purpose on the days prior to a meeting
- 7) Liaison reports

ADJOURNMENT: The meeting was adjourned at 8:50 p.m.

NEXT MEETING: The next meeting will be held Feb. 5, 2020

Respectfully submitted,
Susan Mlodozeniec