

Minutes of the Planning Board Meeting of June 14, 2022

Pursuant to a notice and agenda filed with the Town Clerk, the Planning Board met at 7:00 p.m. on June 14, 2022, in the first-floor meeting room at 141 Keyes Road, Concord, MA. A virtual option was provided to the public via <https://zoom.us>. The meeting was recorded and will be available on the Minuteman Media Network.

At 7:00 p.m. Vice Chairman Bosdet opened the meeting. Members present in person were Mr. Bosdet, Ms. Miller, Ms. Felshin, Mr. Boardman, and Mr. Giddings. Town Planner Hughes was present. Ms. Orvedal was absent.

The Town Planner's agenda memorandum dated June 10, 2022, was part of the Board's packet.

Public Hearing, Definitive Subdivision Plan, Sunnyside Lane

Mr. Bosdet reconvened the Public Hearing for the application of AWMW, LLC for a Definitive Subdivision Plan for the improvement of Sunnyside Lane and the creation of four new lots, parcels 2088, 2089, 2092, 2092-1, and 2093. He noted that the Applicant had requested a continuance to the June 28th meeting to allow the Engineering Division time to review the revised plans and stormwater drainage and provided a time extension to July 1st for the Board to file its decision with the Town Clerk.

Mr. Boardman moved to continue the public hearing to 7:00 p.m. on June 28th. The motion was seconded by Ms. Felshin with all voting in favor.

Mr. Bosdet moved that the Board accept the time extension to July 1st for the Board to file its decision with the Town Clerk. The motion was seconded by Mr. Boardman with all voting in favor.

Election of Officers

Mr. Bosdet nominated Ms. Orvedal as Vice Chair. Ms. Felshin seconded the motion with all voting in favor.

Mr. Bosdet nominated Ms. Miller as Clerk. Mr. Giddings seconded the motion with all voting in favor.

Ms. Felshin nominated Mr. Bosdet as Chair. Mr. Giddings seconded the motion with all voting in favor.

West Concord Advisory Committee Appointments Recommendations

Ms. Laura Payne, 480 Laws Brook Road, introduced herself and talked about her interest in serving on the WCAC. Ms. Barbara Morse, 1975 Main Street, introduced herself and talked about her interest in serving on the WCAC. The Board thanked them both for volunteering.

Mr. Giddings moved to recommend to the Select Board the appointment of Ms. Payne and Ms. Morse to the West Concord Advisory Committee. Ms. Felshin seconded the motion with all voting in favor.

Planning Board Authorization Signatory Pages

Mr. Boardman moved to authorize the Chair, Vice-Chair, Clerk, DPLM Director and Town Planner to execute, certify, and endorse approval of plans presented to the Board pursuant to Chapter 41 and related certificates, releases, and other instruments and to authorize any of said persons to act alone under this authority. Mr. Bosdet seconded the motion with all voting in favor.

Approval Not Required Plan, Emerson Hospital, 131 & 133 ORNAC, #3648-100-41 & 3648-E

The Town Planner gave an overview of the proposed changes to the property boundary lines that divide the John Cummings building from the main Emerson Hospital campus. She noted that the Plan shows the conveyance of 10,512 s.f. from Lot 7 (133 ORNAC) to Lot 4A (131 ORNAC) and that both Lots are conforming as to area and frontage.

Mr. Boardman moved to endorse the Plan by Beals & Thomas, Inc. titled “Plan of Land Emerson Hospital Concord Massachusetts” dated May 3, 2022 as Approval Not Required because the plan is not a “subdivision” because it shows a proposed conveyance which changes the size and shape of the lots in such a manner that frontage is not affected and authorize the Chair, Clerk or Town Planner to endorse the Plan. Ms. Felshin seconded the motion with all voting in favor.

Approval Not Required Plan, 2B Upland Rd. & 406 Old Marlboro Rd., #2731 & 2732

The Town Planner gave an overview of the proposed changes to the property boundary lines, noting that 2B Upland Rd. is labeled Not A Building lot because it lacks the required frontage and 406 Old Marlboro Rd. was utilizing the Frontage Exception provision under Zoning Bylaw Section 6.2.4. She showed the Board on the Plan how the lot met the requirement but recommended that a note be added to the Plan stating this provision was being utilized.

Ms. Felshin moved to endorse the Plan by GCG Associates, Inc. titled “Subdivision Approval Not Required Plan of Land 2B Upland Road & 406 Old Marlboro Road” dated June 9, 2022 as Approval Not Required because the plan is not a “subdivision” because it shows a proposed conveyance which changes the size and shape of the lots in such a manner that frontage is not affected and authorize the Chair, Clerk or Town Planner to endorse the Plan. Mr. Bosdet seconded the motion with all voting in favor.

Planning Board Designees/Liaisons

The Board made the following designees/liaison appointments:

Mr. Boardman - Community Preservation Committee

Ms. Felshin - West Concord Advisory Committee (which is a subcommittee of PB)

Mr. Giddings - Hanscom Area Town Selectmen, *alliance of the towns of Lincoln, Concord, Lexington, and Bedford, Massachusetts, focused on Hanscom Air Force Base, the MassPort Air Field, and other regional matters.*

Nathan Bosdet - Comprehensive Sustainable Energy Committee

Haley Orvedal - Climate Action Advisory Committee

Ms. Miller – affordable housing groups (Affordable Housing Trust, Concord Housing Foundation, Concord Housing Development Corporation, Concord Housing Authority, Housing Production Plan)

Town Planner – MAGIC (Minuteman Advisory Group on Interlocal Coordination), – *a group of 13 contiguous communities in the MAPC region working collaboratively on issues of regional concern.*

Planning Board 2022-2023 Goals & Projects Discussion

The Town Planner reviewed the 2021-2022 Memo with the Board and gave an update on each of the Board's projects. The Board discussed the projects from the 2021-2022 list to roll over to the 2022-2023 memo and directed the Town Planner to draft the memo for review at the next meeting.

Draft Meeting Minutes: May 24th Minutes

The Board reviewed the draft meeting minutes. Mr. Giddings moved to approve the minutes as written. Ms. Felshin seconded the motion with all voting in favor.

Planning Board Liaison/Town Planner Updates

The Town Planner commented that a new ZBA/HDC Administrative Assistant had been hired three weeks ago and a new Senior Planner started that day. Additionally, the Town was moving forward with hiring a Transportation Planner. She let the Board know that the Building Commissioner would retire at the end of July. Ms. Hughes gave an update on the various Town Departments, highlighting the implementation of on-line permitting that the Planning Division will begin developing in the next few months.

General Public Comment

The Chair asked for public comment.

Pamela Dritt, 1304 Concord Greene, spoke about the Board drafting zoning that allows apartment buildings, height waivers, and other incentives to developers to provide things such as covered parking, all electric buildings and if the Board hires a consultant to help with the drafting of zoning, making sure they are up to date on green buildings.

Scott Richardson, 260 Elsinore Street, thanked the Board and the Town Planner for everything they have been doing, especially given the heavy workload and Town staff turnover.

With no further business, the Chair adjourned the meeting at 8:20 p.m.

Documents presented which are on file in the Planning Division Office at 141 Keyes Road, Concord, MA:

- Approval Not Required Plan, Emerson Hospital, 131 & 133 ORNAC, #3648-100-41 & 3648-E
- Approval Not Required Plan, 2B Upland Rd. & 406 Old Marlboro Rd., #2731 & 2732
- Town Planner's Agenda Memo June 10, 2022
- Planning Board 2021-2022 Goals & Projects Memo
- Draft Minutes April 19, 2022

Approved by the Board: 8/9/22