



TOWN of WILMINGTON

DEPARTMENT OF PLANNING & CONSERVATION

121 GLEN ROAD, WILMINGTON, MA 01887 www.wilmingtonma.gov (978) 658-8238

Planning Board Minutes October 6, 2020

The Planning Board met on Tuesday October 6, 2020 at 7:30 p.m. via remote participation. The following members were present: Michael Sorrentino, Chair; Randi Holland, Angela Marcolina, Sean Henningan and Terence Boland. Valerie Gingrich, Director of Planning & Conservation, and Sierra Pelletier, Assistant Planner were also present.

M. Sorrentino read the Governor's statement as follows: Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L.c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitations on the number of people that may gather in one place, members of the public who wish to watch and listen to the meeting may do so in the following manner: WCTV (Channel 9 – Comcast Xfinity; Channel 37 Verizon Fios, and live stream wctv.org). This meeting of the Wilmington Planning Board is being conducted via remote participation. **No in-person attendance of members of the public will be permitted**, but every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. Members of the public who would like to participate in the meeting via Zoom can do so by going to this link:

<https://us02web.zoom.us/j/84845061827?pwd=QmJBNWJxRzJ1UWUzY2hvZktCSVA3UT09>

Members of the public who would like to listen to this meeting while in progress may also do so via telephone by dialing 1-646-558-8656 and enter meeting ID 848 4506 1827 then press # and press # again at the next voice prompt. Members of the public attending this meeting virtually will be allowed to make comments if they wish to do so, during the portion of the hearing designated for public comment, by following the steps previously noted then press *9 on their telephone keypad or using the "raise hand" function on Zoom. This will notify the meeting host that the caller wishes to speak. In the event that despite our best efforts, we are not able to provide for real-time access, we will post a record of this meeting on the Town's website as soon as we are able.

Minutes

The Planning Board reviewed minutes of March 10, 2020 and April 7, 2020.

Upon motion duly made and seconded, it was unanimously

VOTED: To approve the March 10, 2020 minutes as amended and the April 7, 2020 minutes as written.

Form A

There were no ANR plans to review,

Matters of Appointment

Continued Public Hearing – Conservation Subdivision Design Special Permit #19-01 for 79 Nichols Street – Map 35 Parcel 29, Attorney Jill Elmstrom Mann for Golden Realty Trust, Applicant

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TOWN OF WILMINGTON MA

A request to continue the public hearing was received.

MATERIALS CONSIDERED:

LETTER requesting to continue from Attorney Jill Elmstrom Mann dated October 2, 2020

Upon motion duly made and seconded, it was unanimously

VOTED: To continue the public hearing for Conservation Subdivision Design Special Permit #19-01 for 79 Nichols Street to November 10, 2020 at 7:30 p.m.

Board of Appeals

At its meeting on October 6, 2020, the Planning Board (Board) voted to recommend as follows:

Case 19-20 for 15 Winston Avenue – Map 8 Parcel 91A

Upon motion duly made and seconded, it was unanimously

VOTED: The Board recommends that the pool be relocated closer to the deck to increase the front setback. The Board recommends that a smaller pool be considered. The applicant does not appear to have shown a hardship.

Old Business

There was no Old Business

New Business

Parking Relief Special Permit #20-02 for 296 & 330 Ballardvale Street - Map R3 Parcels 29 & 29C – Edward O'Connor, C.E. Cyr Construction Co., Inc., Applicant

The Board reviewed the draft conditions.

PRESENT IN INTEREST: Edward O'Connor, C.E. Cyr Construction Co., Inc.
John Judd, Gateway Consultants, Inc.
Ron Basta, Monogram Foods.

Upon motion duly made and seconded it was unanimously

VOTED: To approve with conditions Parking Relief Special Permit #20-02 for 296 and 330 Ballardvale Street as shown on plan entitled, "296 & 330 Ballardvale St., Wilmington, MA, Prepared for Monogram Gourmet Foods, LLC", 3-sheet plan set dated July 9, 2020 and last revised September 8, 2020, prepared by John P. Judd, P.E., Gateway Consultants, Inc., PO Box 6085, Gloucester, MA 01930. Said property is located at 296 and 330 Ballardvale Street, Wilmington, MA 01887 and shown on Assessor's Map R3 Parcels 29 and 29C.

This is to certify, at a public meeting of the Wilmington Planning Board (Board) on October 6, 2020, following the public hearing of the Board opening on July 7, 2020, continuing on August 4, 2020 and September 8, 2020, and closing on September 8, 2020, by a motion duly made and seconded, it was voted:

We, the Wilmington Planning Board, as requested by Edward O'Connor, under the provisions of Section 6.4.3.2 (Parking Relief) of the Zoning Bylaws of the Town of Wilmington to consider

Parking Relief Special Permit #20-02 as shown on plan entitled, "296 & 330 Ballardvale St., Wilmington, MA, Prepared for Monogram Gourmet Foods, LLC", 3-sheet plan set dated July 9, 2020 and last revised September 8, 2020, prepared by John P. Judd, P.E., Gateway Consultants, Inc., PO Box 6085, Gloucester, MA 01930, and do hereby vote to GRANT the Parking Relief as shown on the submitted plan, subject to the Findings and Conditions below.

MATERIALS:

The following materials in addition to the Site Plan were submitted into the public record:

<u>Date submitted</u>	<u>Description</u>
June 8, 2020	Plan "Monogram Gourmet Foods, LOADING DOCK ADDITION, 330 Ballardvale St, Wilmington, MA 01887", prepared by Howell A. Gordy, RA, Craig Herrmann Design, dated February 28, 2020.
July 6, 2020	E-mail from Ronald Basta, Monogram Gourmet Foods, dated July 6, 2020.
August 14, 2020	Response to Planning Comments, prepared by John. P. Judd, P.E., Gateway Consultants, Inc., dated August 13, 2020.
August 14, 2020	Response to Town Engineer's Comments, prepared by John. P. Judd, P.E., Gateway Consultants, Inc., dated August 14, 2020.
September 8, 2020	Response to Comments, prepared by John. P. Judd, P.E., Gateway Consultants, Inc., dated September 8, 2020.

FINDINGS:

1. The proposed project includes constructing a 1,396 square foot addition to an existing industrial building and making parking lot changes at 330 Ballardvale Street, and leasing, paving, and striping an additional parking area at the abutting 296 Ballardvale Street to provide required parking. The project includes decreasing the total number of parking spaces on the 330 Ballardvale Street property from 83 to 79 and leasing a parking area to be constructed at 296 Ballardvale Street with an additional 59 spaces, for a total of 138 parking spaces. The proposed build-out requires a total of 87 parking spaces. The approval is for the provision of 138 parking spaces including all parking spaces at 330 Ballardvale Street and the lease lot on 296 Ballardvale Street.
2. The Planning Board determined that in accordance with Section 6.4.3.2, the reduction in parking spaces on the 330 Ballardvale Street property and leasing of additional parking on the 296 Ballardvale Street property can be granted without substantial detriment to the neighborhood.
3. The Applicant satisfactorily addressed the comments made or submitted by the Planning Board.

CONDITIONS:

The following Conditions shall be required at the Applicant's sole expense, unless otherwise noted:

1. This Special Permit granted for Parking Relief for 296 & 330 Ballardvale Street shall be valid for this Owner, Lessee, and use only. Any change in ownership, lease of the parking area on 296 Ballardvale Street, or use shall meet the parking requirements or apply for a Special Permit.
2. If construction has not commenced within two (2) years of a Special Permit approval, the approval shall lapse and then a new application, fees and public hearing will be required, provided that if there is an appeal to the Land Court within twenty (20) days after the decision has been filed with the Town Clerk. The two-year period shall run from the date of the final decision on the appeal.
3. All provisions of the Wilmington Zoning Bylaw pertaining to parking (Section 6.4) shall be met unless an exception is specifically provided in this decision.

Upon motion duly made and seconded it was unanimously

VOTED: To endorse the plan entitled "296 & 330 Ballardvale St., Wilmington, MA, Prepared for Monogram Gourmet Foods, LLC", dated July 9, 2020 and last revised September 8, 2020 once the appeal period for the special permit has ended.

**Request to endorse plans for Site Plan Review #20-04 for 100 Eames Street – Map 38
Parcels 4 & 4C – 100 Eames Street LLC , Applicant**

MATERIALS CONSIDERED:

PLAN "Site Plan Review Documents, March 12, 2020 (Revised September 11, 2020), Gerrity Stone, 100 Eames Street, Wilmington, Massachusetts 01887", dated March 12, 2020 and last revised September 11, 2020

S. Pelletier explained the series of revisions that were made to the plan in order for it to be ready for endorsement.

Upon motion duly made and seconded, it was unanimously

VOTED: To endorse plans for 100 Eames Street entitled, "Site Plan Review Documents, March 12, 2020 (Revised September 11, 2020), Gerrity Stone, 100 Eames Street, Wilmington, Massachusetts 01887", dated March 12, 2020 and last revised September 11, 2020, prepared by Brian R. Marchetti, PE, McCarty Engineering, Inc., 42 Jungle Road, Leominster, MA 01453, and Gregory R. Corcoran, PLS, Dana F. Perkins, Inc., 1057 East Street, Tewksbury, MA 01876. Said property is located at 100 Eames Street, Wilmington, MA 01887 and shown on Assessor's Map 38 Parcels 4 & 4C.

**Request to endorse plans for Site Plan Review #18-12 for 911 Main Street – Map 25
Parcel 4 – Robert Autenzio, M.T. Pokkets Realty Trust, Applicant**

MATERIALS CONSIDERED:

PLAN "Site Plan Review, 911 Main Street, Wilmington, MA", dated August 15, 2018 and last revised September 27, 2020

S. Pelletier said the project was approved December 2018.

Upon motion duly made and seconded, it was unanimously

VOTED: To endorse plans for plans for 911 Main Street entitled, "Site Plan Review, 911 Main Street, Wilmington, MA", Sheets 1 through 4, dated August 15, 2018 and last revised September 27, 2020, prepared by Thad D. Berry, P.E., ASB Design Group, LLC, 363 Boston Street, Route 1, Topsfield, MA 01983. Said property is located at 911 Main Street, Wilmington, MA 01887 and shown on Assessor's Map 25 Parcel 4.

**Request to endorse plans for Site Plan Review #20-05 for 66 Industrial Way – Map 56
Parcel 125 – Michael Cronin, Applicant**

MATERIALS CONSIDERED:

PLAN "Proposed Site Plan, 66 Industrial Way, Assessors Map 56 Parcel 125, Wilmington, MA", dated November 1, 2016 and last revised November 22, 2016

S. Pelletier told the Board she received the letter that was sent to the abutter and revisions were made to the plan to add a signature block.

Upon motion duly made and seconded, it was unanimously

VOTED: To endorse plans for 66 Industrial Way plans entitled: "Proposed Site Plan, 66 Industrial Way, Assessors Map 56 Parcel 125, Wilmington, MA", dated November 1, 2016 and last revised November 22, 2016, prepared by Stephen M. Melesciuc, PLS, 117 Hill Street Apt 504, Stoneham, MA 02180, and "Stormwater Management Site Plan, 66 Industrial Way, Assessors Map 56 Parcel 125, Wilmington, MA", 3-sheet plan set, dated October 3, 2016 and last revised November 22, 2016, prepared by Salem Village Consulting, 90 Pine Street, Danvers, MA 01923. Said property is located at 66 Industrial Way, Wilmington, MA 01887 and shown on Assessor's Map 56 Parcel 125.

**Request to release \$54,000.00 collected for purchase and design of the playground for
Murray Hill Definitive Subdivision #14-01 – Map 4 Parcels 7 & 7A – C.S. Newhouse
Builders, Inc. Applicant**

MATERIALS CONSIDERED:

E-MAIL from Newhouse Builders dated September 25, 2020 requesting to release Play Area Funds

V. Gingrich said the goal was to get something great that would not require a lot of maintenance. V. Gingrich showed a picture of the playground and M. Sorrentino expressed his dissatisfaction. V. Gingrich said the equipment is expensive. V. Gingrich said they did not use the money they put into the playground account but instead used their own money according to a budget that was approved.

Upon motion duly made and seconded, it was unanimously

VOTED: To release \$54,000.00 collected for purchase and design of the playground for Murray Hill Definitive Subdivision.

Discussion

V. Gingrich discussed what she would like to bring forward at Town Meeting. She said there are certain uses such as commercial uses that are always before the Planning Board that also need to go to the Zoning Board of Appeals for Groundwater Protection District Special Permit. If the Groundwater Protection District Special Permit for impervious cover could now be reviewed by the Planning Board while they are being reviewed for Site Plan Review, it would save a step in the process. V. Gingrich said the Board of Appeals staff and the Building Inspector like the idea. V. Gingrich said the other thing that always comes up is why we don't have bars and the Economic Development Committee feels that way too. Survey was done and residents want more restaurants. She said right now restaurants need a special permit and she would like General Service restaurants to be as of right in certain districts instead of having to get a Special Permit because the requirements make it really difficult. She said Economic Development Committee has heard a lot about having Brew Pubs because people want more than just a restaurant. They want an experience. She said there is a possibility of adding Brew Pubs to Restaurants and making them as of right as well.

M. Sorrentino asked if there were any residential areas that should be rezoned. V. Gingrich said there is an area around Mozart Avenue. She said they are R10 lots in R20 zone.

M. Sorrentino asked about Textron. V. Gingrich said they will be adding about 300 employees over the next couple of years.

There being no more business to come before the Board, it was unanimously

VOTED: To adjourn the meeting at 8:35 p.m.

NEXT PLANNING BOARD MEETING: November 10, 2020

Respectfully submitted,



Cheryl Licciardi
Recording Clerk