



TOWN OF WILMINGTON, MASSACHUSETTS

PLANNING & CONSERVATION
DEPARTMENT

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**Planning Board Minutes
November 1, 2016**

The Planning Board met on Tuesday, November 1, 2016 at 7:30 p.m. in Room 9 of the Town Hall. The following members were present: Michael Sorrentino Chair; Randi Holland; Terence Boland; and David Shedd. Valerie Gingrich, Director of Planning & Conservation and Carolyn Cronin, Assistant Planner were also present. Sean Hennigan was absent.

Minutes

There were no minutes for the Board to review.

Form A

There were no ANR plans to review.

Matters of Appointment

Public Hearing - Amend the Site Plan Review Rules and Regulations, Rules and Regulations Governing Special Permits, and the Comprehensive Stormwater Management Regulations, and to discuss the Planning Board Application Fee Schedule

V. Gingrich explained the changes made to the Special Permit section. R. Holland suggested asking the applicants for an electronic version as well as paper. V. Gingrich said the number of required copies will be specified on the applications. She pointed out the many changes made to page 7. M. Sorrentino asked where 81G comes into play because an undersized lot may need an 81G. V. Gingrich said 81Gs are not Special Permits. She suggested that it may be better to get rid of the references to zoning provisions since they change. She said the check list is being removed and will be added to applications. R. Holland and M. Sorrentino wanted the section for who is authorized to include the Planning Director and wanted the Town Engineer added under DPW. D. Shedd asked if the fee schedule will be updated too. V. Gingrich said that they will discuss the fee tonight and make recommendations to the Town Manager.

Site Plan Review - V. Gingrich asked if the Board prefers paper instead of electronic plans and applications. R. Holland likes electronic but the rest prefer paper. D. Shedd questioned the section for waivers and T. Boland pointed out the section numbering is off. V. Gingrich said instead of listing fees in the document, she would prefer to have a separate fee schedule. The Board talked about plan sizes and they agree to stay with the standard 36" x 24". V. Gingrich said she added some sections explaining things like surety bonds. She asked if the Board wants to have surety for Site Plans (e.g. landscaping) come before them or would they allow the Planning Director to be the authorizing agent. The Board agreed the Planning Director could be the authorizing agent. A section for As-Built plan submission was added as well. M. Sorrentino pointed out that As-Built plans should be stamped by a certified land surveyor. D. Shedd asked V. Gingrich to add that AutoCad plans should be submitted. V. Gingrich said she will discuss electronic file requirements with the Town Engineer. She said Section 11 was pulled from the Zoning By-law and added.

Stormwater – V. Gingrich said the changes are more administrative. She said on the first page, the Planning Board should authorize the Planning Director as an agent since it is the Director that issues the Simple Stormwater Management Permit.

She eliminated Section 12, regarding the Certificate of Completion. She said the Planning Department makes sure that prior to signing the occupancy permit, all work is complete. R. Holland questioned the completion deadline for the permits and V. Gingrich said that the one-year period seemed too short so she suggests three years but R. Holland felt it should be tied to Site Plan Review. V. Gingrich explained that Simple Stormwater Permits are often tied to Conservation permits which are good for three years. M. Sorrentino questioned the language "to maximum extent practicable" under Section 7.13.1 B. V. Gingrich said that this language was worked out during a meeting with representatives of the development community, J. Langone, R. Stuart, K. Costa and the Town Engineer. She said it is the same language is used by the state. R. Holland wanted the words (to the maximum extent practicable) removed but V. Gingrich did not agree since it is a defined term. D. Shedd asked what happens if the Town goes to inspect and the applicant is not making an effort at all. V. Gingrich said when the applicant comes in, the Town makes a suggestion and adds conditions to the Stormwater Permit and if need be, has the applicant revise their plan. She said before an occupancy permit is issued, everything is inspected to ensure all work was completed as stated in their Stormwater Permit.

V. Gingrich told the Board on page 17, "SUBDIVISION" was deleted because it was not a definition. In discussing the change under B on page 20, R. Holland said the applicant should not be allowed to file a Simple Stormwater Management Permit for five houses when filing a Form A.

V. Gingrich told the Board the reason for the amendment is to reflect what has been learned since the bylaw has been implemented.

Fees - She told the Board she added a section for Special Permit Fees and Site Plan Review waiver to the Fee Schedule and a few other changes. D. Shedd asked how Wilmington's Fee Schedule compares with other Towns and V. Gingrich said C. Cronin did some research and found Wilmington's Fee Schedule to be similar to surrounding towns. R. Holland said if an applicant cannot physically do something like move a light post 15', there should be no charge for amending their decision but if they come back to the Board because they changed their

mind and want to redesign their project, there should be a fee for a modification. M. Sorrentino suggested having a fee for the minor changes. He said changes should be reviewed by the Planning Board and if it's not insignificant, the applicant should be prepared to pay a fee. There is no Site Plan Review amendment fee. The Board agreed with the Special Permit Fees. With respect to Form A (Approval Not Required), V. Gingrich said she find the language confusing and would like to clarify and the Board agreed. The Board agreed with the changes.

Upon motion duly made and seconded, it was unanimously

VOTED: To amend the Site Plan Review Rules and Regulations, Rules and Regulations Governing Special Permits, and the Comprehensive Stormwater Management Regulations.

Continued Public Hearing - Definitive Subdivision #16-02 and Stormwater Management Permit #16-02 for Nelson Acres - Map 57 Parcel 54E- James Brothers & George Brothers, Applicant

A request to extend the action deadline and continue the public hearing for Nelson Acres Definitive Subdivision and Stormwater Management was received.

MATERIALS CONSIDERED:

PLANS "Ava Lane, Wilmington, MA" dated January 19, 2016

DRAINAGE REPORT dated February 4, 2016

ELEVATIONS dated December 31, 2015

LETTER from Richard W. Stuart dated February 23, 2016

COMMENTS from DPW dated March 7, 2016

V. Gingrich told the Board a peer review of the wetland line was asked for by the Conservation Commission and the applicant is being provided the results. She said the consultant looked at soils and there were differences in the wetland line.

Upon motion duly made and seconded, it was unanimously

VOTED: To extend the action deadline for the Planning Board to December 7, 2016.

Upon motion duly made and seconded, it was unanimously

VOTED: To continue the Public Hearing for Nelson Acres Definitive Subdivision and Stormwater Management Permit to December 6, 2016 at 7:45 p.m. in Room 9 of the Town Hall.

Continued Public Hearing – Site Plan Review #16-02, Parking Relief Spec. Permit #16-02 and Stormwater Management Permit #16-06 for 804 Woburn Street, Map 47 Parcel 2 Brian Lawlor, SMMA for Analog Devices, Applicant

MATERIALS CONSIDERED:

PLANS "Analog Devices, Proposed Building #7, 804 Woburn Street, Wilmington, MA 01887" dated August 6, 2016

TRANSPORTATION IMPACT ASSESSMENT: Proposed R&D Expansion dated August 2016

HYDROCAD CALCULATIONS: Stormwater Report dated August 5, 2016
LETTER from Brian Lawlor dated August 11, 2016
COMMENTS from DPW dated August 31, 2016

A request to continue the public hearing was received.

Upon motion duly made and seconded, it was unanimously

VOTED: To continue the public hearing to December 6, 2016 at 8:15 p.m.

Public Hearing – Site Plan Review #16-02, Parking Relief Special Permit #16-02 and Stormwater Management Permit #16-06 for 804 Woburn Street, Map 47 Parcel 2, Brian Lawlor, SMMA for Analog Devices, Applicant

MATERIALS CONSIDERED:

PLANS “Analog Devices, Proposed Building #7, 804 Woburn Street, Wilmington, MA 01887” dated August 6, 2016

TRANSPORTATION IMPACT ASSESSMENT: Proposed R&D Expansion dated August 2016

HYDROCAD CALCULATIONS: Stormwater Report dated August 5, 2016

LETTER from Brian Lawlor dated August 11, 2016

COMMENTS from DPW dated August 31, 2016

PRESENT IN INTEREST – Brian Lawlor, SMMA
Dana Watts, SMMA

B. Lawlor told the Board the proposed project is a three-story office building similar to buildings one and six. He said it will be a two phase project. Phase one will be for the first floor occupancy and the second phase will be for stories two and three. B. Lawlor explained the location of the site. He said this building will be adjacent to buildings one and six. B. Lawlor explained there are other buildings close to Oxbow Drive but this one is further away. He reminded the Board about the approval they received in 2004 for a new building but that has since expired. B. Lawlor showed the Board the first phase of the plan for the building with a redesign and additional parking area. M. Sorrentino asked if access is off Woburn Street. B. Lawlor said there is no plan to change the basic traffic pattern. He said the first floor will be a 500-seat cafeteria to serve all the buildings and in the second phase, the parking structure would be constructed with second and third floor occupancy.

D. Watts explained the renderings. He said there will be a main entrance lobby, elevators, boilers and the café. D. Watts explained the floor plan to the Board. He said a portion will be dedicated for testing products in laboratories. D. Watts showed the Board the elevations. He said there is glass and metal panels. He pointed out there will be rooftop equipment. M. Sorrentino asked if there was a bridge from the garage to the building and D. Watts said there will be a raised pedestrian way and they were looking at possibility of pedestrian bridge to adjacent building.

M. Sorrentino read comments into the record.

D. Shedd asked how much traffic will be generated and B. Lawlor said Vanasse & Associates studied intersections and the impact was mostly less than 5% at peak hours. M. Sorrentino

asked how many more employees are proposed to be hired. D. Watts answered approximately 600. M. Sorrentino asked how many shifts there will be and D. Watts said there will not be shifts and it will be no different than any other professional office.

V. Gingrich said 45 Industrial Way is a new project in the area and they contributed funds for traffic mitigation. She said both 90 Eames Street, and 203 Lowell Street, which was recently permitted for two restaurants and doggie daycare, also contributed funds. V. Gingrich told the applicant that the Town has some funds to start designing improvements. She said a traffic engineer has looked at the intersections.

M. Sorrentino asked if Analog is getting away from production /manufacturing. B. Lawlor said the main manufacturing is being conducted in buildings 2 & 4. He said, Analog is at a point of renovation.

D. Watts said this expansion is expected to take several years. The parking garage will be three levels. The net increase is 500 spaces total. R. Holland asked what the occupancy would be and D. Watts said 600 employees.

Resident, J. Lyons told the Board she has lived at 776 Woburn Street for 36 years and has seen many changes. She said she is tired of the traffic and tired of hearing ambulances. L. Lyons said she has no problem with what Analog does but when it interferes with her life, she does have a problem with it. She asked for structure. M. Sorrentino asked what she meant about structure. J. Lyons said she wanted Analog to be neighbors. Resident, J. Amato, 11 Oxbow Drive told the Board he is concerned about the noise. He asked if the new building will have noise and D. Watts said the heating and cooling system will be on the roof and will be for office not manufacturing. D. Watts said there will be deliveries to the building. B. Lawlor said Analog will have standard office use. J. Lyons said he would like to see a soundproof wall put up along the Oxbow Drive side because the noise is unbearable. He also said at the intersection, there should be turning lanes. R. Holland said it is preferred that trucks turn right from Eames Street and travel towards Presidential.

Resident, C. Parece, 17 Oxbow Drive, said her concern is noise and Analog is a 24/7 operation. She is also concerned about traffic.

C. Parece said she had concerns that the trees along the Oxbow side will come down with the next storm. M. Sorrentino said that V. Gingrich will walk the site with the Conservation Agent.

Upon motion duly made and seconded, it was unanimously

VOTED: To extend the action deadline for Site Plan Review #16-02, Parking Relief Spec. Permit #16-02 and Stormwater Management Permit #16-06 for 804 Woburn Street, Map 47 Parcel 2 to January 31, 2017.

Upon motion duly made and seconded, it was unanimously

VOTED: To continue the public hearing to December 6, 2016 at 8:15 p.m.

**Public Hearing – Site Plan Review #16-03 for 66-68 Industrial Way, Map 56 Parcel 125
Michael Cronin for Dagle Electrical Const. Corp., Applicant**

MATERIALS CONSIDERED:

PLANS “Stormwater Management Site Plan, 66 Industrial Way, Wilmington, MA” dated October 3, 2016 and last revised on November 22, 2016.

PRESENT IN INTEREST – Michael Cronin, Dagle Electrical
John Barrows – Salem Village Consulting

M. Cronin told the Board he submitted this application to meet the deadline for the November agenda but knew there were some issues and told C. Cronin there would be an amended plan submitted. He said he does not want to go before the Zoning Board of Appeals for Open Space, so they added landscaping as directed by the Building Inspector. M. Cronin told the Board that J. and M. Dagle purchased the property last year. He said they created 10,000 sq.ft. of office and the back is an electrical warehouse. He told the Board there are a lot of big trucks accessing the property so traffic flow was a problem. M. Cronin explained the revised plan which shows the rear corner cleared and graded, utilities relocated, and more green space that was not shown on the original plan. He said some parking spaces can be turned into green area as well. He told the Board some drainage pipes were found when they moved some earth. He said there is a water pipe that is exposed and that will need to be covered. V. Gingrich said the Town Engineer did not see the new plans but will review them. J. Barrows told the Board he spoke with someone in the Engineering Department and was told to meet the Stormwater Standards. He explained that this project is improving the recharge. D. Shedd asked about the landscaping and J. Barrows said there will be an improvement with that as well.

M. Sorrentino read the comments into the record.

J. Barrows told the Board the Engineering comments/concerns are not difficult to satisfy. V. Gingrich asked about the landscaping and catch basin. D. Shedd asked what happens with the swale.

V. Gingrich asked about the easement and asked if the utilities can be changed. M. Cronin said he would research the easement. D. Shedd asked where the pump station is. M. Cronin pointed out the pump station on the plan and said the Town maintains it.

M. Sorrentino asked if the building has sprinklers and M. Cronin said it does and the Deputy Fire Chief is satisfied. He told the Board they hit ledge when they built the mezzanine. M. Cronin told the Board they put new heating system, air-conditioning and windows.

Upon motion duly made and seconded, it was unanimously

VOTED: To continue the public hearing to December 6, 2016 at 7:30

Board of Appeals

At its meeting on Tuesday, November 1, 2016 the Planning Board voted to recommend as follows:

Case 22-16: 27 Buckingham St.

Upon motion duly made and seconded, it was unanimously

VOTED: To recommend disapproval. The intent of the Comprehensive Permit was to provide housing of similar style and scale within the project area. The Comprehensive Permit serves as the only zoning control for the project area and traditional zoning mechanisms do not apply (setbacks, lot coverage, etc.) Full buildout and the impacts of full buildout to resource areas and infrastructure were determined at a comprehensive scale at the time of approval. Amendments at the individual parcel level undermine the intent of the Permit and create cumulative, and potentially detrimental, impacts for which the Town has no mechanism to address.

Case 23-16: 11 Cleveland Ave.

Upon motion duly made and seconded, it was unanimously

VOTED: To recommend approval with the condition that the Applicant repair the section of trench (approximately 6 ft. wide) for the service connection across Cleveland Ave. at the southern side of the roadway along the frontage of 11 Cleveland Ave. to specifications of the Town Engineer.

Case 24-16: 18 Fay St.

Upon motion duly made and seconded, it was unanimously

VOTED: To recommend approval if a hardship is demonstrated.

Old Business

Discuss North Wilmington Zoning

V. Gingrich told the Board that there were about 40 to 50 people in attendance at the North Wilmington rezoning meeting. She provided the Board with a handout of comments from residents following the meeting. V. Gingrich went over the graphic C. Cronin created and said people do not like the parking lot on Waltham Street. V. Gingrich said there were many comments regarding the brick building that was demolished across the street from Uptown Deli. She said residents made it clear they do not want the area to change but also wanted aesthetic improvements. She said there were some who thought rezoning the area for residential would lower their property value. Some other residents liked the idea of housing as a use. V. Gingrich asked the Board how they feel about going forward with something at town meeting knowing that some people like the idea and others do not. D. Shedd pointed out that Wilmington is not investing money for road improvements so there should be a plan in having developers pitch in for this as well as sidewalks, street trees, and street lights. R. Holland asked if the rezoning would be considered an overlay on Lowell Street. V. Gingrich said it is neighborhood/mixed use. R. Holland asked if the properties are rezoned, do the current property owners have the right to remain in business. V. Gingrich said yes if property owner wants to. D. Shedd said the Planning Board needs a plan.

The Board questioned what the Town will use the Whitefield parking lot for. V. Gingrich said it will remain open space for now. D. Shedd suggested that north Wilmington would be a great place for senior living. V. Gingrich told the Board it could work on rezoning ideas a bit longer and bring it to a future Town meeting. D. Shedd asked what V. Gingrich suggested doing in order to make the rezoning more enticing to the Town. V. Gingrich suggested a little master plan. T. Boland agreed as did the rest of the Board in not proposing any changes at this point.

New Business

Request to release Lot 5A Meadow Brook Road - Map 27 Parcel 5A

A request to release Lot 5A Meadow Brook Road was received.

Upon motion duly made and seconded, it was unanimously

VOTED: To release 5 Meadow Brook Road shown as 5A Meadow Brook Road on the plan entitled: "Meadowbrook Road Modifications", dated February 27, 2004 and recorded at the Registry in Plan Book 218 as Plan No. 83.

Request to release Lot A for Rhode Island Road Definitive Subdivision #08-01 Map 36 Parcel 186 - Kristen Costa for James Mangano, Applicant

A request to release Lot A for Rhode Island Road Definitive Subdivision was received.

V. Gingrich told the Board that the developer has provided documentation of ownership of the triangle piece of land and the Board can release the lot.

Upon motion duly made and seconded, it was unanimously

VOTED: To release Lot A and endorse Form J.

Request to waive Site Plan Review for 36 Nassau Avenue - Map 31 Parcel 59 Mary Caulfield for New Cingular Wireless, LLC (AT&T Mobility), Applicant

PRESENT IN INTEREST – Mary Caulfield Mary Caulfield, SAI Communications

MATERIALS CONSIDERED:

PLANS "AT&T Site Number: MA3119, Site Name: Wilmington Nassau Ave, Project: LTE BWE 2017 Upgrade" dated September 12, 2016 and last revised September 16, 2016.

V. Gingrich said this is a swap out of equipment on the Town owned water tower.

Upon motion duly made and seconded, it was unanimously

VOTED: To approve the request to waive Site Plan Review and filing fees for New Cingular Wireless PCS, LLC (AT&T Mobility) for AT&T's equipment located at 36 Nassau Avenue. The proposal is to replace three (3) of the existing antennas and three (3) radio heads on the water tank as shown on plan entitled "AT&T Site Number:

MA3119, Site Name: Wilmington Nassau Ave, Project: LTE BWE 2017 Upgrade"
dated September 12, 2016 and last revised September 16, 2016.

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

VOTED: To adjourn the meeting at 10:25 p.m.

NEXT MEETING is December 6, 2016

Respectfully submitted,

A handwritten signature in cursive script, reading "Cheryl Licciardi".

Cheryl Licciardi
Recording Clerk