



## TOWN of WILMINGTON

### DEPARTMENT OF PLANNING & CONSERVATION

121 GLEN ROAD, WILMINGTON, MA 01887 [www.wilmingtonma.gov](http://www.wilmingtonma.gov) (978) 658-8238

#### Planning Board Minutes July 11, 2023

The Planning Board met on Tuesday July 11, 2023 at 7:30 p.m. in the Town Hall Auditorium. The following members were present: Terence Boland, Chair, Randi Holland, and Peter Moser. Valerie Gingrich, Director of Planning & Conservation and Jayne Wierzbicki, Planner/Economic Development Coordinator were also present. Sean Hennigan and Angela Marcolina were absent.

#### Minutes

There were no minutes to review.

#### Form A

**13-15 Boutwell Street – Map 18 Parcels 13 & 13A – “Plan of Land in Wilmington, MA 13 & 15 Boutwell Street” Jaqueline Welch, Applicant**

#### MATERIALS CONSIDERED:

PLAN “Plan of Land in Wilmington, MA 13 & 15 Boutwell Street”

V. Gingrich told the Board there was a lot line shift. She said Engineering and Planning reviewed it. The applicant’s engineer made a couple of minor changes and the plan is ready for signature. She said P. Moser noticed a stream that runs along the edge of the property. V. Gingrich said that stream will come into play when they go before Conservation when they want to build. That is no reason for the Board to hold signature on the lot line change.

Upon motion duly made and seconded it was unanimously

VOTED: To receive the ANR Plan and Application #23-04 for 13 & 15 Boutwell Street, Map 18 Parcels 13 & 13A - “Plan of Land in Wilmington, MA 13 & 15 Boutwell Street” dated June 28, 2023.

Upon motion duly made and seconded it was unanimously

VOTED: That approval under Subdivision Control is not required for ANR Plan and Application #23-04 for 13 & 15 Boutwell Street, Map 18 Parcels 13 & 13A - “Plan of Land in Wilmington, MA 13 & 15 Boutwell Street” dated June 28, 2023.

Upon motion duly made and seconded it was unanimously

VOTED: To endorse plan entitled, “Plan of Land in Wilmington, MA 13 & 15 Boutwell Street” dated June 28, 2023.

RECEIVED  
TOWN CLERK  
2023 SEP 12 AM 9:51  
TOWN OF WILMINGTON, MA

**Matters of Appointment**

**Continued Public Hearing – Site Plan Review #23-01, Stormwater Management Permit #23-01 for 90 Eames Street - Map 38 Parcel 3A - Eames Street LLC, Applicant**

A request to extend the deadline and continue the public hearing was received.

**MATERIALS CONSIDERED:**

None

Upon motion duly made and seconded it was unanimously

**VOTED:** To extend the deadline for action to November 30, 2023 for Site Plan Review #23-01 and Stormwater Management Permit #23-01.

Upon motion duly made and seconded it was unanimously

**VOTED:** To continue the public hearing for Site Plan Review #23-01 and Stormwater Management Permit #23-01 for 90 Eames Street to November 7, 2023 at 7:30 p.m. in the Town Hall Auditorium.

**Continued Public Hearing – Birch Street Definitive Subdivision #22-01 and Stormwater Management Permit #22-12 – Map 49 Parcels 4, 4A, 5, 6, 7, 8, 9, & 11 Haralambos Katsikis, Applicant**

A request to extend the deadline for action and continue the public hearing was received.

**MATERIALS CONSIDERED:**

LETTER from Attorney Michael J. Newhouse dated July 6, 2023

Upon motion duly made and seconded it was unanimously

**VOTED:** To extend the deadline for action for Definitive Subdivision Application #22-01 and Stormwater Management Permit #22-12 for Birch Street, Map 49 Parcels 4, 4A, 5, 6, 7, 8, 9, & 11 to August 31, 2023.

Upon motion duly made and seconded it was unanimously

**VOTED:** To continue the public hearing for Definitive Subdivision Application #22-01 and Stormwater Management Permit #22-12 for Birch Street, Map 49 Parcels 4, 4A, 5, 6, 7, 8, 9, & 11 to August 4, 2023 at 7:40 p.m. in the Town Hall Auditorium.

**Continued Public Hearing – Definitive Subdivision #21-01 and Stormwater Management Permit #21-15 for Eagleview Drive off Marion Street - Map 5 Parcels 2J, 3, 3A, 3C, 3D, & 3E - Craig Newhouse, Applicant**

A request to extend the action deadline and continue the public hearing was received.

**MATERIALS CONSIDERED:**

E-Mail from K. Costa requesting to continue dated July 3, 2023

Upon motion duly made and seconded it was unanimously

**VOTED:** To extend the deadline for action for Definitive Subdivision Plan #21-01 and Stormwater Management Permit #21-15 for Eagleview Drive off Marion Street to August 31, 2023.

Upon motion duly made and seconded it was unanimously

**VOTED:** To continue the public hearing for Definitive Subdivision Plan #21-01 and Stormwater Management Permit #21-15 for Eagleview Drive to August 4, 2023 at 8:30 p.m. in the Town Hall Auditorium

**Continued Site Plan Review #22-16, Stormwater Management Permit #22-13 and Ground Water Protection District Special Permit #22-05 for 208 Main Street - Map 44 Parcel 178B Gabriel Schuchman Alrig USA Development, LLC, Applicant**

A request to extend the action deadline and continue the public hearing was received.

**MATERIALS CONSIDERED:**

LETTER from J. Kline dated May 25, 2023

Upon motion duly made and seconded it was unanimously

**VOTED:** To extend the action deadline for Site Plan Review #22-16 and Stormwater Management Permit #22-13 for 208 Main Street to August 31, 2023.

Upon motion duly made and seconded it was unanimously

**VOTED:** To continue the public hearing for Site Plan Review #22-16, Stormwater Management Permit #22-13 and Ground Water Protection District Special Permit #22-05 for 208 Main Street, Map 44 Parcel 178B to August 4, 2023 at 8:40 p.m. in the Town Auditorium.

**Continued Public Hearing – Site Plan Review #22-25 - 26 Upton Drive - Map R1 Parcel 18G  
DISH Wireless L.L.C., Applicant**

PRESENT IN INTEREST: Michael Dolan, Esq.

**MATERIALS CONSIDERED:**

PLAN: "Crown Castle, Port Hole Installation" dated April 27, 2023 and "DISH Wireless L.L.C., Project Information, BOBOS00795A, 26 Upton Drive, Wilmington, MA 01887", dated December 11, 2021, last revised September 22, 2022

RESPONSE LETTERS dated May 30, 2023 and June 1, 2023

Attorney M. Dolan said he was previously before the Board and as part of the process the Board requested a peer review of the structural analysis, and that process is now complete. T. Boland asked if all comments have been addressed and asked if everyone is satisfied, and V. Gingrich said yes. V. Gingrich reviewed the draft decision.

Upon motion duly made and seconded it was unanimously

**VOTED:** To approve with conditions Site Plan Review #22-25 for 26 Upton Drive as shown on plan entitled, "DISH Wireless L.L.C., Project Information, BOBOS00795A, 26 Upton Drive, Wilmington, MA 01887", dated December 11, 2021, last revised September 22, 2022, prepared by Daniel J. Corning, P.E., NB+C Engineering Services, LLC, 6095 Marshalee Drive, Suite 300, Elkridge, MD 21075. Said property is located at 26 Upton Drive, Wilmington, MA 01887 and shown on Assessor's Map R1 Parcel 18G.

This is to certify, at a public hearing of the Wilmington Planning Board (Board) opening on December 6, 2022, and closing on July 11, 2023, by a motion duly made and seconded, it was voted:

We, the Wilmington Planning Board, as requested by Michael Dolan on behalf of DISH Wireless L.L.C., under the provisions of Section 6.5 of the Zoning Bylaws of the Town of Wilmington and Board's Site Plan Review Rules and Regulations, to consider the contemplated site plan for the addition of three (3) antennas, six (6) RRUs and other new equipment, including associated work on the ground to the existing monopole, as shown on plan entitled, "DISH Wireless L.L.C., Project Information, BOBOS00795A, 26 Upton Drive, Wilmington, MA 01887", dated December 11, 2021, last revised September 22, 2022, prepared by Daniel J. Corning, P.E., NB+C Engineering Services, LLC, 6095 Marshalee Drive, Suite 300, Elkridge, MD 21075, submitted on November 10, 2022, (the "Site Plan") (the "Project"), do hereby vote to **APPROVE** the Site Plan and the Project, subject to the Findings and Conditions below.

**MATERIALS:**

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

Description

"Post Modification Inspection" dated November 13, 2008, prepared by John W. Kelly III, P.E., B&T Engineering, Inc., 1717 S. Boulder, Suite 300, Tulsa, OK 74119

"Structural Analysis Report" dated October 3, 2021, prepared by Terry P. Styran, P.E., Crown Castle, 2000 Corporate Drive, Canonsburg, PA 15317

"Port Hole Installation" drawings dated April 27, 2023, prepared by Truc Lac, P.E., Crown Castle, 2000 Corporate Drive, Canonsburg, PA 15317

Response to Peer Review Comments, dated May 30, 2023, prepared by Terry P. Styran, P.E., Crown Castle, 2000 Corporate Drive, Canonsburg, PA 15317

Response to Peer Review Comments, dated June 1, 2023, prepared by Richard Zajac, Crown Castle, 2000 Corporate Drive, Canonsburg, PA 15317

Email from Peer Reviewer, Paul Bergman, Bergman Associates, Inc., 20 Washington Street, Haverhill, MA 01832, dated June 26, 2023

### **FINDINGS:**

1. The Project site is shown on Map R1 Parcel 18G on the Site Plan.
2. The Site Plan contains a design that is sufficiently developed to provide the basis for the Board's determinations regarding the provisions, requirements, standards, and guidelines of Section 6.5 of the Wilmington Zoning Bylaws and the Board's Site Plan Review Rules and Regulations.
3. The development of the site as set forth in the Site Plan and ancillary materials submitted by the Applicant complies with the provisions, requirements, standards, and guidelines of Section 6.5 of the Wilmington Zoning Bylaws and the Board's Site Plan Review Rules and Regulations.
4. The Applicant satisfactorily addressed the comments made or submitted by the general public and various Town of Wilmington departments except as contained in specific conditions that follow.

### **CONDITIONS:**

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

### **GENERAL:**

1. The Project shall be constructed and operated in accordance with the Site Plan.
2. The Project shall obtain approval pursuant to, and be constructed and operated in accordance with, all applicable local, state and federal bylaws, statutes, ordinances, rules and regulations.
3. If no substantial construction has commenced within two (2) years of a Site Plan approval, the approval shall lapse and a new application, fees and public hearing will be required, provided that if there is an appeal to the Board of Appeals and/or to the courts, the two-year period shall run from the date of the final decision on the appeal.
4. The provisions of this conditional approval shall apply to and be binding upon the Applicant, its employees and all successors and assigns in interest or contract.
5. The Project shall conform to all existing Massachusetts Laws, Regulations and Applicable Codes regarding fire protection and building safety standards.
6. Any revisions shall be submitted to the Director of Planning & Conservation for review. If these are deemed substantial, the Applicant must submit revised plans to the Planning Board for approval.

7. During construction, work shall not start before 7:00 a.m. and shall be completed by 7:00 p.m. No work is allowed on Sundays and holidays. Construction equipment shall not be started before 7:00 a.m.

**PRIOR TO ENDORSEMENT:**

8. The signature block for the Planning Board signatures shall be located on the right-hand side, in the same position, on every sheet of the plans. The signature block shall include five (5) lines for signatures and one (1) line for the date.

**PRIOR TO ISSUANCE OF A BUILDING PERMIT:**

9. The Wilmington Fire Department shall review and approve the building plans.

**POST CONSTRUCTION:**

10. Final As-Built Plans in form(s) and format(s) acceptable to the Town Engineer shall be submitted to the Engineering Division and Director of Planning and Conservation.
11. A Final Construction Control Document, completed by a registered design professional, shall be submitted to the Department of Planning and Conservation.

Upon motion duly made and seconded it was unanimously

VOTED: To endorse plan entitled, "DISH Wireless L.L.C., Project Information, BOBOS00795A, 26 Upton Drive, Wilmington, MA 01887", dated December 11, 2021, last revised July 10, 2023, prepared by Daniel J. Corning, P.E., NB+C Engineering Services, LLC, 6095 Marshalee Drive, Suite 300, Elkridge, MD 21075. Said property is located at 26 Upton Drive, Wilmington, MA 01887 and shown on Assessor's Map R1 Parcel 18G.

**Continued Public Hearing - Site Plan Review #23-08 and Stormwater Management Permit #23-06 - 100-110 Fordham Road - Map 91 Parcel 121 – Fordham Park LLC, Applicant**

A request to extend the action deadline and continue the public hearing was received.

**MATERIALS CONSIDERED:**

LETTER from Jill Elmstrom Mann dated July 3, 2023

Upon motion duly made and seconded it was unanimously

VOTED: To extend the action deadline to August 31, 2023 for Site Plan Review #23-08.

VOTED: To continue the public hearing for Site Plan Review #23-08 and Stormwater Management Permit #23-06 for 100-110 Fordham Road to August 1, 2023 at 8:35 p.m. in the Town Hall Auditorium.

**Continued Public Hearing – 15 Nickerson Avenue – Map 72 Parcel 20 - Non-conforming Special Permit #23-01 Northeastern Development Corp., Applicant**

A request to continue the public hearing was received.

**MATERIALS CONSIDERED:**

DAINAGE CALCULATIONS dated June 21, 2023

E-MAIL from Kristen Costa dated July 11, 2023

Upon motion duly made and seconded it was unanimously

VOTED: To continue the public hearing for Non-conforming Special Permit #23-01 for 15 Nickerson Avenue to August 1, 2023 at 7:55 p.m. in the Town Hall Auditorium.

**Continued Public Hearing – 12 Industrial Way – Map 46 Parcel 134 – Site Plan Review #23-09 Stormwater Management Permit #23-01 and Parking Relief Special Permit #23-02 Keith Edwards, Applicant**

A request to extend the action deadline and continue the public hearing was received.

**MATERIALS CONSIDERED:**

PLAN "12 Industrial Way Permit Drawings, 12 Industrial Way, Town of Wilmington, Middlesex County, Massachusetts" dated May 11, 2023 and last revised June 26, 2023

STORMWATER MANAGEMENT REPORT dated May 2023 and last revised June 2023

LETTER from John Perry dated June 26, 2023

RESPONSE TO PLANNING REVIEW LETTER dated June 26, 2023

RESPONSE TO ENGINEERING dated June 26, 2023

ENGINEERING MEMO dated July 11, 2023

Upon motion duly made and seconded it was unanimously

VOTED: To action deadline to August 31, 2023 for Site Plan Review #23-09, Stormwater Management Permit #23-07.

Upon motion duly made and seconded it was unanimously

VOTED: To continue the public hearing for Site Plan Review #23-09, Stormwater Management Permit #23-07, and Special Permit for Parking Relief #23-02 for 12 Industrial Way, Map 72 Parcel 20 to August 1, 2023, at 8:00 p.m. in the Town Hall Auditorium.

**Public Hearing – 200 Ballardvale Street – Map R2 Parcel 7 - Sign Special Permit #23-03  
Vasu Patel, Applicant**

A request to continue the public hearing was received.

**MATERIALS CONSIDERED:**

RENDERING received May 18, 2023

NARRATIVE received May 18, 2023

Upon motion duly made and seconded it was unanimously

VOTED: To continue the public hearing for Sign Special Permit #23-03 for 200 Ballardvale Street to August 1, 2023 at 7:50 p.m. in the Town Hall Auditorium.

**Public Hearing – 708R Woburn Street – Map 57 Parcel 54E - Conservation Subdivision  
Special Permit #23-01 – S&K Associates, Applicant**

A request to continue the public hearing was received.

**MATERIALS CONSIDERED:**

PLAN: "Conceptual Site Plan" dated February 14, 2023

PLANNING REVIEW LETTER dated July 6, 2023

Upon motion duly made and seconded it was unanimously

VOTED: To continue the public hearing for Conservation Subdivision Design Special Permit #23-01 for 708R Woburn Street to August 1, 2023 at 8:20 p.m. in the Town Hall Auditorium.

**Public Hearing – 190 Main Street – Map 44 Parcel 178 – Site Plan Review #23-10 - Stormwater  
Management Permit #23-08, Groundwater Protection District Special Permit #23-02 and  
Parking Relief Special Permit #23-03 – Richard Gallant for Gallant Memorial Arena LLC,  
Applicant**

A request to extend the action deadline and continue the public hearing was received.

**MATERIALS CONSIDERED:**

PLAN: "Ristucia Memorial Arena" dated June 12, 2023, "Landscape with Parking Area" dated June 2023, "Existing Drainage Conditions" dated June 12, 2023 and last revised June 29, 2023, "Proposed Drainage Conditions" dated June 12, 2023 and last revised June 29, 2023, "Proposed Drainage Conditions" dated June 10, 2011

TRAFFIC IMPACT ASSESSMENT MEMO dated June 9, 2023

STORMWATER REPORT dated June 12, 2023

PLANNING REVIEW LETTER dated July 5, 2023

NARRATIVE dated June 12, 2023

ENGINEERING MEMO dated June 30, 2023

Upon motion duly made and seconded it was unanimously

VOTED: To extend the deadline for action to August 31, 2023 for Site Plan Review #23-10, Stormwater Management Permit #23-08.



Upon motion duly made and seconded it was unanimously

VOTED: To continue the public hearing for Site Plan Review #23-10, Stormwater Management Permit #23-08, Groundwater Protection District Special Permit #23-02 and Parking Relief Special Permit #23-03 for 190 Main Street to August 1, 2023 at 8:10 p.m. in the Town Hall Auditorium.

**Public Hearing – 203 Lowell Street – Map 48 Parcel 73 – Site Plan Review #23-11  
Stormwater Management Permit #23-09 and Multi-Family Special Permit #23-02  
David Roache for 203 Lowell St. Owner LLC, Applicant**

A request to continue the public hearing was received.

**MATERIALS CONSIDERED:**

PLAN: "Wilmington Retail Special Permit" dated June 15, 2023,  
STORMWATER MANAGEMENT & EROSION CONTROL PLAN dated October 18, 2023 and last revised June 14, 2023  
NARRATIVE dated June 15, 2023  
ENGINEERING MEMO dated July 11, 2023

Upon motion duly made and seconded it was unanimously

VOTED: To extend the deadline for action to August 31, 2023 for Site Plan Review #23-11, Stormwater Management Permit #23-09.

Upon motion duly made and seconded it was unanimously

VOTED: To continue the public hearing for Site Plan Review #23-11, Multi-Family Special Permit #23-02, Stormwater Management Permit #23-09 for 203 Lowell Street to August 1, 2023 at 7:45 p.m.

**Board of Appeals**

At its meeting on July 11, 2023, the Planning Board (Board) voted to recommend as follows:

**Case 10-23 for 6 Waltham Street – Map 79 Parcel 31D – Jessica Eubanks, Applicant**

J. Wierzbicki told the Board they are requesting to increase the existing monopole by 20' up to 140' total. The structural analysis states the tower capacity is at 90.8%. She said they are missing important information and requirements. She said they need to address that the increase in height is necessary for proper functioning under Section 6.8.5.1, they need to explain how they meet design criteria under Section 6.8.5, and they need to submit some other required materials under Section 6.8.6 of the Zoning Bylaws. T. Boland said there are a bunch of rules they are not following. He asked why they are requesting to increase the height to 140' when they just built this a couple of years ago. V. Gingrich said 120' is the maximum height allowed unless the Board of Appeals finds they need increased height for proper function. P. Moser asked if this is just a request to extend the height and V. Gingrich said yes. P. Moser said they want the increased height to add more antennas and that isn't the same as saying it won't function. T. Boland said the tower is already tall enough and there were neighbors that were concerned about the height. V. Gingrich asked about a peer review and the Board agreed it is a good idea.

Upon motion duly made and seconded, it was by a vote of 3-0

VOTED: To recommend the Board of Appeals request additional information as follows:

- Address why the additional height is necessary and essential for the proper functioning of the wireless communications facility per Section 6.8.5.1 of the Wilmington Zoning Bylaws. The Planning Board is not in favor of increasing the height of the tower unless absolutely necessary.
- How the Applicant is meeting the design criteria (including setbacks) in Section 6.8.5 of the Wilmington Zoning Bylaws.
- The Applicant should provide important information such as proper renderings of the monopole (existing and proposed), as well as any other missing required materials per Section 6.8.6 of the Wilmington Zoning Bylaws.

The Planning Board also recommends that a peer review of the Structural Analysis Report be conducted due to the tower capacity of 90.8%.

Case 11-23 for 1 St. Paul Street - Map 53 Parcel 31 – Matthew Davidson, Applicant

V. Gingrich told the Board the applicant is requesting to construct a porch within the 30' front yard setback. He considers strict bylaws the hardship. T. Boland said considering the bylaw to be strict is not an actual hardship. T. Boland said he personally thinks every house should have a porch but this applicant did not prove hardship..

Upon motion duly made and seconded, it was by a vote of 3-0

VOTED: To recommend disapproval. While outdoor living spaces, such as porches, are important, the Applicant did not demonstrate a proper hardship. Per Mass. Gen. L. 40A, S10, soil conditions, shape, or topography of such land structures could involve substantial hardship, financial or otherwise, to the petitioner or appellant. The Applicant expressed their hardship as "strict adherence to the setback bylaws".

### **Old Business**

**Board of Appeals Case 4-23 for 79 Nichols Street – Map 35 Parcel 29  
Golden Realty Trust, Applicant**

V. Gingrich told the Board the Zoning Board of Appeals received revised plans. She said the plans have not been reviewed yet and the applicant is meeting with the Zoning Board of Appeals tomorrow evening. She said Town Staff nor Peer Reviewer have had a chance to look at the revisions. V. Gingrich said there is still the conversation over septic vs. sewer.

**New Business**

**Request to release building lots 6 & 10 (Assessor's Map 10 Lots 5F & 5I for 12 & 15 Darby Lane) Highland Estates Definitive Subdivision #19-02 – James Castellano, Applicant**

**MATERIALS CONSIDERED:**

PLAN: "Septic System Lot 6, Highland Estates, Tax Map 10 Lot 5F, #12 Darby Lane – Lot 6, Wilmington, Massachusetts" and "Septic System Lot 10, Highland Estates, Tax Map 10 Lot 5I, #15 Darby Lane – Lot 10, Wilmington, Massachusetts"

V. Gingrich said a request from J. Castellano to release two building lots was received. She said both have received septic system approval. T. Boland asked if they are building in order and V. Gingrich said they are not.

Upon motion duly made and seconded it was unanimously

VOTED: To release lots 6 & 10 (Assessor's Map 10 Lots 5F & 5I for 12 & 15 Darby Lane).

Surety in the amount of two hundred forty thousand, one hundred twenty-three dollars and zero cents (\$240,123.00) had previously been presented in the form of a Tri-Party Agreement.

**Request to release surety for Amendment to McGrane Woods Definitive Subdivision #09-1 and Stormwater Management Permit #12-8 - Map 84 Parcels 10 & 52 - Kristen Costa for James Mangano, Applicant**

**MATERIALS CONSIDERED:**

LETTER from K. Costa dated June 23, 2023

V. Gingrich said a request came in to look at work that had been done. The roadway was paved and some drainage constructed. The Town Engineer advised that we need an As-Built plan to conduct the review. The applicant was notified but they wanted to ask for surety release without the As-Built plan. V. Gingrich told the applicant the Board would not be receptive to it but the request would be put forward. V. Gingrich said the Board could table the request until the As-Built plan is received and inspection can be conducted. P. Moser asked for the location and V. Gingrich said it connects to McDonald Road. R. Holland asked how much of the surety they requested and V. Gingrich said they did not request an amount.

Upon motion duly made and seconded it was unanimously

VOTED: To table the request to release surety for Amendment to McGrane Woods Definitive Subdivision #09-01.

**Endorse plan for 230, 234, & 240 Ballardvale Street – Map R2 Parcels 23E, 23F and 23G  
Site Plan Review #23-03 and Stormwater Management Permit #23-02  
Atlantic Oliver Ballardvale LLC, Applicant**

**MATERIALS CONSIDERED:**

PLAN: “Non-Residential Site Plan, 230, 234 & 240 Ballardvale Street, Tax Map R2 Lots 23E, 23F, 23G, 230-240 Ballardvale Street, Wilmington, Massachusetts, Middlesex County”, dated January 12, 2023, last revised April 17, 2023  
Industrial Warehouse Building, West Street, Wilmington, Mass.” dated August 6, 1982

Upon motion duly made and seconded it was unanimously

VOTED: To endorse plan entitled “Non-Residential Site Plan, 230, 234 & 240 Ballardvale Street, Tax Map R2 Lots 23E, 23F, 23G, 230-240 Ballardvale Street, Wilmington, Massachusetts, Middlesex County”, dated January 12, 2023, last revised April 17, 2023, prepared by Brenton Cole, P.E., Granite Engineering, 150 Dow Street, Suite 421, Manchester, New Hampshire 03101. Said property is located at 230, 234 & 240 Ballardvale Street, Wilmington, MA 01887 and shown on Assessor’s Map R2 Parcels 23E, 23F, 23G.

**Request to Waive Site Plan Review #23-06 – 155 West Street – Map 56 Parcel 3B  
Michael McCormack, Quality Systems Integration, Applicant**

PRESENT IN INTEREST: Michael McCormack, QSI 3PL Plus

**MATERIALS CONSIDERED:**

PLAN: “Industrial Warehouse Building, West Street, Wilmington, Mass.” dated August 6, 1982  
NARRATIVE dated July 5, 2023

M. McCormack, owner of QSI 3PL Plus said they have a 10,000 sf warehouse and they are proposing to install a pad to house a generator for the HVAC system. V. Gingrich said their change to open space area which is 61 and ½ sf does not put them under the open space requirement so there is no impact on open space, parking and there weren’t any comments from Engineering or Fire Department. P. Moser asked if it will be gas fueled and S. McCormick said natural gas.

Upon motion duly made and seconded it was unanimously

VOTED: To Site Plan Review Waiver Request #23-06 for 155 West Street for the construction of a 61.5 sq. ft. concrete pad for an emergency generator.

**Discussion**

**As Of Right Multi-Family Zoning District - MBTA Communities Zoning Requirements  
(Section 3A)**

V. Gingrich said they included in the One Drive folder a draft FAQ document. She said they are hoping to put out a couple each day. She said they are going to put it on social media and post them on the Town Website. She said she is hoping to get people’s attention. V. Gingrich said four information sessions are scheduled. There will be one at the library, one at the Senior Center, one at the Economic Development Committee Meeting and an hour before the August

Planning Board meeting there will be boards set up. She said mostly it will be about informing people. There will be a survey sent out in August that will have more detail. She said P. Moser pointed out that we need to make it clear the state is putting forth those goals and not the town staff and Planning Board.

**Update on Construction Projects**

V. Gingrich told the Board they installed street trees on McDonald Road, but she didn't get a chance to go there and see for herself. She said the residents let her know right after the other meeting there was activity and work being done.

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

VOTED: To adjourn the meeting at 8:45 p.m.

NEXT PLANNING BOARD MEETING: August 4, 2023

Respectfully submitted,

A handwritten signature in black ink, reading "Cheryl Licciardi". The signature is written in a cursive, flowing style with a large initial "C".

Cheryl Licciardi  
Recording Clerk

