



TOWN of WILMINGTON

DEPARTMENT OF PLANNING & CONSERVATION

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

Planning Board Minutes

September 8, 2020

The Planning Board met on Tuesday September 8, 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 listen to this meeting while in progress may also do so via telephone by dialing 1-646-558-8656 and enter meeting ID 827-0311-1048 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. This will notify the meeting host that the caller wishes to speak. All callers using this feature will be placed in queue in the order they entered the prompt. 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

There were no Planning Board minutes to review.

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

PRESENT IN INTEREST: Attorney Jill Elmstrom Mann, Mann & Mann, P.C.

MATERIALS CONSIDERED:

PLAN "Conservation Subdivision, Nichols Street Condominium, Wilmington, Massachusetts" dated June 10, 2020 and last revised August 13, 2020 and "Fire Turning" dated June 12, 2020 PROJECT NARRATIVE and STORMWATER ANALYSIS dated August 13, 2020 RESPONSE to July 7, 2020 ENGINEERING MEMO dated August 13, 2020 LETTER of Sewer Calculations from Wayne Keefner dated August 13, 2020

RECEIVED
TOWN CLERK
2021 JAN -7 AM 10:30
TOWN OF WILMINGTON, MA

PLANNING REVIEW LETTER dated September 8, 2020
ENGINEERING MEMO dated September 8, 2020

Attorney J. Mann told the Board they just received comment. V. Gingrich asked that she give a brief overview since it's been a while. Attorney J. Mann said they received comments on their submittal and it was too late to respond back. She briefly reviewed them. Attorney J. Mann reminded the Board the project is for a 5 lot subdivision and a yield plan was produced that met the criteria of the Engineering and Planning Departments. She said they received approval from the Water & Sewer Commission to obtain sewer. Attorney J. Mann said the proponent is still hoping to construct a Conservation Subdivision Design. She said this would be a condominium and the street would really be a driveway that will allow access to each home and the balance of the area will be open space. She said there will be a walking path along the canal which is shown on the plan. She explained the waiver requests to the Board. Attorney J. Mann said she received a response from the water consultant that the Town has sufficient water to provide to this area. She said the amenities will include a walking path that will lead from the cul-de-sac to the open space area. Attorney J. Mann said another amenity they will provide is a walking path along the Middlesex Canal. They will provide a split rail fence to delineate the property. She said she spoke to B. Bigwood about what she envisioned for the area and they will also post signs.

M. Sorrentino said he did not see comments from Planning or Engineering and asked if the yield plan is satisfactory. V. Gingrich said the yield plan is fine and they are moving on to the concept plan. The comments are available for the Board to review. T. Boland questioned number 8 of the Engineering memo which speaks about the 30' vegetated buffer of the property boundary. He asked how far building one is. Attorney J. Mann said it is 21'. T. Boland asked if it is referencing Nichols Street or the property and Attorney J. Mann said Nichols Street. V. Gingrich pointed out the vegetated buffer should be along the public way and along the wetland. M. Sorrentino asked if the houses will be 3,000 sq.ft. and Attorney J. Mann said they will be much smaller. V. Gingrich said there was a caller in the audience that would like to speak. Resident, C. Dagli, 12 Jaques Lane, asked about the walkway leading out to open space and asked if it will be cleared or wooded. Attorney J. Mann said they will clear a small area but it will be a wooded path. She said there will be a small footbridge to go over the wetland. V. Gingrich asked if the path is intended for use of the condo association or the public. Attorney J. Mann said the path between the homes is private and the one along the Middlesex Canal is intended to be public.

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 October 6, 2020 at 7:30 p.m.

Continued Public Hearing – 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

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

PLANS "296 & 330 Ballardvale St., Wilmington, MA, Prepared for Monogram Gourmet Foods, LLC" dated July 9, 2020, August 10, 2020 and last revised September 8, 2020

STORMWATER MANAGEMENT REPORT TO ACCOMPANY SITE PLAN dated July 9, 2020,
August 10, 2020 and last revised September 8, 2020
PLANNING REVIEW LETTER dated September 1, 2020
RESPONSE TO PLANNING REVIEW LETTER from John Judd dated September 8, 2020
RESPONSE TO ENGINEERING from John Judd dated August 14, 2020
ENGINEERING MEMO dated September 3, 2020

M. Sorrentino asked if the Planning Department just got things from the applicant tonight and V. Gingrich said yes. She said she provided them a review letter and the responded. M. Sorrentino asked the date on the review letter and V. Gingrich said September 1, 2020 and Engineering comments went to them the 3rd. M. Sorrentino said wasn't one of their complaints at the last meeting that they were not given enough time to respond to things because they receive comment letters too late. M. Sorrentino asked if they submitted revised plans today and V. Gingrich said yes and her department and engineering has not had enough time to review them.

E. O'Connor said the comments received are more in line of housekeeping to make the plans clearer. There was some detail work that J. Judd addressed them. He said J. Judd worked over the holiday weekend to provide revisions. He said it didn't seem that Engineering comments were really complicated. M. Sorrentino asked what was going on as the applicant complained at the last meeting they were not receiving comments back quick enough. V. Gingrich said typically comments are issued prior to the meeting. This is what has been done in this case as well. Every project is handled in the same manner.

M. Sorrentino read the Engineering memo. M. Sorrentino asked if most of Engineering's comments are regarding the stormwater and V. Gingrich said yes. J. Judd said comments 3 through 6 are regarding paperwork that was included in the revised report that was submitted. He believed the changes were minor. M. Sorrentino asked if all stormwater concerns could be met and J. Judd said yes. V. Gingrich asked J. Judd if the plans changed other than the double catch basin and J. Judd said no. V. Gingrich asked if the size of the basin didn't change and J. Judd said the only thing that changed was the elevation of the outlet. M. Sorrentino asked if there is anything holding this up. V. Gingrich said the plans that came in today were not reviewed so there is no draft decision. M. Sorrentino suggested closing the public hearing.

VOTED: To close the public hearing for Parking Relief Special Permit #20-02 for 296 & 330 Ballardvale Street - Map R3 Parcels 29 & 29C and Parking Relief Special Permit #20-06 for 296 Ballardvale Street.

Board of Appeals

At its meeting on September 8, 2020, the Planning Board (Board) voted to recommend as follows:

Case 16-20 for 35 Hathaway Road – Map 101 Parcel 26-21

Upon motion duly made and seconded, it was unanimously

VOTED: To recommend approval. Groundwater recharge is proposed to mitigate the impervious area in the Groundwater Protection District. The Applicant should note that a Simple Stormwater Management Permit will be required.

Case 17-20 for 22 Lincoln Street – Map 62 Parcel 41A

Upon motion duly made and seconded, it was unanimously

VOTED: To recommend approval. The proposed addition does not appear to be more detrimental to the neighborhood.

Case 18-20 for 883 Main Street – Map 25 Parcel 9

Upon motion duly made and seconded, it was unanimously

VOTED: To recommend approval, but the Planning Board recommends that the Board of Appeals discuss the possibility of the proposed dormer being located on the right side of the house instead of the left side. This may minimize the impact to current and future neighbors.

Old Business

There was no Old Business

New Business

Request to endorse Site Plan, 362 Middlesex Avenue, Bettering LLC, Applicant

MATERIALS CONSIDERED:

PLAN "Site Plan, 362 Middlesex Avenue, Assessor's Map 89 Lot 6A, Wilmington, MA 01887", dated February 5, 2020 and last revised August 11, 2020

STORMWATER MANAGEMENT REPORT dated February 5, 2020 and last revised August 11, 2020

V. Gingrich said the applicant revised the plans to move a snow storage area from the front entrance to the back of the site. They had to file a fully compiled stormwater report and they submitted that.

Upon motion duly made and seconded, it was unanimously

VOTED: To endorse the plans entitled: "Site Plan, 362 Middlesex Avenue, Assessor's Map 89 Lot 6A, Wilmington, MA 01887", sheets 1-16, dated February 5, 2020 and last revised August 11, 2020, prepared by Benjamin C. Osgood, Jr., P.E., Ranger Engineering Group, Inc., 13 Branch Street, Suite 101, Methuen, MA 01844. Said property is located at 362 Middlesex Avenue, Wilmington, MA 01887 and shown on Assessor's Map 89 Parcel 6A.

Director's Comments

M. Sorrentino asked V. Gingrich to update the Board regarding a new Town Hall. V. Gingrich said the Board previously voted on a feasibility study for a new Town Hall, Senior Center and School Administration building. The feasibility study will be over the next year. M. Sorrentino asked what is going on with the Lowell/Woburn Street intersection. V. Gingrich said the design is close to 100%. She said the Town is programmed for 2024 but the hope is that it can be moved up.

Election of Officers

Upon motion duly made and seconded, it was unanimously

VOTED: To elect Michael Sorrentino as Chair and Sean Hennigan as Clerk

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: October 6, 2020

Respectfully submitted,


Cheryl Licciardi
Recording Clerk

