

Town of Chelmsford
Route 40 Study Committee
Meeting Minutes
May 28, 2019

Members Present: Pamela Armstrong, Emily Antul, Nancy Araway, Virginia Crocker Timmins, Nance Gillies, Mike Walsh, Donald Van Dyne

Members Absent: None

Pam Armstrong called the meeting to Order at 7:03pm.

Attachments: (1) Draft Route 40 Study Committee Final Report Dated May 28, 2019

MINUTES:

- Emily Antul motioned to approve the April 11, 2019 meeting minutes. Nance Gillies seconded. All others were in favor.
- The September 27, 2018 minutes were reviewed with two amendments requested: (1) Include Emily Antul in the list of Committee members as the Board of Selectman representative; and (2) Correct the spelling of "Bennett". Emily Antul motioned to approve the minutes as amended. Nancy Araway seconded. All others were in favor.

REVIEW OF DRAFT REPORT:

The Committee reviewed the first draft of the Final Report. Suggested revisions included the following:

- Appendix:
 - Move the August 2018 Planning Board meeting materials to an appendix.
 - The draft Planning Board materials Appendix includes the Planning Board Public Hearing materials from the 2018 Public Hearing held on August 22 & 29, 2018. Add the material from the August 8, 2018 Planning Board Work Session to this appendix or as a separate appendix.
 - Add the map that was included in the work session / public hearing notice mailed to residents.
 - Add an introduction to the Appendix
- Move the Committee members section to be before the Mission Statement section.
- Committee Members – Invited Guests list: Clarify that Evan Belansky attended as a subject matter expert resource during the March 5 & 12, 2019 meetings.
- Define the "South Side" and the "North Side" as part of the introduction to the Tables in "Current Zoning Allowable Uses". Check the rest of the document for consistency in using "South Side" and "North Side" terminology.
- Maps – Clarifying edits throughout the document to the maps that will better highlight areas of interest and show context.
- Alternate Zoning Options
 - State that the point of reference / point of departure for the Committee was what the town presented at the Planning Board August 2018 meetings.
 - Check the rationale bullets for these options to make sure the correct bullets were pulled from the minutes; some appear to be mis-matched. Review to make sure the language is not unique to the context of the minutes.
 - Review / modify the prose for chronology order.
 - Review the last four pages of this section for what language should be moved to either the Overlay or the Final Recommendation section.

- Overlay
 - Move this section before the Final Recommendation section and make the Final Recommendation section the last section before the Appendices.
 - Correct the numbering/lettering sequences.
 - Clarify headings and text as needed to identify what is a “Town Meeting Article” and what is a “Zoning By-Law” article.
 - Delete “Town Meeting Article x3 – Modify the CEIOD overlay to permit multifamily residential use in IA districts”. Rationale from last meeting that this is not a Committee recommendation and would be a separate Planning Board effort if pursued.

PUBLIC INPUT SESSION

Katie Enright from Howard Stein Hudson: Ms. Enright stated that she has been hired by NorthStar Realty / Wenlan Lu to provide civil engineering services. Ms. Enright requested a copy of the draft report that the Committee reviewed during this meeting and was given an extra paper copy of the report.

MEETING ADJOURNMENT: The meeting was adjourned at 8:25pm.

NEXT MEETING: June 4, 2019