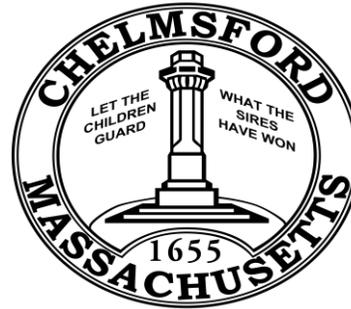


Chelmsford  
 Planning Board  
 Town Offices  
 50 Billerica Road  
 Chelmsford, MA 01824  
 Phone: 978-250-5231



**Meeting Minutes**  
Thursday, July 22, 2020

**Members Present:** Glenn Kohl, Henry Parlee, Mike Raisbeck, Nancy Araway, Mike Walsh, Donald Van Dyne, Hank Houle  
**Members Absent:** Tim Shanahan  
**Others Present:** Evan Belansky, Com. Dev. Director, Christina Papadopoulos, Town Engineer, Colleen Stansfield, Department Assistant

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 limitation on the number of people that may gather in one place.

**Agenda**

**Administrative Review:**

**Katrina Road PB# 2018-05 Request to Endorse Mylars**

**J.J McCarthy, LLC**, for property located at the property is located in the Limited Industrial zoning district. The project proposes a 2 story – 14,000 sq. ft. building, 45 vehicle parking spaces and 69 bus parking spaces and associated site improvements for purposes of operating a school bus transportation and maintenance facility.  
<https://www.townofchelmsford.us/DocumentCenter/View/11420/635-626-McCarthy--Plan-Set-6-11-18-S-002>  
<https://www.townofchelmsford.us/DocumentCenter/View/11411/2018-05-pb-letter-mylar-Engineering>

The letter From engineering was read into the record recommending endorsement of the mylars for Katrina Rd.

Raisbeck made a motion to endorse the mylars for 27 Katrina Road, seconded by Walsh, unanimous. 6-1 (Kohl votes no)

**1 UPS Road PB# 93-101 Review and Sign Decision**

**UPS, Casey Wolf, Facilities Engineer** for property located at 1 UPS Road (Map 77, Block 271, Lot 18). The property is located in the IA- Limited Industrial zoning district. Applicant requests Site Plan Approval, section 195-104, for an expansion of the parking lot and pavement extension into the northeastern portion of the site, to allow for an additional 138 parking spaces. There is associated earth removal and landscape work as a part of this design, along with minor utility adjustments (underground water line, and associated electrical site lighting) and any other relief that may be deemed necessary.

The board went through the exercise of facts and findings for each of the votes on the decision.

Belansky stated he would Make the necessary facts and findings and finalize the decision To be sent back out to the board and the chairman's signature.

The board already voted on this decision at the last meeting.

### **Continued Public Hearings:**

#### **Historical Preservation-**

To adopt a new zoning bylaw, "Historical Preservation", for purposes of providing zoning options and regulations for the preservation and reuse of historical structures.

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The Chelmsford Planning Board will conduct a Public Hearing pursuant to G. L. c. 40A, s. 5, on **Wednesday, July 8 at 7:00 p.m.** via Zoom Platform due 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 limitation on the number of people that may gather in one place. The purpose of this public hearing is to receive public comment to amend The Town Code, Chapter 195, "Zoning Bylaw" as follows: <https://www.townofchelmsford.us/DocumentCenter/View/11269/REVISED-FINAL-Draft-TM-Article-3-4-20-kohl>

#### **New:**

<https://www.townofchelmsford.us/DocumentCenter/View/11412/2020-Historic-Preservation-Comments-NKA---071420-edits>

<https://www.townofchelmsford.us/DocumentCenter/View/11413/Historic-preservation-2020-Proposal-data>

The board opened the public hearing for the historic preservation by law. Araway stated that the Commission did review and asked that the date be changed to 1900 and before that this By law will be applicable to. They Felt that those dates were the hardest ones to save. They also suggested that the split of a lot be at ½ the size of the zoning district requirement. The Historic Commission would also like to be part of the applicability process to use the by law and also part of Writing the conditions of restoration and preservation. Airways stated that this by law allows a pre 1800 houses with extra land to be split into two lots. The house is to be preserved and restored to the historic nature of the property. The two lots would be allowed to be 1/2 the size the zoning district that they are located.

Deb Tavera, 109 Billerica Rd., Chairman of the historical Commission, Stated that the homes that they're most concerned about are in the 1600s and 1700s. They are the most at risk. Tom Amero, wanted to know If this restriction would prevent solar panels from being put on historic buildings like the churches in the center. Ms. Taverna did say that solar panels are allowed in the historic district. Araway stated that this bought by law address is residential uses only. Belansky suggested that if they want to continue the public hearing There should be a clean version of what they talked about this evening to be placed on the agenda for the next meeting. Araway stated that this is much like a single lot subdivision with vastly different lot size requirements. Araway made a motion to continue the hearing to the next meeting, seconded by Raisbeck, unanimous.

Parlee recused himself from the following hearing, Walsh took over as Chair.

### **Continued Public Hearings:**

**Stonegate Construction, Inc., 1 Billerica Road and 44 Central Square** requesting Site Plan Approval, section 195-104, and Special Permits under Article XXII, Village Center Overlay District (VCOD) and any other relief that may be deemed necessary. The proposed project consists of reuse and redevelopment of the Fisk House and Odd Fellows Hall into commercial space and a 100 seat restaurant and 8 apartments respectively.

A 32 unit multi-family structure is proposed for the adjacent parking area. The site is located in the Village Center Overlay District and consists of approximately 3.5 acres as shown on Assessors Map 84, Block 334, Lots 10 and 11.

**NEW:**

<https://www.townofchelmsford.us/DocumentCenter/View/11419/1-Billerica-19222-19223-Transmittal-Letter-7-16-20> <https://www.townofchelmsford.us/DocumentCenter/View/11416/1-Billerica-15119---Elevation-Exhibit>  
<https://www.townofchelmsford.us/DocumentCenter/View/11417/1-Billerica-19222-LM-REV-7-16-20---Site-Plan>  
<https://www.townofchelmsford.us/DocumentCenter/View/11418/1-Billerica-Fiske-House-App-CHC-7-14-2020>

Katie Enright, engineer on the project, appeared before the board, and showed the plan from the last hearing with the changes on it. They have received permission to demolish the non-historical section of the Fisk house. And they're also going to move the outbuilding closer to the Fisk house. Basically what we've done is have an entrance on the bottom floor so that it's handicap accessible. This will incorporate an elevator when the Fisk house is renovated. Raisbeck made a motion to continue to the August 12, 2020, meeting, seconded by Kohl, unanimous.

***The following hearing was continued to August 12, 2020***

**Northstar Realty LLC. 236 Groton Road** for an eleven-lot Definitive Subdivision. The Applicant requests Definitive Subdivision approval and applicable waivers under Subdivision Control Law and the Rules and Regulations Governing the Subdivision of Land in the Town Of Chelmsford. The project calls for the construction of a new dead end roadway, and the construction of 11 duplexes on 11 new lots. One new duplex is proposed to replace an existing home using frontage for 236 Groton Road. The site is located in the RC Residential Zoning District. The project consists of 5 properties totaling approximately 8 acres as shown on Assessors Map 23, Block 92, Lots 1, 2, 3, 4 and 9.

**Meeting Minutes- May 27, 2020 -**

<https://www.townofchelmsford.us/DocumentCenter/View/11414/5-27-2020-final>

Raisbeck made a motion to accept the meeting minutes of May 27, 2020, seconded by Kohl, Unanimous. 7-0

**June 10, 2020 -**

<https://www.townofchelmsford.us/DocumentCenter/View/11415/6-10-2020>

Kohl made a motion to accept the meeting minutes of June 10, 2020, seconded by Raisbeck, Unanimous. 7-0

**Next Meetings- August 12, 2020 August 26, 2020**

Raisbeck made a motion to adjourn, unanimous