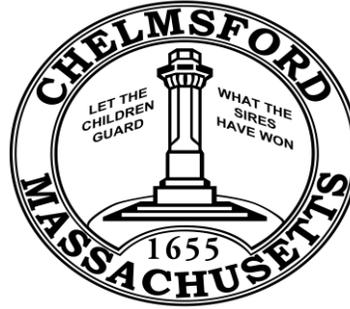


Chelmsford
 Planning Board
 Town Offices
 50 Billerica Road
 Chelmsford, MA 01824
 Phone: 978-250-5231



Meeting Minutes
Thursday, June 10, 2020

Members Present: Glenn Kohl, Henry Parlee, Mike Raisbeck, Tim Shanahan, Nancy Araway, Mike Walsh, Donald Van Dyne
Members Absent: Hank Houle
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.

This meeting is being televised by Chelmsford Telemedia and being conducted remotely.

Administrative Review:

The Chair opened the meeting and stated that this is a remote meeting and it is being recorded and broadcast by Telemedia. The Governor's orders were read into the record.

RE-ORGANIZATION

Kohl congratulated Araway and Raisbeck on their re-election. Kohl then stated that it is time for a change of guards, and if anyone had nominations for Chair, now is the time.

Raisbeck nominated Henry Parlee, seconded by Araway. Unanimous 7-0.

Parlee took over the meeting and asked for nominations for vice chair.

Walsh nominated Shanahan, seconded by Raisbeck. Unanimous, 7-0

Kohl Nominated Walsh for Clerk, seconded by Raisbeck. Unanimous, 7-0

The Board discussed the liason assignments and it was decided that the Board would take that up at there next meeting.

Administrative Review:

9 Acton Road

Decision Review and Approval

Howland Development:Wilmington, MA, seeks a finding of applicability for the property at 9 Acton Road to construct a 32 unit multi-family residential building located in the Village Center Overlay District

<https://www.townofchelmsford.us/DocumentCenter/View/11270/9-acton-road---VCOD---applicability---final---6-2020>

Raisbeck made a motion to approve the decision as drafted, seconded by Kohl. Unanimous, 7-0

235 Littleton Road

PB# 2020-01

Decision Review and Approval

235 Littleton Road Realty Trust, 235 Littleton Road, for the construction of an eight (8) unit multi-family structure with associated site improvements located on a newly created lot. The site is located in the **CB Commercial District** and consists of approximately 5.78 acres as shown on **Assessors Map 91, Block 378, Lot 11**. The applicant requests approval under **Article XXI, Community Enhancement and Investment Overlay District and associated Special Permits per Sections 195-111(D) (6) and 195-113 for a Residential Use. The applicant is also seeking Site Plan Approval under Section 195-104, and Article XXIII – Inclusionary Housing, and any other relief that may be necessary.**

<http://www.townofchelmsford.us/DocumentCenter/View/11084/235-Littleton-Rd-Site-Plan-Approval-Application>

<http://www.townofchelmsford.us/DocumentCenter/View/11085/235-Littleton-Rd-Special-Permit-Application>

<http://www.townofchelmsford.us/DocumentCenter/View/11083/235-Littleton-Rd-Architecturals->

<http://www.townofchelmsford.us/DocumentCenter/View/11086/Plan-Book-240-Plan-77->

Kohl made a motion to accept the decision as written, seconded by Raisbeck. Unanimous, 7-0

New Public Hearings:

35 Devonshire Crossing, Peter Ianuzzi, Jr., M/P 33-120-1, is seeking a special permit under 195-11, Accessory Structures, to construct a 60'x40' detached garage that is over 900 sf on a conforming lot and any other relief deemed necessary.

<https://www.townofchelmsford.us/DocumentCenter/View/11207/35-Devonshire--Special-Permit-executed>

<https://www.townofchelmsford.us/DocumentCenter/View/11208/35-DEVONSHIRE-PROPOSED-PLOT-PLAN->

Peter Ianuzzi described his request and stated that this 40'x60' garage will be for his boats. Kohl asked why the setback next to the highway did not meet zoning. Ianuzzi stated that he could move it over, he was just trying to keep it out of the tree line. The Board asked him to comply with zoning or file with the Board of Appeals. The applicant agreed to move the structure to meet zoning and will submit a new plan showing that change. Kohl made a motion to close the public hearing seconded by Raisbeck, unanimous. Kohl made a motion to approve with the condition that the structure meet all zoning setbacks and a new plan is submitted showing conformity, seconded Raisbeck. Unanimous, 7-0

Lori Masso, 8 Crabapple Lane, M/P 70-294-7, in RB – single family residential district, is seeking a special permit under 195-11, Accessory Structures, to construct a new 30'x44' car garage that is over 900 sf on a non-conforming lot and any other relief deemed necessary.

<https://www.townofchelmsford.us/DocumentCenter/View/11206/8-Crabapple-SP-6-10-2020>

The Chair read the legal notice to open the public hearing and a letter from engineering was read into the record. Dave Taylor, Husband of the applicant, appeared before the board and described his project as a 3 car garage in the rear of his property for his classic cars. There will be no pavement, only stone or pavers. This structure is meant for storage and will not be accessed on a regular basis. The applicant stated that he was before the Board of appeals at their last meeting and they approved a special permit with the side setback at 20' and the structure was also moved towards the home as to stay out of the wetland buffer zone. That plan has been submitted. Kohl made a motion to close the public hearing, seconded by Raisbeck. Unanimous. Kohl made a motion to approve the application contingent on ZBA Approval, seconded by Araway, Unanimous, 7-0

Continued Public Hearing:

Hank Houle joins the meeting 7:28pm

1 UPS Road

PB# 93-101

Site Plan Review

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.

<https://www.townofchelmsford.us/DocumentCenter/View/10601/UPS-Chelmsford-Permit-Drawings-Submittal>

<https://www.townofchelmsford.us/DocumentCenter/View/10602/UPS-Chelmsford-Stormwater-Memo-Final-1-13-2020>

<https://www.townofchelmsford.us/DocumentCenter/View/10603/UPS-Chelmsford-Traffic-Impact-Study-with-Attachments>

Doug Preston, Engineer on the project, stated that UPS has taken a hard look at the comments from the last hearing and UPS is aware that some of the letters submitted by abutters were not read due to time constraints. UPS has made an effort to read all those letters. After reviewing all this information, UPS has concluded that there are 2 major issues. First being unwanted truck traffic venturing into neighborhoods. This is caused by departing trucks accidentally turning left out of UPS Road and arriving trucks failing to make the left into UPS Road. The second major issue was operational noise issues, in particular, those residents along Jennafer Lane. Since the last hearing, UPS has made several attempts to address these issues. First, UPS has contacted all of its contract carriers to make it known that trucks will not be permitted down Brick Kiln Road and into neighboring residences. Second, signage has been added that all traffic is mandated to take a left into UPS Road. This sign is vastly more noticeable than other existing signs. Third, UPS had a police detail to run from June 6 through June 9, from 7pm to 3am on the corner of Brick Kiln and Sprague Ave. This detail had the ability to ticket any UPS or any truck along the truck exclusion area. Fourth, UPS has revised the landscaping plan. They have removed the sumac that was a concern to the board. In addition, we increased the height of the fence along Jennafer Lane and UPS is willing to add a sound dampening material to the fence. Preston stated that he hopes these steps show an effort to attempt to address the concerns raised at the last hearing. The Board asked about the possibility of continuing the Police detail and Preston stated that they would be willing to continue this as an ongoing mitigation effort, however, he could not comment on the duration and frequency. He did say that it would be something that UPS is willing to discuss. The Chair opened the hearing to the public. Krishna Yelamanchili, 4 Jennafer Lane, had concerns about noise and requested sound barrier. Cynthia Gallagher, 37 Moore Street, Wanted to know how close the expansion would be to the residentially zoned properties UPS owns on Moore Street. Wolfe stated they are not encroaching on any of the residential buffer land that UPS owns on Moore Street. The proposed expansion is along Brick Kiln Road. Natsha Ramsing, for her client at 93 Brick Kiln Road, had concerns about additional traffic on the road and does UPS plan to keep expanding. Anil Patel, 57 Brick Kiln Road, asked what is the height of the fence, and what level are the trees going to be planted. The trees will be pines and will be about 8 feet when they are planted. The fence goes from 12'-15'. Paolo Fornara, 5 Jennafer, asked to hear more details about the fence and if it will be effective on the noise. Mike Griffin, 35 Moore Street, asked if there is something that can be done about the noise for the residents that are abutters but not along the area being expanded. Belansky suggested a site visit and possibly inviting the public. He also suggested a cost analysis of the proposed buffering and an actual sound barrier. He stated they may be similar in cost but offer a better solution for the abutting neighborhoods. The Board gave tentative dates for the site walk on June 20th or the 27th. UPS will get back to the Board on which date works best. Kohl made a motion to continue this hearing the next meeting on June 24, 2020, seconded by Walsh. Unanimous.

NEW Plans:

<https://www.townofchelmsford.us/DocumentCenter/View/11266/UPS-Updated-plan-L-1>

<https://www.townofchelmsford.us/DocumentCenter/View/11267/UPS-Updated-plan-L-2>

New Business- - Historic Preservation Bylaw

<https://www.townofchelmsford.us/DocumentCenter/View/11082/REVISED-FINAL-Draft-TM-Article-3-4-20-kohl>

Belansky stated that this Historic preservation bylaw has been advertised and the public hearing will open on July 8, 2020.

- Route 3 Interchange study RFP

<http://www.townofchelmsford.us/DocumentCenter/View/11263/Town-of-Chelmsford---REQUEST-FOR-PROPOSAL----state-planning-grant----6-2020-final-draft>

Belansky updated the Board on this RFP and stated that the masterplan committee, EDC, Route 40 Committee, and Virginia Timmins have all reviewed it. He reminded the Board that this is a state planning grant to study the 3 interchanges along Route 3, not including Route 129. He stated this is a market analysis and not a traditional planning effort, this process will be data driven. He will also be presenting this to the Board of Selectmen on Monday evening.

Meeting Minutes- February 26, 2020

<https://www.townofchelmsford.us/DocumentCenter/View/11262/2-26-2020>

Kohl made a motion to approve the minutes of February 26, 2020, seconded by Shanahan, Unanimous, 7-0

Next Meetings- June 24, 2020

Kohl made a motion to enter into executive session for the purposes of discussing possible purchase of Misty Meadows, Warren/Pohl, and Pinehill properties, not to return to open session, seconded by Raisbeck, unanimous. 7-0

Parlee	Yea
Raisbeck	Yea
Araway	Yea
Walsh	Yea
Shanahan	Yea
Van Dyne	Yea
Houle	Yea
Kohl	Yea