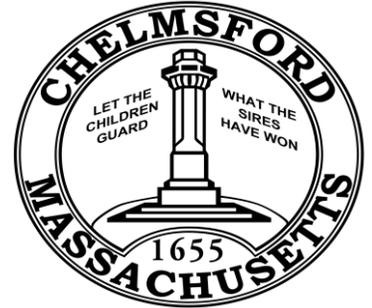


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TOWN OF CHELMSFORD
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Chelmsford
Planning Board
Town Offices
50 Billerica Road
Chelmsford, MA 01824
Phone: 978-250-5231



Meeting Minutes
Wednesday, June 23, 2021

Members Present: Mike Raisbeck, Mike Walsh, Nancy Araway, Deirdre Connolly, Paul McDougall, Erica Clifford, Henry Parlee, Tim Shanahan

Members Absent

Others Present: Evan Belansky, Com. Dev. Director, Christina Papadopoulos, Town Engineer, Colleen Stansfield, Department Assistant

The Chair opened the meeting and stated that this meeting is being televised and hand recorded for minute taking purposes.

Administrative Review:

M. Walsh recused himself from this application

Request to endorse ANR Lot Consolidation

Request to endorse ANR Easement Plan

240 Groton Road

PB# 2020-04

Request to Endorse final Plans

1. The lot consolidation plan to create one singular lot, 'new lot 1' from the existing 5 lots. Araway made a motion to endorse the lot consolidation plan with no determination as to zoning, seconded by Connolly, unanimous 4-0

2. The subdivision plan to create 12 lots from 'new lot 1'. Araway made a motion to endorse the plan with the easement to Burton lane with no determination as to zoning, seconded by Connolly, unanimous 4-0

<https://www.chelmsfordma.gov/DocumentCenter/View/12709/190240H-4-ANR-Lot-Consolidation-stamped-061521>

<https://www.chelmsfordma.gov/DocumentCenter/View/12710/30900811001-1-ANR-Easement-stamped-061521>

<https://www.chelmsfordma.gov/DocumentCenter/View/12711/190240H-5-Subdivision-stamped-061521>

200 Turnpike Road**PB# 2021-03****Review / approve Decision**

200 Turnpike Road, All Star Management LLC, requests a special permit per section 195-5, "Use Regulations" and Attachment 1" use Table" to operate a 2,800sq. ft. doggie day care (commercial kennel), a special permit per section 195-18 to reduce parking and section 195-144 C to reduce buffer strips and any other zoning relief that is deemed necessary. The site is located in the IA – Limited Industrial District and consists of approximately 3.85 acres as shown on Assessors Map 106-328-5

Araway made a motion 2 table 200 Turnpike until the first meeting in July seconded by Connolly, 5-0

61 Dunstable Road**PB#2021-02****Review / approve decision**

Christopher and Kellie Sullivan, 61 Dunstable Road, for the construction of a three unit residential building and associated site improvements. The site is located in the CD general commercial zoning district and is shown as parcel Id 9, Block 10 Lot 4 consisting of approximately .58 acres. The applicant requests approval under Article XXI, **Community Enhancement and Investment Overlay District (CEIOD)** and sub-sections 195-111 D. (5), 195-116 B, and any other permit relief as may be required under the Chelmsford Zoning Bylaw to allow the proposed use/project.

Connolly made a motion to table 61 Dunstable until the first meeting in July seconded by Araway, unanimous 5-0

Master Plan update presentation - George Zaharoolis

<https://www.chelmsfordma.gov/DocumentCenter/View/12704/CHELMSFORD-MP-PRESENTATION--COMPLETED>

[Chelmsford Master Plan Update Folder](#)

George Zaharoolis, chair of the master plan committee, is here to give a presentation on the master plan update. He went over the members of the committee and the other contributors and stakeholders that were involved in this plan. Zaharoolis stated he was going to give a high level overview of the plan. he stated that the master plan is not binding laws or regulations on their own. The master plan it is a guide to create a plan of action for respective parties to implement the recommendations. He quickly went over the chapters included in the master plan. He stated that the pandemic was a challenge for this committee and that they couldn't meet for around four months. He would like the board to start reviewing the chapters and if there is anything they would like added or taken away we can discuss that at a future meeting.

New Public Hearing:

Continue to July 14, 2021

99 Littleton Road LLC, for property located at 99 Littleton Road, requests a special permit per

section 195-21.F, and section 195-104 (2), Site Plan review, for the construction / expansion of a new parking lot / area, 195-104 (3) for grading or clearing more than 10% of a lot and any other zoning relief that is deemed necessary.

The site is located in the RB - Residential District and consists of approximately 2.968 acres as shown on Assessors Map 83-320-37.

<https://www.chelmsfordma.gov/DocumentCenter/View/12685/99-Littleton-Road---Special-Permit-Site-Plan-Review-Application-plan>

<https://www.chelmsfordma.gov/DocumentCenter/View/12686/99-Littleton-Road---Special-Permit-Site-Plan-Review-Application-plan>

Araway made a motion to continue the hearing for 99 Littleton Rd until the next meeting on July 14th, seconded by Parlee, unanimous

Continued Public Hearings:

1 Billerica Road / 44 Central Square

The Chelmsford Planning Board will conduct a Public hearing on **Wednesday, May 12, 2021** at **7:30 pm**, via Zoom Meeting platform, to consider an application submitted by Americal Management Co. located at **1 Billerica Road and 44 Central Square** requesting the Board to make a determination pursuant to G. L. c. 40A, s. 16 that the new proposal contains “specific and material changes in the conditions upon which the previous unfavorable action was based” and if so then consider Site Plan Approval, section 195-104, and Special Permits under Article XXII, Village Center Overlay District (VCOD), section 195-124.C (2), (4), (5) and 195-126, and Article XIV, Aquifer Protection District, and any other relief that may be deemed necessary,

The proposed project consists of reuse and redevelopment of the Odd Fellows hall into commercial space as a 100seat restaurant and 8 apartments respectively and the subdivision of the existing property into three new lots. 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.

From 5-12-2021

NEW:

https://www.chelmsfordma.gov/DocumentCenter/View/12700/20210615_15119_SitePlan_Stamped

https://www.chelmsfordma.gov/DocumentCenter/View/12701/20210617_15119_Letter_Americal

https://www.chelmsfordma.gov/DocumentCenter/View/12702/20210617_15119_Letter_ChelmPolice

https://www.chelmsfordma.gov/DocumentCenter/View/12703/20210617_15119_Letter_HSH

<https://www.chelmsfordma.gov/DocumentCenter/View/12504/44-central-sq-Reconsideration-letter-Americal>

https://www.chelmsfordma.gov/DocumentCenter/View/12505/44-central-sq-reconsideration-20210405_15119_OddFellows_Waivers

https://www.chelmsfordma.gov/DocumentCenter/View/12506/44-central-sq-reconsideration-15119---Site-Plan_Stamped

The applicant asked to table this application until a later time this evening since the since the full board is not there.

Shanahan has joined the meeting, the board will take up 1 Billerica Road / 44 Central Square.

Attorney Robbins` addressed the board and stated that they would like to start with the comments and questions that the board had at the last meeting. Ben Swenson, owner of Americal, addressed the board and went over some of the changes to the plan. Some of which were increased parking by 10 spaces, and enhanced landscaping behind the odd fellows. They are working with the Board of Health on the contamination issue that was caused by the dry cleaner nearby. That will continue until the BOH is satisfied. The Board opened the hearing to the public. Mike Rigney, 19 Billerica Road, asked about off site valet parking and the applicant stated that there will be no valet and what will hopefully be off site is the employee parking. He also would like to see the justification for the special permit for reduced parking. He still wants the town to have control of about 30 spaces and he feels there will not be any parking issues. He also asked about the contamination and who is responsible for monitoring that. Deirdre Connolly, 19 Billerica Road, shares Mike's concerns about the parking and she feels that there should be a plan / agreement between the Town and the applicant. Fred Faust, representing Americal, responded that the comprehensive plan was rejected by the Board, which they respect, but they now have a new plan and vision for the Odd Fellows only. This plan is only for the area shown in the plan. He then stated that the lot has been available to the Town at no cost for 20+ years and now they are being penalized for it. He also stated that he disagrees with Mr. Rigney about the use of the lot. He has never seen 26 cars in that lot. He Feels that Americal is trying to do the right thing for the Town and Mr. Rigney should just say he's against it and stop throwing up road blocks. The Board agreed that Americal should not be penalized and although they feel something must be done with the parking in the center, it is not Americal's responsibility. The Board is supportive of this application and directed staff to draft a positive decision for the review at the next meeting.

New business

Discussion / Schedule Worksessions

The board went to the next agenda item which was discussion and schedule of work sessions. The topic came up again about past projects that didn't turn out quite the way the board envisioned. Belansky said that some of that guidance is in the rules and regulations on the planning board webpage. He also suggested this is a good place to start since you don't need town meeting to approve a change in this document since it's just a regulation. Raisbeck stated that he had a talk with Kelly Beatty (who happens to be a retired award winning Editor of the magazine 'Night Sky'.) Araway suggested July 21st would be a good time to invite him to a work session. Christina Papadopoulos, town engineer, stated she had a great 8 page brochure that she believes would really help the board know what to include when they're

drafting new bylaws. Take a look at it and I think we can integrate and align that into our revisions. Walsh stated that the vinal square committee has sent out a survey about what to do with vinal square improvements. Araway said that center village had met recently and they're still talking about parking and handicap parking on the street, limiting time for parking spots and restrictions.

Shanahan has joined the meeting, see above for 1 Billerica Road / 44 Central Square.

Itemized list of Topics

Old Business

Next meetings:

July 14, 2021

July 28, 2021

Araway made a motion to adjourn, unanimous.