



Town of Ashland

MASSACHUSETTS

Planning Board Meeting Minutes

Remote via Zoom Video Conferencing

August 11, 2022, at 7:15 PM

Approved on Sept 22, 2022 Planning Board Meeting

Present: Tricia Kendall, Chair
Anna Tesmenitsky, Vice Chair
Catherine Jurczyk, Clerk
Deepa Venkat
Marcelo Arjona
Kevin McClean, Associate Member

Others: Peter Matchak, Town Planner
Emma Snelling, Asst. Town Planner
Cathy Rooney

1 **Call to Order**

2 Tricia Kendall called the meeting to order at 7:18 pm. She reviewed the meeting agenda and stated
3 that due to ongoing permission by the state the meeting is being held remotely and is being
4 recorded by WACA.

5
6 **225 Pond Street Special Permit and Site Plan Review – Continued from July 14, 2022, meeting**

7 Mr. Matchak recapped that the applicants are seeking approval for a McDonald's double drive-thru,
8 a landscaping buffer next to the adjacent residential property, and a new trash enclosure with
9 recycling.

10
11 Eric Dubrulle, a project manager from Bohler Engineering, stated that the applicant's intent is to
12 improve the efficiencies of McDonald's existing drive-thru. He reviewed the site plan and explained
13 how the second order point would improve the efficiency of the order taking, and streamline the
14 vehicle stacking behind the order windows and the pickup windows. In terms of the proposed
15 vehicle stacking, the length of stacking area will increased from 281 ft. to 366 ft. The measurement
16 starts at the property line and goes around the building to the second order window.

17
18 There was a brief discussion about the missing part of the small divider at the entrance of the
19 property. Mr. Matchak said he would confirm that MassDOT shall complete the divider and
20 replicate the existing right turn only onto Pond St. Mr. Dubrulle noted that the second exit from the
21 site onto Nickerson Rd. would remain.

22
23 Mr. Dubrulle talked about the buffering and landscaping plan and addressed the comments from the
24 peer review concerning the trash enclosure. He explained the plan to rebuild the trash enclosure
25 will accommodate two dumpsters, and shall be compliance with Ashland regulations. Mr. Dubrulle
26 also noted that the "right turn only", and "keep right" signage at the entrance to the site that was
27 knocked down would be replaced.

28
29 Mr. Dubrulle said that the Conservation Commission (ConCom) requested that they file a full
30 stormwater permit application and a full notice of intent concerning the wetlands across the street.
31 The hearing is expected to take place in a few weeks. He stated that McDonald's is hoping to begin
32 construction before Thanksgiving.

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34 Ms. Kendall opened the meeting for public comments.

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Mark Dassoni asked about the traffic flow within the site and onto the adjacent roads.

Mr. Matchak stated that the Special Permit is for the project’s signage and the illuminated menu boards, and Section 9.3.2 criteria is relevant. Ms. Kendall read the six criteria and commented on how they applied to the application. Ms. Kendall asked, and Mr. Dubrule responded that the proposed changes would not increase the utilities currently used by the existing business. Ms. Kendall also read the twelve criteria for Site Plan and Design Plan Review, from Section 9.4.6. The members had no further comments or requests of the applicant.

Mr. Matchak indicated that he would draft a decision with conditions for the members’ review and comments.

Ms. Kendall made a motion to continue the 225 Pond St. Special Permit and Site Plan review until August 25, 2022, at 7:15 pm. The motion was seconded by Ms. Tesmenitsky; Venkat-aye, Tesmenitsky-aye, Jurczyk-aye, Arjona-aye, and Kendall–aye; with a vote of 5-0-0.

100 Chestnut Street Special Permit and Site Plan Review – Continued from July 28, 2022, meeting

Mr. Matchak summarized the project status. He stated that at the last meeting the Planning Board requested a full overview of the project, and clarification of the Covenant that Lisa Mead, Town Counsel would address this evening.

Roy MacDowell, from Baystone Development, introduced Matt Marotta, from ICON Architecture, Matt Leidner, from Civil Design Group, and Todd MacDowell from Baystone Development.

Roy MacDowell reviewed the current proposal. He presented a list of the meetings held with town boards, departments, the peer reviewer GCG Associates, and the Village of the Americas condo association beginning June 1, 2021, to date. He stated the hope to complete the application review within the next two meetings. He also noted that their responses were submitted to the board concerning comments from the peer reviewer, Ron Muller Associate’s traffic review, and the relevant 2006 Site Plan conditions.

Matt Leidner reviewed the design changes that were made to address GCG’s comments, including performing an additional soil test pit within the footprint of the proposed infiltration system to confirm the soil and groundwater conditions, once the utilities are decommissioned and it is safe to dig in the area. Also, removing the top right roof drainpipe on the refuse building, improving the clearance between the drainage utility pipes, adding a trough at the bottom of the drain manhole, and updating the stormwater operation and maintenance plan to include the catch basin grates in the quarterly inspection.

The changes in response to the traffic review dated August 1, 2022, included deleting from the plans the crosswalk at the original southside entrance to the site, including the sightlines at the Justice and Queen Isabella driveways, and connecting the sidewalks on Chestnut St. and Queen Isabella Way.

Matt Marotta reviewed several photographs of the site, including the existing commercial buildings and the existing townhouses in the Village of the Americas development. He reviewed the site constraints, the proposed buildings in relationship to the surrounding townhomes, and the elevations. He also noted the modified building siding colors, the metal garage screening material, and the bus shelter.

Roy MacDowell talked about the landscape plan and said the percentage of native plant materials was increased to 75%.

Todd MacDowell reviewed the revised photometric plan and said the light pole height was reduced from 25 ft. to 15 ft., however, the number of poles was increased. He also reported that the

93 proposed residential parking includes 2 spaces per unit or 346 shared spaces, and the peak parking
94 demand is estimated to be between 227 and 256 vehicles. He noted that only the 44 garage spaces
95 will be exclusively residential. Todd also reviewed the water system sufficiency analysis that
96 concluded that there is ample capacity and pressure for the development. He also reviewed the
97 dog park plan and layout.

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99 Lisa Mead, Town Counsel, explained the Covenants that were adopted in 2002 and 2009. She said
100 the 2009 amended Covenant did not town meeting vote, therefore the Covenant and its conditions
101 did not take effect, and only the 2002 Covenant is applicable to the project. Atty. Mead explained
102 that any amendments to the Covenant would have to be mutually agreed upon and approved by
103 the Select Board and Town Meeting. There was a discussion about the amount of commercial
104 space square footage and Atty. Mead stated that the amount is not a requirement of the Covenant,
105 and the Planning Board may review and consider the amount of commercial space the applicant
106 has proposed in this new Site Plan application.

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108 The members summarized that the next steps of their review include going over the punch list, the
109 applicable 2002 conditions, the language specific to the parking, the traffic review requirements,
110 the Design Review Committee's (DRC's) planting requirements, affordability, the twelve criteria in
111 bylaw Section 8.6.16, and the economic impact analysis.

112
113 Roy MacDowell suggested holding funds in escrow to be used to complete the paving on Queen
114 Isabella Way and Chestnut St. after the utilities are tapped in. Todd MacDowell went over their
115 written response to the traffic review and GCG's comments.

116
117 The members collectively expressed their comfort with the proposed project thus far and were in
118 favor of drafting a decision and refining the details and conditions to ensure the project is
119 completed as the Wildwood District bylaw intended.

120
121 Due to the time, Ms. Kendall indicated that the meeting would not be open for public comments,
122 but she encouraged the public to forward their written comments to the board.

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124 Ms. Kendall made a motion to continue the 100 Chestnut St. Special Permit and Site Plan review
125 until September 8, 2022. The motion was seconded by Mr. Arjona; Venkat-aye, Tesmenitsky-aye,
126 Jurczyk-aye, Arjona-aye, McClean-aye, and Kendall-aye; with a vote of 5-0-0.

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128 **501 Pond Street Special Permit and Site Plan Review – Continued from July 28, 2022, meeting**

129 Anna Tesmenitsky is an abutter and therefore has recused herself from the hearing. Kevin
130 McClean, the associate Planning Board member, filled the fifth voting member seat.

131
132 Mr. Stevens, from Trask Development, reported that the Site Plan was changed in response to the
133 board's feedback and comments by the third-party consultant that focused on the size of the 181
134 parking spaces. He said the space size was modified and is now 9 ft. x 18 ft., the aisles are 24 ft.
135 wide, and the woonerf parking spaces are now 22 ft.

136
137 Regarding the consultant's recommendation to include a loading area, Mr. Stevens explained that
138 the Pond St. overlay district bylaw does not define the dimensions of a loading area, and he did not
139 agree that a defined loading area was necessary to accommodate the commercial uses and tenants
140 when they are moving. The members recommended a condition that prohibited moving trucks
141 from parking in the woonerf or the electric vehicle (EV) charging spaces.

142
143 Mr. Stevens said they filed for a stormwater permit and a notice of intent and their first meeting
144 with ConCom is on August 22, 2022.

145
146 Attorney Mark Kablack talked about GCG's comment concerning whether Meeting House Path,
147 which is now named Converse Way, was appropriately included in the buildable lot area
148 calculation. He explained that the proposed entrance way and parking area are appropriately
149 calculated and separated from Meeting House Path, which is a private road, but subject to an

150 access easement that has been maintained. Mr. Matchak asked to have the deed to the adjacent
151 property made available for Atty. Mead's review.

152
153 Matt Marotta, from ICON Architecture, reviewed the three options for the arbor trellis that varied
154 in size and scale and stated that they thought options B or C would be appropriate. He also showed
155 the change made to the center section of the building's roof line that is recessed by two feet.

156
157 The members agreed with arbor options B and C but said they needed to be shown in the
158 relationship with the scale of the buildings. They also felt the buildings' recessed roof line was a
159 better fit than the previously proposed mansard roof.

160
161 Ms. Kendall reported that she received information from Jim Adams, Ashland Superintendent
162 concerning capacity levels in the current schools, and the issue of busing students that live on
163 private roads.

164
165 The board reviewed the notes from the DRC's meetings on June 2nd and June 16th and how the
166 recommended design changes were addressed by the applicant. The members talked about the
167 pending state regulation that will require large buildings to include in their design the potential to
168 extend EV parking spaces by 25%. They agreed that the modified 9 ft. x 18 ft. parking spaces were
169 appropriate.

170
171 Ms. Jurczyk made a motion to continue the 501 Pond St. Special Permit and Site Plan review until
172 September 8, 2022. The motion was seconded by Mr. Arjona; Venkat-aye, Jurczyk-aye, McClean-
173 aye, and Kendall-aye; with a vote of 5-0-0.

174
175 **Planning Topics**

176 In the interest of time, discussing the following planning topics was deferred until the next
177 meeting.

178
179 Scenic Roads Outreach

180 MBTA Communities

181 Ashland Zoning Bylaws Section 9.4.5.3

182 Economic Impact Tool

183 Update the Parking Bylaw (new)

184
185 **Reports from Board Members and Town Planner**

186 In the interest of time the member reports regarding the following items were deferred until the
187 next meeting.

188
189 Sustainability Committee

190 Design Review Committee (DRC)

191 Comprehensive Plan

192 Inclusionary Zoning

193 Community Preservation Committee (CPC)

194
195 **Administrative Matters: future meetings, public hearings**

196
197 Topics for Future Meetings

198 Ms. Kendall mentioned 10-50 Main St., the simultaneous application, and the demo delay. She
199 asked Mr. Matchak to distribute that information to the board in time for the next meeting.

200
201 **Approval of Minutes**

202 Ms. Kendall made a motion to approve the minutes of June 23, 2022, as drafted. The motion was
203 seconded by Ms. Tesmenitsky; Venkat-aye, Tesmenitsky-aye, Arjona-aye, Jurczyk-aye, McClean-
204 aye, and Kendall-aye; with a vote of 6-0-0.

205
206 **Adjournment**

207 Ms. Kendall made a motion to adjourn the meeting at 11:10 pm. The motion was seconded by Ms.
208 Tesmenitsky; Venkat-aye, Tesmenitsky-aye, Arjona-aye, Jurczyk-aye, McClean-aye, and Kendall-
209 aye; with a vote of 6-0-0.
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