

The regular meeting of the Planning Board convened at 7:00 p.m. via Zoom.

Video version of meeting available at: https://www.youtube.com/watch?v=2_xll9U98y4

MEMBERS PRESENT: Chair Patrick Driscoll, Michael MacDonald, Steve Geller, Ted Haley, Thomas Pratti,

STAFF PRESENT: Bob Rulli, CED Director, Shane O'Brien, Town Planner

Chair Patrick Driscoll opened up the meeting as Chair and read the Governor's order for remote meetings.

Public Information Meeting & Planning Board Comment & Recommendation for Development Plan Review 70-86 Broad St (Map 21, Lots 95-97 and Parcel B as noted) – Church Hill James – Development Plan Review pursuant to Section 9.8 (Central Business District, Development) standards of Form Based Code in Mixed-Use Frontage area for proposal of three (3) mixed-use buildings with 77 units total and 6,400 sq. ft of commercial space. (Continued from May 21, 2025 meeting)

The Chair provided a list of possible conditions to place on a possible vote as provided by Town Staff after compiling comments from the last meeting. The Board held a discussion looking over each of the recommendations and made edits as discussion played out.

Member MacDonald asked about the amenity space recommendation, and Chairman Driscoll stated that there is a difference between recommendations for the project and waivers, compared to the applicant complying with the Zoning Ordinance, as that would require a variance if the applicant did not comply.

Thomas Keane, Churchill James, stated that revised plans will show that the percentage will comply.

The Board continued discussing each item.

Director Rulli discussed the traffic study waiver request with the Board, as the Board had recommended that a traffic study be held. The Board discussed the data and results of what a traffic study could bring.

Member Geller stated that an ADA Crosswalk should be provided especially when a crosswalk is being proposed to be removed.

Member Pratti provided edits to the recommendations regarding drainage test pits being witnessed.

Director Rulli stated regarding the water impact form recommendation, that the Department is fine with requesting the applicant provide a water and sewer impact form.

Chairman Driscoll wanted to make sure that police and fire provided comments on the project,

Member Pratti wanted to make sure that the traffic arrows are properly painted yearly and maintained or even consider a raised option.

Member Geller discussed the loading zones recommendations, and Member Pratti discussed the importance of the hours of allowance.

There was a discussion about making sure the final approval letter be provided to the Planning Board and that utility cuts be properly paved across the frontage.

Member Geller made the motion to vote, seconded by Member Pratti to recommend the project with the following recommendations to CED Department:

1. The retail space frontage of Building B is less than the minimum required of 75%. It is currently just less than 69% of the frontage. The amenity space needs to be reduced to meet the Ordinance requirements.
2. It is recommended that the applicant consider removing the 2 residential units on ground floor of Building B to promote more commercial activity and to provide for a larger more marketable space that could meet the retail/restaurant needs of the area.
3. Building C - the developer should consider some type of screening treatment for the north and south sides of parking garage to block the view of parked vehicles and make the building look less podium style.
4. No traffic study was carried out, nor were any recommendations provided from previous studies. It is recommended by the Board that traffic study be completed (per checklist) and a traffic engineer be retained to help determine improvements needed and best traffic patterns necessary to improve traffic flow in the area, and make sure drivers and pedestrians in the area are safe.
5. It is recommended that Right Turn only, should be conditioned- in and out of site pending review and recommendation of a traffic study.
6. Traffic improvements - an ADA accessible crosswalk (both sides) should be installed along the frontage of the building in a location with a Rapid Rectangular Flashing Beacon (RRFB). ADA Ramp across street should be relocated.
7. It is recommended that CED condition that Drainage Test pits be witnessed by the review engineer and need to be performed in the proposed infiltration areas, prior to any approval.
8. Retaining wall details need to be provided and an engineered plan for these walls needs to be submitted prior to approval.
9. Trash - the dumpster is located on an abutting property and is not part of this project – an easement or license agreement should be executed, or this other parcel should not be considered as part of this project. Access for a trash truck to this proposed trash area (10.5 feet) should be confirmed to provide safe and operational access to the dumpster. Recycling dumpster is recommended as well.
10. Snow storage areas and a snow management plan need to be provided prior to approval.
11. It should be confirmed that the lighting meets dark sky regulations.
12. An 81 X plan needs to be filed at the Registry of deeds, combining all parcels prior to the issuance of a Building permit/CED approval.
13. Water and sewer commitments and design need to be obtained via the water and sewer departments. A water and sewer impact form must be submitted. This recommendation in no way is an approval or endorsement of any utility connections.
14. It is recommended that EV charging stations be installed at the site and that the site be EVCharger ready.
15. Public Safety (Police and Fire) written comments need to be received prior to approval.
16. The painted traffic separation on the asphalt included the entrance of the property must be maintained and painted yearly- if determined to be necessary right hand turn only arrows need to be added. Consideration of a raised island option as an alternative to paint.
17. It is recommended that the Parallel parking spots in front of the project, on RT 18 (Broad St.), should be conditioned that signage that states no overnight parking or No Parking between the hours of (7 -10am) to allow for loading spaces off site for deliveries.

18. The plans discussed and the representations by the developer on May 21, 2025 shall be considered the plan of record and what is approved/this recommendation is based on. Any deviation from the plan of record should be sent to the Planning Board for consideration/ recommendation.
19. Final approval letter by CED shall be provided to the Planning Board.
20. Utility cuts shall be paved not patched per Town specifications along the frontage of the project layout to the center line of the roadway.

Roll Call Vote:

Driscoll – Yes, MacDonald – Abstain, Geller – Yes, Pratti – Yes, Haley – Yes

Other Business

The Board discussed meeting next Wednesday, June 4, 2025 at 6:30 pm as well as discussed making sure that the comments provided by the Planning Board be provided to the various Departments and that the Departments be kept informed regarding the project.

Adjournment: The Motion to adjourn was made by Member Pratti seconded by Member Haley and it was unanimously voted.

Roll Call Vote:

Driscoll – Yes, MacDonald – Yes, Geller – Yes, Haley – Yes, Pratti- Yes