



Town of Reading Meeting Minutes

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Board - Committee - Commission - Council:

Community Planning and Development Commission

Date: 2022-04-11

Time: 7:30 PM

Building:

Location: Hybrid Meeting – Zoom and Select Board Meeting Room

Address: 16 Lowell Street

Session:

Purpose: Remote Meeting

Version:

Attendees: Members: Pamela Adrian, Chair; Nick Safina (on zoom), Heather Clish, Catrina Meyer, Tony D'Arezzo - Associate

Members - Not Present:

John Weston

Others Present: Community Development Director Julie Mercier, Staff Planner Andrew MacNichol, Jack Sullivan, Robert Lee, Brian Brinkers, Ugo DiBiase, Tom Connery, David O'Sullivan, Scott Cameron, Brian McGrail, Paulette Bouchard, Mary Parr, Barbara O'Leary, Eric Grava, Gaines, Jeff Olinger, Jesse Schomer, Sam Gregorio, Guy Manganiello, Bruce Johnson, Lisa Johnson

Minutes Respectfully Submitted By: Andrew MacNichol

Topics of Discussion:

MEETING HELD REMOTELY VIA ZOOM

Ms. Adrian called the meeting to order at 7:30 PM.

Other Business

103 Sanborn Lane, Definitive Subdivision Plan Endorsement

Ms. Adrian took the agenda out of order so the Commission could act on the Definitive Subdivision Plan Endorsement. Jack Sullivan, PE, was present on behalf of the Application.

Mr. MacNichol noted that the Applicant has met all the Prior to Endorsement conditions required in the project's Decision.

Ms. Clish moved to endorse the Definitive Subdivision Plan for 103 Sanborn Lane. Mr. D'Arezzo seconded the motion and it was approved 5-0-0.

Minor Site Plan Review, Outdoor Dining

296 Salem Street, Mandarin

Mr. Robert Lee was present on behalf of the Application.

Ms. Clish read the legal ad into the record.

Ms. Mercier gave an overview of the plan, noting that it is exactly the same as last year, with the added jersey barriers from DPW available for their use again this year. She noted that the Decision expired in 2021 because last year the applicant did not believe he would need outdoor dining again this year.

Mr. Lee agreed that his application is the same as last year, and he described his proposal for the new CPDC members.



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Mr. D'Arezzo asked if the arrows were repainted for safety. Mr. Lee replied in the affirmative and noted that he will do it again this year so they are clear.

Ms. Clish asked if the condition this year should be changed so the Applicant does not have to come back. Ms. Mercier agreed that it should be changed so that staff can review the proposal annually.

Ms. Clish moved that the CPDC approve the requested waiver for use of the parking lot for outdoor dining at 296 Salem Street. Ms. Meyer seconded the motion and it was approved 5-0-0.

Ms. Clish moved that the CPDC approve the Minor Site Plan Review for outdoor dining at 296 Salem Street. Ms. Meyer seconded the motion and it was approved 5-0-0.

Sign Permit Application **Verizon, 17 Linden Street**

Mr. Brian Brinkers from Acme Sign Company in Peabody was present on behalf of the Sign Permit Application.

Mr. Brinkers noted that Verizon has changed their branding world-wide, and that the signage will reflect this change. He said the sign is exactly the same with the exception of the graphic content, and noted that there is a smaller directional sign identifying the door below as the primary entrance. He noted that both signs are existing.

Mr. Safina asked what goes on inside this building, noting that the application says it is an office building. He asked whether the sign should be marked with braille. Mr. Brinkers stated that he doesn't know the exact use, but thinks it might be a termination or switching station and may be visited by staff for maintenance. Mr. D'Arezzo commented that it is a demarcation point for Verizon switching equipment, DSL, T1 lines – housing for equipment not people.

Ms. Adrian asked about the Verizon store at Walkers Brook Crossing and whether they would be rebranding the signage at that location.

Mr. Brinkers said that might come up separately. Mr. MacNichol noted that the Verizon store at Walkers Brook was updated in the last few years.

Mr. D'Arezzo asked about lighting. Mr. Brinkers confirmed there will not be any lighting.

Ms. Clish moved to approve the Certificate of Appropriateness for 17 Linden Street. Ms. Meyer seconded the motion and it was approved 5-0-0.

Public Hearing, Major Plan Change to Approved 40R **136 Haven Street/8 Sanborn Street, The Postmark**

Ugo DiBiase, Tom Connery, David O'Sullivan, Architect; Scott Cameron, PE; and Brian McGrail, Attorney, were present on behalf of the Application.

Ms. Clish read the legal notice into the record.



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Mr. McGrail introduced the project team. He noted that his client was requested to apply for a Major Plan Change to the approved 40R Project known as Postmark.

Mr. McGrail noted that the requested change pertains to the parking and garage layout. What was constructed on the site differs from what was approved by CPDC in 2017. He explained the numerous reasons why the project differs from the approval, noting that the real issue was the fact that it was a redevelopment of a historic building, which preserved the existing building and presented some development challenges. He noted that the plans the CPDC reviews are schematic; construction documents are submitted later during the building permit process.

Mr. McGrail said that during the excavation process, it was discovered that the foundation wall of the existing building was not exactly where they thought. The project team also encountered ledge, which presented additional challenges. He noted that the approved project actually stated that the parking spaces would be 9' wide instead of the required 8'-6", thus setting the bar for themselves higher than normally required. Finally, he commented that the project was constructed at the height of the pandemic, and that many inspections by staff were done over an iPad or with just a few trades people on site at a time. Despite all these challenges, the hard work of many people has resulted in an award-winning project in downtown Reading. Mr. McGrail read some of the press release for the Gold Prism Award for mixed-use.

Mr. McGrail noted that since the discrepancies were pointed out, they have been working with residents and Planning staff to address concerns as much as possible. He noted that the options are somewhat limited because they cannot make more space. He commented that the Plan was revised again today to show measurements for the outside spaces, as requested by Planning staff. He noted that 3 of the outside spaces are not quite 9' wide.

Mr. McGrail thanked everyone involved for being patient. He said that although the Plan results in a reduction of parking space from 72 to 70, the total parking on-site is still above the minimum 1.25 ratio required under the 40R Bylaw. He noted that 35% of the spaces will be compact. He believes the Plan works and requests that the CPDC approve the modification with requested waivers.

Ms. Adrian asked for the specific list of waivers. Mr. MacNichol noted that the waiver is listed in the Draft Decision.

Ms. Mary Parr, owner of Unit 1011, owns one of the non-conforming spaces (#47). She commented that her children asked the developer for Ms. Parr to have a space wide enough for her and her husband (now late) to easily get in and out of. She noted that she is monocular, and that she watches her 3-year-old granddaughter, a handicap child, and that she has a dog that needs to get in and out of the car. She said the width of her space is less than what it should be.

Ms. Adrian asked if Ms. Parr has been given another location to park her car. Ms. Parr noted that she was told she could have measured the space during the walk-through, and that all other spaces are deeded.

Mr. Safina asked her if she parks in an ADA space. Ms. Parr said she only has a handicap placard sometimes due to the handicap child she watches. She has been parking in space #20, a handicap space, but it has not been deeded or conveyed to her. She said not having a compliant space will impact the resale value of her condo.



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Mr. O'Sullivan commented that 3 handicap spaces are required for 50-75 spaces; 2 are found inside the garage and 1 is outside.

Ms. Clish asked if the proposal rectifies the spaces that are less than 8' wide. Mr. McGrail stated that it does not.

Mr. O'Sullivan stated that the 4 hashed spaces - from face of column to face of column - on the plan are less than 8' wide; he suggested that the possibility of shaving the columns, which were poured oversized, was explored with the Building Commissioner, but was not allowed as it would disrupt the integrity of the concrete.

Mr. O'Sullivan noted that many towns have 7'-6" wide spaces in garage, so from a marketability standpoint, people do not always expect an 8' compact space.

Ms. Paulette Bouchard, owner of space #49, noted that she began questioning the issue with her parking space the day she moved in, January 2021. She noted that her situation has been resolved, but opined that if the developer had listened to her concerns right away she would not have had to go through a year of stress.

Mr. Gaines, Attorney, spoke on behalf of Ms. Bouchard. He noted that the redrawn space #49 satisfies Ms. Bouchard's needs. He asked that an amendment to the condo docs, and a new floor plan, be noted in the Decision, as it will need to be recorded to make any changes official.

Ms. Barbara O'Leary, owner of space #50, mentioned that she was told she would get a tight but workable space. She said she and Ms. Bouchard parked next to each other and realized it was not workable. After a year and 3 months, with resistance, threats, and cease & desist orders, she was finally given the solution she proposed originally - to have an outside space. She now owns space #62 and has signed the deed for it. She noted that she paid \$20k for the space inside.

Mr. Eric Grava, owner of Unit 5002, noted that he purchased his unit pre-construction and bought space #39. After signing papers, he realized he could not park in the space. He said that the DiBiase Company took care of the problem right away, and also made space #38 bigger. He commented that he was very happy with how his situation was handled.

Ms. Adrian read the letter from Jan Triglione, owner of space #37. Ms. Triglione commented that it is extremely hard for her to get into her space and that her tenant has to rent a space on a different property. She noted that she paid \$30k for her space.

Ms. Bouchard pointed out that Mr. Grava's situation was analogous to her situation with Ms. O'Leary, and that it was resolved fairly quickly. Mr. Grava pointed out that his space had obstructions in it, so they got rid of the space (#39) altogether. Mr. O'Sullivan confirmed that there was an obstruction because of the elevator, and that his space was only 7'-3" wide, so it was unusable.

Ms. Bouchard noted that she had to back-in to her space, and that it was very difficult to get enough of a swing to get into her space without hitting Ms. O'Leary's car.

Mr. Safina said he does want to try to help the residents but questioned what can be done from a Site Plan perspective. He also asked what will happen if they accept the proposal submitted, which will still result in a ratio above minimum requirements.



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Mr. D'Arezzo noted that the biggest issue is the 4 spaces that will still be less than 8' wide; he asked if there is a different configuration that would result in the loss of a couple more spaces.

Mr. Safina asked if the handicap spaces could be relocated where the 7'-10" spaces are, and the handicap block could be divided into 3 regular spaces. Mr. O'Sullivan looked at the plan and determined that the column between the handicap block would make that not achievable.

Mr. D'Arezzo asked if all the spaces are sold. Mr. DiBiase replied in the affirmative.

Ms. Bouchard noted that 1 unit has 3 spaces, but that the owner does not need all 3 spaces.

Mr. DiBiase noted that as a condo project, each unit came with 1 parking space as an exclusive use right on a first-come, first-served basis. He said that individual unit owners were able to purchase 2nd and 3rd spaces if they wanted to. He said at least 1-unit owner has purchased 2 additional spaces and that several unit owners purchased 1 additional space. He noted that Mr. Grava and Ms. O'Leary were able to get outside spaces after the issues were identified.

Mr. McGrail apologized to the residents for the delay, noting the many moving parts including the deeds/mortgages, etc. He stated that his client has given up some spaces and foregone the financial benefit of those spaces.

Mr. DiBiase suggested that it is up to the Homeowners Association to assign the handicap spaces. He clarified that all spaces in the garage are spoken for, and that #39 and #50 are being eliminated. He mentioned that he worked with the owners of spaces #3 and #5 to redo the angles to make the movements easier.

Mr. O'Sullivan described that they are asking for a half inch of relief in one place and a couple inches in another. He said that a couple of inches won't make much of a difference. He clarified that there are steel X cross-braces from floor to ceiling next to some spaces, but that there are not solid walls. Therefore, there are a couple inches of wiggle room for doors to open. Mr. D'Arezzo pointed out that putting compact spaces next to cross-braces makes the situation worse for people.

Ms. Clish commented that she has been in situations where a couple of inches definitely makes a difference. She asked if there are any unclaimed spaces. Mr. DiBiase said that they are owned by 136 Haven Street LLC which is in control of only the spaces that have not been deeded to 3rd party interests.

Ms. Adrian said she is not sure CPDC can move forward with the Plan. Mr. Safina disagreed and said that all CPDC can do is ensure they comply with the requirements of the Zoning Bylaw, and then any other issues between the residents and the owners need to be dealt with as a civil matter.

Ms. Clish asked whether they are being asked to approve an additional waiver for 7'-10" spaces, but they are hearing that this size doesn't work for the residents. Ms. Mercier replied in the affirmative. Mr. MacNichol also noted that CPDC is being asked to allow a reduction of 2 spaces.

Mr. MacNichol screen-shared a turning movement diagram, which was just submitted today. It shows compact cars maneuvering into compact spaces. Mr. DiBiase noted that it was



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prepared by Vanasse & Associates. Mr. MacNichol showed a video, submitted by the Applicant, of a large SUV pulling into space #10.

Ms. O'Leary commented that it is interesting they hired a consultant after-the-fact, rather than beforehand, to demonstrate the parking spaces work. She noted that the DiBiase Company helped other people park in their spaces, but implied that she and Ms. Bouchard didn't know how to drive.

Ms. Parr said that the owners of #10 and #11 have small cars and have not objected or complained about their undersized spaces. She said that #47 and #48 are the problem.

Mr. Safina said they can reduce parking spaces as long as they still comply with the 1.25 ratio, but that they should only reduce spaces in locations that make the remaining spaces better. He said that not everyone will get everything they need from this change. He noted that further reducing the spaces is a disservice to those who are losing spaces.

Mr. Safina suggested that the management office trade their spaces and take the smaller ones. Ms. Clish agreed and suggested that 136 Haven Street LLC swap their outside spaces with some of the small inside spaces. She noted that she has a hard time retroactively approving a waiver for subcompact spaces that do not seem to be working.

Mr. O'Sullivan said that swapping spaces is an internal issue for condo owners to deal with and will not change their ultimate request to CPDC. He said it is for the condo association to handle. Mr. D'Arezzo asked if a condo association representative was there. Ms. Bouchard said there is no association yet. Mr. DiBiase noted that 136 Haven Street LLC currently controls the condo association, but that there are other partners and he cannot speak on behalf of the LLC.

Mr. D'Arezzo suggested that all the partners of 136 Haven Street LLC work together to rearrange ownership of spaces, and that he would be more willing to grant a waiver if he knew the residents were benefitting from the solution.

Ms. Parr said she has not heard from the condo association that she has permission to use the handicap space and that she mostly only uses it when she has a handicap hangtag. Mr. D'Arezzo said the condo association will let her use handicap space #20 without a placard, until she sells the unit, which will solve her immediate problem. He opined that he would assume resale values in Reading will continue to skyrocket. He asked her if use of the handicap space would be an acceptable solution. Ms. Parr replied in the affirmative. Ms. Mercier said they can put a condition in the Decision that this agreement has to be in writing.

Mr. McGrail chimed in that the condo association is required to provide accessible parking to people who need it, so if 3 people move in and have handicap placards, they could have a problem. Mr. O'Sullivan said in his time as a professional he has never seen a condo use all the handicap parking it has. Mr. DiBiase added that aside from Ms. Parr, they have not had a formal request from any other owners. Mr. McGrail commented that the condition would need to have a caveat such that any owner who requires a handicap space would get one, and Ms. Parr would then be able to use the outside space owned by 136 Haven Street LLC. Ms. Clish suggested "or provide other suitable on-site parking."

The Commission and Applicant went through the Draft Decision and added conditions and edited some language.



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Ms. Clish moved that the CPDC approve the requested waiver to the parking space dimensions, allowing 4 spaces that are less than 8' wide. Ms. Meyer seconded the motion and it was approved 5-0-0.

Ms. Clish moved that the CPDC approve the Major Plan Change to the Approved Postmark 40R Project. Mr. D'Arezzo seconded the motion and it was approved 5-0-0.

Continued Public Hearing, 40R Plan Review **459 Main Street, GC Fodera Contracting, Inc.**

Jeff Olinger, Architect; Jesse Schomer, Attorney; Sam Gregorio, Traffic Engineer; and Guy Manganiello were present on behalf of the Application.

Mr. Schomer introduced the team and noted that the prior conversation on March 14th centered on the layout of the garage, the traffic flow, the location of a loading zone, and the treatment of the wall abutting the neighbor's property. He noted that he has worked with the abutters and made some changes to the proposal.

Mr. Olinger went through the proposed modifications and responses to feedback/questions:

- 20' step-back from property line provided on 4th floor; 15' step-back at levels 2 and 3 from property line provided; the eastern façades first-floor roof was sloped to 9' in height towards abutter's property line but retained a significant pitch to collect runoff;
- Building stepped back at south-east corner with abutter's property so they have better sight lines – can use area for stormwater, etc.;
- Added plantings along CMU wall – could add more, different color CMU, etc.;
- Roof area saved for potential of 69 PV panels, 400 Watt – designed an area for battery storage for PV system in garage;
- Gas line on property that could be used for heating and cooling, but proposing to use electric heat pumps and induction heating/cooking;
- Elevator penthouse is located at 52' which is required for wall vent to clear snow; top of stair penthouse is at 54' which allows for walkout access at 6'-4";
- Green roof modified to synthetic slate roof in coordination with the abutters;
- Roof deck proposed;

Mr. Olinger presented the project renderings and elevations.

Ms. Meyer asked about the existing fence and whether the intent is to move it. Mr. Olinger said it was removed for the renderings, and that if the abutters agree, it might be better to have the architectural wall alone and not maintain the fence.

Mr. D'Arezzo asked about door access to the street and whether the garage will require an exhaust fan. Mr. Olinger said there is an entrance at Main Street and an exit at Washington Street. He commented that the garage may need an exhaust fan, but that they are leaving the Main Street garage door open. If needed, they would design it to go on the roof. Ms. Mercier suggested if needed the fan be located as far from the Rise 475 and the Johnsons as possible.

Mr. Safina commented on the east side mansard roof line, which kicks back at 15 degrees and has dormers, with a Victorian bay massing at Washington Street.

Ms. Clish asked where gas meters would go if they use the gas line. Mr. Olinger said they would likely be within the ground floor utility space, or on an inside wall facing out to the street with screening. He said a 3' access path is typically needed. He confirmed that no



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transformer is needed. Mr. Safina noted that plantings used for screening can't be too high such that they create a visual obstruction at the corner, which is the exact reason the building was stepped back in that area.

Ms. Adrian asked about the prior use and potential tanks underground. Mr. Olinger said it is likely there are tanks but that he will look into it. Mr. Schomer said nothing has yet to come up in DEPs records, but the search is ongoing. Mr. Safina advised that the applicant team do their due diligence before they acquire the property. He commented that the proposed construction plan is not adequate because it is not site specific and that it should mention remediation.

Mr. Olinger stated that there is no longer a green roof proposed above the garage wall due to maintenance concerns. He said a slate shingle roof is proposed instead, with roof leaders to capture runoff.

Mr. Schomer stated that the development team has reviewed the letter from the Town Engineer and has no major concerns with complying with his requirements.

Mr. D'Arezzo asked for a gross floor area calculation that is correct, measured from the outside of the building walls, with certain exclusions as noted in the definition in Zoning Bylaw Section 10.5.

Mr. D'Arezzo said that at some point the CPDC should discuss why the project should be granted a density waiver. Mr. Olinger and Mr. Schomer talked about how the site meets the intent of the 40R district and is transit-oriented.

Mr. Safina said that the site has different traffic implications. Mr. Schomer noted that they are willing to have the project peer reviewed by Green International and that they have their traffic engineer on the line.

Mr. D'Arezzo noted that in two weeks Town Meeting will be considering zoning changes, including specific justifications for considering density waivers, and that these changes can be requested and implemented now. Mr. Schomer said this project is applying under current zoning and not future zoning that has not been voted on yet.

Ms. Adrian opened the discussion to the public.

Mr. Bruce Johnson, direct abutter on Washington Street, noted that questions were raised at the last meeting and over email since then. He asked about the size, massing, and overall building in terms of it being in a Transitional Area. He believes it is much too large for a residential area, and that the Rise building should not be used as a precedent. He suggested they look at the Chronicle redevelopment which is only 2 stories on Main Street.

Mr. Johnson suggested that if Rise is the precedent, then the setbacks and step-backs for Rise, which are significant, should be applied to this property. He compared the Rise setbacks/step-backs to the proposed project at 459 Main Street. He noted that 50% of the windows on his home face this building. He asked CPDC if this project fits within the notion of Transitional Area. Mr. Safina said he is still working through such, and that the revisions to the wall help. He asked for a section showing the profile of their house and the proposed building.

Ms. Clish said that this site very clearly meets the definition of Transitional Area and should be treated as such. She said though it has step-backs, it's not setback from the property



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line, and since it's so much bigger than the neighboring property, she is not yet convinced it's right for the neighborhood.

Ms. Lisa Johnson opined that the building is very pretty but is very large and feels like it is right on top of their property. She asked if it could be moved off of the property line, especially since it is in a Transitional Area.

Mr. Olinger said the Design Guidelines give a range of options for how to address situations with direct abutters. He suggested that the parking garage could be open and screened with a lattice fence, which would meet a 15' setback but present other concerns such as noise, vehicle emissions and snow management.

Ms. Johnson asked about the elevation facing her house, noting that it runs the entire length of her house. Mr. Olinger agreed with her estimated calculations of building length and slope.

Mr. Safina asked the neighbors why they objected to the green roof, which was proposed as a shallow bed of indigenous grass requiring very little maintenance. The Johnson's said they researched it and it seemed like it could require a lot of maintenance, and they don't like it right up on their property line.

Ms. Johnson asked about shadows, and noted that they live in a side-by-side duplex and therefore gets no sunlight from the other side. She asked about building height and location of massing. Mr. Safina asked the Applicant to show a shadow line on the transverse section showing their house.

Ms. Clish said she is less concerned about winter months and more concerned about longer day times as it regards potential shadows.

Ms. Johnson asked questions about traffic that were brought up by the Town Engineer. She noted that elevated levels of traffic are expected westbound during evening peak hours. She asked about build and no-build conditions. Mr. Schomer explained that 2028 no-build conditions shows what will happen if the project isn't built. He noted that the unfortunate reality is that traffic conditions are bad and getting worse, but this project won't significantly contribute to such.

Ms. Johnson asked what LOS takes into consideration – just vehicle trips or also congestion in the area. Mr. Schomer said Level of Service (LOS) measures delays at the intersection. She noted that people pulling out of the project and taking a left onto Washington Street will absolutely cause delays because it will block traffic on Washington Street. She pointed out "do not block driveway" markings and signs on their plans and asked if they are still proposed. Mr. Schomer said they will be requesting permission from the Town Engineer for those markings and signs. Ms. Johnson said this will mean that cars cannot block their entrance and instead will block her own driveway. She asked who would approve this. Ms. Mercier clarified that the Parking Traffic Transportation Task Force (PTTTF) would review the proposal.

Mr. Safina noted that each small project doesn't really change LOS, but that doesn't mean the problem is solved for this development. He agreed with Ms. Johnson that sometimes there will be impacts near the site exit. Ms. Johnson noted that the delivery vehicles, which are all being directed inside the garage, will also have to exit onto Washington Street. Mr. Olinger commented that 12 condominium units will not generate a lot of deliveries.



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Ms. Johnson proclaimed that this is the busiest intersection in Reading, which makes this review very different from all other developments.

Mr. Safina asked for more detail on the construction management plan. He said they need to consider staging/laydown, taking a portion of Main Street for a crane, consideration for whether construction is modular or panelized to minimize time on-site, scheduling with lead times, etc. He asked for the CMP to be made more realistic. Mr. Schomer said it is preliminary in nature at this time and will be fleshed out as they move along and get approvals and site contractors, etc. Mr. Safina said it is important to consider everything very carefully since there will be impacts from construction. Mr. Olinger said he will consider panelized construction and has had success using it on tight sites.

Ms. Clish moved to continue the public hearing for 40R Plan Review at 459 Main Street to Monday May 16th at 8:00PM. Ms. Meyer seconded the motion and it was approved 5-0-0.

Ms. Mercier asked that plans be submitted no later than May 2nd.

Other Business

2023 Annual Town Meeting, Draft CPDC Presentation

Ms. Mercier presented the draft presentation CPDC is to present at 2023 Annual Town Meeting regarding the 40R zoning amendments. It includes requested info and explanations on smart growth zoning, past instructional motions, survey findings and additional public input. It also includes developed maps, existing project data and detail of how the proposed language would have impacted previously approved projects.

Mr. D'Arezzo suggested simplifying some of the data and generally showing if the project would meet proposed tiers or not without the level of detail on how or why. Ms. Mercier found such would be helpful but added that denoting the amount of payment-in-lieu expected is a benefit. Ms. Clish agreed.

Ms. Clish asked if bar graphs can be developed for the survey data. Ms. Mercier stated she is considering such.

Ms. Mercier asked the Board to give thought on who will present the slides at Town Meeting.

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11/1/21

12/6/21

Due to the late time the Board elected to review meeting minutes at a future hearing date.

Adjournment

Ms. Clish made a motion to adjourn at 11:42PM. Mr. Weston seconded and it was approved 5-0-0.

Documents Reviewed at the Meeting:

- CPDC Agenda 4/11/22
- CPDC Meeting Minutes of 11/1/21 and 12/6/21
- 103 Sanborn Lane Subdivision Plan Endorsement
 - Civil Plan Set, dated 3/17/22
- Sign Permit Application, 17 Linden Street



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- Signage rendering and specifications
 - Draft Certificate of Appropriateness, dated 4/11/22
- Major Plan Change to Approved 40R, Postmark
 - Proposed Modification Plan, dated 3/15/22
 - Draft Decision, dated 4/11/22
- 40R Plan Review, 459 Main Street
 - Summary Letter to CPDC, dated 4/6/22
 - Civil Plan Set, dated 4/6/22
 - Architectural Plan Set, dated 4/5/22
 - Draft Construction Management Plan, dated 4/6/22
 - Memo from Town Engineering Department, dated 4/6/22
 - Draft Decision, dated 4/11/22
- Other Business
 - Draft Annual Town Meeting Presentation