

CITY OF METHUEN
COMMUNITY DEVELOPMENT BOARD
WEDNESDAY, November 18, 2009 at 6:30 P.M.
GREAT HALL – SEARLES BUILDING
41 PLEASANT STREET – METHUEN, MA 01844

MINUTES

1. Call to Order of Regular Meeting.

Chairman Stephen DeFeo called the meeting to order at 6:30 pm.

2. Roll Call.

Stephen DeFeo, Chairman	Present
Michael Comei, Vice Chairman	Present
Edward Miller, Secretary	Present
James Hajjar, member	Absent
Adam Hamel, member	Absent
Charles Perrault, member	Present
Robert Redfern, member	Present

Others in Attendance

Kathleen Colwell, Assistant Director of Planning
Nancy Hudson, Community Development Secretary
Petitioners, Representatives of Petitioners, Members of the Audience

3. Acceptance of the Minutes.

- a. October 14, 2009

MOTION: Michael Comei moved to accept the minutes of October 14, 2009.

SECOND: Robert Redfern

DISCUSSION: None

VOTE: UNANIMOUS

- b. October 14, 2009 Joint Session with The Conservation Commission

MOTION: Charles Perrault made a motion to approve the minutes of the October 14, 2009 Joint Session with the Conservation Commission.

SECOND: Robert Redfern

DISCUSSION: None

VOTE: UNANIMOUS

4. Consent Agenda.

For the record there were no items on the Consent Agenda.

5. Zoning Issues.

For the record there were no Zoning Issues before the Board.

6. Form A Plans.

For the record there were no Form A Plans before the Board.

7. 6:30 PM PUBLIC HEARING: **11 Hampstead Street
Special Permit for a Multi-Family and Attached Dwelling Development**

Chairman Stephen DeFeo read the legal notice * as well as correspondence from the applicant's attorney dated November 17, 2009* into the record.

Chairman observed that no one was in the audience to speak regarding this application.

MOTION: Michael Comei moved to continue the public hearing to the December 9, 2009.

SECOND: Edward Miller

DISCUSSION: None

VOTE: UNANIMOUS

8. CONTINUED PUBLIC HEARING: **Emerald Pines
Modification to the Definitive Subdivision Approval and Golf Course Special Permit**

For the record, Michael Comei recused himself and left the chambers.

Kathleen Colwell informed the Chairman that there was a letter from the applicant's attorney dated November 5, 2009* requesting a continuance to the December 9, 2009 meeting.

MOTION: Edward Miller so moved.

SECOND: Charles Perrault

DISCUSSION: None

VOTE: UNANIMOUS

For the record, Michael Comei returned to the chambers.

9. CONTINUED PUBLIC HEARING: **137 Pelham Street (Heavenly Donuts)
Special Permit for a Drive Through**

Kathleen Colwell informed the Board that there was a letter from the applicant's representative dated November 2, 2009* requesting that the Board continue this matter to the January 13, 2010 meeting to allow time to address all of the comments that have been raised by the staff, the technical review agent, and the Board.

Chairman Stephen DeFeo entertained a motion to continue the public hearing until the January 13, 2010 meeting.

MOTION: Michael Comei so moved.

SECOND: Edward Miller

DISCUSSION: None

VOTE: UNANIMOUS

10. New Business:
a. Preliminary Subdivision Plan – set discussion date **Pine Grove Ave**

Kathleen Colwell told the Board that an application was received for a proposed four lot subdivision on Pine Grove Avenue which is an existing paper street. She recommended that the Board schedule discussion for this preliminary plan for the December 9, 2009 meeting.

Hearing no objection from the Board, Chairman Stephen DeFeo set the review of the preliminary plan for December 9, 2009.

- b. Any other new business

For the record there was no additional new business.

11. Old Business

- a. Village at Russell Farm Phase 4 – endorse plans

Kathleen Colwell stated that there was a letter from Assistant Civil Engineer, Steve Gagnon dated November 17, 2009* stating that all of the issues raised in his memo of September 9, 2009* had been resolved. She also noted that there was a letter from TEC dated November 17, 2009* which raised some issues that would not affect the endorsement of the plan.

Hearing no objection from the Community Development Department, Chairman DeFeo entertained a motion to endorse the plans.

MOTION: Edward Miller so moved.

SECOND: Charles Perrault

DISCUSSION: None

VOTE: UNANIMOUS

- b. Irving Oil – release bond

Kathleen Colwell stated that the Engineering Department is satisfied that the plans conform to all of the conditions of approval therefore they have no objection to the bonds being released. She also reminded the Board that there had been a minor modification to the plan, which added diesel pumps and eliminated the car wash. At that time the Board requested a traffic study to determine whether or not the diesel pumps attracted additional truck traffic. TEC has reported that after reviewing traffic for 7-9 Cross Street, a project nearby, they found no increase in truck traffic. However, they recommended that the applicant obtain a letter to that effect from Mass Highway. The applicant has agreed to do so. She recommends that the Board release the bond money subject to receipt of that letter.

Chairman Stephen DeFeo entertained a motion to release the bond pending receipt of a favorable letter from Mass Highway.

MOTION: Charles Perrault so moved.

SECOND: Michael Comei

DISCUSSION: None

VOTE: UNANIMOUS

- c. Shannon Estates – road acceptance

Kathleen Colwell stated that at this time there was no information to bring to the Board and suggested tabling this item.

Chairman DeFeo entertained a motion to table.

MOTION: Michael Comei so moved.

SECOND: Edward Miller

DISCUSSION: None

VOTE: UNANIMOUS

d. Any other old business

Kathleen Colwell informed the Board that there was a letter from the developer of Kristen Lane dated November 12, 2009 requesting a bond reduction. She recommends that the Board vote to reduce the bond subject to the review of the Engineering Department.

Chairman DeFeo entertained a motion to reduce the bond amount being held on Kristen Lane pending review by the Engineering Department.

MOTION: Michael Comei so moved.

SECOND: Charles Perrault

DISCUSSION: None

VOTE: UNANIMOUS

Kathleen Colwell stated that a \$2,500 bond was being held for As Built plans for Hampshire Village, a multi family development on Hampshire Road. Those plans have been submitted to the Community Development Office, along with a letter from the project engineer certifying that the project was built in accordance with the plan*. She recommends that the bond be released subject to final review by the Engineering Department.

Chairman DeFeo entertained a motion to release the \$2,500 bond pending a favorable review by the Engineering Department.

MOTION: Michael Comei so moved.

SECOND: Edward Miller

DISCUSSION: None

VOTE: UNANIMOUS

For the record there was no additional old business before the Board.

12. Correspondence.

For the record there was nothing other than what was supplied in the packet.

13. Adjournment.

There being no further business before the Board, Chairman Stephen DeFeo entertained a motion to adjourn the meeting.

MOTION: Edward Miller so moved.

SECOND: Michael Comei

DISCUSSION: None

VOTE: UNANIMOUS

Chairman Stephen DeFeo adjourned the meeting at 6:59 pm.

Respectfully Submitted,

Nancy P. Hudson
Community Development Secretary

- * Indicates a copy of document attached to the minutes of record on file in the Office of the City Clerk, 41 Pleasant St., Methuen, MA 01844
- ** Indicates document available for review in the Office of Economic & Community Development, 41 Pleasant St., Methuen, MA 01844.

***** NEXT REGULAR MEETING WILL BE DECEMBER 9, 2009*****