

**TOWN OF BELMONT  
PLANNING BOARD**

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**MEETING MINUTES  
NOVEMBER 13, 2012**

**7:00 p.m. Meeting called to order.**

Present: Sami Baghdady, Chair; Michael Battista, Vice Chair; Elisabeth Allison, Charles Clark, Joseph DeStefano; Jeffrey Wheeler, Staff.

**7:00 pm Public Hearing – Continued: 307 Trapelo Road - Design and Site Plan Review and Special Permit for Free-Standing Sign**

Attorney Mark Vaughn, representing TD Bank, stated that the Applicant spoke with several Town Departments regarding the resolution of the safety issue posed by the applicant's request for a two way access drive out of the bank parking lot. All agreed that the bank would install a directional sign at the drive-through directing vehicles exiting the site to the west egress. Additionally, a second sign would be added at the eastern egress alerting drivers to fire trucks exiting the abutting fire station. Mr. Baghdady indicated that the Board received correspondence from the Fire Chief stating his satisfaction with the placement of the sign. Mr. Baghdady also requested that the sign be indicated on the final site plan.

The Planning Board reviewed the list of open items developed at the September 27<sup>th</sup> hearing which the Applicant was asked to address. The Planning Board was satisfied that the Applicant had addressed all those concerns.

**Moved by Mr. Battista to close the public hearing. Seconded by Ms. Allison. Motion passed unanimously.**

**Moved by Mr. Clark to grant the Special Permit for a Free-Standing Sign. Seconded by Mr. Battista. Motion passed unanimously.**

**Moved by Mr. Clark to grant Design and Site Plan Approval subject to the following conditions. Seconded by Ms. Allison.**

1. The Applicant shall be responsible for all costs to amend the Trapelo Road improvement plans, should any changes to the reconstruction of Trapelo Road be required as a result of this development;
2. The driveway signage alerting drivers that emergency vehicles are entering and exiting the abutting fire station shall be satisfactory to the Fire Chief; and
3. The Applicant shall submit to the Planning Board a study based on actual data measuring the noise impacts of the HVAC units and the drive-through teller. The Planning Board must be satisfied with the results of the noise study prior to the issuance of a temporary or final Certificate of Occupancy.

**Motion passed unanimously.**

**7:10 pm      Public Hearing: 5 Somerset - Special Permit to Convert Historic Accessory Building into Additional Living Space**

Mr. Battista read the notice of the Public Hearing.

Mr. DeStefano recused himself because he is an abutter to the Property. Mr. Baghdady explained that the vote to grant the Special Permit would have to be unanimous since only four members remained to hear the application. However, it was pointed out that Mr. Haglund would be arriving shortly, and he would be able to participate as the Associate Member if the applicant were willing to wait. Mr. Cragg stated that he would wait until for Mr. Karl Haglund to arrive to the meeting.

**Moved by Mr. Clark to close the public hearing and re-open when Mr. Haglund arrived.  
Seconded by Mr. Battista.  
Motion passes.**

**7:20 pm      Committee Updates**

Mr. Baghdady reported that he received correspondence from Glen Clancy asking for a representative from the Planning Board to serve on a committee charged with choosing lighting fixtures for Belmont Center. Mr. Battista volunteered to represent the Board.

The Board took a brief recess.

**7:35 pm      Public Hearing: 5 Somerset - Special Permit to Convert Historic Accessory Building into Additional Living Space**

Mr. Haglund, the Associate Member, joined the Board to hear the request for the Special Permit.

Mr. Battista read the notice of the Public Hearing.

Thomas Saltzman, architect for the Applicant, addressed the Board stating that the Historic District Commission (HDC) supported the conversion. Michael Cragg, owner of the property, explained his plans to the Board. The barn would contain office space for his wife and him and a workout room in the basement, general open space in the main area, and gallery space on the second and third floors. Bathrooms will be installed on each level of the barn. Mr. Cragg stated that several meetings have occurred with the HDC who fully supports this proposal.

Discussion, questions and answers ensued regarding the conversion and additions to the barn and whether or not the 3 structures (a garage, a barn and a greenhouse) were 3 separate units or one unit, and whether or not three separate Special Permits should be issued. The Applicant explained that:

- The 3 structures do touch each other and, as a result, should be treated as one unit;
- An existing shed which connects the garage and the barn will be replaced with a smaller 131 square foot connector;

- A 175 square foot connector will be built to allow interior access between the barn and the greenhouse;
- The resulting footprint with the two new connectors will reduce the current footprint of the structures with the shed. Therefore, there will be no enlargement of the buildings; and
- Although the renovated barn will contain two offices, there will be no employees on-site. Additionally, the offices will not be used for meeting clients. As a result, no additional parking is needed.

The Board accepted the Applicant's explanations. No one from the audience provided any comments or questions. The Applicant did provide several letters of support from his neighbors.

**Moved by Mr. Clark to close the public hearing. Seconded by Mr. Battista. Motion passed unanimously.**

**Moved by Mr. Battista to grant the Special Permit to convert the accessory building to additional living space subject to the following conditions. Seconded by Mr. Clark.**

1. A perpetual preservation agreement for the barn, garage and greenhouse structures, in form satisfactory to the Board, will be granted by the Applicant and recorded with the Middlesex South Registry of Deeds;
2. No subdivision or reduction of the lot size will be permitted;
3. The barn, garage and greenhouse cannot be used as residential dwellings;
4. No business clients or employees will be permitted;
5. The Special Permit is granted to the Applicant only and is not transferrable; and
6. The Historic District Commission shall review and approve the materials used and colors of the buildings.

**Motion passed unanimously.**

**8:25 pm      Public Hearing Continued: Cushing Village Application**

Peter Quinn, architect for the project, reported the following about the Pomona Building:

- The corner of the building at Trapelo Road and Common Street has been developed with a lovely and decorative façade;
- A pedestrian oriented plaza, on the Horne Road side, has been created with seating and planters and will be sheltered by an arbor and a canopy;
- A decorative canopy will be installed on the first floor to highlight the front of the building;
- Entries for retail space will be provided at the front of the building;
- A townhouse appearance was created by repeating a detailed pattern of tile;
- Some of the details include: double hung windows, columns finished in stone veneer, two-colored stucco; and
- The building will contain approximately 20,000 square feet for commercial and 74,000 square feet for residential containing between 48-50 residential units.

Mr. Battista inquired about the anticipated retail signage and was assured by Mr. Quinn that they would meet the Sign By-Law. Mr. Heikin reported that he felt that these new plans are an improvement to previous versions.

Ms. Pike, Traffic Consultant for the Peer Review Team, gave her analysis on the Traffic and Parking Study. She reported:

- Traffic patterns would be manageable on Trapelo Road;
- She was concerned about what might happen if all the properties in the Overlay District were developed;
- She also questioned some of the calculations used to arrive at the data and wondered if they had been cross checked;
- She was concerned about the turnover of on-street parking and requested further study;
- She suggested that the municipal parking spaces include the nineteen surface parking spaces, since those would be most used by other businesses in the Square; and
- She stated that she is reserving judgment on the overall parking spaces needed until a further study addressing this issue has been conducted.

She further stated that several items are missing from the report, such as: How will traffic be managed during the construction period? How often will the loading facilities be used? Will loading be restricted to certain times? How will the public spaces be managed?

Mr. Baghdady opened the hearing to questions from the audience about parking:

1. Steve Carlini, 31 Horne Road, questioned the calculation that determined that the traffic delay would be less than 4 seconds and asked to see the data to substantiate this claim. He also inquired about the saturation point for traffic in the area if the Square was fully developed under the Overlay By-Law. Rebecca Brown, Traffic Consultant for the Applicant, responded that the four seconds was calculated by a software program called Syncro. She added that she will submit a follow-up memo later.
2. Sue Bass, 530 Concord Avenue, suggested that the number of parking spaces per unit renter should be determined according to the renter's need, as opposed to each unit being automatically assigned a parking space. She suggested that parking spaces should be rented separately, to discourage usage of cars.
3. Nicole Gianoukos, 569 Belmont Street, questioned the 4 second delay as well and stated that she could see traffic backed up on Belmont Street every morning.

Mr. Rodin gave a preliminary presentation of the Hyland Building, since the plans were not complete. He reported:

- The Hyland will be sunk another foot and a half into the hill, to reduce the height;
- The tower will provide public access to the retail and parking spaces;
- The top floor will have a metal profile instead of cement shingles; and
- The height of the building will be thirty-five feet to the roof.

Mr. Haglund commented that the Hyland should be a three story building. Mr. Rodin responded that there had to be a transition within the building because of the severe topography of the site.

**Moved by Mr. Clark to continue the Cushing Village public hearing to December 5, 2012 at 7:00 p.m. Seconded by Mr. Battista. Motion passed unanimously.**

Mr. Baghdady reported that the next public hearing will be devoted to public comment on the height, bulk and massing proposed development.

**Adjournment: 9:35 p.m.**