



Town of Sudbury

Planning Board

PlanningBoard@sudbury.ma.us

Flynn Building
278 Old Sudbury Road
Sudbury, MA 01776
978-639-3387
Fax: 978-443-0756

www.sudbury.ma.us/planning

MINUTES

JUNE 26, 2019 AT 7:30 PM

LOWER TOWN HALL, 322 CONCORD ROAD, SUDBURY, MA

Members Present: Chair Stephen Garvin, John Hincks, Charles Karustis, Nancy Kilcoyne and Justin Finnicum.

Others Present: Director of Planning and Community Development Adam Duchesneau and Environmental Planner Beth Suedmeyer.

Mr. Garvin opened the meeting at 7:30 PM

Continued Public Hearing – Site Plan & Stormwater Management Permit – 8 Stone Road (Assessor’s Map K09-0303)

Applicant and Owner Aruna Pundit, Architect Chris Adcock of Chris Adcock Architecture, Inc., Engineer Bruce Saluk of Bruce Saluk & Associates, Inc., and Jack Kelleher were present to discuss the application with the Planning Board.

Mr. Duchesneau stated the Design Review Board was not able to attend the meeting due to the lack of a quorum.

Mr. Adcock detailed the revisions of the updated plan, including a recessed entry on the proposed addition as recommended by the Design Review Board at the last meeting. He presented the revised plan and noted the recessed entry helped to break up the facade facing Route 20/Boston Post Road.

Mr. Duchesneau stated that based upon the most recent changes to the project, the peer reviewer had no further comments regarding stormwater management aspects. Mr. Duchesneau commented the recessed entry revision had no bearing on accessibility and several new windows were added to the plan to further break up the facade on the south side of the addition. He noted the Design Review Board was pleased with the changes made to the south façade, in particular how the newly revised entry way addressed the safety issue of a door opening outward directly onto the bicycle pathway. Mr. Duchesneau stated the Design Review Board had also recommended the addition of several windows, which the revised plans also included.

Mr. Duchesneau referred to the principal items included in the draft Site Plan approval decision and recognized no unusual conditions.

Ms. Suedmeyer highlighted the escrow account item for inspections as included in the Stormwater Management draft decision. She asked if the Planning Board wanted the peer reviewer to inspect the stormwater system as well and referenced page four of the draft decision.

Mr. Finnicum stated the revised plans were an improvement. He asked about the existing windows on the front entry and wondered if double-hung windows would be more in keeping with the character of the building. Mr. Adcock responded favorably to that suggestion.

Ms. Kilcoyne commented about the entry door not being symmetrical. Mr. Adcock stated he could try improving that aspect. Mr. Finnicum added that because the door is recessed, the shadowing would improve the symmetry aspect once constructed.

Ms. Kilcoyne asked when construction was anticipated to begin and Mr. Adcock responded their hope was by the end of the 2019 summer.

Mr. Hincks commented about the vast improvements to the project plans and Mr. Karustis indicated he agreed.

Mr. Garvin stated inspections were straight forward, but there were a substantial number of projects on-going which Town staff was already committed to. Ms. Suedmeyer noted there was a considerable amount of staff inspection time involved. Mr. Garvin asked if the Planning Board agreed such services should be the task of the consultant. He noted the site was fairly flat and the stormwater management/infiltration system was not complicated.

Mr. Finnicum inquired about the level of foot candles along the pathways and entries. Mr. Adcock responded that existing lighting would remain and one fixture over each door would be added. Mr. Saluk stated the lighting proposed was more of a warm light for residential purposes.

Mr. Hincks moved to approve the Site Plan for 8 Stone Road (Assessor's Map K09-0303) as amended. Mr. Karustis seconded the motion. The vote was unanimous, 5-0.

Mr. Hincks moved to approve the Stormwater Management Permit for 8 Stone Road (Assessor's Map K09-0303). Mr. Karustis seconded the motion. The vote was unanimous, 5-0.

155-159 Woodside Road – Site Plan Review Request for Modification

Applicant and Owner Jennifer Eckler of 157 Woodside Road was present to discuss the application with the Planning Board. Ms. Eckler stated she owned and operated Wright Farm Sudbury Child Care and had applied to have her Site Plan decision amended to increase the student capacity to 24-29 children from 20 children in the new building. She stated she holds two child care licenses and seeks to transition toddlers from her home into the freestanding preschool building. Ms. Eckler explained all her neighbors are aware of this proposed modification, she held open houses for the neighborhood residents, and there have been no complaints.

Mr. Duchesneau mentioned the parking aspect in relation to increased enrollment. He stated a condition of the Site Plan decision indicated ten parking spaces were approved, and also confirmed if at any time more parking was needed, the Applicant would have to provide additional parking spaces on site or documentation those parking spaces were in another location. Mr. Duchesneau added the handicapped parking spaces should also meet requirements.

Mr. Karustis thanked Ms. Eckler for reaching out to everyone in her neighborhood and queried about the number of children proposed for her house if the modification were to be granted. Ms. Eckler responded she had been conducting the child care business from her home since 2002 and now wanted everything

separate from her living quarters. Mr. Karustis asked about the exact enrollment number. Ms. Eckler responded the number would reflect whatever her licensor would approve, and indicated the approved number of children might be as many as 32. She indicated 32 children would not allow for a quality program. Mr. Karustis suggested conditioning for no more than 30 or 32 children. Mr. Garvin was in agreement with such proposed conditioning.

Mr. Hincks commented about the quality reputation of Ms. Eckler's current program and stated the current decision likely had to do with availability of parking and associated traffic. He asserted he was in favor of moving the children out of the personal home and into the new freestanding building, but felt the upper enrollment limit needed to be defined. Mr. Hincks stressed that such a limit as determined by the state, may not correlate with the issues on the site.

Ms. Kilcoyne inquired about the licensor who makes the decision about the exact enrollment capacity. Ms. Eckler stated the Massachusetts Department of Early Education and Care (EEC) calculates the square footage of the building per student and determines the number of students which are permitted. She indicated she runs a high-quality program and maintains 50 square feet per child. Ms. Eckler commented she wanted the renovations to go forward in her home and would question the capacity limit the Town would impose since she has four to five acres of land on the site.

Mr. Finnicum inquired about the square footage calculation. Ms. Eckler provided a description of the layout and noted equipment rooms were deducted from the square footage calculation. Mr. Finnicum confirmed that if expansion should be needed in the future, this process would have to be performed again. Ms. Eckler acknowledged she recognized that fact.

Mr. Hincks asked how many children would be moved from the house to the new building. Ms. Eckler responded her goal was to move ten children into the new building.

Mr. Garvin acknowledged the quality of the Wright Farm Sudbury Child Care enterprise and emphasized the Planning Board had spent considerable time with the initial application addressing site issues including safety, parking/queuing of traffic, and drainage considerations. He agreed this request might be modified but did not agree with the proposed elimination of Condition #11. Mr. Garvin emphasized allowing the state to determine how the changes were made on the site would be a gross misrepresentation of the Planning Board's decision in upholding those regulatory aspects. He suggested modification via a public hearing with Condition #11 remaining intact.

Mr. Duchesneau indicated the next step could involve a public hearing as noted on a future agenda. Mr. Garvin stressed that considering the exact number of children on the site would be helpful in going forward with any modification. Ms. Eckler commented she would be willing to accept the enrollment number of 30 because the state strongly recommends no more than 30.

Mr. Karustis noted if all children were moved to the new building, there may be more children allowed in the house and that is not what the Planning Board wanted to see happen. Mr. Hincks added such an arrangement would trigger a different type of review.

Ms. Eckler asked if there were enrollment limits on other child care centers in town. Mr. Hincks commented other sites might be in other zoning districts and each site was different.

Ms. Eckler stated she was in favor of keeping the site scenic/serene, and recognized her property had open space and was an attractive landmark in the neighborhood. Mr. Garvin suggested Ms. Eckler provide

some graphics regarding the sight distances from the driveway and how the area looks since the Planning Board approved the project 18 months ago. Ms. Eckler stated she had included lovely gardens and tree screening between the neighbors who have appreciated all her efforts.

Mr. Karustis inquired about the parking aspect. Ms. Eckler responded no additional parking was needed since she was not employing any additional staff.

Mr. Hincks suggested limiting the enrollment to 30 children, in consideration of any and all properties on the site. He agreed a public hearing should take place in order to consider the modification.

Mr. Duchesneau clarified the request for modification would continue with a public hearing at the next meeting. He confirmed staff would work with Ms. Eckler and determine which site plans would be necessary to bring to that meeting.

Municipal Vulnerability Preparedness Plan Update and Code Review Recommendations

Ellie Baker from the Horsley Witten Group was present to discuss the matter with the Planning Board.

Ms. Suedmeyer provided a summary of the May 14, 2019 Municipal Vulnerability Preparedness (MVP) Workshop and where the Town stood with the review of bylaws and regulations. She detailed the MVP Core Group had identified which action items might move forward so the Horsley Witten Group could draft some modifications by the following week. She added the table presented would be useful for Master Plan considerations and stated the Town might pursue grant funding to perform the code review.

Ms. Suedmeyer presented several MVP action items which were included by some 56 stakeholders composed of residents, staff, and regional partners, including the following:

- Hazards associated with climate change in Sudbury. She noted there was a prioritization process.
- Tree/forest maintenance, primarily related to the protection of utilities and roadways.
- Plan to assure healthy forests and vegetative resources, and replanting.

Mr. Hincks indicated his concern was related to replantings and he felt this action item should not be given priority. Ms. Suedmeyer agreed with Mr. Hincks' assessment and suggested keeping options open for the future.

Ms. Suedmeyer noted an Eversource representative had attended the MVP Workshop. The following related action items were discussed:

- Power and utility line management, including undergrounding power lines.
- Improving emergency response planning and communications.
- Strengthening emergency shelters including generators, air conditioning, and services at the shelters.

In regard to coding and regulations, Ms. Suedmeyer commented stormwater management was discussed, incorporating the latest climate change projections and consideration of private well restrictions during water bans.

Mr. Hincks commented about a previously proposed Warrant Article regarding the use of private Town wells. Ms. Suedmeyer explained such a bylaw change would require approval at Town Meeting. She noted a revision to the irrigation bylaw might include well modifications or the introduction of a new bylaw. Ms. Suedmeyer added the Board of Health had interest in further evaluating this topic.

Ms. Suedmeyer addressed the topic of improved drainage and capacity as exemplified by Town culvert replacements and ecological impact. She stated all MVP session information was on the Town website and the Summary of Findings Report would be available as well. Ms. Suedmeyer also indicated the Outcome of the Code Review Process would go out to the state later this week.

Ms. Baker reviewed the background of the Code/Regulations Table. She described the areas where code improvements could be made and stated she had also presented this summary to the Board of Health, Board of Selectmen, and the MVP Core Team. She presented the first grouping of goals and noted solutions would be examined this week.

- Preserve Natural Open Space and Agricultural Lands

Under this section Ms. Baker recommended Low Impact Development (LID) improvements in zoning and cluster development type programs.

- Water and Other Natural Resources Preservation

- Strengthen water management and water pollution measures, increased infiltration and reduced flooding impacts.
- Protect drinking sources from depletion.
- Promote or require the use of green stormwater infrastructure.
- Protection of Flood Plains.
- Encourage Development that is designed to be in harmony with natural resource protection.
- Reduce impervious cover and disturbance of land and vegetation.
- Improve management of forests, and tree preservation and maintenance.

Ms. Baker provided several goals associated with transportation:

- Increase capacity of drainage systems on municipal roads.
- Reduce stormwater flow from offsite private properties.
- Consider stormwater retrofits for properties draining into public roadways.
- Prohibit flows into the MS4 (Municipal Separate Storm Sewer System).
- Reduce risk to infrastructure and public utilities.
- Encourage efficient parking.
- Encourage multi-modal transportation options.

Ms. Baker provided several goals associated with the energy topic:

- Allowing and facilitating renewable energy projects.
- Allow/require micro-grids in certain areas.

In conclusion, Ms. Baker mentioned several other goals:

- Reduce risk to public information infrastructure and utilities.
- Maintain consistency with key standards.

Master Plan Update

Mr. Duchesneau stated the main topic discussed at the last Master Plan Steering Committee (MPSC) meeting was transportation. He announced the MPSC would sponsor a Master Plan table at the “Touch-A-Truck” event at the Goodnow Library on July 10, 2019 from 10:00 a.m. to 1:00 p.m. Many young families typically attend the “Touch-A-Truck” event yearly and this is a good opportunity gather additional input on the Master Plan update. Mr. Duchesneau noted the next MPSC meeting would be held on July 19, 2019 and municipal services would be the topic.

Ms. Suedmeyer commented the August MPSC meeting would focus on natural resources and open space.

Mr. Garvin initiated discussion regarding MPSC op-eds appearing in the Town Crier newspaper. Mr. Duchesneau stated Selectman Dan Carty would provide the next op-ed regarding where Sudbury had been and where it was going.

Ms. Suedmeyer announced the opening of the MetroWest Regional Transit Authority (MWRTA) shuttle bus transit program from Marlborough to the Riverside MBTA station along Route 20/Boston Post Road. She explained the MWRTA schedule was posted on the Town website and added the ribbon cutting ceremony had been held on Monday at the Shaw’s grocery store.

Mr. Hincks affirmed the Planning Board should promote this shuttle program as much as possible and suggested he might submit a related article to the Town Crier. Mr. Hincks recommended the MWRTA amend the shuttle schedule as Sudbury did not have any official stops listed on the route. Ms. Suedmeyer agreed the schedule needed to be amended.

Special Town Meeting Zoning Bylaw Discussion

Mr. Duchesneau stated the Board of Selectmen would be taking a vote on July 9, 2019 to determine if a fall Special Town Meeting would be scheduled.

Mr. Duchesneau discussed the draft Inclusionary Zoning Bylaw he had prepared and asked the Planning Board to provide feedback on it before voting to finalize the bylaw.

Sidewalk/Walkway Planning and Implementation Process

Mr. Garvin suggested retaining this agenda item at each future Planning Board meeting.

Mr. Duchesneau noted the Department of Public Works was working with the consultant regarding this process and updates would be provided.

Administrative Report

Mr. Duchesneau stated five residents had applied for the Planning Board Associate Member position and affirmed he would keep the posting up through the end of the week. He asked if the Planning Board wished to have the Applicants attend the July 17, 2019 Planning Board meeting to conduct interviews of each candidate. The Planning Board agreed, requested each Applicant attend that meeting, and determined they would limit each interview to five minutes.

Ms. Suedmeyer commented she would not be present for the July 17, 2019 meeting, but hoped Janet Bernardo from the Horsley Witten Group would be present for the 554 Boston Post Road (Stone Farm) application as she had conducted the engineering peer review for this project.

Mr. Hincks moved to extend the Planning Board meeting beyond 9:30 p.m. All Board members agreed.

Future Meeting Schedule: July 17, 2019 and August 14, 2019

The Planning Board discussed possible quorums for the July 17, 2019 and August 14, 2019 meetings. It was noted there might be a quorum issue for the August 14, 2019 meeting and Mr. Duchesneau suggested looking to schedule an alternative August 2019 meeting date at the July 17, 2019 meeting.

Minutes for Approval: March 27, 2019, April 10, 2019, and April 24, 2019

Mr. Hincks motioned to approve the minutes of March 27, 2019; April 10, 2019; and April 24, 2019. Mr. Karustis seconded the motion. The vote was unanimous, 5-0.

Board Reorganization

Mr. Hincks motioned to nominate Mr. Karustis as Vice Chair of the Planning Board. Ms. Kilcoyne seconded the motion. The vote was unanimous, 5-0.

Mr. Garvin motioned to adjourn the meeting at 9:46 p.m. Mr. Karustis seconded the motion. The vote was unanimous, 5-0.