



# Town of Sudbury

## Master Plan Steering Committee

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### MINUTES

SEPTEMBER 20, 2019 AT 8:45 AM

POLICE STATION MEETING ROOM, 75 HUDSON ROAD, SUDBURY, MA

**Members Present:** Chair John Sugrue, At-Large; Vice-Chair Susan Asbedian-Ciaffi, At-Large; Dan Carty, Board of Selectmen; Janie Dretler, Board of Selectmen; Nathalie Forssell, At-Large; Patricia Guthy, Commission on Disability; Jan Hardenbergh, At-Large; Lisa Kouchakdjian, Sudbury Public School Committee; Amy Lepak, Sudbury Housing Authority; Robert May, Council on Aging; John Riordan, Zoning Board of Appeals; Fred Taylor, Historic Districts Commission; Dick Williamson, Parks and Recreation Commission

**Members Absent:** Dave Henkels, Sudbury Conservation Commission and Ellen Joachim, Lincoln Sudbury Regional High School Committee

**Others Present:** Jan Costa, Historical Commission; Adam Duchesneau, Director of Planning & Community Development; John Hincks, Planning Board; Nate Kelly, Principal, Horsley Witten Group; Nancy Kilcoyne, Planning Board; Krista Moravec, Senior Planner, Horsley Witten Group; Jennifer Roberts, Board of Selectmen; Scott Smigler, Finance Committee; Beth Suedmeyer, Environmental Planner; and Taryn Trexler, Historical Commission

### Welcome

Mr. Sugrue opened the meeting at 8:45 a.m.

### Regular Meeting Business

#### *Approval of Minutes*

Mr. Sugrue asked if there were any proposed changes to the minutes from July 19, 2019.

Mr. Riordan motioned to approve the minutes of July 19, 2019. Mr. May seconded the motion. The vote was unanimous, 9-0, with Ms. Dretler, Mr. Hardenbergh, Ms. Kouchakdjian, and Ms. Lepak absent from the vote.

At this time Mr. Hardenbergh arrived at the meeting.

#### *Administrative Report*

Mr. Duchesneau indicated staff had no updates or business to report.

### Baseline Report: Land Use

Ms. Moravec presented the Land Use Baseline Report, including the areas of:

- Zoning and Local Regulations
- Environmental Constrains
- Historical Development Patterns
- Infrastructure

Mr. Riordan emphasized that all authority for land use regulation in Massachusetts is directed by the state and communities can only act upon what is allowed by the state. He suggested such a notation be added to the Land Use Baseline Report. Ms. Moravec agreed to add a statement such as this to the report.

At this time Ms. Lepak arrived at the meeting

Ms. Forssell noted the future 10-year development trend as summarized in the Land Use report was bleak and questioned what that trend reflected for the past three years. Ms. Moravec replied the state's Geographic Information System (GIS) data was utilized as well as Building Permit data issued by the Town over the past three years. Mr. Kelly indicated the next ten to twenty years would determine what happened with the remainder of open land in Massachusetts communities, including Sudbury. Ms. Forssell suggested a statement along these lines be included in the Land Use Baseline Report as such language might serve to motivate citizens.

At this time Ms. Kouchakdjian arrived at the meeting.

Mr. Carty agreed with including such a statement and asked if the 3,000 remaining open acres included any restricted lands. Mr. Kelly stated the figure did not include restricted lands. Ms. Moravec noted the 3,000 acre approximation was still being studied in relation to the open space and recreation land. Group discussion ensued. The Master Plan Steering Committee (MPSC) acknowledged there was difficulty understanding the available open land concept as presented.

At this time Ms. Dretler arrived at the meeting.

Ms. Guthy recommended related terms be further defined, such as an exact explanation of Sudbury's open lands. Mr. May agreed each section of the Land Use Baseline Report required additional explanation via definition and application. Mr. Carty agreed that measurements presented within the Land Use Baseline Report needed further clarity and coordination. He referenced Map 2 – Open Land & Natural Resources in Sudbury, 2005-2016, and asked if that map helped present the detail the MPSC was seeking.

At this time Mr. Hincks arrived at the meeting.

Ms. Asbedian-Ciaffi stated she had difficulty understanding Map 2. Ms. Moravec noted the state had added more nuances to the mapping and did not change the definitions. However, they did change the categorization somewhat and supplemented the information with added detail. Ms. Moravec explained the state was continuing to categorize housing, included mixed-use housing. Ms. Asbedian-Ciaffi noted the categories utilized were incompatible and felt they could not to be relied upon. Ms. Moravec agreed Table 2 was a problem and it would be revisited. She added that if related information was not available, further detail regarding Town permits would be utilized. Mr. Carty noted permits must be reflective of new construction only and Ms. Moravec confirmed this would be the case.

Mr. Sugrue stated much of the 2016 data had worth in consideration of understanding the data. He queried about how much land was unprotected and how much development could happen.

Mr. Hardenbergh made two comments regarding Table 2. His first comment was the table was useful but the MPSC agreed there was a problem regarding the accuracy of the numbers. He suggested the MPSC refer to the Massachusetts GIS data and attempt to interpret it. Secondly, Mr. Hardenbergh suggested recreational open space be eliminated from the table due to the confusion it presents. Ms. Moravec reiterated Table 2 needed revisions. Mr. Sugrue suggested the MPSC focus on the 2016 numbers. Mr. Hardenbergh indicated the previous years should be considered. Ms. Moravec emphasized data procurement had improved tremendously and suggested the group lean towards viewing the 2016 data as being more accurate. MPSC members were in agreement.

Mr. Duchesneau recommended the MPSC use the 2016 material as a snapshot in time and then go forward with analysis. Mr. Hincks stressed that going forward was most important information.

Mr. Carty reiterated he and Ms. Dretler had reviewed the previous Town Master Plans and questioned if the Town wanted to continue with the current development trend, or if the community intended to decrease the development trend and preserve land.

Mr. May referred to the Flood Plain Overlay District and the use of the 100 year model. He suggested a more accurate measurement be utilized for the Town of Sudbury with consideration of global warming and other related factors. Mr. Moravec was in agreement and added that from a regulatory perspective, there are other related issues in town. She noted the Town's Municipal Vulnerability Preparedness (MVP) Plan would be updated every five years, it addressed these aspects, and would be discussed by the MPSC. Mr. Kelly added these aspects could be changed/amended by the citizens, noting other communities had done so.

Mr. May mentioned including a section on utility issues. Mr. Duchesneau acknowledged the utility aspect was not included in the Baseline Report and suggested the topic be included as a future item. He noted Eversource would likely not share what their long-term plans were. Ms. Dretler noted such data could be obtained. Ms. Suedmeyer suggested consideration be given to micro-grids, renewable energy, etc. Mr. Hincks agreed that utilities were one of the core-topics of importance. Ms. Moravec pointed out the Town could be a utility provider in the future.

At this time Ms. Roberts arrived at the meeting.

Ms. Forssell recommended the inclusion of a glossary for the Land Use Baseline Report.

Mr. Hardenbergh asked if a list of available Town-owned parcels could be provided. Mr. Sugrue agreed that such a listing of developable land would be beneficial, but not a list of previously developed land. Related discussion continued.

Mr. Kelly stated he would ask the Town Assessor's office for a full property "dump" and noted from that information, the current list of developable land might be available.

At this time Mr. Williamson left the meeting.

### **Group Discussion/Exercise**

Ms. Moravec displayed Town maps which depicted Conservation/Recreation Lands, Zoning Districts, Historic Districts, Floods Zones, and Water Resource Protection Overlay Districts. She instructed the MPSC to break into two groups to examine/consider:

- Areas to be preserved and stay as they are
- Areas to be enhanced/supported or strengthened
- Areas to be totally transformed and how those transformations could be implemented

Ms. Moravec summarized Group 1's findings which included preserving areas of historic properties and extended preservation along Concord Road. She explained Group 1 indicated areas for strengthening/enhancement included the Town Center in consideration of traffic and mobility. She summarized that transformation was suggested for Boston Post Road/Route 20 in consideration of traffic, economic development, and aesthetics.

Mr. Sugrue summarized Group 2's findings which included preservation of historic streets and scenic vistas. He noted areas for support/enhancement included the Town Center. The group had identified parcels not owned by the Town. Mr. Sugrue noted transformation was suggested for Boston Post Road/Route 20, with a focus on the area of the rail trail junction where there might be opportunity for mixed-use development.

Ms. Dretler noted Group 2 had discussed the areas on Boston Post Road/Route 20 and North Road/Route 117, where Sudbury abutted neighboring towns. She commented such areas could encourage opportunities to partner with these communities in efforts to improve traffic and development.

Ms. Moravec stated the MPSC would discuss all of these suggestions further to determine how they might translate into the Master Plan.

At this time Mr. May left the meeting.

### **Public Outreach: Topic Meetings "Community Discussions"**

Ms. Moravec itemized the five scheduled "Community Discussion" topics with dates and times as included on the printed flyers.

Mr. Riordan asked if the flyers would be posted at different locations around town. Ms. Moravec confirmed they would be posted at various locations around town including the Senior Center and Goodnow Library.

Ms. Dretler added she would distribute flyers during the Board of Selectmen's Office Hours at Peet's Coffee on Saturday morning.

Ms. Moravec indicated each scheduled "Community Discussion" would have an opening presentation.

### **Public Outreach: Other Efforts**

Ms. Moravec noted the following additional upcoming outreach events:

- Community Information Fair on Saturday, September 21, 2019
- Meadow Walk Fall Fest on Saturday, September 28, 2019

Ms. Moravec explained the next week she would be providing MPSC updates at the Planning Board and Board of Selectmen meetings.

**Adjournment - Next Meeting**

Ms. Moravec stated the next MPSC meeting would be held on October 25, 2019.

Mr. Sugrue motioned to adjourn the meeting at 10:40 a.m. Ms. Asbedian-Ciaffi seconded the motion. The vote was unanimous, 11-0, with Mr. May and Mr. Williamson absent from the vote.