

TOWN PLAN AND ZONING COMMISSION
PLANS REVIEW SUBCOMMITTEE
MINUTES OF SEPTEMBER 28, 2022 SPECIAL MEETING

The meeting commenced at 8:09 AM through Zoom Video Conferencing.

Present: Subcommittee Members Robert Zanjungo and Michael Botello; Jonathan E. Mullen, AICP, Planner

34 CARDINAL DRIVE – proposal for an accessory apartment – Rural Residence Zone – Karen & Jeremy Robbins, applicants

The applicant was initially unable to join the meeting so Mr. Mullen presented the proposal to the Subcommittee. He stated that the applicant was proposing a 665-square-foot, single-story, accessory apartment to be located off the southeast corner of the principal structure. The apartment will have a living area, kitchenette, bathroom and bedroom. The architecture of the apartment will match that of the principal structure. The apartment will have egress from a door in the living area and egress windows, both on the west side of the apartment. Mr. Mullen then explained that interior access to the apartment would be through pocket doors located at the southeast corner of the existing house. Parking for the apartment will be in the driveway of the principal structure. The applicant Karen Robbins and her husband Jeremy Robbins joined the meeting. Mr. Robbins explained that the utilities would be split between the accessory apartment and the principal structure. The Subcommittee had no issues with the proposal.

2577 MAIN STREET and ASSESSOR'S LOT W-38A MAIN STREET properties – discussion regarding potential waiver for a reduction in parking spaces associated with parking lot expansion and a building addition at St. Paul's Church – Town Center Zone, Town Center Village District Overlay, Flood Zone – Megson, Heagle & Friend, C.E. & L.S., LLC – Alter & Pearson, LLC – The Community of Saints Isidore and Maria at St. Paul Church, applicant

Attorney Meghan Hope stated that the applicant was seeking a parking waiver as part of the expansion of Saint Paul's Church parking lot. She explained that the applicant was unsuccessful in their attempts to secure off-site parking. The project engineer has been working on plans that would include as many parking spaces as possible to reduce the size of the waiver. Ms. Hope stated that the Architectural and Site Design Review Committee (ASDRC) recommended against removing the Knights of Columbus building located on the property to provide more parking spaces.

Ms. Hope noted that Conservation Commission/Inland Wetlands and Watercourses Agency determined that they would not be in favor of filling in any wetlands as part of the parking expansion project. Mr. Mullen shared a memorandum from Suzanne Simone, Environmental Planner, on behalf of that Commission, stating their opposition to filling in wetlands for parking spaces. They advised the applicant to request a parking waiver from the Town Plan and Zoning Commission. Ms. Hope stated that the Building-Zone Regulations require 288 parking spaces for the site. She then presented two parking layouts: the first layout would require a 2.4% waiver (271 spaces total) and would have hammerhead turnaround areas at the south ends of two of the

parking aisles; and the second layout would have a connecting drive aisle at the south end of the parking area, no hammerhead turnarounds and would require a 9.8% waiver (260 spaces total). She stated that the Town Engineer, the Police Department and the Fire Marshal's Office reviewed the plan. The Fire Marshal preferred the option with the hammerhead turnarounds because it required a smaller parking waiver.


Mr. Botelho stated that although he was generally not in favor of granting parking waivers he would be comfortable granting one for this situation because a church use is less intense than retail or a restaurant. There was a discussion among the group about creating parking around the Knights of Columbus building at the south end of the property. Ms. Hope stated that they could not fit any parking around that building. Mr. Zanlungo inquired if the applicant would consider compact parking spaces. Mark Friend of Megson, Heagle & Friend, C.E. & L.S., LLC stated they could get possibly five spaces if 10% of parking lot is compact. Mr. Zanlungo then asked if the applicant would consider permeable pavers. Mr. Friend noted that permeable pavers would be possible but not practical, as they require a high level of maintenance and after several years could become a tripping hazard. Mr. Zanlungo stated that while he preferred the option with the connecting drive aisle the applicant should present both options to the full Commission.

**2951 MAIN STREET – proposal for a change of use for Shops on Main Building 3 -
Planned Business and Development Zone - Alter & Pearson, LLC - Shops on
Main LLC, applicant**

Attorney Hope stated that the proposal was for a Section 12.9 Minor change for the soon-to-be-constructed Building 3 at Shops on Main. The proposal was to rearrange the interior walls to provide more space for the end tenants. The proposal was also to change the approved use from restaurant to retail. Ms. Hope stated that relocating the interior walls would change the exterior architectural design of the building. She stated that the ASDRC will review this project on October 18, 2022. She then stated that the new use will require less parking than the approved restaurant. The Subcommittee had no issues with the proposal.

Meeting adjourned at 9:02 am.

Respectfully submitted,



Jonathan E. Mullen, AICP
Planner