

LYNNFIELD PLANNING BOARD SPECIAL MEETING – March 13, 2024

1. 7:05pm - Call to Order

Chair Brian Charville called the meeting to order at 7:05 pm and identified the Planning Board (PB) members in attendance, including himself, Clerk Ed Champy III, Amy MacNulty and Page Wilkins and said that Vice Chair Kate Flaws was expected to arrive shortly. Chair Charville introduced staff members in attendance – Director Emilie Cademartori and Administrative Assistant Sondria Berman, and stated the meeting was being recorded by video and audio to assist with the preparation of minutes.

2. Library Article

Chair Charville explained at the previous month's PB meeting on February 28, 2024, the PB voted 5-0 to allow re-submission of the Lynnfield Library's (LL) land transfer article to be put on the warrant for special town meeting on March 18th, 2024. Chair Charville continued the finance committee held their own meeting on March 1st, 2024 and voted against the re-submission of the LL's second article request on appropriations funding; Chair Charville stated with only one of two articles approved for re-submission, the single approved article becomes moot.

7:07pm - Vice Chair Flaws arrived at the meeting

Chair Charville requested a motion the PB recommend against re-submission of the Lynnfield Library's land transfer article to be placed on the warrant for the upcoming special town meeting on March 18, 2024; Ms. MacNulty moved in favor and Ms. Wilkins seconded the motion. Chair Charville invited debate and audience comment; hearing none, *the PB voted 5-0 in favor of the motion.*

3. Continued Public Hearing- 1301 Main Street/ Elderly Housing Development/ The Regency at Lynnfield by Toll Brothers, Inc.

Chair Charville requested a motion the PB re-open the public hearing request for special permit to build an elderly housing development at 1301 Main Street, “The Regency at Lynnfield”; Clerk Champy moved in favor and Ms. MacNulty seconded the motion. The motion carried 5-0.

Engineer Scott Cameron of the Morin-Cameron Group spoke on behalf of the applicant, Toll Brothers, and introduced Toll Brothers representatives in attendance including Jeff Buckley and Ted Merchant.

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Mr. Cameron discussed electric and alternative energies; he stated RMLD is working on grants and incentives that can be used for the project. He anticipated more discussions to come.

Mr. Cameron discussed public services and noted the development will remain private and will not require DPW resources for maintenance or add to school enrollment as the community is restricted to individuals over the age of 55. He specified that fire, police, and emergency services would be utilized by the development.

Chair Charville inquired if there had been any updates with regard to water main plans with Lynnfield Center Water District (LCWD) and the connection roadway to Friendship Lane; Mr. Cameron stated the applicant is exploring an alternative plan to reduce the size of the roadway to Friendship Lane as an egress-only route, and relocate the three homes previously slated to be built at the end of the roadway. Mr. Cameron stated that the conversations with LCWD are ongoing and the plans would need to be reviewed by the Conservation Commission at their upcoming meeting on March 19th; he recommended the plans be presented to the PB after the Conservation Commission finds them satisfactory. Mr. Cameron insisted that at minimum, a second route of egress from the property is an essential safety condition for the project and brings the additional benefit of LCWD water main extension.

Mr. Cameron pivoted the discussion to the proposed neighborhood character; he shared a plan that described the grassy areas relative to that of the meadows and noted there would be less than 5,000 sq. feet of manicured grass and landscaped areas per dwelling. He shared images of the proposed street lighting fixtures, which he confirmed were all dark sky compliant. Mr. Cameron stated over 600 trees would be planted as part of the project. He reviewed the variety of tree and shrub species to be planted and discussed the size of impervious areas, landscaped areas, and areas for conservation/protection.

Ms. Wilkins inquired about the length of time it would take for the meadows to become established; Mr. Cameron stated that depending on planting and care, lawns generally develop over the course of the spring and summer, but that meadows can take 2-3 years to become established. Mr. Cameron added that the construction is estimated to take 3-5 years to complete, and that many of the meadow and landscape plantings will be planted early and will be established prior to project completion.

Ms. Wilkins asked if a specific company would be hired to maintain the landscaping; Mr. Merchant stated that a property management company will be hired to manage all landscaping, and will

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send out annual requests for proposals to local companies to for annual snow, trash, and landscaping services. Ms. Wilkins asked how the property will be cared for with consistency if the landscaping companies change from year to year; Mr. Cameron stated that the HOA is responsible to fund annual maintenance as outlined in the operations and maintenance plan, which specifies how the property systems and grounds are to be maintained over time. He also stated that the Operations and Maintenance plan is finalized with an as-built for the property and outlines routine maintenance instructions for the HOA to maintain proper system functions and compliance. PB members thanked Toll Brothers for considering environmentally conscious landscaping design and maintenance plans for the development.

Mr. Cameron conducted a review of the trees to be planted throughout the development; he reviewed each of the species to be planted and the proposed timeline and locations tree plantings.

Chair Charville stated tree experts cite the importance of using straight native species when planting new trees; he asked Mr. Cameron if all the proposed tree species were native to the area. Mr. Merchant stated several trees are native and others are not; he noted that some of the species are engineered to remove previously undesirable traits to make them more favorable to non-native environments.

Vice Chair Flaws cited the importance of Lynnfield's native tree species planting list, originally created to accompany mitigation for the Tree Preservation Bylaw but with the intention the native species list could be used as a universal reference for tree plantings in town. Director Cademartori stated that the public shade tree list, which is separate from the native species planting list, is another guide for street tree plantings. Mr. Cameron asked Vice Chair Flaws if native tree species is a significant concern for the PB; Vice Chair Flaws stated it was important insofar as the tree species selections were made in support of larger environmental goals in Lynnfield. PB members discussed native species versus varietals. Ms. Wilkins stated that town-based advocacy groups such as the tree advisory committee would be able to weigh in on the species selection by Toll Brothers and highlight any concerns if needed. Clerk Champy recommended Toll Brothers put together a short list of non-native trees; Chair Charville recommended the Tree Advisory Committee review the applicant's proposed tree species list.

Ms. MacNulty inquired about plantings around each of the individual units and to what extent homeowners will be able to alter plantings; Mr. Merchant stated Toll Brothers landscape design teams

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curate specific shrubs and plants that are compatible with the climate; he noted that individual homeowner requests to alter plantings would need to be reviewed and approved by the HOA.

Mr. Cameron reviewed the street lighting plan and detailed the proposed aesthetic of the fixtures to be installed throughout the property. Mr. Cameron reviewed the signage on Main Street; Mr. Merchant stated the sign is often used at other Toll Brothers projects and is a long-lasting, easy-to-read sign. Ms. MacNulty noted that the sightlines were an item of note in the peer review; Mr. Cameron stated he planned to address the peer review comments in the weeks ahead.

Mr. Cameron pivoted to discussions on stormwater; he stated that the applicant has chosen a nature-based approach to addressing stormwater and evaluating how best to utilize existing conditions to benefit the stormwater design. Mr. Cameron stated current conditions show water run-off towards the golf course and down towards Main Street and into to a culvert. He stated the development requires mitigation for the additional impervious roadways and homes to be built. Mr. Cameron said roof runoff will be recharged into the ground and additional stormwater runoff from roadways would be treated through a separate stormwater management system. He noted that the stormwater management system was designed to accommodate an 8inch storm event. Mr. Cameron added that the meadow and grass serves to absorb and slow down rainfall run-off, noting the main form of stormwater treatment will be a series of bioretention areas spread throughout the property.

Mr. Cameron stated as there is no contractor associated with the proposed project, decisions regarding construction phasing will be presented at a later date. Mr. Cameron noted that prior to the start of any work on site, a final stormwater plan will be submitted to the Town.

Engineer Peter Ellison of TEC, Inc. addressed the PB as the consultant peer reviewer on behalf of the Town and provided a general overview of the topics covered in TEC's peer review report. Mr. Ellison noted that the topics reviewed included zoning compliance, local and state stormwater management compliance, traffic and transportation review, and environmental review. He continued that TEC agrees with the overall stormwater system design for the project and that it appeared the system was on track to meet all of the state and local stormwater standards provided additional technical questions could be answered satisfactorily by the applicant's engineering team. Mr. Ellison noted the traffic study methods presented by the applicant are up to industry standards, but additional information is needed to confirm safety standards are met. Mr. Ellison stated he was in agreement with Mr. Cameron's plan to present the environmental design improvements with the Conservation

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Commission before presenting them to the PB. He added that utilizing meadows for stormwater design is a favorable approach to stormwater management. Mr. Ellison recommended installing markers along lawn and meadow boundaries to ensure landscaping services are completed correctly. He concluded it would be beneficial to schedule a meeting in the coming weeks between TEC and the applicant to review and discuss any outstanding issues from TEC's peer review.

Chair Charville asked Mr. Ellison to provide an estimate for the amount of time required for an office meeting; Mr. Ellison stated he would defer to Mr. Cameron for time and scheduling estimates.

Ms. MacNulty asked if there was a master checklist that TEC provides for the PB to review; Mr. Ellison stated that the peer review and subsequent response letters are the means by which PB members can evaluate if the project is in compliance and meeting state and/or local standards.

Mr. Cameron stated that he and his team plan to craft a response letter to TEC's peer review in the weeks ahead so that the PB can act and allow the applicant to proceed with acquiring additional permits and variances from the Zoning Board of Appeals.

Chair Charville asked about the timeline for Mr. Cameron to acquire additional traffic study data; Mr. Cameron stated he would need to check with his traffic engineer to confirm. Director Cademartori noted that TEC's peer review also includes comments that defer to the PB; she noted that these are items for the PB to pay particular attention to and to decide whether or not the applicant should address them. Vice Chair Flaws suggested the Lynnfield DPW Director, John Tomasz, and the Lynnfield Police Chief, Nicolas Secatore, review the proposed traffic plans and offer recommendations to the PB.

Ms. MacNulty asked about the stormwater system's success over time; Mr. Cameron stated that while he has not done formal reviews of systems from past projects, he has not received any communication from said projects to inform him of significant system issues. Mr. Ellison stated that a sign of system failure would be flooding issues and standing water in areas where water should be infiltrating. Ms. MacNulty asked about the new stormwater standards that are soon to be implemented; Mr. Ellison stated that the new regulations may not come into effect before the project is approved, but that it would be beneficial for the applicant to strive to meet a higher stormwater standard to ensure the proposed systems will withstand the increasing intensity and frequency of future storms. Director Cademartori stated that Lynnfield's local bylaw for stormwater treatment and nutrient removal exceeds that of the state standards and that the applicant will need to meet the higher local standard. Mr.

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Merchant added that because Toll Brothers has a variety of unit size options to be built, their mitigation calculations are done assuming the largest development outcome and setting the stormwater calculations based on this scale.

Director Cademartori asked about the timeline for the future meetings; Mr. Cameron stated he hoped to be able to present an update to the PB at their next meeting on March 27, 2024 after meeting with the Conservation Commission on March 19, 2024. Mr. Cameron asked the PB for additional concerns; Clerk Champy noted that speed concerns on Main Street and the increased traffic at four corners intersection of Main Street and Lowell Street are significant items for the applicant to address. Chair Charville suggested an April 10th 2024 office meeting between TEC and the applicant to discuss responses to the peer review.

Director Cademartori asked about the perk testing for septic design and calculations; Mr. Cameron stated the weather has continued to cause delays but that his team is confident testing will be completed in the next two weeks. Director Cademartori stated that TEC will hire a subcontractor to conduct a peer review of the septic plans on behalf of the PB and the Board of Health.

Chair Charville asked for audience and PB comment; hearing none, ***Chair Charville requested a motion the PB continue the public hearing for an elderly housing special permit at 1301 Main Street to Wednesday, March 27, 2024 at 7pm at the Merritt Center; Vice Chair Flaws moved in favor and Clerk Champy seconded the motion. The motion carried 5-0.***

Administrative Items for Next Meeting

- Director Cademartori stated there would likely be a request for a subdivision extension for Violet Circle.
- Tree Preservation Bylaw Tree Permit Appeal; Chair Charville recommended Town Counsel be advised of the appeal and attend the upcoming meeting.
- Sagamore Place plans to request street acceptance at the April 2024 Town Meeting; Director Cademartori stated the PB will need to issue a recommendation to the Select Board.
- Director Cademartori stated that a proposal is being drafted to redevelop the Donovan parcel and 2 other adjacent parcels on Route 1 into a Porche dealership and the PB will likely need to comment on site plan review.

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- Market Street is inquiring about a retail satellite office for a car showroom; Director Cademartori recommended PB members consider to what extent the idea meets the design standards and definition of retail for Market Street. PB members discussed other considerations for a car showroom including safety, traffic, and parking issues.

- Ms. MacNulty shared with the PB the Open Space Working Group had a successful progress report presentation to the Select Board earlier in the week; she emphasized looking into acquiring more properties and considering ways to maintain existing properties.

4. Adjournment

Chair Charville requested a motion to adjourn; Clerk Champy moved in favor and Vice Chair Flaws seconded the motion. The motion passed 5-0.

Respectfully submitted,

Sondria Berman

Land Use Administrative Assistant, Planning and Conservation