

TEWKSBURY PLANNING BOARD MINUTES
May 22, 2023

Call The Meeting to Order

Chairman Stephen Johnson called the meeting to order at 7:01 PM. Present at the start of the meeting were Vincent Fratalia, James Duffy & Nicholas Lizotte. Jonathan Ciampa was absent from the meeting.

(A) **Approval of Minutes** – April 10, 2023, April 24, 2023 & May 8, 2023

MOTION – Mr. Duffy made a motion to approve all minutes as submitted. The motion was seconded by Mr. Fratalia and unanimously voted 4-0.

(B) **Committee Reports/ Administrative Actions**

(B1) **Committee Reports**

(B2) **Town Planner's Reports**

On the Horizon

There are six new public hearings and currently one continued public hearing scheduled for the Board's June 12 meeting. I will be working with applicants to ensure an expeditious overview of the projects and outline of progress to be made for the most efficient meeting possible. Two of those six new filings are related to proposed retail marijuana establishments.

Retail Marijuana Licensing Hearings

The retail marijuana licensing hearings will be held by the Select Board over three dedicated meetings on the subject. They are to be held on June 12, June 13, and June 20. For more information, folks can go to the Town website under the Select Board's page and navigate to the "Retail Marijuana Licenses" tab on the left page menu in blue. The Town Manager's office updates this page regularly.

New Business Openings

There are quite a few businesses who are wrapping up renovations and the like over the next few weeks. I will be sure to update the Board on those openings as they occur.

a. Economic Development, Housing & Bylaw Updates

The 2023-2027 Housing Production Plan is in its final draft. It is currently under a QA/QC review by NMCOG and they intend to forward to staff for review early next week. At this time, we are still on target for June 12 or June 26, depending on how this review progresses.

(B3) **3,3R, 4 Executive Place (Andover) – Approval Not Required**

Peter Ellison appeared for the ANR for 3, 3R, 4 Executive Place. Mr. Ellison stated the project is currently under construction & the reason they are filing the ANR is because the lots were never legally combined as a lot consolidation into one lot & they cannot get a building permit because some of the lot lines split the proposed building.

Mr. Lizotte asked if he had a drawing to show what he was referring to. Mr. Ellison stated he did not but explained one proposed building is 167,000 sq. ft. and is split by the town line of Andover & Tewksbury, about 70,000 sq. ft. of that building is in Tewksbury.

Mr. Duffy clarified he was looking to combine lots E, F, D & H, Mr. Ellison stated that was correct and he believes A is split between Andover & Tewksbury.

MOTION – Mr. Fratalia made a motion to endorse the Approval Not Required plan for 3,3R,4 Executive Place (Andover). The motion was seconded by Mr. Duffy and unanimously voted 4-0.

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(C) 1699 Shawsheen Street – Pure Tewksbury, Inc on behalf of David DiCenso, 3 ABS, LLC: Site Plan Review
(continued from 5/8/23)

Applicant requested continuation to 6/26/2023

MOTION – Mr. Fratalia made a motion to continue the Site Plan Review for 1699 Shawsheen Street to 6/26/23 at 7:00 PM. The motion was seconded by Mr. Duffy and unanimously voted 4-0.

(D) 1695 Shawsheen Street - David DiCenso: Site Plan Review/ Land Disturbance

MOTION – Mr. Fratalia made a motion to waive the public reading. The motion was seconded by Mr. Duffy and unanimously voted 4-0.

Jeff Koetteritz appeared for the Site Plan Review/Land Disturbance for 1695 Shawsheen Street. Mr. Koetteritz took the board through a presentation for the proposed project showing the site plan for a single story mixed-use 6,600 sq.ft. building, 4,000 sq.ft. is for the retail portion & 2,000 sq. ft. is for the office portion. Mr. Koetteritz stated they were not asking for any waivers or relief at this time and went over the parking lot, landscaping, lighting, grading & drainage and utility plans.

Mr. Fratalia asked how many spaces they were proposing on site, Mr. Koetteritz stated they were proposing 75. Mr. Fratalia confirmed this would be retail marijuana and asked if that was a lot of space for a marijuana facility. Jim Staires stated his store in Lowell is about 3,800 sq. ft., which is pretty good, but they could use some extra space out back for the vault & receiving. Mr. Fratalia recalled Mr. Staires stating he didn't need that much space and could function in smaller. Mr. Staires stated they don't but if they are building a new building, they will take it. Mr. Fratalia stated they need the okay from the fire department regarding egress & asked if they would be receiving renderings. Mr. Koetteritz stated they would provide one as they progress.

Mr. Duffy requested an overlay plan with landscaping and utilities to avoid any issues later on. Mr. Duffy expressed concern about the grading of the lot, Mr. Koetteritz shared they would have a 10'-15' retaining wall on the back side.

Mr. Lizotte asked how much traffic they were expecting, Mr. Staires stated to start they would expect 300-400 customers a day, ideally as they get established, they would like to see 800 customers a day. His current store in Lowell has 40 parking spots and he feels 75 is plenty & doesn't anticipate needing all of those.

Mr. Johnson asked if the traffic engineer wanted to add anything. Ken Kram stated they are in the process of doing a full traffic study, he will get it to the board in the next couple days. Mr. Johnson asked if the railroad crossing was factored into the traffic study, Mr. Kram stated they have not factored it in because of the inconsistency.

Mr. Duffy stated he noticed a conflict with the Dunkin Donuts drive-thru crossing the corner of the lot. Mr. Koetteritz showed a plan stating they hope to tweak the southern edge of the drive isle.

Mr. Fratalia shared a personal experience using the Dunkin Donuts drive-thru.

Mr. Johnson opened the hearing to the audience.

David Norman, 35 Kingston Road – Mr. Norman asked if the traffic report would be made available to the public. Mr. Johnson informed him he could contact the Community Development Department, Ms. Lowder added he could come to the office, or she could email it to him.

MOTION – Mr. Fratalia made a motion to continue the Site Plan Review/Land Disturbance for 1695 Shawsheen Street to 6/12/23 at 7:35 PM. The motion was seconded by Mr. Duffy and unanimously voted 4-0.

(E) 913 East Street - Misty Mountain Shop, LLC c/o Erik Gath: Site Plan Review/Special Permit

MOTION – Mr. Fratalia made a motion to accept withdrawal without prejudice. The motion was seconded by Mr. Duffy and unanimously voted 4-0.

(F) 2 Radcliff Road – Ecogy MA V LLC on behalf of Thermo Niton Analyzers LLC: Site Plan Review, Special Permit *(continued from 5/8/23)*

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Applicant requested continuation to 6/12/23

MOTION – Mr. Duffy made a motion to continue the Site Plan Review/Special Permit for 2 Radcliff Road to 6/12/23 at 7:00 PM. The motion was seconded by Mr. Fratalia and unanimously voted 4-0.

Correspondence

2122 Main St. complimented the board for being helpful & knowledgeable during the public hearing process.

Other Business Not Known at the Time of Posting this Agenda

Mr. Fratalia asked if there was any progress with 17 Lee Street. Ms. Lowder stated the building commissioner plans to schedule a walk through when he returns from medical leave.

Adjournment

MOTION – Mr. Duffy made a motion to adjourn the meeting at 7:36 PM. The motion was seconded by Mr. Fratalia and unanimously voted 4-0.

Approved on: **June 12, 2023**

List of documents for 5.22.23 meeting

Documents can be found in the Community Development Office

- 7:00 p.m.** Call meeting to order
- A. 7:00** Approval of Minutes: April 10, 2023; April 24, 2023; May 8, 2023
- **Meeting minutes for April 10, 2023**
 - **Meeting minutes for April 24, 2023**
 - **Meeting minutes for May 8, 2023**
- B. 7:00** Committee Reports/Administrative Actions
- 1- Committee Reports
 - 2- Town Planner's Report
 - a. Economic Development, Housing, and Bylaw Updates
 - **Memo from Alexandra Lowder dated 5/19/2023**
 - 3- 3, 3R, 4 Executive Place (Andover) – Approval Not Required
 - **Form A dated 5/4/2023**
 - **ANR Plan dated 4/25/2023**
- C. 7:00** 1699 Shawsheen Street – Pure Tewksbury, Inc on behalf of David DiCenso, 3 ABS, LLC: Site Plan Review (*continued from 5/8*) – **applicant requested continuation to 6/12**
- **Response letter from Bayside Engineering dated 4/28/2023**
 - **Revised plans dated 4/28/2023**
 - **Peer traffic review from Vanasse and Associates dated 4/18/2023**
 - **Letter from Andrew Stack dated 5/5/2023**

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- D. 7:05 1695 Shawsheen Street - David DiCenso: Site Plan Review, Land Disturbance
- Application package dated 4/20/2023
 - Site plans dated 4/20/2023
 - Letter from Andrew Stack dated 5/19/2023
 - Memo from Alexandra Lowder dated 5/19/2023
- E. 7:10 913 East Street - Misty Mountain Shop, LLC c/o Erik Gath: Site Plan Review, Special Permit
- Application package dated 4/20/2023
 - Letter from Chappell Engineering Associated re: traffic dated 4/20/2023
 - Site plan dated 4/20/2023
 - Schematic floor plan dated 3/28/2023
 - Rendering dated 4/20/2023
 - Letter from Andrew Stack dated 5/18/2023
 - Memo from Alexandra Lowder dated 5/19/2023
- F. 7:15 2 Radcliff Road – Ecology MA V LLC on behalf of Thermo Niton Analyzers LLC: Site Plan Review, Special Permit (*continued from 5/8*) – **applicant requested continuation to 6/12**
- Letter from Ecology dated 5/15/2023

Correspondence

- Email from Ian Ainslie (Engineer for 2122 Main Street Site Plan Review application) dated 5/10/2023

Other business not known at the time of posting this agenda

Adjournment