



# Town of Sudbury

## Planning Board

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### MINUTES

WEDNESDAY, OCTOBER 16, 2024 AT 7:30 PM

### VIRTUAL MEETING

**Members Present:** Chair Stephen Garvin, Vice-Chair Justin Finnicum, Ahnu Shah, Julie Perlman

**Absent:** Clerk, John Sugrue

**Staff Present:** Director of Planning & Community Development Adam Burney

Mr. Garvin opened the meeting at 7:33 PM; Roll Call: Mr. Finnicum-present, Mr. Shah-present, Ms. Perlman-present, Mr. Garvin-present

#### **Continued Public Hearing - Scenic Road Permit and Stormwater Management Permit Applications 24 Goodnow Road (Assessor's Map G07-0501)**

Ben Maiden, Applicant and Stephen Poole, Engineer were present to discuss the matter with the Board.

Mr. Poole presented post-plan updates, including the proposed drainage plan and septic plan. He noted the bulk of the work was outside of the 100' wetland buffer zone. Mr. Maiden presented the modifications to the landscape plan.

Mr. Burney confirmed a clean letter from Horsely Witten had been submitted.

Mr. Shah stated that the enhanced planting plan was most beneficial. Board Members were in agreement.

Mr. Garvin noted a related survey plan might be included for best record keeping. He recommended the applicant include additional test pits on the plan (per Horsley Witten suggestion), in consideration of the high-water table.

**Mr. Finnicum motioned to approve the Scenic Road Permit Application for 24 Goodnow Road (Assessor's Map G07-0501) to remove the twenty-four-inch (24") pine tree at the edge of the road. Mr. Shah seconded the motion. It was on motion 4-0; Garvin-aye, Finnicum-aye, Perlman-aye, Shah-aye**

**Chair Garvin read in the words of the motion to approve the Stormwater Management Permit Application for 24 Goodnow Road (Assessor's Map G07-0501) with two conditions; the inclusion of test pits in the infiltration areas to determine the separation of ground water for the first 3 to 4 feet, and to plant an additional six (6) trees along the perimeter of the property. Mr. Finnicum moved in the words of Chair Garvin. Mr. Shah seconded the motion. It was on motion 4-0; Garvin-aye, Finnicum-aye, Perlman-aye, Shah-aye**

### **Untimed Items**

#### **Approval Not Required Plan (ANR) – Wayside Inn Road (Assessor’s Maps L01-0002, L02-0003 & L02-0013)**

Peter Lothian, Surveyor was present to discuss the matter with the Board.

Mr. Lothian described the ANR plan for Wayside Inn Road (Assessor’s Maps L01-0002, L02-0003 & L02-0013)

**Mr. Finnicum motioned to endorse the ANR plan for Wayside Inn Road (Assessor’s Maps L01-0002, L02-0003 & L02-0013). Mr. Shah seconded the motion. It was on motion 4-0; Garvin-aye, Finnicum-aye, Perlman-aye, Shah-aye**

#### **Master Plan Implementation - Housing Production Plan Discussion - Accessory Dwelling Unit Bylaw Updates**

##### Housing Production Plan Discussion

Mr. Garvin acknowledged that a number of comments were submitted to the Planning Department. He noted that comments were collected and reviewed to help the Board with strategizing for a housing plan to be presented at Town Meeting.

Mr. Burney stated The Housing Production Plan (HPP) is an independent entity and Master Plan goals are being addressed in conjunction with the Plan. Board Members discussed related topics as presented at the recent joint meeting with the Select Board.

Mr. Garvin read comments submitted by Member Sugrue, who noted that the HPP survey was most useful and reflected ideas brought forward by the residents.

Mr. Shah stated the HPP document should emphasize the input/ideas from other Town departments/committees/boards who are also actively involved in housing planning. He mentioned that several Town-owned properties might create housing opportunities.

Mr. Finnicum mentioned the duplex housing topic with many resident comments. He mentioned that this topic would be further considered by the Planning Board.

As a member of the Housing Production Plan Committee, Ms. Perlman stressed that the HPP charge involved creating additional affordable housing in Sudbury and to stimulate related conversations and encourage residents to consider housing options as well as recognizing what tools could be used in this effort. She commented that the HPP is a housing strategies document and agreed that many ideas were presented with the recent survey.

Mr. Garvin noted that presently the Town has exceeded the threshold measure of inclusionary housing, and a housing development matrix must be considered.

Mr. Burney noted the Planning encourages all types of housing plans to be brought forth, though many may not be practical/visible. He noted that the Select Board has a more over-reaching eye in

consideration of representing residents. Mr. Burney mentioned that over the next several weeks edits and modifications will be made, including maintenance planning for the Housing Authority.

Mr. Burney mentioned that the intention was to present a complete HPP document by the end of December.

#### Accessory Dwelling Unit Bylaw Updates

State Representative and Chair of the Sudbury Housing Trust Carmine Gentile, 33 Surrey Lane was present to discuss the matter with the Board.

Members reviewed the ADU document previously presented by Planning.

Mr. Garvin stated that implementation of ADUs would contribute to a certain amount of housing.

Representative Gentile recognized Select Board Member Dan Carty for recommending inclusion of a matrix to consider how many units are being considered and to possibly consider an SHI of 15%, an increase to the current 10% measure. Representative Gentile confirmed the Housing Authority and the Housing Trust work together.

Representative Gentile stated that ADU housing would be allowed by right, with maximum size of 900 square feet.

Mr. Garvin read several related comments submitted by Mr. Sugrue regarding size and location of ADUs and ensuring that the scale of the ADU be proportionate to the main dwelling.

Mr. Shah mentioned concepts related to the detached ADU, and emphasized that such units must be architecturally complementary to the main structure. He stated that quality of design and construction were also important aspects to be considered.

Mr. Finnicum agreed with important factors, as mentioned by Mr. Shah. He added that the ADU must be in scale and character of the main structure, with landscaping to be considered as well.

Ms. Perlman agreed with comments presented by other Board Members, adding the primary structure should not include two front doors, if possible. Ms. Perlman noted that HPP Committee discussions focused on the ADU being a means for seniors to remain in their homes in Sudbury. She inquired about septic aspects. Mr. Garvin noted that the Board of Health would be involved.

Mr. Burney noted that the BOH would be involved in the ADU building process and would determine if there is added septic capacity.

Mr. Garvin explained the implications of a 1,200 square foot housing unit being grandfathered via Special Permit. He noted that this housing status would change from Special Permit to By Right housing, which would be more about site plan approval.

Mr. Burney noted that the edits to the ADU document would be shared with ZBA for their input. He suggested continued ADU discussion at upcoming Board meetings in preparation for inclusion at Town Meeting.

**Citizens' Comments on Items Not on Agenda – No Comments Received**

**Minutes for Approval: - September 11, 2024**

Members agreed to review the minutes at the next meeting.

**Committee Member Updates**

None presented.

**Administrative Report**

Mr. Finnicum indicated his interest as the Planning Board representative for CPC.

**Possible Future Agenda Items**

Mr. Burney stated that housing considerations would be included in upcoming Planning Board meeting agendas.

**Ongoing Items/Hearings**

**Public Hearing - Definitive Subdivision Plan, Stormwater Management Permit, and Inclusion of Affordable Housing Special Permit Maynard Road aka Bonnie Brook Estates (Assessor's Maps G08-0025 and G08-0500)**

CONTINUED TO OCTOBER 30, 2024

**Public Hearing – Site Plan Review and Stormwater Management Permit Application 502 Concord Road (Assessor's Map F10-0031)**

CONTINUED TO OCTOBER 30, 2024

**Public Hearing - Site Plan Review and Stormwater Management Permit Application Lots 1 & 2 Harvey's Farm Lane (Assessor's Map H10-0201 and H10-0202 CONTINUED TO OCTOBER 30, 2024)**

**Future Meeting Schedule: – October 30, 2024 – November 13, 2024 – December 4, 2024**

**Adjourn**

Mr. Garvin adjourned the meeting at 9:10 PM.