

WATERTOWN PLANNING BOARD

DATE: March 9, 2022 PLACE: Town Council Chamber TIME: 7:00 PM COMMENCED: 7:00 PM

PURPOSE OF MEETING: Public Hearing

Regular Monthly Meeting

PRESENT: Jeff Brown, Chairman; Payson Whitney; Jason Cohen; Abigail Hammett; Janet Buck
Ingrid Marchesano, Clerk to the Board; Gideon Schreiber, Senior Planner; Larry Field,
Senior Planner

ADMINISTRATIVE BUSINESS

Payson Whitney motioned to approve Minutes of 11/10/2021 Planning Board meeting.

Abigail Hammett seconded the motion.

VOTE: 5-0 In favor

PUBLIC HEARING

ZONING AMENDMENTS

- **OUTDOOR TRANSFER OF RETAIL GOODS**

William York, Attorney, this is a request for an amendment relating for outdoor transfer of retail goods. Our team will answer any questions you might have. Stop & Shop is the largest retailer in the city, they have lots of online ordering with remote pick up, there are 2 locations. Customers can order online and have the groceries delivered or picked up. Designated parking space is on site, goods are brought to the vehicle by employees. This is a major benefit to young parents and elderly or those customers who look for convenience. All surrounding communities have this type of remote service. S&S has this type of service in all stores but not in Watertown. Target has similar operation in all 50 states.

Frank Magliotti, S&S CEO, we have been providing groceries for almost 100 years. Home deliveries such as PEAPOD have been available in the last 10 years. Now we are offering deliveries and pick up. We have 360 locations; we are proposing same service in both Watertown locations. We will have 8 designated parking spaces. We are asking to allow customers to stay in the cars and we will bring groceries to them. COVID made this technology faster.

Jason Cohen, will there be an increase in parking requirements?

Larry Field, the parking requirements will remain the same.

Frank Magliotti, this is an extension of existing service. Pandemic increased the service in popularity. Watertown does very well, new door will be created for our associates only to provide this service.

Larry Field, staff recommends approval with 2 changes. There are potential negative impacts, prepared foods for immediate consumption need to be excluded, no fast food would be included. No immediate consumption in the parking lot. Neighborhood Business district is different than other districts. Outdoor transfer of liquor or marijuana/cannabis is not included in this amendment.

Tom Wilder, Wilder Companies, this issue is important for all retailers. Because of the pandemic some customers do not want to get out of the car. We are in support of the proposed amendments.

Abigail Hammett, I am in favor of this amendment. Signage should be added to the designated parking spaces so that customers do not idle in their cars.

William York, signage will be added to all designated spaces.

Payson Whitney, 10% of the required parking spaces will be designated for vehicles waiting for pick up, is that number correct, 5% might be better. Will the vendors that are already offering this service have to come back for Special Permit? Other regulations may have to come into the play here – cannabis, liquor stores, etc.?

Larry Field, if changed some would not have sufficient number of spaces, CVS would only have 2 spaces.

William York, it is difficult to establish correct number, it is better on case by case, it might grow in the future.

Jason Cohen, is there a mechanism that would encourage to have such space in the garage – Roche Brothers at the Arsenal Yards?

Janet Buck motioned that the Planning Board recommends to the City Council to approve the Zoning Amendment **Outdoor Transfer of Retail Goods** with the definition to be modified to include two changes: deleting Neighborhood Business (NB) from the zones where outdoor transfer would be allowed by special permit and converting the explanatory text to a footnote.

Payson Whitney seconded the motion.

VOTE: 5-0 In Favor

OTHER

- **AOTC Campus Signage**

Gideon Schreiber, this is a proposal to amend signage program approved in 2017. The proposal is not very different, buildings have been added since. The petitioner is trying to honor the history of the site.

Suzie Markin, we will outline the design of the proposed signage amendment. A package has been submitted, we will use more natural materials. Smaller signs will protrude from the buildings, plaques will be placed on each building. There is a multitude of tenants, more volume of Wayfinding signage. Vehicular and directional signage added. Directions to the Commander's Mansion are added in 4 locations. Some existing signage will be removed.

Payson Whitney, could City Seal be included in the Commanders Mansion signage? What is the timing for the installation?

Gideon Schreiber, contents of the signage can change, the DCD&P director can decide with the set of strict guidelines.

Jason Cohen, what are the materials proposed for the signage?

Suzie Markin, Alexandria prefers smoother polished concrete. We have done extensive study on different types of concrete.

Jeff Brown, this is a well-organized and presented package.

Gideon Schreiber, the petitioner is asking the Board to approve the package that would replace previous 2017 package.

Abigail Hammett, it would be preferable to have more historical explanation at the next presentation. Information signage is needed as well.

Jason Cohen, will there be a self-guided audio tour of the campus available?

Janet Buck motioned that the Planning Board accept to replace the 2017 Arsenal on the Charles Signage guidelines with the Appendix A Signage Guidelines submitted tonight.

Jason Cohen seconded the motion.

VOTE: 5-0 In favor

Jeff Brown adjourned the meeting at 8:15 pm.

MEETING ADJOURNED: 8:15 PM MINUTES APPROVED: _____

For more detailed Minutes see the DVD dated 3/9/2022 available in the DCD&P office.

