



TOWN OF BURLINGTON  
PLANNING BOARD MINUTES  
FEBRUARY 4, 2021

**RECEIVED**

By Town Clerk's Office at 9:34 am, Feb 19, 2021

**Members Present:** Chairman Barbara G. L'Heureux, Vice Chairman Joseph Impemba, Clerk Paul R. Raymond (Late Arrival), Ernest E. Covino, William Gaffney, Michael Espejo and Brenda Rappaport

**Members Absent:** None

**Staff Present:** Planning Director Kristen Kassner, Senior Planner Elizabeth Bonventre, Assistant Planner Brady Caldwell, Principal Clerk Jennifer Gelinas, Recording Clerk Dawn Cathcart

**1. Call Planning Board Meeting to Order**

On a Roll Call for attendance for the Planning Board: Chairman L'Heureux voted present, Vice Chairman Impemba voted present, Member Covino voted present, Member Espejo, Member Gaffney voted present and Member Rappaport voted present.

Chairman L'Heureux called the meeting to order at 7:01 PM. The Town of Burlington will be holding the January 7, 2021 Planning Board as a virtual/electronic meeting due to the current State of Emergency due to the COVID-19 crisis. As such, the Governor issued an Executive Order on March 12, 2020 authorizing remote meeting under M.G.L c. 30A, Section 20. Ms. Kassner stated that this meeting is being held via Cisco WebEx. The public can join the meeting via the WebEx link posted on the Town's website, or they can call in by dialing 617-315-0704. The meeting is being broadcast live on BCAT, and on cable networks and residents can email questions to [Planning@burlington.org](mailto:Planning@burlington.org) or on Facebook live.

Clerk Raymond joined the meeting at 7:03 PM.

**MOTION** - Clerk Raymond made a motion to take items "7.o" through "7.s" out of order. The motion was seconded by Member Covino and unanimously voted 7-0. On a roll call vote: Chairman L'Heureux voted Yes, Vice Chairman Impemba voted Yes, Clerk Raymond voted Yes, Member Covino voted Yes, Member Gaffney voted Yes, Member Espejo voted Yes and Member Rappaport voted Yes.

**7.o Continued Public Hearing - \*Application for Approval of a Special Permit pursuant to Section 12.1.5 "PD Special Permit" of the Zoning Bylaw – 174 Middlesex Turnpike – Nordblom Company, Applicant**

**7.p Continued Application for Approval of a Special Permit pursuant to Section 1.6.7 "Discharge from manmade structure into the wetlands" of the Northwest Park Planned Development District Bylaw – 174 Middlesex Turnpike – Nordblom Company, Applicant**

**7.q Continued Application for Approval of a Special Permit pursuant to Section 1.7.5 Accessory Health Club located entirely within a commercial or residential facility" of the Northwest Park Planned Development District Bylaw – 174 Middlesex Turnpike – Nordblom Company, Applicant**

**7.r Continued Application for Approval of a Special Permit pursuant to Section 1.7.6 "Dry Cleaning (drop off and pick up only)" of the Northwest Park Planned Development District Bylaw – 174 Middlesex Turnpike – Nordblom Company, Applicant**



TOWN OF BURLINGTON  
PLANNING BOARD MINUTES  
FEBRUARY 4, 2021

**7.s Continued Application for Approval of a Special Permit pursuant to Section 1.7.12 “Garage space or spaces and/or attached or detached structures (above and below ground and under buildings) for parking” of the Northwest Park Planned Development District Bylaw – 174 Middlesex Turnpike – Nordblom Company, Applicant**

**MOTION** - Clerk Raymond made a motion to continue this matter to the Planning Board Meeting of February 18, 2021 as requested by the applicant’s attorney in an email dated February 2, 2021. The motion was seconded by Member Rappaport and unanimously voted 7-0. On a roll call vote: Chairman L’Heureux voted Yes, Vice Chairman Impemba voted Yes, Clerk Raymond voted Yes, Member Covino voted Yes, Member Gaffney voted Yes, Member Espejo voted Yes and Member Rappaport voted Yes.

Mark Dupell the new Inspector of Building joined the meeting to introduce himself to the Board. The Board welcomed him and will look forward to working with him in the future.

**2. Citizen’s Time**

There were no citizen’s coming forward.

**3. Announcements**

Ms. Bonventre stated that the M3: Future of Defense Roundtable with Congressman Seth Moulton will be held on Wednesday February 10<sup>th</sup> at 10:00 AM via Zoom. The Zoning Bylaw Review Committee will meet on Wednesday, February 10<sup>th</sup> at 6:30 PM via Zoom. The Local Housing Partnership will be meeting on February 11<sup>th</sup> at 6:00 PM via WebEx. All town offices will be closed on February 15<sup>th</sup> for President’s Day. The Signage Committee will meet on February 8<sup>th</sup> at 5:30 PM.

Member Covino stated that Sgt. Bernie Schipelliti has retired after years of dedicated service and they wish him well.

Chairman L’Heureux stated that the Sculpture Committee met this week and they had a successful holiday donation drive and there are still promotional items available for people who make donations to the park.

**4. Legal Notices of Interest**

There were no legal notices.

**5. Non-Approvals**

There were no non-approvals.

**6. Administrative Matters**

**6a. Continued Discussion – Application for Approval of Minor Engineering Change – 75 Middlesex Turnpike (Burlington Mall) – Tesla, Inc. Applicant**

Trevor Smith and Edward Noseworthy from Tesla and Justin Feldhouse from Simon appeared for the continued Minor Engineering Change at 75 Middlesex Turnpike. Chairman L’Heureux stated that they had a site meeting this week at the Mall which was very helpful and she wanted to let everyone know that Staff will be working on a comprehensive plan for charging stations throughout the Town. This may include bylaw and regulation changes but for this, we should focus on this one application.



TOWN OF BURLINGTON  
PLANNING BOARD MINUTES  
FEBRUARY 4, 2021

Mr. Smith stated that these charging stations should be look at as an amenity for the overall site and they are not taking prime parking spots. Mr. Noseworthy stated that there will be 12 charging stations with related equipment. The landscape screening will be made to blend it with what is there now. Once the full survey is completed, they will provide a more detailed landscape plan.

Clerk Raymond stated that the site walk was very helpful.

Member Covino agreed and now understands why this is a good area especially if we look at the charging stations as an amenity, not a gas station. When they said that 75-80% of the recharging occurs at home and this is just an alternate site, it changed his mind from looking at this like a gas station because normally people do not fill their gas tanks at home. Member Covino asked what happens if we determine that this does affect traffic. Ms. Kassner replied than they would have to come back in for a modification.

Ms. Kassner stated that there is a condition that the landscaping and/or fencing will need to be finalized and they will continue to work with the applicants on this issue. This could be left for final determination of the Director and Chair. There is also some existing landscaping that are not doing well in this area that will need to be replaced. There is a condition that additional capacity for other EV charging systems must be provided. They will also get a checkpoint update on the technology in 2 and 4 years. There is a condition that the average trip generation must be provided. They would also like to see the lease agreement.

Member Gaffney stated that he is concerned with the terminology as an amenity. It's similar to the gas station. The technology for EV charging stations is moving very fast and a 5-year lease is too long because these may be obsolete. He is also concerned with waiting until later to approve the screening, fence and landscaping. Member Gaffney asked if there will be a charge for use of these stations. Chairman L'Heureux stated that question was asked and it would depend on the plan each user buys. Some will get it for free and some will have to pay for the charge.

Vice Chairman Impemba stated that he has the same concern as Member Gaffney. This technology is rapidly changing and he wants to see a comprehensive plan. There should be a short review time for this and asked if there will be security onsite 24/7? Mr. Feldhouse stated that they have onsite security 365 days a year.

Member Rappaport likes this location better and does agree with the checkpoints in technology.

Chairman L'Heureux stated that this is a better location than the original one and she is comfortable with the review at 2 and 4 years. She does agree that the landscaping needs to be more robust to screen the equipment.

Mr. Noseworthy stated that there are different charging solutions for different types of locations and even if a 5 minute charging system is developed, they would not necessarily install them at this location.

**MOTION** - Member Covino made a motion to approve the request for approval of a Minor Engineering Change for property located at 75 & 85 Middlesex Turnpike to install twelve (12) electric charging posts and one (1) light pole within the existing parking area, and to install three (3) supercharger cabinets, one (1) panel board, and one (1) transformer within a landscaped/screened area within the existing island as reflected on the site plan entitled "Tesla Superchargers\_ Simon Mall 12



TOWN OF BURLINGTON  
PLANNING BOARD MINUTES  
FEBRUARY 4, 2021

Superchargers 75 Middlesex Turnpike Burlington, MA 01803” prepared by Tesla Inc., dated September 10, 2020, and revised to January 6, 2021 consisting of thirteen (13) sheets subject to the following revisions, terms, and conditions as amended. The motion was seconded by Member Espejo and voted 6-0-1. On a roll call vote: Chairman L’Heureux voted Yes, Vice Chairman Impemba voted Yes, Clerk Raymond voted Yes, Member Covino voted Yes, Member Gaffney voted No, Member Espejo voted Yes and Member Rappaport voted Yes.

**7. Matters of Appointment**

**7.a Continued Public Hearing – Application for Approval of a Special Permit Pursuant to Section 4.2.6.9 “Fast Order Food Establishment” of the Zoning Bylaw – 390 Cambridge Street – International Trade Network Inc./dba Kabob Grill & Pizzeria, Applicant**

Muhammad Irfan appeared for the continued Special Permit at 390 Cambridge Street.

Ms. Kassner stated that the legal notice was given to all tenants. The only outstanding question is 9 seats or the requested 12 seats. They received a letter from Hair by Nicole and she is concerned with the additional seats and the parking.

Member Espejo stated that he is strongly against any more seats than 9. He visited the site and there is for tight parking. He would consider that this be reviewed to a time certain and if there are no issues than we could increase them. Chairman L’Heureux stated that she would normally agree but where employees are not parking onsite, she would allow them the 3 extra seats.

Vice Chairman Impemba stated that he agrees with only 9 seats unless they can commit to having no employees park on site. Mr. Irfan stated that the delivery driver will park on site when not driving and he has provided parking at his house but he cannot commit that his employees will use it. Vice Chairman Impemba stated that he would recommend 9 seats and they can come back at a later date after a review period.

Chairman L’Heureux stated that there was a note on the chat feature that Patrice Brennan from Doherty Ave is concerned about traffic and she was not notified of the first meeting. The overflow of cars from this lot park on the street. There are two open store fronts and if they become rented it will be even worse.

Chairman L’Heureux took a poll and stated that they will approve 9 seats and can review it in the future.

**MOTION** - Clerk Raymond made a motion to close the public hearing on this matter. The motion was seconded by Member Covino and unanimously voted 7-0. On a roll call vote: Chairman L’Heureux voted Yes, Vice Chairman Impemba voted Yes, Clerk Raymond voted Yes, Member Covino voted Yes, Member Gaffney voted Yes, Member Espejo voted Yes and Member Rappaport voted Yes.

**MOTION** - Clerk Raymond made a motion to approve the request of one (1) Special Permit pursuant to Section 4.2.6.9 “Fast Order Food Establishment” of the Burlington Zoning Bylaw, to permit the operation of a fast food order establishment by the name of Kabob Grill & Pizzeria, for property located in the General Business (BG) District located at 390 Cambridge Street, subject to the terms and conditions contained in exhibit “A” attached. The motion was seconded by Member Covino and unanimously voted 7-0. On a roll call vote: Chairman L’Heureux voted Yes, Vice Chairman Impemba



TOWN OF BURLINGTON  
PLANNING BOARD MINUTES  
FEBRUARY 4, 2021

voted Yes, Clerk Raymond voted Yes, Member Covino voted Yes, Member Gaffney voted Yes, Member Espejo voted Yes and Member Rappaport voted Yes.

**MOTION** - Clerk Raymond made a motion to take items “7.b” and “7.c” together for discussion purposes. The motion was seconded by Member Covino and unanimously voted 7-0. On a roll call vote: Chairman L’Heureux voted Yes, Vice Chairman Impemba voted Yes, Clerk Raymond voted Yes, Member Covino voted Yes, Member Gaffney voted Yes, Member Espejo voted Yes and Member Rappaport voted Yes.

**7.b Continued Public Hearing – Application for Approval of a Special Permit pursuant to Section 4.2.2.23 “Passenger stations; landing fields; sites, buildings, and facilities for other public services; public works structures” of the Zoning Bylaw – 41 Burlington Mall Road – Lahey Clinic Foundation Inc., Applicant**

**7.c Continued Application for Approval of a Site Plan – 41 Burlington Mall Road - Lahey Clinic Foundation Inc., Applicant**

Attorney Mark Vaughn from Riemer & Braunstein LLP, Michael Slejzer from Lahey Clinic, Jeff Stewart, FAA Consultant, Rick Kenin from MedFlight and Tim Williams from Allen & Major Associates appeared for the continued Special Permit and Site Plan for a new helipad at Lahey Clinic. Attorney Vaughn stated that they have some responses to some questions that were brought up from the last meeting. The proposed location of the helipad will not impact traffic when it lands. They have presented a typical approach and departure path for the MedFlight helicopters.

Mr. Kenin stated that our pilots try to not fly over neighborhoods unless there is a safety issue. They typically come in from the north or south, deliver the patient then fly back toward Rt. 95. The blue wave shown on the flight pattern is the FAA worst case scenario but in real time they try to stay east of Mall Road.

Ms. Kassner asked that additional information be provided on the flight paths. We will also need an updated site plan of the entire Lahey site including the additions in 2004.

Member Gaffney stated that helicopters from Hanscom fly over his house now and it is loud. He would want a site visit with a helicopter test run of the existing flight path and proposed flight path. He also suggested looking at reconfiguring the parking lot so the helipad would be further away from the residential neighborhood so the flight path is closer to the existing flight path. Member Gaffney stated that neighbors to the project who will be directly under the flight path should be notified of this application. Member Gaffney asked if his question regarding free parking for Burlington residents has been addressed. He would also like to get a plan showing the actual flight path vs. the FAA worst case scenario on both the existing and proposed.

Member Rappaport stated that MedFlight deals with life or death so she would be ok with them flying over her house.

Mr. Slejzer stated that he has a few answers for questions from the last meeting. If this is approved, the existing helipad will be returned to a grass area. Attorney Vaughn stated that they also spoke with Lahey and they depend on the revenue from the parking garage for upkeep of the garage. They do offer a community benefit package and provide the Council on Aging free parking vouchers.



TOWN OF BURLINGTON  
PLANNING BOARD MINUTES  
FEBRUARY 4, 2021

Member Covino asked how many times a week on average does MedFlight land at Lahey. Mr. Kenin replied the average is 1-2 per week with a maximum of 3 trips. There is a rotation schedule between all the Level 1 Trauma centers.

Vice Chairman Impemba stated that he is comfortable with the flight pattern shown.

Member Espejo asked if there are any experts in the field that could look at the flight plan. Ms. Kassner stated that we could find a peer reviewer. Staff and Town departments did review this and were satisfied with it.

Clerk Raymond stated that the proposed location of the helipad is where it should be, right next to the ER.

Chairman L'Heureux stated that she lives close to Laurel Lane and if the flight path is as it is shown they would fly over her house but as Member Rappaport explained it is for emergency situations and not all the time so she is ok with this.

There were no questions from the audience.

**MOTION** - Clerk Raymond made a motion to continue this matter to the Planning Board Meeting of February 18, 2021. The motion was seconded by Member Covino and unanimously voted 7-0. On a roll call vote: Chairman L'Heureux voted Yes, Vice Chairman Impemba voted Yes, Clerk Raymond voted Yes, Member Covino voted Yes, Member Gaffney voted Yes, Member Espejo voted Yes and Member Rappaport voted Yes.

**MOTION** - Clerk Raymond made a motion to take items "7.d" through "7.n" together for discussion purposes. The motion was seconded by Member Espejo and unanimously voted 7-0. On a roll call vote: Chairman L'Heureux voted Yes, Vice Chairman Impemba voted Yes, Clerk Raymond voted Yes, Member Covino voted Yes, Member Gaffney voted Yes, Member Espejo voted Yes and Member Rappaport voted Yes.

**7.d Continued Public Hearing - \*Application for Approval of a Special Permit pursuant to Section 4.2.7.1 "Light manufacturing or processing plants, prototype manufacturing," of the Zoning Bylaw – 60 Blanchard Road – Azzur Clean-Rooms-On-Demand-Burlington LLC, Applicant**

**7.e Continued Application for Approval of a Special Permit pursuant to Section 4.2.7.1.1 "Research and Development" of the Zoning Bylaw – 60 Blanchard Road – Azzur Clean-Rooms-On-Demand-Burlington LLC, Applicant**

**7.f Continued Application for Approval of a Special Permit pursuant to Section 4.2.7.4 "Laboratories engaged in research, experimental and testing activities including, but not limited to, the fields of, chemistry, electronics, engineering, geology, non-biologic medicine and physics," of the Zoning Bylaw – 60 Blanchard Road – Azzur Clean-Rooms-On-Demand-Burlington LLC, Applicant**

**7.g Continued Application for Approval of a Special Permit pursuant to Section 4.2.7.4.1 "Life Science laboratories engaged in research, prototype manufacture, experimental and testing activities including, but not limited to, the fields of pharmaceuticals, biomedical technologies and engineering, life systems technologies, environmental and biomedical devices, subject to the**



TOWN OF BURLINGTON  
PLANNING BOARD MINUTES  
FEBRUARY 4, 2021

**Regulations of the Board of Health, see additional regulations in Article X, Section 10.5.0. Biosafety Level 4 (BL-4) laboratories, as defined by the Centers for Disease Control and Prevention, are prohibited in Burlington” of the Zoning Bylaw – 60 Blanchard Road – Azzur Clean-Rooms-On-Demand-Burlington LLC, Applicant**

**7.h Continued Application for Approval of a Special Permit pursuant to Section 4.2.7.4.2 “Life Science laboratories engaged in the manufacture of life science technologies and medicines for commercial production to the market including, but not limited to, the fields of pharmaceuticals, biomedical technologies and engineering, life systems technologies, environmental, biomedical devices, subject to the Regulations of the Board of Health, see additional regulations in Article X, Section 10.5.0. Biosafety Level 4 (BL-4) laboratories, as defined by the Centers for Disease Control and Prevention, are prohibited in Burlington” of the Zoning Bylaw – 60 Blanchard Road – Azzur Clean-Rooms-On-Demand-Burlington LLC, Applicant**

**7.i Continued Application for Approval of a Special Permit pursuant to Section 4.2.7.9 “Hazardous and toxic materials/chemicals use storage, transport, disposal or discharge” of the Zoning Bylaw – 60 Blanchard Road – Azzur Clean-Rooms-On-Demand-Burlington LLC, Applicant**

**7.j Continued Application for Approval of a Special Permit pursuant to 4.2.7.11 “Generation or storage of hazardous waste, limited to the volumes classified as a very small quantity generator (VSQG)” of the Zoning Bylaw – 60 Blanchard Road – Azzur Clean-Rooms-On-Demand-Burlington LLC, Applicant**

**7.l Continued Application for Approval of a Special Permit pursuant to 4.4.1.11 “Discharges from manmade structures into the wetland” of the Zoning Bylaw – 60 Blanchard Road – Azzur Clean-Rooms-On-Demand-Burlington LLC, Applicant**

**7.m Continued Application for Approval of a Special Permit pursuant to 6.1.2.1 (4) “Nonconforming Structures and Premises” of the Zoning Bylaw – 60 Blanchard Road – Azzur Clean-Rooms-On-Demand-Burlington LLC, Applicant**

**7.n Continued Application for Approval of a Minor Engineering Change – 60 Blanchard Road – Azzur Clean-Rooms-On-Demand-Burlington, LLC, Applicant**

Attorney Kristine Hung from Riemer & Braunstein LLP, Frank DiPietro and Marisa Valentino from BSC Group and Christine Kressiner and Ravi Samavedan from Azzur and Alex Strasser, the General Contractor appeared for the Special Permits for 60 Blanchard Road. Attorney Hung stated that they received approval from the Board of Health as well as Conservation.

Ms. Kassner stated that the Conservation Commission has requested slope granite curbing along the westerly side but vertical granite curbing behind the drainage structures. They have also requested that the shrubs be trimmed for site distance. They have added a condition to add a bike facility and explore a connection to the bike path at Oracle. Ms. Kassner stated that the cogeneration facility is not moving forward at this time. They are going to move forward with a building generator and continue the cogeneration to the April 1<sup>st</sup> meeting.

Chairman L’Heureux thanked the Board of Health for their review of this application.



TOWN OF BURLINGTON  
PLANNING BOARD MINUTES  
FEBRUARY 4, 2021

**MOTION** - Clerk Raymond made a motion to close the public hearing on this matter. The motion was seconded by Member Covino and unanimously voted 7-0. On a roll call vote: Chairman L’Heureux voted Yes, Vice Chairman Impemba voted Yes, Clerk Raymond voted Yes, Member Covino voted Yes, Member Gaffney voted Yes, Member Espejo voted Yes and Member Rappaport voted Yes.

**MOTION** - Member Covino made a motion to approve the request of nine (9) Special Permits pursuant to Section 4.2.7.1 “Light manufacturing or processing...”; Section 4.2.7.1.1 “Research and Development”; Section 4.2.7.4 “Laboratories engaged in research, prototype manufacture...”; Section 4.2.7.4.1 “Life Science laboratories engaged in research, prototype manufacture...”; Section 4.2.7.4.2 “Life Science laboratories engaged in the manufacture of life science technologies...”; Section 4.2.7.9 “Hazardous and toxic materials/chemicals...”; Section 4.2.7.11 “Generation or storage of hazardous waste...”; Section 4.4.1.11 “Discharges from manmade structures...”; and Section 6.1.2.1 (4) “Nonconforming Structures and Premises...” of Articles IV and VI of the Zoning Bylaw of the Town of Burlington, to allow for the reuse of an existing building to house a series of individual laboratory tenant spaces, on-site chemical storage and management facilities, exterior façade enhancements, the parking lot and drainage system and associated site improvements, for property located in the High-Rise Industrial (IH) and partially within the Aquifer (A) and Water Resource (WR) Districts at 60 Blanchard Road. Subject to the terms and conditions contained in exhibit “b” attached. The motion was seconded by Member Espejo and unanimously voted 7-0. On a roll call vote: Chairman L’Heureux voted Yes, Vice Chairman Impemba voted Yes, Clerk Raymond voted Yes, Member Covino voted Yes, Member Gaffney voted Yes, Member Espejo voted Yes and Member Rappaport voted Yes.

**MOTION** - Member Covino made a motion to approve the request for approval of a Minor Engineering Change for property located at 60 Blanchard Road to repave and repair the existing parking lot, install new curbing, re-stripe parking spaces, and extend two (2) natural gas lines from Blanchard Road. And further to install a concrete pad for natural gas equipment, reconstruct loading docks, install new telecommunication conduits, replace the transformer, and building façade enhancements as reflected on the redlined site plan entitled “60 Blanchard Road Minor Engineering Change 60 Blanchard Road in Burlington, Massachusetts,” prepared by BSC Group, Inc., dated December 16, 2020 and revised to January 21, 2021 consisting of three (3) sheets subject to the following revisions, terms, and conditions. The motion was seconded by Member Espejo and unanimously voted 7-0. On a roll call vote: Chairman L’Heureux voted Yes, Vice Chairman Impemba voted Yes, Clerk Raymond voted Yes, Member Covino voted Yes, Member Gaffney voted Yes, Member Espejo voted Yes and Member Rappaport voted Yes.

**7.k Continued Application for Approval of a Special Permit pursuant to 4.3.2.8 “Maintenance shops, power plants, machine shops and similar structures to support permitted uses” of the Zoning Bylaw – 60 Blanchard Road – Azzur Clean-Rooms-On-Demand-Burlington LLC, Applicant**

**MOTION** - Member Espejo made a motion to continue this matter to the Planning Board Meeting of April 1, 2021 as requested by the applicant’s attorney in an email dated February 3, 2021. The motion was seconded by Member Covino and unanimously voted 7-0. On a roll call vote: Chairman L’Heureux voted Yes, Vice Chairman Impemba voted Yes, Clerk Raymond voted Yes, Member



TOWN OF BURLINGTON  
PLANNING BOARD MINUTES  
FEBRUARY 4, 2021

Covino voted Yes, Member Gaffney voted Yes, Member Espejo voted Yes and Member Rappaport voted Yes.

**8. Minutes – November 19, 2020, December 3, 2020, and January 7, 2021**

**MOTION** - Member Espejo made a motion to approve the Planning Board minutes of November 19, 2020. The motion was seconded by Member Rappaport and unanimously voted 7-0. On a roll call vote: Chairman L'Heureux voted Yes, Vice Chairman Impemba voted Yes, Clerk Raymond voted Yes, Member Covino voted Yes, Member Gaffney voted Yes, Member Espejo voted Yes and Member Rappaport voted Yes.

**MOTION** - Member Espejo made a motion to approve the joint Planning Board meeting minutes of December 3, 2020. The motion was seconded by Member Rappaport and unanimously voted 7-0. On a roll call vote: Chairman L'Heureux voted Yes, Vice Chairman Impemba voted Yes, Clerk Raymond voted Yes, Member Covino voted Yes, Member Gaffney voted Yes, Member Espejo voted Yes and Member Rappaport voted Yes.

Member Covino stated that he hasn't had a chance to review the minutes of January 7, 2021 and asked they be tabled until the next meeting.

**9. Other Business**

Ms. Kassner stated that the next few items are extensions of time for special permits. They are looking at other options than the typical office building that were approved.

**9.a Discussion**

**9.a.1 Extension of time to complete improvements at 15 Network Drive**

**MOTION** - Member Covino made a motion that the Planning Board hereby grants a three (3) year extension of time to The Nordblom Company ("Applicant") for property located at 15 Network Drive to May 15, 2024 for the Special Permit authorizing the construction Phase II (a 40,000 SF +/- addition) to the existing office building as requested by the Applicant's attorney in a letter dated January 25, 2021. The motion was seconded by Member Espejo and unanimously voted 7-0. On a roll call vote: Chairman L'Heureux voted Yes, Vice Chairman Impemba voted Yes, Clerk Raymond voted Yes, Member Covino voted Yes, Member Gaffney voted Yes, Member Espejo voted Yes and Member Rappaport voted Yes.

**9.a.2 Extension of time to complete improvements at 25 Network Drive**

**MOTION** - Clerk Raymond made a motion that the Planning Board hereby grants a three (3) year extension of time to The Nordblom Company ("Applicant") for property located at 25 Network Drive to May 15, 2024 for the Special Permit authorizing the construction of a 270,000 +/- square foot office building and structured parking garage with associated surface parking and site infrastructure improvements as requested by the Applicant's attorney in a letter dated January 25, 2021. The motion was seconded by Member Rappaport and unanimously voted 7-0. On a roll call vote: Chairman L'Heureux voted Yes, Vice Chairman Impemba voted Yes, Clerk Raymond voted Yes, Member Covino voted Yes, Member Gaffney voted Yes, Member Espejo voted Yes and Member Rappaport voted Yes.



TOWN OF BURLINGTON  
PLANNING BOARD MINUTES  
FEBRUARY 4, 2021

**9.a.3 Extension of time to complete improvements at The District**

**MOTION** - Clerk Raymond made a motion that the Planning Board hereby grants a five (5) year extension of time to NEEP Investors Holdings LLC (“Applicant”) for property located at 1, 3, 6, and 7 New England Executive Park (The District) from August 1, 2019 to August 21, 2024 to complete the required Special Permit site enhancement and improvements for Phases 1 and 2 (Areas A, B, and C), as requested by the Applicant’s attorney in a letter dated January 22, 2021. The motion was seconded by Member Covino and unanimously voted 7-0. On a roll call vote: Chairman L’Heureux voted Yes, Vice Chairman Impemba voted Yes, Clerk Raymond voted Yes, Member Covino voted Yes, Member Gaffney voted Yes, Member Espejo voted Yes and Member Rappaport voted Yes.

**MOTION** - Member Covino made a motion that the Planning Board hereby grants a five (5) year extension of time to NEEP Investors Holdings LLC (“Applicant”) for property located at 1, 3, 6, 7, and 24 New England Executive Park (The District) from December 2, 2019 to December 2, 2024 to complete the required Special Permit site enhancement and improvements for Phase 3 (Areas A and C), as requested by the Applicant’s attorney in a letter dated January 22, 2021. The motion was seconded by Member Rappaport and unanimously voted 7-0. On a roll call vote: Chairman L’Heureux voted Yes, Vice Chairman Impemba voted Yes, Clerk Raymond voted Yes, Member Covino voted Yes, Member Gaffney voted Yes, Member Espejo voted Yes and Member Rappaport voted Yes.

Member Covino asked if the site enhancements and improvements in Phase 3 are tied to any buildings already constructed. Ms. Kassner replied no buildings, but this addressed the work that was going to be done in the back of the property that was tied to Phase 3.

**9.b.1 Master Plan Housing Recommendations**

Ms. Bonventre presented slides on the housing portion of the Master Plan which included the recommendations. She did not receive any comments on Housing Elements Recommendation #1. On Recommendation #2 she did receive comments that we should focus on goals and not tactics and on Recommendation #3 there were comments such as these were lofty goals, that we should focus on our seniors and asked how this would be achievable. The implementation plan is not done yet because we have to finalize the recommendations first.

Clerk Raymond stated that he did not receive this.

Member Gaffney asked is the intention to keep the single family homes at 65% of the housing market. Member Covino stated that we should preserve the single family neighborhoods. Ms. Kassner stated that the summary should be read with the recommendations to tie it all together. We should look at the character of each neighborhood and not diversify within the neighborhood. Member Covino stated that we should look geographic boundaries of the neighborhoods and asked if we want to keep Burlington a bedroom community. Member Gaffney stated that if the words say majority of the homes should be single family, then 51% would still be in compliance with the wording.

Shari Ellis, Chairman of the Zoning Bylaw Review Committee – Ms. Ellis asked if you were trying to preserve the quantity or quality of residential homes. Chairman L’Heureux replied it would be quantity, because everyone quality is different. Ms. Ellis stated that we should look at different types of housing such as cohabitation and congregate living especially for our senior population. Ms.



TOWN OF BURLINGTON  
PLANNING BOARD MINUTES  
FEBRUARY 4, 2021

Kassner stated that the question is how we provide different alternatives for housing especially our seniors without changing the dynamic of the Town.

Chairman L'Heureux stated that she thinks we should focus on the goals, not the tactics. When we start to discuss where other types of multi-family homes could go, all the residents should be notified.

Member Espejo stated that housing has a life cycle and it should be improved at the top and at the bottom. Member Gaffney asked if Recommendation #3 should be deleted. Ms. Kassner stated that there are 2 different ideas in Recommendation #3. H3.1 deals with how do we get more starter homes and H3.2 questions how do we provide housing for the workforce of Burlington. Chairman L'Heureux would like to address H3.1.

Clerk Raymond stated that we have constructed a lot of multi-family units and are well over the 15% required by the State.

Ms. Bonventre stated that she has been given a lot of good ideas to expand on.

**9.b Correspondence**

There was no correspondence.

**9.c Reports from Town Counsel**

There were no reports from Town Counsel.

**9.d Subcommittee Reports**

There were no subcommittee reports.

**9.e Unfinished Business**

There was no unfinished business.

**9.f New Business**

There was no new business.

**MOTION** - Member Espejo made a motion to adjourn the February 4, 2021 Planning Board meeting at 10:16 PM. The motion was seconded by Member Rappaport and unanimously voted 7-0. On a roll call vote: Chairman L'Heureux voted Yes, Vice Chairman Impemba voted Yes, Clerk Raymond voted Yes, Member Covino voted Yes, Member Gaffney voted Yes, Member Espejo voted Yes and Member Rappaport voted Yes.

*Respectfully Submitted by Dawn Cathcart,  
Recording Clerk*