



**Town of Reading**  
**16 Lowell Street**  
**Reading, MA 01867-2683**

**Andrew MacNichol**  
**Staff Planner**  
**Phone: (781) 942-6674**  
**Fax: (781) 942-9071**  
**amacnichol@ci.reading.ma.us**

---

**To:** Zoning Board of Appeals  
**CC:** Applicant & Development Team / Town Counsel  
**From:** Andrew MacNichol, Staff Planner  
**Date:** December 10, 2018  
**Re:** Eaton Lakeview 40B – Status Update

---

On October 24<sup>th</sup>, 2018, the Zoning Board of Appeals held the continued Public Hearing for the Eaton Lakeview Apartments 40B project. This memo is intended to provide a recap of said October meeting, an update on progress since then, and guidance to the ZBA on how to proceed.

October 24<sup>th</sup> Meeting Recap:

- Recapped September 5<sup>th</sup> meeting and the new information received
- Nitsch Engineering provided peer review comments on the proposal
- Applicants reviewed and addressed comments made by Nitsch
- ZBA asked questions and provided feedback
- Applicant agreed to provide revised plans addressing staff and peer review comments
- Confirmed next meeting date of December 12<sup>th</sup>, 2018

Information prepared for December 12<sup>th</sup> Meeting:

- Revised Civil Engineering Plans, dated 12/2/18 and submitted 12/3/18
- Revised Architectural Drawings, dated 10/24/18 and submitted 12/3/18
- Letter addressing peer review comments, dated and submitted 12/3/18
- Parking and Loading Regulations, dated 11/15/18 and submitted 12/3/18
- Snow and Ice Removal Plan, submitted 12/3/18
- Neighborhood Letter re: parking requirements, dated 11/23/18
- Scope for Walkers Brook Drive Corridor Analysis (prepared by Green Int. w/staff input)
- Memo from Town Engineer on revised plans, dated 12/5/18

Recommended Process for ZBA Meeting on December 12<sup>th</sup>

- Chair – provide recap and update per this memo, note new information received
- Applicants present and discuss revised plans
- Nitsch provides comments and feedback on revised plans
- Board – discussion and questions
- Public Comment period
- Review and discuss Scope for WBD Corridor Analysis
- Board & Development Team – agree on date of continued hearing & next steps

Upcoming ZBA Meeting Dates:

January 2<sup>nd</sup> / Special hearing dates reserved if needed – January 9<sup>th</sup>, 23<sup>rd</sup> & 30<sup>th</sup>  
February 6<sup>th</sup> & 20<sup>th</sup>

Upcoming Conservation Commission Meeting Dates (NOI filed November 13<sup>th</sup>)

January 9<sup>th</sup> & 23<sup>rd</sup>, February 13<sup>th</sup> & 27<sup>th</sup>

Eaton Lakeview 40B webpage: <https://www.readingma.gov/zoning-board-of-appeals/pages/eaton-lakeview-apartments-40b>