

PLANNING BOARD

1 Liberty Lane
Norfolk, MA 02056

MEETING MINUTES

Date of Meeting: Tuesday, January 8, 2013

Place: Town Hall Room 105C

PLANNING BOARD MEMBERS ATTENDING:

Chairman: Jeff Palumbo

Members: Andrea Langhauser, Peter Chipman

Vice Chairman: Steve McClain

Clerk: Michelle Maheu

Associate Member: Greg Mirliss (Absent)

Others: Betsy Fijol, Tom Houston, Gino Carlucci (absent)

Time: Jeff Palumbo called the meeting to order at 7:40 pm and informed the audience that the meeting was being audio & videotaped.

New Business

Time: 7:45 pm

Project: **Cont'd Public Hearing for the Gump's Farm Recreational Area Special Permit for Non-Pavement of Parking Area**

Applicant: Cyndi Andrade/Town of Norfolk Community Preservation Committee

Comments: Jeff called the continued Public Hearing for the Gump's Farm Recreational Area Special Permit to order at 7:45 pm. He commented that Bob Bullock had sent an email stating that he had no issue with the Board issuing a Special Permit for the non-pavement of the parking area as this would fall under the Education Exemption. He also feels that this project would be exempt from Earth Removal Bylaw.

Tom Houston said that the 12/4/12 Summary Drainage Report was submitted, but did not provide the requested supplemental analysis to zero in on exactly how high the ponded water surface comes in the depression area relative to the surface elevation of Rockwood Road.

Tom explained that although the existing grades on the Rockwood Road pavement are not provided, they are above elevation 202 and it shows that post-development 100 year storm event may extend onto Rockwood Road. A full version of the 12/4/12 Drainage Report was hand delivered to his office, but it does not provide the revised information. The submitted drainage calculations classifies the site as hydrologic Soil Group (HGS) B, but the Natural Resources Conservation classifies the soils as HGS A. If the site is modeled as an HGS A soils, storm events up to the 100 year storm event should be contained within the possible wet area. Tom said that he recommends that the Board accept the analysis based upon this information.

Steve asked to get a follow-up determination from Bob Bullock about the use of wheel stops.

Peter moved to close the public hearing. Steve seconded the motion. The motion carried unanimously.

Peter moved to approve the Special Permit for the Gump's Farm Recreational Area for non-pavement of the parking area. Andrea seconded the motion.

Peter amended his original motion to approve the Special Permit for the Gump's Farm Recreational Area for non-pavement of the parking area subject to authorization by the DPW that the catch basin on Rockwood Road adjacent to the possible wet area be retrofitted with a hood such as the "Snout Oil and Debris Hood" or equal. Andrea seconded the motion. The motion carried unanimously.

Time: 7:55 pm

Project: **Fern Ridge Estates ANR Plan**

Applicant: Wall Street Development

Comment: An ANR plan was submitted by Wall Street Development Corp. that simply adjusts lot lines between 4 existing lots within the Fern Ridge Estates. Gino Carlucci had submitted a review memo dated 1/7/13, which cited 3 technical issues. Those issues were addressed and Mr. Carlucci commented via email that those issues have been corrected and recommended that the Board endorse the mylar plan.

Steve moved to approve the ANR plan for Fern Ridge Estates, dated 12/15/12 and revised 1/8/13. Peter seconded the motion. The motion carried unanimously.

The Board endorsed the mylar plan.

Time: 8:00 pm

Project: **Meeting with Bob Roy/Jofran Inc. to discuss Cottage Carwash Egress Concerns**

Comment: Tom Houston said that he attended an on-site meeting on November 9, 2012 with Chief Stone, Mr. Roy, Michael Brabants and his engineer which was prompted by concerns about the egress of Cottage Carwash by Mr. Roy. The approved site plan for the carwash implements a section of the frontage road parallel to Pine Street and would share the end segment of the Jofran driveway. Mr. Roy is concerned about site distance issues from cars entering and exiting the carwash.

The Board also received a letter from Chief Stone expressing concerns about the site distance issues of the egress and recommended that the egress to the Cottage Carwash be directly on Pine Street.

Tom said that it is his recommendation to remove the two evergreen trees on the Jofran property to help the visual clearance. Another option could be to place the egress for the carwash directly off Pine Street directly across from Valley Street, but this would dramatically decrease the queuing to the carwash and would create a sort of four-way intersection.

Mr. Roy said that his company has an average of 50 eighteen wheelers entering and exiting the property each day. It is a safety concern because the trailers cannot stop quickly if someone coming out of the carwash pulls out in front of them as the frontage road easement is only 20 feet in from Pine Street.

Steve commented that a traffic study was done for the carwash during the site plan review process and it showed that the two businesses are not operating at the same time for the most part.

Michelle said that maybe some additional signage at the carwash exit may help in warning drivers of potential trucks turning in the driveway. Removing the trees may also help the visual clearance.

Jeff commented that the Board intends to carry on with the Cottage Carwash site plan as it was approved.

Mr. Roy said that he will bring a law suit against the town if there is an accident there.

Jeff said the he can meet Mr. Roy at the site on Friday, January 11, 2013, at 10:00 am to discuss some possible options to try to resolve this issue.

Michael Brabants from Cottage Carwash/36 Pine Street said that it would cause a tremendous amount of work that would need to be done if he is made to revise his site plan so that the carwash egress is on Pine Street. Mr. Brabants said that there is a tree and a light pole on the Jofran property that needs to be moved in order to gain access to his property from the frontage road.

Tom said that carwash site is well designed to maximize the queuing situation.

Mr. Brabants said that he believed that the frontage road easement on the Jofran property has never been recorded at the Registry of Deeds and needs to be resolved. This was a requirement of the Jofran Site Plan approval.

Time: 9:05 pm

Project: **Dunkin Donuts/134 Main St Proposed Drive-Through Layout**

Applicant: Ted & John Primpas

Comment: The Board has met on this subject in the past and has viewed a few different alternatives to try to improve the drive-thru layout. The existing drive-thru lane has stacking for approximately 12 vehicles and at times the customers are backed onto Main Street. When the drive-thru lane is full, customers can't access the parking spaces because they are blocked by the queue.

Mr. Primpas said that his engineer has talked with Mr. Houston and provided a letter on what they are proposing to do. Proposed site plan A1.1 shows the drive-thru lane utilizing the same access and taking an immediate right and proceeding counter-clockwise around the parking area. This allows for a queue of 16 vehicles, which is an increase of 4 spaces from the existing.

Mr. Houston recommended that a queuing study be done by a Traffic Engineer to ensure that vehicles will not be backed up onto Main Street.

Mr. Primpas explained that the menu board is going to be moved to the fifth stacking space, which will increase the capacity of the drive-thru lane as well.

The Board suggested that Mr. Primpas talk to the Building Inspector about the menu board to make sure there is no conflict with the Town's sign bylaw.

Michelle said that she has two concerns with this site plan A1.1. The first is there is no opt-out in the drive-thru line and the second is that she is not sure this is going to be an improvement without doing a queuing analysis.

The Board also discussed the possibility of using the right of way (Carlson Circle?) as an entrance to the drive-thru.

The Board recommended that Mr. Primpas have the Traffic Engineering study done and submit to the Board for review.

Project: Approval of Meeting Minutes

Comment: Michelle moved to approve the meeting minutes of 10/2/12 & 12/6/12. Steve seconded the motion. The motion carried unanimously.

Old Business

Project: Toils End Farm/Fox Run Subdivision Tree Clearing and Planting Plan

Comments: Pulte Homes is meeting with the Zoning Board of Appeals on Wed, January 9, 2013 to request a variance from the Town's Zoning Bylaws in order to clear the lots within the subdivision prior to obtaining a building permit. The feel that given the extent of the ledge on the property, allowing area wide tree clearing would avoid a fragmented construction process and would minimize the duration of the blasting impacts. Pulte is looking for support from the Planning Board on this variance.

Pulte submitted to the Planning Board a "Proposed Side Lot Line Planting Exhibit, Fox Run in Norfolk, MA" dated January 8, 2013. The plan depicts Pulte Homes' proposal for replanting the side lot lines in a manner consistent with the Planning Board's recommended Condition of Approval.

The Board reviewed this plan and found that it substantially complies and recommended minor refinements to the Side Lot Line Planting Exhibit. The Board recommends that the number of trees should be increased for larger areas extending for longer distances along lot lines by maintaining the ratio of 1 tree per 8 linear feet of lot line.

The Board also recommends that a minimum of 3 substantially different Planting Details be developed showing different types and locations of trees and that the same Planting Detail not be used on both sides of any lot. Shade trees and evergreens should comprise 65-70% of the trees for each Planting Detail.

With respect to the shade trees listed, the Board requests that a minimum of 6 species be provided in approximately equal numbers throughout the subdivision. Shade tree species may be selected from the Street Tree List in the Planning Board's Rules and Regulations, but additional species of shade trees would also be acceptable. With respect to the evergreen trees listed, the Board recommends that approximately equal quantities of fir, spruce, and pine be planted throughout the subdivision, with not more than 15% of the evergreen trees being White Pine.

The Board recommends that tree plantings also be provided along the side lot lines to the rear of the proposed dwellings on the side lot lines between Lots 10 and 11, Lots 66 and 67, and Lots 69 and 70.

The Board asked Tom Houston to draft up a letter outlining these conditions to send to the ZBA for their meeting.

Next Meeting & Schedule

Thursday, January 24, 2013 at 7:30 pm

Adjourn

Steve moved to adjourn the meeting at 10:30 pm. Michelle seconded the motion. The motion carried unanimously

Respectfully submitted,

Michelle Maheu, Clerk