

# PLANNING BOARD

1 Liberty Lane  
Norfolk, MA 02056

## MEETING MINUTES

**Date of Meeting:** Tuesday, March 31, 2015

**Place:** Town Hall Room 124

### PLANNING BOARD MEMBERS ATTENDING:

**Chairman:** Steve McClain

**Vice-chairman:** Michelle Maheu

**Clerk:** John Weddleton

**Members:** Jeff Palumbo, Walter Byron

**Associate Member:** Andrea Langhauser

**Others:** Betsy Fijol/Administrative Asst, Gino Carlucci/Planning Consultant, Ray Goff/Town Planner

Steve McClain called the meeting to order at 7:42 pm and informed the audience that the meeting is being audio and video taped.

### New Business

Time: 7:42 pm

Project: **Toils End Farm/Fox Run Subdivision-continued Public Hearing for Drainage Improvement**

#### **Modifications**

Applicant: Pulte Homes of New England, LLC

Comments: Steve called the continued public hearing for Toils End Farm/Fox Run Subdivision order at 7:45 pm.

The Board is in receipt of a request for a continuance of the hearing from the applicant.

Steve moved to continue the hearing to 4/14/15 at 7:45 pm. Walter seconded the motion. The motion carried unanimously.

Time: 7:45 pmM

Project: **Island Lighting & Power Systems, Inc./14 Shire Drive-Initial Site Plan Public Hearing**

Applicant: Jarrod O'Neil/Island Lighting, Rick Goodreau/United Consultants

Comment: Steve called the continued public hearing to order at 7:45 pm.

Rick said that it is proposed to plant 14 of the subdivision street trees to assist with the site lighting screening.

Rick said that most of the review comments have been addressed.

Bob Nicomdemus said that a roof plan was not submitted and should be part of the final package. He said that the Design Review Board (DRB) requests that the large HVAC unit be relocated toward Shire Drive near the

center of the building roof and screened with panels matching the office walls. Bob said that the lighting is acceptable for the parking lots and all access points to the building and were noted to be off after 7:00 pm.

John moved to close the hearing with the condition that the roof plan be submitted. Jeff seconded the motion. The motion carried unanimously.

Time:

Project: **Myrtle/Gold Street Subdivision-Pre-submission discussion**

Applicant: Bruce Stiviletta & Mike Wayland/Stiviletta Corp

Comments: Mr. Stiviletta explained that he owns property at the corner of Myrtle and Gold Streets. He presented a conceptual plan, dated 11/13/14 by Guerriere & Halnon, showing two Form A lots and an Estate Lot. A 3 acre parcel of land at the rear will be donated to the Town for the well protection area.

Steve said that simple drainage will need to be provided and the road will have to be upgraded to minimum subdivision standards.

Andrea suggested that the access to the estate lot be moved further down in order to have both Form A driveways off Gold Street.

Time: 8:50 pm

Project: **Sandy Knoll Estates-Earth Removal Permit Discussion**

Applicant: Bill Ronca/Maple Sands Corp. & Attorney Lou Caccavaro

Comment: Mr. Caccavaro said that he has tried to devise a plan that addresses all the open issues, which include earth removal, building permits, covenant releases by way of a tri-partied agreement, and erosion control mitigation measures.

Mr. Caccavaro said that he has worked with Ray to develop a base agreement and would like to develop a final agreement as part of an earth removal permit with the Board that clearly defines the conditions of the earth removal within the subdivision.

Ray said that this is his understanding of the process: an earth removal permit would be issued by the Board based upon the agreed amount of earth to be removed on the site, an agreement of some sort will be put together, a bond will be put in place securing the earth removal work, lots will be released by the Board and then building permits can be issued. Each lot will then have the earth removal done on those lots.

Walter commented that there should be a penalty if the work is not done within a specified amount of time.

Michelle said that she would like the developer to provide the Board with a periodic presentation on the progress against the agreement over the 5 month period that the earth removal is taking place.

Project: **Marshall Street/Gray Property-Review Decision for Estate Lot Special Permit**

Comment: Michelle moved to approve the Marshall Street/Gray property Estate Lot Special Permit Decision #2015-01 as amended with the clarification on the paragraph describing the lot acreage of the two parcels.

Walter seconded the motion. The motion carried unanimously.

Project: **Review & discuss proposed amendments to the Community Development Plans, Open Space & Recreation Goals & Objectives**

Comment: Gino explained that goals & objectives for the update to the Open Space & Recreation plan are almost identical to the 1996 plan. One change is an addition to support trail connections. Gino said they had a fantastic response to the public survey and it depicted a strong support for sidewalks.

Project: **Approval of meeting minutes**

Comment: John moved to approve the 2/5/15 meeting minutes Walter seconded the motion. The motion carried unanimously.

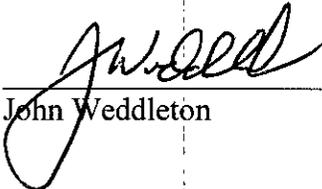
**Next Meeting & Schedule**

April 14, 2015 at 7:30 pm.

**Adjournment**

Walter moved to adjourn the meeting at 10:15 pm. Jeff seconded the motion. The motion carried unanimously.

Respectfully submitted,

  
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John Weddleton