

# PLANNING BOARD

1 Liberty Lane  
Norfolk, MA 02056

## MEETING MINUTES

**Date of Meeting:** Tuesday, August 18, 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:**

**Others:** Betsy Fijol/Administrative Asst, Ray Goff/Town Planner, Andy Ogilvie/BETA

Steve called the meeting to order at 7:38 pm and informed the audience that the meeting is being audio and video taped.

### New Business

**Project: Board Reorganization**

Comments: Steve nominated Michelle as Vice Chairman. Jeff seconded the motion. The motion carried unanimously.

Steve nominated Walter as Clerk. Jeff seconded the motion. The motion carried unanimously.

Walter nominated Steve as Chairman. John seconded the motion. The motion carried unanimously.

**Project: Meeting Minutes**

Comments: John moved to accept the 6/30/15 meeting minutes. Walter seconded the motion. The motion carried unanimously.

Time: 7:45 pm

**Project: 5 Phillips Way-Continued Site Plan Hearing from 7/14/15**

Applicant: Paul Cutler/Landmark Engineering, Don Masison/Taylor Rental

Mr. Cutler presented the site plan for a proposed 7,500 square foot commercial building at 5 Phillips Way to be used for Taylor Rental as a storage and distribution center only and will not be open to the public. The lot is within the C-1 zoning district in the Shire Industrial Park. A roadway is proposed off the existing temporary cul de sac. Drainage will be picked up by catch basins along the edge of the pavement discharged to drainage swale in the rear. The water from the roof drains will be handled by an infiltrator system. Connection to the town water system is proposed. The sewage disposal will be handled by an on-site septic tank and pump chamber to the existing sewer line in the street.

Steve said that there was a condition of approval with the Shire Industrial Park that Phillips Way is to be continued from the temporary cul de sac to the property line.

The Board agreed that the ownership of the right of way needs to be determined to see who is responsible for the road improvements. Ray said that he will work on this.

Gino said that this is a planned multi-lot development and the minimum side setback requirement is 10'. Mr. Culter said that the building is proposed to be 11' from the side lot line.

Steve asked the hours of operation. Mr. Masison said the hours are 7:00 am to 5:00 pm and the building is to be used only for storage and distribution for his store on Dedham Street. Customers will not be visiting this building.

Mr. Cutler provided a lighting plan and commented that all of the lighting is on the building.

Michelle asked if there was a landscape plan and any signage being proposed. Mr. Cutler said there is no landscape plan & Mr. Masison said there will be no sign and just a number "5" on the building.

Andy Ogilvie from BETA Group outlined his peer review memo dated August 17, 2015. Mr. Ogilvie said that the biggest question he has is the status of the drainage swale in the back as there is standing water and vegetation. It is not clear if this is a regulated wetlands resource area. Mr. Weddleton said that area was reviewed by the Conservation Commission and it is just a temporary overflow.

Mr. Ogilvie also commented that no crosswalk has been indicated and no grades are shown to verify the accessible path to the handicap access. Mr. Cutler replied that he can add that to the plan.

There were no comments from the public.

Michelle moved to continue the hearing to September 15, 2015 @ 7:30 pm. John seconded the motion. The motion carried unanimously.

Gino recommended that that building design be submitted to the Design Review Board for review prior to the next meeting.

Time: 8:26 PM

Project: **Winding Hollow/Holbrook St-Definitive Open Space Subdivision Public Hearing-Continued from 7/14/15**

Applicant: Rick Goodreau/United Consultants, Tom & Matt DiPlacido/DiPlacido Development Corp.

Comments: Steve called the continued hearing to order for the Winding Hollow Definitive Open Space subdivision.

Rick presented the revised subdivision plan as a result of the last meeting and consultant comments. Rick outlined the modification to the drainage system. He also said that the DPW Director recommended that the street trees in the grass strip area between the sidewalk and the proposed roadway and the utilities be located under the sidewalk. Rick said that he has eliminated the 9 individual driveway lights. A pole light has been added to the west side of the cul de sac to illuminate the proposed mailbox.

John said that he recommends that the street trees be planted behind the grass strip. Steve said that he disagrees and the street trees should be planted within the 8' grass strip and said that the underground utilities should be installed under the sidewalk so it will not interfere with the street tree plantings.

John said that maybe a street light could be installed at the cluster mailbox at the end of the cul de sac.

Andy Olgilvie/BETA Group said that he just received the revised plans yesterday and has not had the opportunity to review them.

Walter move to continue the hearing the 9/15/15 at 7:45 pm. Michelle seconded the motion. The motion carried unanimously.

Time: 9:00 pm

Project: **Priscilla Ave/Coles Way-Definitive Subdivision to construct road for access to 2 existing lots off River Road & Donald Road**

Applicant: Ron & Chris Nation, Peter Lavoie/Guerriere & Halnon

Comments: Steve called the hearing to order at 9:00 pm. John read the Notice of Hearing into the public record.

Mr. Nation presented the plan to make limited road improvements to an unconstructed section Priscilla Avenue located off River Road and Donald Road in order to develop two existing lots that were created in 1953. A 20' wide, 425' long roadway is proposed with a turnaround for trucks. It is proposed to construct a swale on the side of the road to handle the drainage. Mr. Nation said that the Board of Health prefers town water rather than wells.

Mr. Weddleton said that the proper elevation of the road has to be determined to make sure it is not in the flood plain.

Mr. Nation said that he feels he can satisfy the list of issues from the engineering consultant.

Larry Keegan/Weston & Sampson outlined his peer review memo dated 8/11/15.

Mr. Weddleton said that Donald Road would need to be given the same consideration as this section of Priscilla Avenue in case someone wanted to develop it in the future. Mr. Nation said there is no land on Donald Road to develop.

Steve commented that the Board of Selectmen names the road and Coles Way has not been selected by them.

There were no questions from the public.

Walter moved to continue the hearing to 9/15/15 at 8:00 pm. Michelle seconded the motion. The motion carried unanimously.

Project: **242 Dedham Street Signage Special Permit Decision**

Comments: Michelle moved to approve the 242 Dedham Street Signage Special Permit #2015-08, dated 8/18/15, to allow a menu board with more than 24 square feet in area and two 21 square foot Gulf logo wall signs to be located on the gas island canopy. Walter seconded the motion. The vote on the motion is as follows: John Weddleton-Aye, Walter Byron-Aye, Michelle Maheau-Aye, Steve McClain-Aye, Jeff Palumbo-Aye.

Project: **Review draft decision for Alexander Estates/Fredrickson Rd-Open Space Special Permit**

Comments: The Board made a few revisions to the draft decision. Gino said that he will make those changes and send the revised decision to the Board for review. The Board will review and vote on the revised decision at the Planning Board workshop on Monday, August 24, 2015.

Project: **Approval of Meeting Minutes**

Comments: John moved to approve the 7/14/15 meeting minutes. Walter seconded the motion. The motion carried unanimously.

**Project: Design Review Board Appointment**

Comments: John moved to appoint Bob Nicodemus to the Design Review Board with a term to expire 6/30/18. Walter seconded the motion. The motion carried unanimously.

**Next Meeting & Schedule**

The next regular meeting was scheduled for Tuesday, September 15, 2015 at 7:30 pm and a workshop was scheduled for Monday, August 24, 2015 at 7:30 pm.

**Adjournment**

John moved to adjourn the meeting at 10:05 pm. Walter seconded the motion. The motion carried unanimously.

Respectfully submitted,

  
Walter Byron