

PLANNING BOARD

1 Liberty Lane
Norfolk, MA 02056

MEETING MINUTES

Date of Meeting: Tuesday, January 12, 2016

Place: Town Hall Room 124

PLANNING BOARD MEMBERS ATTENDING:

Chairman: Steve McClain

Vice-chairman: Michelle Maheu

Clerk: Walter Byron

Members: Jeff Palumbo, John Weddleton

Associate Member: Jennifer West

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

Michelle called the meeting to order at 7:36 pm, as Steve was running a few minutes late, and informed the audience that the meeting is being audio and video taped.

New Business

Time: 7:37 pm

Project: **5 Phillips Way** - Site Plan Public Hearing-cont'd from 12/10/15

Comments: Steve called the continued public hearing for 5 Phillips Way Site Plan to order at 7:40 pm. The Board is in receipt of a request for a continuance.

Michelle moved to continue the hearing for 5 Phillips Way to 2/9/16 @ 7:30 pm. Walter seconded the motion. The motion carried unanimously, 5-0.

Project: **Annual Meeting Schedule**

Comments: The Board set the annual meeting schedule for the second Tuesday of each month. Jeff said he will not be available at the April meeting and Jen said she will not be available for the February meeting.

Project: **Meeting Minutes Approval**

Comments: Walter moved to approve the meeting minutes of 11/10/15 & 12/10/15. John seconded the motion. The motion carried unanimously.

Time: 8:10 pm

Project: **Alexander Estates/Off Fredrickson Road**- Review Decisions for Definitive Subdivision, Earth Removal Permit, Scenic Road Tree, & Stormwater Management Permit

Applicant: Dan Merrikin/Merrikin Engineering

Comments: Michelle recused herself from the discussion because she is an abutter. The Board reviewed and amended the draft decision for the Alexander Estates Definitive Subdivision, Earth Removal Permit, Scenic Road Tree, & Stormwater Management Permit.

John moved to approve the decisions for the Alexander Estates Definitive Open Space Subdivision, Earth Removal Permit, Scenic Road Tree, & Stormwater Management Permit as amended. Walter seconded the motion. The motion carried, 4-0 (Michelle abstained from the vote).

Time: 7:55 pm

Project: **Pondville Heights/29 Valley Street-Site Plan & PMLD Special Permit-cont'd from 12/10/15**

Applicant: Jamie Bissonette/Prime Engineer, Al Quaglieri/Applicant

Comments: Steve called the continued public hearing for 29 Valley Street to order at 8:10 pm.

Mr. Bissonette presented the revised site plan based upon Board and consultant's comments at the last meeting. The walls along Valley Street have been terraced and are a maximum of 4' high with veneered face half round stone on blocks. A landscape architect has reviewed the plan and made some changes. The buildings with backs towards Valley Street have been stepped with a 2' jog on buildings 2 & 4. The lighting has been modified between buildings 4 & 5 to a single light with a double hung fixture. Plantings have been added between the driveways to include Dwarf Dogwoods.

Bob Nicodemus, Design Review Board, said that the DRB recommends that the site landscape plan be amended to add conifer screening of the retaining wall.

Steve said that it is a zoning requirement to provide a sidewalk on Hill Street and Valley Street. Mr. Quaglieri said that he has asked for a waiver from this requirement and said that Hill Street is too narrow for a sidewalk. Steve said that there really should be a sidewalk at least on Valley Street. Mr. Quaglieri said the Board waived the sidewalk requirement for the Medical Building. Steve said the sidewalk for the Medical Building was waived because there was an issue with the location of the road within the right of way. Michelle commented that the Board also wanted the Medical Building to be more pedestrian friendly.

Elizabeth Whitney, 26 Valley Street, said that she feels very strong about there not being sidewalks along her side of the street.

Paul Comendul, DRB member, said a sidewalk along Valley Street would increase the height of the retaining wall.

Andy Ogilvie, BETA Group, said that his previous review comments have been addressed.

Michelle commented that retaining wall is very long and some screening and clusters would help to break up the massing of the wall.

Bob Nicodemus, DRB member, said that the DRB has not received color samples yet. John said that all of the exterior materials should be listed on the plans.

John commented that only 20 units are required in order to comply with zoning, so the 2 units on Valley Street could be eliminated in order to preserve the only wooded area on the site.

Steve said that the Board should get something in writing from the Zoning Enforcement Officer regarding the required number of units.

Walter moved to continue the hearing for 29 Valley Street to 2/9/16 at 7:45 pm. Michelle seconded the motion. The motion carried unanimously.

Project: **Saddle Ridge Estates-Request for release of Lot 5 Saddle Ridge Way**

Comments: The Board is in receipt of a request for the release of Lot 5 in Saddle Ridge Estates off North Street. Ray explained that subdivision lots 1-4 were previously released and the owner has paid the \$2,000 open space maintenance fund for this lot.

Michelle moved to release Lot 5 Saddle Ridge Way. John seconded the motion. The motion carried unanimously.

Project: **Toils End Farm/Fox Run Subdivision**-Request for release of Lots 13, 14, 15, 16 & 17

Applicant: Mark Mastroianni/Pulte Homes

Comments: Ray explained that the DPW Director was concerned with the unconventional base coat paving method of the Farrington Avenue cul de sac and wants the final pavement to be thicker than specified to make up for the questionable paving method.

Mr. Mastroianni said that Pulte has agreed to this condition and has provided an email stating so.

Jeff said that he wants to be sure all of the issues with this project are taken care of before the Board releases the final lots.

Steve said he wants something in writing from Bob McGhee that he is satisfied and will continue this discussion on February 9, 2015.

Project: **Fern Ridge Estates**-Discuss engineer's observation report

Comments: Ray said that he has talked with the developer, Lou Petrozzi, about the outstanding issues and asked for a time line on when these issues will be addressed. Mr. Petrozzi has submitted a letter, dated January 12, 2016, in response to this request. The Board agreed to send Mr. Petrozzi a follow up letter requesting a schedule and time table for completion of the improvements.

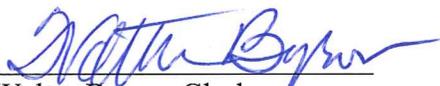
Next Meeting & Schedule

The next regular meeting was scheduled for Tuesday, February 9, 2016.

Adjournment

John moved to adjourn the meeting at 9:55 pm. Walter seconded the motion. The motion carried unanimously, 5-0.

Respectfully submitted,


Walter Byron, Clerk