

# PLANNING BOARD

1 Liberty Lane  
Norfolk, MA 02056

## MEETING MINUTES

**Date of Meeting:** Wednesday, November 29, 2017

**Place:** Town Hall Room 124

### PLANNING BOARD MEMBERS ATTENDING:

**Chairman:** John Weddleton

**Vice-chairman:** Walter Byron

**Clerk:** Kevin Kalkut

**Members:** Michelle Maheu, Gregg Damiano

**Associate Member:** Erin Hunt

**Others:** Rich McCarthy/Town Planner, Betsy Fijol/Administrative Asst., Gino Carlucci/Planning Consultant

John called the meeting to order at 7:00 pm and informed the audience that the meeting is being audio and video taped.

### Public Hearings

Project: **6 Sherwood Drive Site Plan** (Cont'd from 10/25/17)

Comments: Mr. Weddleton explained that the Board is in receipt of a request for a continuance. Walter moved to continue the 6 Sherwood Drive site plan public hearing to December 19, 2017 at 7:00 pm. Kevin seconded the motion. The motion carried unanimously.

Project: **194 Main Street**-Site Plan & Special Permits to construct Two Duplexes

Applicant: Jamie Bissonette/Zenith Engineering, Al Quaglieri/Rocco Realty, Louis Caccavaro/Attorney

Comments: John called the public hearing for the site plan review for 194 Main Street at 7:15 p.m. Kevin read the Notice of Hearing into the public record.

Mr. Quaglieri said that he submitted a letter prior to the start of tonight's meeting requesting that the Planning Board Chairman recuse himself from the hearing. Mr. Weddleton said that he denies the request. Mr. Quaglieri asked for a reason & Mr. Weddleton replied that he did not have to give a reason.

Mr. Bissonette presented the site plan to construct two duplexes with associated parking and utilities at the back of the existing commercial building at 194 Main Street. He said that there will be no additional runoff from the existing conditions and soil testing has been done for the septic system and those tests were favorable.

Mr. Bissonette explained that they have received a Special Permit from the ZBA to demolish the existing single

family dwelling on Lot 14-1 and rebuild and convert it to a two-family.

Mr. Caccavaro said that his client is in receipt a letter from Bob Bullock, the Town's Building Commissioner/Zoning Enforcement Officer, which indicates that the subdivision of the land into Lots 14-1 & 14-2 creates a non-conforming situation because the lot that has the single residential dwelling requires residential dwelling units as part of a commercial site plan. The Building Inspector recommended that they abandon the subdivision of the lot and return the parcel to the original single lot status. Mr. Caccavaro said that are going to look into this matter to see if they agree with Mr. Bullocks determination.

Mr. Weddleton recommended that they also confer with Mr. Bullock about the pedestrian access.

Michelle said that this plan feels awkward to her from a design perspective and would require a tremendous amount of development to make this feel appropriate.

Walter moved to continue the hearing for the 194 Main Street site plan to December 19, 2017 at 7:15 pm. Gregg seconded the motion. The motion carried unanimously.

Project: **Cranberry Heights**- Open Space Preservation Subdivision Special Permit (Cont'd from 10/25/17)

Applicant: Steve O'Connell/Andrews Survey

Comments: Mr. Weddleton called the continued public hearing to order at 7:40 pm for the Cranberry Heights Open Space Subdivision Special Permit.

Mr. O'Connell presented the revised yield plan that now shows a closed turnaround at the end of the cul de sac as required by the Planning Board regulations.

Mr. Weddleton said that he requested at the last meeting that the footprint of the houses with the top of foundation be put on the yield plan that shows the grading. Mr. O'Connell said that is a lot of work for a conventional subdivision configuration they don't intend to build.

Mr. McCarthy said that, according to zoning bylaw Section H.2.e.1.a., it needs to be clarified if the Natural Heritage protected area qualifies as a resource area or not. Mr. O'Connell said he is waiting for correspondence from Natural Heritage on this issue.

Mr. O'Connell presented the open space preservation plan explained that the net cut has been reduced to 32,500 cubic yards from the original plan, but there is a section of 8% road grade. Walter asked Mr. O'Connell to see if there is any way to reduce that road grade percentage.

Mike Guidace, Eagle Drive, said that the Cranberry Meadow Road and Eagle Drive neighbors sent a letter requesting that the Planning Board consider directing the applicant to revise the proposed subdivision plan to create two cul de sacs.

Mr. Weddleton said that the public safety departments are in favor of connecting the roadways for safety reasons.

Walter said that he is in favor of the connecting the roadways as shown for safety reasons.

Michelle commented that it is good planning principals to connect the roadways as well as for safety reasons.

Michelle moved to continue the Cranberry Heights Open Space Preservation Subdivision Special Permit Hearing to December 19, 2017 at 7:30 pm. Gregg seconded the motion. The motion carried unanimously.

Project: **Norway Farms** – Definitive Open Space Preservation Subdivision

Applicant: Rick Goodreau/United Consultants, Rob & Jeanne Cain/Norway Realty Trust, Elizabeth Maitland/Attorney

Comments: Mr. Weddleton called the public hearing to order at 8:15 pm for the Norway Farms Definitive Open Space Preservation Subdivision. Kevin read the notice of hearing into the public record. Michelle recused herself from the hearing.

Mr. Goodreau presented the Norway Farms Definitive Open Space Subdivision plan to construct 14 residential homes on a 22.70 acre parcel at 33 Medway Street. It is proposed to construct a 875' roadway from Medway Street and ending at a cul de sac. Mr. Goodreau said that it is proposed to construct a 16' wide emergency access and walking path between Cressbrook Road cul de sac and the proposed cul de sac. One sidewalk will be included in the project connecting Cressbrook Road to the proposed sidewalk along the project frontage on Medway Street.

Mr. Goodreau said that connection to the municipal water system and on-site septic systems are proposed. A stormwater management system will consist of grassed channels to a sediment fore-bay and a bio-retention area. Each lot will also have a roof recharge system to infiltrate and store 1" of runoff from the house roofs.

Mr. Goodreau explained that a turnout with a central mail box location and a school bus shelter is proposed at the entrance of the subdivision.

Attorney Elizabeth Maitland explained that she is helping Norway Farms with their legal documents. Ms. Maitland proposed that the open space land and street trees be owned and managed by a homeowner's association and hoped that the Board would be receptive to that idea. The Planning Board would have input and approval of all expenditures from the open space maintenance fund set up within the homeowner's association.

Mr. Weddleton said the Board will get some direction from Town Counsel. He asked if the residents will have access to the open space land. Ms. Maitland said the residents will have access to the trail areas of the open space land, but the homeowner's association will monitor the area.

Gregg suggested that based upon Chief Bushnell's comments that they would not use the emergency access between Cressbrook Road and the proposed roadway, to call it an access path instead.

The Board has not yet received the peer review for this project and will review that at the next meeting.

Gregg moved to continue the hearing for the Norway Farms Definitive Open Space Preservation Subdivision to December 19, 2017 at 7:45 pm. Walter seconded the motion. The motion carried unanimously.

Project: **28 Cleveland Street** – Estate Lot Special Permit

Applicant: Ken McKenzie/Dunn McKenzie, Inc., Corey Bois/Applicant

Comments: Mr. Weddleton called the public hearing for the 28 Cleveland Street Estate Lot Special Permit to order at 8:45 pm. Kevin read the notice of hearing into the public record.

Mr. McKenzie presented the plan to create an Estate Lot at 28 Cleveland Street. There is an existing house on the property in which the current owners live. The plan also creates a lot for the existing house that conforms to the regular R-1 zoning district. The proposed Estate Lot is 194,176.6 square feet and 107.6 feet of frontage on Cleveland Street.

Mr. Carlucci commented that the potential driveway is missing from the plan showing that it meets the grades and site distance is adequate.

Jennifer Putt, 27 Village Green, said she is concerned that multiple houses will be built. Mr. Weddleton said this application is for an Estate Lot for one buildable lot.

Walter moved to continue the public hearing for the 28 Cleveland Street Estate Lot to December 19, 2017 at 7:05 pm. Kevin seconded the motion. The motion carried unanimously.

**Project: 16-18 Sharon Avenue (Lots 11 & 12 Shire Industrial Park)/A & A Socci – Site Plan for Contractor Headquarter Building**

**Applicant: Rick Goodreau/ United Consultants, Michael Socci/Applicant**

**Comments: Mr. Weddleton called the public hearing for the 16-18 Sharon Ave site plan to order at 8:56 pm. Kevin read the notice of hearing into the public record.**

Mr. Goodreau explained that the applicant owns Lot 12 in the Shire Industrial Park, which was part of a previous permitting process and was constructed in 2012. The applicant recently permitted in 2017 and is the process of constructing a parking lot, access drive, retaining wall, and outdoor storage on the adjacent Lot 11. The applicant is now proposing to further develop Lot 11 with the construction of a 4,847 square foot contractor headquarters building, additional parking areas and utilities. The majority of the proposed work will be located on Lot 11 with a small excavation and paving area being located on Lot 12 to provide for the connection of the paved parking areas and was part of the previous permit process.

Mr. Goodreau said that the proposed building will be tied into the common septic system that services the industrial park. The stormwater system will connect to the stormwater system that services the industrial park. It is proposed to install an industrial wastewater holding tank for the floor drain and that and the septic system will be permitted by the Board of Health.

The Design Review Board will review the architectural and landscape plans.

The Board has not yet received the peer review for this project and will review that at the next meeting.

Walter moved to continue the public hearing for the **16-18 Sharon Avenue** site plan to December 19, 2017 at 8:00 pm. Gregg seconded the motion. The motion carried unanimously.

## **New Business**

### **17 Hampton Rd ANR Plan**

Michelle moved to endorse the ANR plan for 17 Hampton Road. Walter seconded the motion. The motion

carried unanimously.

### **113 North Street ANR Plan**

Rich explained that there was a discussion with the Building Commissioner about the two dwellings on one lot and that needs a determination by Town Counsel. The Board will ask the applicant to grant the Board an extension on the time to endorse the plan.

**Winding Hollow Subdivision/Nichols Way**-Request to accept Cost to Complete & Bond Reduction from \$127,913 to \$21,319.

Mr. Weddleton explained that the Board has received a cost to complete from BETA Group for the completion of the roadway in the amount of \$21,319, which was approved by the DPW Director.

Gregg moved to accept the cost to complete in the amount of \$21,319 and reduce the bond for Winding Hollow Subdivision/Nichols Way from \$127,913 to \$21,319. Walter seconded the motion. The motion carried unanimously.

### **32 Fredrickson Road Estate Lot Special Permit Extension**

Kevin moved to extend the 32 Fredrickson Road Estate Lot Special Permit to 11/15/18. Walter seconded the motion. The motion carried unanimously.

**Westfield Drive (2 lots off Priscilla Ave)**-Request to accept Cost to Complete amount \$18,750 & Release 8 & 16 Westfield Dr.

Walter moved to accept the cost to complete in the amount \$18,750 & release 8 & 16 Westfield Drive. Kevin seconded the motion. The motion carried unanimously.

### **18 Union Street**-Review & approve Site Plan, Special Permit & Earth Removal Decisions

Walter moved to approve the 18 Union Street Site Plan Decision #2017-05 as amended. Gregg seconded the motion. The motion carried unanimously.

Michelle moved to approve the 18 Union Street Special Permit Decision #2017-06 as amended. Kevin seconded the motion. The motion carried unanimously.

Michelle moved to approve the 18 Union Street Earth Removal Permit as amended. Kevin seconded the motion. The motion carried unanimously.

**Approval of Meeting Minutes**-Kevin moved to accept the October 25, 2017 meeting minutes. Walter seconded the motion. The motion carried unanimously.

### **Next Meeting & Schedule**

The next regular meeting was scheduled for Tuesday, December 19, 2017.

— **Adjournment**

Walter moved to adjourn the meeting at 9:30 pm.  
Michelle seconded the motion. The motion carried unanimously.

Respectfully submitted,

  
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Kevin Kalkut, Clerk