

PLANNING BOARD

1 Liberty Lane
Norfolk, MA 02056

MEETING MINUTES

Date of Meeting: Wednesday, June 27, 2018

Place: Town Hall Room 124

PLANNING BOARD MEMBERS ATTENDING:

Chairman: Walter Byron

Vice-chairman: John Weddleton

Clerk: Erin Hunt

Members: Gregg Damiano, Kevin Kalkut

Associate Member: Gary Searle

Others: Rich McCarthy/Town Planner, Betsy Fijol/Administrative Asst., Phil Paradis/BETA Group

Mr. Byron 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: Fern Ridge Estates- Open Space Special Permit Modification & Request for Bond reduction-
cont'd from 5/23/18

Applicant: Lou Petrozzi/Wall Street Development

Comments: Walter called the continued hearing to order for the Fern Ridge Estates Open Space Special Permit Modification at 7:03 pm.

Mr. Petrozzi said that he is here to ratify a vote that was taken by the Board in December to carve off a small portion of the Open Space parcel, 32,512 square feet, and conveyed to the homeowner at Lot 9A.

Mr. Byron asked Mr. Petrozzi where he stands with the Open Space Maintenance payment that is due to the Town. Mr. Petrozzi said he is prepared to pay the \$26,000 Open Space Maintenance fee if the Board makes it a condition of the Special Permit Modification decision in order to ensure he gets what is proposed.

Mr. Byron said that the Board has been advised by Town Counsel that the Board cannot connect the payment of the Open Space Maintenance fee with the Board's vote on the proposed Open Space modification. Walter said that if Mr. Petrozzi pays the fee this evening, he believes it would be within the Board's legal right to accept the money and postpone the vote for another evening in order to separate the two issues. Mr. Petrozzi said he is not going to do that because the original Open Space Special Permit had that same condition, so the Board should be able to make that same condition as part of the Open Space modification.

John Gavin, 21 Chicatabut Ave, said that he is not comfortable with modifying the Open Space parcel. He said he bought his house three years ago based upon the existing Open Space parcel.

Mr. Petrozzi said that there is over an excess of 5 acres of Open Space land that have been provided to the Town. Mr. Petrozzi requested that the hearing be closed.

John moved to close the hearing for the Fern Ridge Estates Open Space Special Permit Modification. Kevin seconded the motion. The motion carried unanimously.

Project: Fern Ridge Estates-Request for Bond reduction

Applicant: Lou Petrozzi/Wall Street Development

Comments: Mr. McCarthy explained that the developer is requesting that the current bond amount of \$105,899 be reduced to \$84,279, which is the amount for the trees of \$18,800 plus the 15% contingency for a total reduction of \$21,620.

John moved to reduce the current bond amount of \$105,899 to \$84,279. Kevin seconded the motion. The motion carried unanimously.

Project: 7 Hill Street- Site Plan & Special Permit-Cont'd from 5/23/18

Applicant: Jamie Bissonette/Zenith Engineering, Al Quaglieri

Comments: Walter called the continued public hearing to order for the 7 Hill Street Site Plan and Special Permit at 7:15 pm.

Mr. Bissonette explained that nothing has substantially changed with the plan since the last meeting. There were a few outstanding issues from BETA's peer review memo, but has no objection with addressing them.

Mr. Paradis requested that a condition be added to the decision requiring an interim as-built plan be submitted prior to paving to review the utilities.

Mr. McCarthy explained that he would like to revise the K-2 observation inspection form and have the Board adopt it, so applicants don't have to request a waiver on the construction observations. Mr. McCarthy said he revised the decision to include these items.

Mr. Bissonette said that they are proposing to modify the landscape plan to include Leland Cypress and possibly including some Rhododendrons along the 9 Hill Street property line to provide a denser screening as suggested by BETA.

Mr. McCarthy said that the Board will need to hold a public hearing at the next meeting for a Stormwater Management Permit under the General Bylaw. Normally this is done concurrently with the site plan hearing, but it was overlooked. Mr. Bissonette requested a waiver from Stormwater Management Permit filing fee.

John moved to waive the filing fee for the Stormwater Management Permit filing for 7 Hill Street. Gregg seconded the motion. The motion carried unanimously.

John moved to close the hearing for the 7 Hill Street Site Plan and Special Permit. Kevin seconded the motion. The motion carried unanimously.

Kevin moved to approve the 7 Hill Street Site Plan and Special Permit decision #2018-03 as amended. Gregg seconded the motion. The motion carried unanimously.

Project: Norway Farms Open Space Subdivision-Request extension to Sept. 15, 2018 to file Affordable Housing Special Permit

Applicant: Elizabeth Maitland/Attorney, Rob & Jean Cain/Owners

Comments: Ms. Maitland explained that her clients are requesting an extension of time to file our application for a Special Permit under H.3 through and including September 15, 2018. She explained that they were allowed 90 days from the expiration of the appeal period of the "Certificate of Approval of a Definitive Plan", (General Condition No.61), to file their Special Permit Application pursuant to H.3. and encountered unanticipated delays in obtaining the approval of the Nitrogen Loading Easement/Restriction from the Board of Health, and that delayed the financing application.

Walter asked Ms. Maitland to explain the comment in her letter that states "we would like to explore any options available under the recent revision to the Affordable Housing Bylaw passed at the recent town meeting" and what she hopes to achieve. Ms. Maitland replied that they would like to explore the possibility of paying into the Housing Trust might be a viable option for this particular development.

John moved to extend the time to file an Affordable Housing Special Permit to Sept. 15, 2018. Gregg seconded the motion. The motion carried unanimously.

Other Business

14 Sharon Ave/Norfolk Police HQ & MECC-Discussion on additional solar canopies & site plan modification

Matt Haffner explained that he is here to discuss proposed solar canopies and a minor site plan modification for the Norfolk Police Headquarters/MECC building at 14 Sharon Avenue.

Mr. Haffner showed a solar presentation and explained that the 3 proposed solar canopies would generate a total of 302 kilowatts of electricity and the building will be consuming about 400 kilowatts. This would be \$3,600 yearly savings to the town.

Ed Kelly from Key Solar said the south array is 30 kw, the middle array is 61 kw, the larger array is 121 kw and the roof array is 233 kw.

The Board agreed that they would like to see the smaller array out front moved or add the capacity to the other two arrays.

Mr. Kelly said that they will redesign the plan to reflect these changes.

Mr. Haffner discussed proposed site changes to Norfolk Police HQ & MECC site plan as follows:

1. HVAC pad is revised to reflect actual size needed.
2. Adjustment to the generator pad and location.
3. Communication tower shifted.
4. Removal of some bollards from the front sidewalk.

5. Shifted parking lot 2 feet to accommodate new retaining wall and lightpoles behind guardrail.

John moved to classify the proposed changes to the Norfolk Police HQ & MECC site plan at 14 Sharon Avenue as a limited site plan modification. Kevin seconded the motion. The motion carried unanimously.

John moved to accept the proposed limited site plan modifications to the Norfolk Police HQ & MECC site plan at 14 Sharon Avenue as described by Mr. Haffner. Kevin seconded the motion. The motion carried unanimously.

Design Review Board Appointment

John moved to appoint Bob Nicodemus to a 3 yr term on the Design Review Board to expire on 6/30/2021. Kevin seconded the motion. The motion carried unanimously.

Saddleridge Estates-Vote to pull bond to complete roadway

Mr. McCarthy said that he was approached by Bob McGhee about paving on North Street. He explained that the houses are finished but the developer walked away before finishing the roadway, conveying the Open Space land to the town and paying the \$2,000 per lot Open Space Maintenance fee. Mr. McCarthy said that Bob McGhee has not done an updated cost to complete yet. The Town is holding a cash bond in the amount of \$51,442.36.

John moved to pull the bond in the amount of \$51,442.36 in order to complete the construction of Saddleridge Way. Gregg seconded the motion. The motion carried unanimously.

96 Pond Street Site Plan Modification Decision

John moved to approve the 96 Pond Street Site Plan Modification Decision #2018-04 with the condition that the applicant meets with the Design Review Board to discuss architectural options for the building. Kevin seconded the motion. The motion carried unanimously.

Town Planner Updates

Mr. McCarthy said that it is proposed to amend the Planning Board Special Permit application fee from \$750 to \$500. The Zoning Board of Appeals will be changing their Special Permit application fee from \$300 to \$500, so the fees for both boards are consistent. The boards will have to hold public hearings to amend the fees.

Mr. McCarthy updated the Board of the Complete Streets and said an application to put together a prioritization plan was submitted to look at the whole transportation network in town as part of the planning process.

Mr. McCarthy said that we were awarded the Mass Housing Norfolk Center Grant that was applied for and will begin working on that in the next few months.

Approval of Meeting Minutes

Erin moved to accept the meeting minutes of 4/25/18. Gregg seconded the motion. The motion carried, 4-0 (John recused himself as he was absent from that meeting).

Erin moved to accept the meeting minutes of 5/23/18. Gregg seconded the motion. The motion carried unanimously.

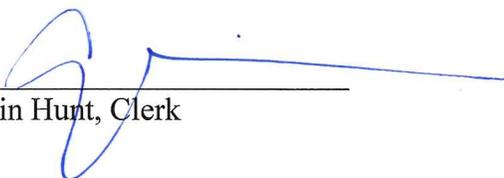
Next Meeting & Schedule

The next regular meeting was scheduled for Wednesday, July 25, 2018.

Adjournment

Erin moved to adjourn the meeting at 9:34 pm. Kevin seconded the motion. The motion carried unanimously.

Respectfully submitted,



Erin Hunt, Clerk