

# PLANNING BOARD

1 Liberty Lane  
Norfolk, MA 02056

## MEETING MINUTES

**Date of Meeting:** Tuesday, December 18, 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 (absent), Betsy Fijol/Administrative Asst.,

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: 134 Main Street Site Plan & Special Permits-Cont'd from 11/19/18**

Applicant: Dan Merrikin/Merrikin Engineering, John & George Primpas

Comments: Mr. Byron called the continued public hearing to order at 7:05 pm for the 134 Main Street Site Plan and Special Permits.

The Board is in receipt of a request for a continuance of the hearing to the next meeting.

Mr. Hunt moved to continue the hearing to February 12, 2019 at 7:00 pm. Mr. Damiano seconded the motion. The motion carried unanimously.

**Project: 3 David Road Site Plan-cont'd from 11/19/18**

Comments: Mr. Byron called the meeting to order at 7:10 pm for the 3 David Road site plan.

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

Mr. Hunt moved to continue the hearing for the 3 David Road site plan to January 15, 2019 at 7:10 pm. Mr. Damiano seconded the motion. The motion carried unanimously.

**Project: Cranberry Heights Definitive Open Space Subdivision-Cont'd from 11/19/18**

Applicant: Bella Rosa Stables, LLC, Steve O'Connell/Andrew Survey & Engineering

Comments: Walter called the continued public hearing to order at 7:20 pm for the Cranberry Heights Definitive Open Space Subdivision.

The Board is in receipt of a request for a continuance.

Mr. Hunt moved to continue the public hearing for Cranberry Heights to January 15, 2019 at 7:20 pm. Mr. Weddelton seconded the motion. The motion carried unanimously.

**Project: 5 Shire Drive (Lot 22 Shire Industrial Park) Site Plan, Stormwater Management Permit, Earth Removal Permit, Special Permit for Outdoor Storage-Cont'd from 11/19/18**

Applicant: Charlie Sheppard-CDW Engineering

Mr. Byron called the continued hearing for 5 Shire Drive to order at 7:30 pm.

The Board is in receipt of a request for a continuance.

Mr. Hunt moved to continue the hearing for 5 Shire Drive to January 15, 2019 at 7:30 pm. Mr. Damiano seconded the motion. The motion carried unanimously.

## **Other Business**

**Pondville Plaza/35 Pine Street-Request for extension of Site Plan Decision #2013-06 & Special Permit Decision #2013-07 to 12/20/2019**

Mr. Byron stated that the applicant has requested a 1-year extension of the Pondville Plaza/35 Pine Street-Request for extension of Site Plan Decision #2013-06 & Special Permit Decision #2013-07 due to delays in design and construction preparation.

Mr. Damiano moved to extend the Pondville Plaza/35 Pine Street Site Plan Decision #2013-06 & Special Permit Decision #2013-07 to December 20, 2019. Mr. Kalkut seconded the motion. The motion carried unanimously.

**16 Sharon Ave/MAS Building & Bridge Building Modification**

The Board is in receipt of a request for a modification of the approved site plan for 16 Sharon Avenue. It is proposed to eliminate the second floor offices in the front half of the building, slightly adjust the location of the overhead doors at the back half of the building, locate the mechanical equipment inside the building, and add downspouts to the exterior of the building.

The Design Review Board reviewed and approved the design changes.

The Town Planner stated in a memo to the Board that the changes fall under F.11a.2 Site Plan Exemption and recommends approval.

Mr. Weddleton moved to approve the minor modifications to the 16 Sharon Ave site plan as outlined in the RESCOM Architectural letter dated 12/13/18. Mr. Damiano seconded the motion. The motion carried unanimously.

## **Town Center Grant Steering Committee Representative**

Mr. Damiano moved to appoint Mr. Hunt as the Planning Board Representative to the Town Center Grant Steering Committee. Mr. Hunt seconded the motion. The motion carried unanimously.

## **Meeting Minutes**

Mr. Hunt moved to approve the 10/24/18 meeting minutes as amended. Mr. Damiano seconded the motion. The motion carried unanimously.

Mr. Hunt moved to approve the 11/19/18 meeting minutes as written. Mr. Damiano seconded the motion. The motion carried unanimously.

## **Next Meeting & Schedule**

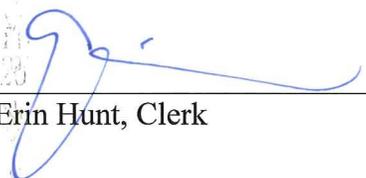
The next regular meeting is scheduled for Tuesday, January 15, 2019 at 7:00 pm.

The Board set a meeting schedule for 2019 and will typically meet on the second Tuesday of every month. The 2019 dates are as follows: Jan 15, Feb 12, March 12, April 9, May 14, June 11, July 9, Aug 13, Sept 10, Oct 8, Nov 12, Dec 10.

## **Adjournment**

Mr. Damiano moved to adjourn the meeting at 7:43 pm. Mr. Hunt seconded the motion. The motion carried unanimously.

Respectfully submitted,



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Erin Hunt, Clerk