

PLANNING BOARD

1 Liberty Lane
Norfolk, MA 02056

MEETING MINUTES

Date of Meeting: Tuesday, February 12, 2019

Place: Town Hall Room 124

PLANNING BOARD MEMBERS ATTENDING:

Chairman: Walter Byron

Vice-chairman: John Weddleton (absent)

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: 134 Main Street Site Plan-Continued from 12/18/18

Comments: Mr. Byron called the continued public hearing for 134 Main Street to order at 7:00 pm. The Board is in receipt of a request for a continuance of the hearing from the applicant.

Mr. Hunt moved to continue the hearing for 134 Main Street to 3/12/19 at 7:10 pm. Mr. Kalkut seconded the motion. The motion carried unanimously.

273 Dedham Street Site Plan & Stormwater Management Permit-Cont'd from 1/15/19

Applicant: Lisa Whelan/Gelerman and Cabral, Jim Susi/United Consultants, Tim O'Toole & Curt Maloof/Owners

Comments: Mr. Byron called the continued public hearing to order at 7:10 pm for the 273 Dedham Street Site Plan and Stormwater Management Permit.

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

Mr. Damiano moved to continue the hearing for 273 Dedham Street to March 12, 2019 at 7:20 pm. Mr. Kalkut seconded the motion. The motion carried unanimously.

Project: 3 David Road Earth Removal Hearing & Site Plan-cont'd from 1/15/19

Applicant: Bryan Weiner, Ken McKenzie/Dunn McKenzie Engineering, Murat Oztermiyeci/Owner

Comments: Mr. Byron called the hearing for the Earth Removal Permit and continued hearing for the site plan for 3 David Road to order at 7:20 pm.

Mr. Hunt read the Notice of Hearing for the Earth Removal Permit into the public record.

Mr. Weiner explained that the drainage report and site plans have been revised based upon feedback discussed at the last meeting and peer review comments. He said that the building has been shifted back 10 feet alleviating the need for most of the setback waivers.

Mr. Byron suggested extending the pedestrian sidewalk to the south towards the parking lot to provide pedestrian access. Mr. Weiner said they can make that modification.

Mr. McCarthy suggested sending the Fire Chief the auto Cad turn template.

Mr. Byron said that a snow storage area should be added to the plan. He also said the Design Review Board should review the landscaping plan.

Mr. Hunt moved to continue the hearing for the 3 David Road site plan to March 12, 2019 at 7:30 pm. Mr. Kalkut seconded the motion. The motion carried unanimously.

Project: Cranberry Heights Definitive Open Space Subdivision-Cont'd from 1/15/19

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

Comments: Walter called the continued public hearing to order at 7:40 pm for the Cranberry Heights Definitive Open Space Subdivision.

Mr. O'Connell explained that the water infrastructure is an important component of this project. He said this project itself cannot sustain the infrastructure costs to bring the water service from Park Street down Lawrence Street into Eagle Drive and all the way through Cranberry Meadow Road back out to Lawrence Street. Mr. O'Connell said he has been working with the developer and the town to find the best possible outcome. He said that he has revised the subdivision plans based upon the latest peer review from BETA, but they have not yet been submitted for review.

Mr. O'Connell said they intend to comply with the Affordable Housing bylaw by providing a two-family dwelling within one of the subdivision lots that has the appearance of a single family home.

Mr. McCarthy stated that they will need to apply for a Special Permit for the Affordable Housing bylaw requirement and the architecture will be reviewed at that time.

Mike Guidace, Eagle Drive resident, commented that he is not thrilled with the idea of a duplex in the subdivision, but will pass judgement until he sees the architectural plans. Mr. Guidace asked if the water consultant review the water model to make sure a water booster station is not needed. Mr. O'Connell said that EPG did a review and provided a memo date 8/17/18 and it is his interpretation that the water pressures can be met without water looping. Mr. Guidace commented that the roads are in rough shape and doesn't feel trench patching will work for the installation of the water line.

Mr. Hunt moved to continue the public hearing for Cranberry Heights to March 12, 2019 at 7:40 pm. Mr. Kalkut 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 1/15/19
Applicant: Charlie Shepherd/CDW Engineering

Mr. Byron called the continued hearing for 5 Shire Drive to order at 8:20 pm.

Mr. Shepard said that he is in receipt of a peer review memo from BETA Group and has made a few small changes to the site plan based upon that review.

Mr. Paradis said that the big issue is to get permission from the abutters to grade over the property line in order to remove the dirt pile.

Mr. Byron said that a photometric plan should be provided. Mr. Shepard said that only wall pack lights are proposed. Mr. Byron said he should still provide a photometric plan.

Mr. Hunt moved to continue the hearing for 5 Shire Drive to February 12, 2019 at 7:50 pm. Mr. Kalkut seconded the motion. The motion carried unanimously.

Other Business

14 Sharon Avenue/Norfolk Police HQ & MECC-Request for Occupancy

Matt Haffner said that the final top coat paving & line striping and plantings at sign area will be done in the spring. Mr. Haffner presented the as-built plan and explained the departures from the original approved site plan.

Rick Goodreau/United Consultants said that the stormwater system is functioning properly and the site is in good shape.

Mr. McCarthy suggested the Board recommend that a temporary occupancy be granted until such time as the landscaping and all punch list items are completed.

Kevin moved to recommend temporary occupancy for 14 Sharon Avenue contingent upon all punch list items being completed by June 30, 2019. Gregg seconded the motion. The motion carried unanimously.

Meeting Minutes

Mr. Hunt moved to approve the 1/15/19 meeting minutes as written. Mr. Kalkut seconded the motion. The motion carried unanimously.

Mr. Hunt moved to approve the 12/18/18 meeting minutes as written. Mr. Kalkut seconded the motion. The motion carried unanimously.

Complete Streets Update

Mr. McCarthy explained that he presented the Complete Street Policy to the Board of Selectmen on January 28th and the Board voted to adopt it.

Mr. McCarthy presented a Complete Streets Funding Program Project Prioritization Plan that was prepared by Howard, Stein, Hudson based upon the information that was received from the public comment on the Wiki maps that were posted on the Town website. Mr. McCarthy said the next step is to rank the priority plan before it is submitted to the state.

Mr. Kalkut suggested grouping together the similar project scopes.

Town Center Grant Update

Mr. McCarthy said that the B-1 Zoning Working Committee met with MAPC last night to go through the work scope, executing the work plan and getting community feedback. The end date to complete the project is June. It was discussed to have an interactive web community input survey and then have a community meeting in April. Mr. McCarthy said that he'd like to have a joint meeting at 6:00 pm at the next Planning Board meeting on March 12, 2019 with the Design Review Board, B-1 Zoning Working Committee and MAPC to talk about the pieces for the survey to go out the community.

Mr. Hunt moved to appoint Ed Haddad and Jeanine Dubuque to the B-1 Zoning Working Committee. Mr. Kalkut seconded the motion. The motion carried unanimously.

Next Meeting & Schedule

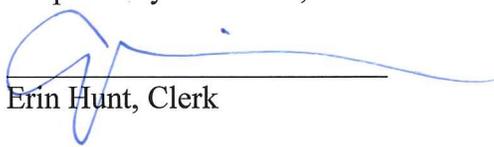
The next regular meeting is scheduled for Tuesday, March 12, 2019 at 6:00 pm.

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: March 12, April 9, May 14, June 11, July 9, Aug 13, Sept 10, Oct 8, Nov 12, Dec 10.

Adjournment

Mr. Hunt moved to adjourn the meeting at 9:10 pm. Mr. Damiano seconded the motion. The motion carried unanimously.

Respectfully submitted,


Erin Hunt, Clerk