

PLANNING BOARD

1 Liberty Lane
Norfolk, MA 02056

MEETING MINUTES

Date of Meeting: Tuesday, June 11, 2019

Place: Town Hall Room 124

PLANNING BOARD MEMBERS ATTENDING:

Chairman: Walter Byron

Vice-chairman: John Weddleton

Clerk: Erin Hunt

Members: Gary Searle, Chad Peck

Associate Member: Vacant

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

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

Public Hearings

Project: 113 North Street/"The Ox Pasture"-3 Lot Definitive Subdivision & Stormwater Management Permit-Con't from 5/1/19

Mr. Byron called the continued hearing to order at 7:05 pm for "The Ox Pasture" Subdivision at 113 North Street.

The Board is in receipt from the applicant's engineer for a continuance of the hearing.

Mr. Weddleton moved to continue the hearing for "The Ox Pasture" Subdivision at 113 North Street to 7/9/19 at 7:00 p.m. Mr. Searle seconded the motion. The motion carried unanimously.

Project: 7 Shire Drive Site Plan, Stormwater Mgt Permit, Earth Removal Permit & Special Permit-- cont'd from 5/1/19.

Applicant: Mike DeLuca/Applicant, Charlie Shepard/CDW Engineering

Mr. Byron called the continued hearing for the 7 Shire Drive Site Plan to order at 7:10 pm.

Mr. Shepard presented the site plan for 7 Shire Drive to construct a 6,000 square foot warehouse/office building with associated parking and utilities and grading. The site is located in the C-1 zoning district. Mr. Shepard explained that they have also applied for a Special Permit to allow an outdoor storage facility exceeding 1,000 square

feet as specified in D.1.e.1. of the Norfolk Zoning Bylaws. He said the amount of lot coverage is 42%. The septic is handled by a 1,000 gallon septic tank to a pump chamber and then to the existing force main in the street to the shared leaching area that services the park. The building is served by the municipal water service. Stormwater is being handled by the existing stormwater system that services the park. Roof Runoff is being picked up by a drainage swale.

Mr. Byron asked Mr. McCarthy to have the DPW verify that the Shire Park drainage system is functioning properly.

Mr. Paradis commented that they have addressed all of the issues in their peer review memo.

Mr. Hunt moved to close the hearing for the 7 Shire Drive Site Plan. Mr. Peck seconded the motion. The motion carried unanimously.

Project: 102 Cleveland Street/15 Fruit Street-Estate Lot Special Permit & ANR Plan-Cont'd from 5/1/19
Applicant: John Glossa/Glossa Engineering, Domenick Rossi/Applicant

Mr. Byron called the continued hearing for the 102 Cleveland Street/15 Fruit Street Estate Lot Special Permit to order at 7:30 pm.

Mr. Glossa presented the revised Estate Lot plan for 102 Cleveland/15 Fruit Street. He said that Conservation Commission has confirmed the wetland line and issued their Order of Conditions for the project and the Fire Department has requested that a note be added to the plan that the owner has to provide a house number visible from the street at the driveway entrance.

Mr. Weddleton moved to close the hearing for the 102 Cleveland Street/15 Fruit Street Estate Lot Special Permit. Mr. Searle seconded the motion. The motion carried unanimously.

Project: Norway Farms Open Space Preservation Development-Request for Special Permit for Affordable Housing Development (Section H.3.c)
Applicant: Rob & Jean Cain/Applicants, Elizabeth Maitland/Attorney

Mr. Byron called the hearing to order for an Affordable Housing Development Special Permit for Norway Farms Open Space Preservation Development at 7:48 p.m. Mr. Searle read the notice of hearing into the public record.

Ms. Maitland said that her client is offering cash payment in the amount of \$300,000 in lieu of constructing the affordable unit within the Norway Farms subdivision. She said all the homes within the subdivision are going to be 4,000 square foot, 4 bedroom homes, which may be too large for an affordable housing applicant and feels that the cash in lieu of may work nicely. She said that the applicant is proposing to put down a down payment of \$10,000 and then a payment upon the sale of each home up through and including the 6th home.

Susan Jacobson, Affordable Housing Director, said her calculation for an affordable unit was about \$7,000-\$8,000 higher than Ms. Maitland's and explained how that figure is calculated. Ms. Jacobson said that if the cash in lieu is approved, the Affordable Housing Trust will look to purchase a home that does not require a lot of work to add to the affordable housing inventory.

Mr. Hunt asked why the Town if not asking for a larger contribution to be more in line with a house that would be built in the development. Ms. Jacobson replied that if the affordable house is to be built in the subdivision, \$248,000 is the maximum price the affordable unit could be sold.

Mr. Weddleton commented that the contract should include a time frame in order to protect the town.

Ms. Maitland said that in order to give the town some security, perhaps the town would accept a mortgage on one of the lots.

Mr. Cain said that he would be fine with a three year time frame.

Mr. Hunt moved to continue the hearing to July 9, 2019 at 7:10 p.m. Mr. Peck seconded the motion. The motion carried unanimously.

Other Business

Board Re-Organization

Mr. Weddleton moved to appoint Mr. Byron as Chair. Mr. Peck seconded the motion. The motion carried unanimously.

Mr. Byron to appoint Mr. Weddleton as Vice Chair. Mr. Peck seconded the motion. The motion carried unanimously.

Mr. Hunt moved to appoint Mr. Searle as Clerk. Mr. Peck seconded the motion. The motion carried unanimously.

Community Preservation Committee (CPC) Appointment

Mr. Weddleton moved to appoint Mr. Searle as the Planning Board representative to the CPC. Mr. Peck seconded the motion. The motion carried unanimously.

Sandy Knoll Estates/Silver Fox Rd-Request for Bond Reduction from \$60,500 to \$22,729.06

Mr. Paradis said that the developer needs to clean the drainage system and submit drainage maintenance records. The Board will continue this discussion at the next meeting.

18 Union Street-Discuss Modification to Approved Site Plan

Mr. McCarthy explained that there was a proposed alternate access between 18 Union Street and the Town Hall property that was denied at Town Meeting. Mr. McCarthy said that Mr. DiPlacido is in the final stages of finishing the project and the stairs that are shown are on town property, which poses a problem because ADA requires a ramp if the stairs were to be built and this is a maintenance issue for the DPW.

Mr. DiPlacido said that he is proposing to eliminate the stairs and in return, replace the crosswalk in front of the town hall with the cobble stones that are now being used throughout the center and integrating it into the existing sidewalk. Also, he will bring the ramp at the intersection by the roundabout into ADA compliance.

Mr. Weddleton moved to consider the request as a minor modification. Mr. Hunt seconded the motion. The motion carried unanimously.

Mr. Hunt moved to accept the change to the 18 Union Street site plan as presented to eliminate the stairs connecting to the Town Hall property, install a cobblestone crosswalk in front of the town hall and install and ADA compliant ramp to the crosswalk at the roundabout. Mr. Peck seconded the motion. The motion carried unanimously.

Bristol Pond Estates-Discuss Completion of Subdivision

Mr. McCarthy reported that since the special meeting last week, the street lights have been purchased for the development. Ms. Maitland asked the Board for some recommendations for landscape architects that have experience with drought resistant plants. Mr. McCarthy will provide a list.

Town Planner Updates

Mr. McCarthy said that there is a Smart Landscaping Workshop for residents on June 20, 2019 through the Charles River Watershed Association and a landscape architect to talk about smart landscape design that doesn't require a lot of irrigation.

Mr. McCarthy informed the Board that the town was awarded \$15,000 for the Municipal Vulnerability Preparedness Planning Grant. There will be a workshop with town departments to discuss vulnerability as a result of climate change and a vulnerability plan will be developed that will outline things the town needs to work on.

Associate Member Interview-Peter Svalbe

Mr. Svalbe met with the Board and gave a brief overview about himself and why he is interested in serving on the Planning Board.

Mr. Weddleton moved to appoint Peter Svalbe as Associate Member to the Planning Board with a term ended June 30, 2020. Mr. Hunt seconded the motion. The motion carried unanimously.

This is a joint appointment with the Select Board and will forward this appointment to them.

32 Fredrickson Road Estate Lot Special Permit

The Board is in receipt of a request for an extension of Special Permit Decision #2012-03 for an estate lot at 32 Fredrickson Road, which expired on 11/18/18. The Board agreed that the applicant must re-apply for a new Estate Lot Special Permit since the current permit has expired. This will be scheduled for the next meeting.

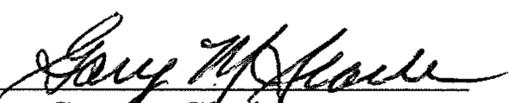
Meeting Schedule

The next meeting was scheduled for July 9, 2019.

Adjournment

Mr. moved to adjourn the meeting at 9:23 pm. Mr. seconded the motion. The motion carried unanimously.

Respectfully submitted,



Gary Seale, Clerk