

RECEIVED
NORTON TOWN CLERK

2016 AUG 11 A 11: 26



**Town of Norton Planning Board
Meeting Minutes
MAY 3, 2016**

Call to Order

The May 3, 2016, meeting of the Norton Planning Board was held in the first floor Selectmen's Conference Room, of the Norton Town Hall and was called to order at 7:15 P.M., by Joanne Haracz, Chairman. Member(s) Present: Joanne Haracz, Chairman; Mr. Christopher Barrows; Mr. Edward Beatty; Mr. Patrick Daly; Mr. Frank Durant; and Mr. Joseph Fernandes. Absent: Mr. Stephen Jurczyk. Also present: Beth A. Wierling, Director of Planning & Economic Development.

General Business

Mrs. Haracz welcomed the new Planning Board members: Mr. Christopher Barrows, Mr. Frank Durant, and also Mr. Stephen Jurczyk, who was absent this evening. She said they need to reorganize the Planning Board.

Mrs. Haracz requested nominations for the Chairman of the Planning Board.

Mr. Fernandes nominated Mrs. Haracz as Chairman of the Planning Board. Second by Mr. Beatty: Vote: Unanimous (6:0:0). MOTION CARRIES.

Mrs. Haracz requested nominations for the Planning Board Vice-Chair.

Mr. Beatty nominated Mr. Fernandes, however, Mr. Fernandes stated he would be unable to act in this capacity.

Mr. Beatty nominated Mr. Daly as Vice-Chair of the Planning Board. Second by Mr. Fernandes. Vote: Unanimous (6:0:0). MOTION CARRIES.

Mrs. Haracz requested nominations for the Clerk of the Planning Board.

Mr. Beatty nominated Mr. Barrows as Clerk of the Planning Board. Second by Mr. Fernandes. Vote: Unanimous (6:0:0). MOTION CARRIES.

A. Site Plan & Special Permit Modification: 60 Commerce Way - Ryder Truck

Documents presented to the Planning Board:

1. *Memorandum addressed to Beth Wierling, Director of Planning & Economic Development, from Jennifer Carlino, Conservation Agent, Re: 60 Commerce Way*
2. *Memorandum dated April 14, 2016, addressed to Planning Board, from Beth A. Wierling, Director of Planning & Economic Development, Re: Site Plan & Special Permit Modification: 60 Commerce Way - Ryder Truck-File #: SP/SITE - 454A*
3. *Correspondence dated March 30, 2016, addressed to Planning Board, from Condyne Engineering Group (Mark Dibb, P.E.), Re: Special Permit #454 - Site Plan Review Approval 15-14; Waiver Request-60 Commerce Way*
4. *Correspondence addressed to former Town Planner (Charles Gabriel), dated June 3, 2015, from William D. Myles, Deputy Fire Chief, Re: 60 Commerce Way*
5. *Site Plan titled "Ryder – 60 Commerce Way, Norton Commerce Center" dated February 17, 2016 and revised through March 28, 2016*

Mr. Mark Dibb, Civil Engineer of Condyne Engineering Group, and Mr. Jeff O'Neill of Condyne were in attendance to discuss the proposed project at 60 Commerce Way. Mr. Dibb provided history of proposed project, indicating the site will be developed in a similar fashion as Penske. Mr. Dibb stated he was in attendance to request a modification to the Special Permit for a previously approved site plan and special permit at 60 Commerce Way. The previously approved Special Permit and Site Plan application allowed construction of a 100,000 s.f. building for industrial use with associated drainage, 93 parking spaces and landscaping. In addition, there were some restrictions on tree clearing, etc. The site is under construction, however, there has been no work conducted since beginning of November since trees were cleared.

Mr. Dibb noted the footprint was generally the same as previously approved by ConCom (Conservation Commission) and Planning Board, however, it has decreased from the originally approved plan, proposing to construct a 22,947 s.f. building. The building will include office space, parts storage space and truck repair area for Ryder Truck. It is anticipated that the project will connect the Commerce Way water main to the Town of Norton water main that exists at the side of the existing MFN Wastewater Treatment facility. In addition, the proposal includes truck rentals and a fuel island, with a 20,000 gallon above-ground tank and some additional spill preventions, that will hold contents of entire tank. Mr. Dibb indicated the Fire Marshall and Fire Department are involved with the permitting and they have started the review process with ConCom, for amended order of conditions. Mr. Dibb indicated they have not received the review letter from ConCom's consulting engineering. A new piece of the proposal is an existing 12" stub so proposing to connect to that, therefore, that should be included that as part of work of proposal.

Ms. Wierling indicated applicant has submitted two (2) waivers, (1) Article XX - Lighting, Section 20.3 to allow 30' light poles where 20' is required and (2) Article XV - Site Plan approval, Section 15.7. to allow plans to be prepared at a scale of 1" = 40' where 1" = 20' is required. It was also noted that a waiver to allow plans to be drawn at a scale of one inch = forty feet (1" = 40') where 1" = 20' is required was needed.

Ms. Wierling reviewed the parking requirements for the site indicating that proposed plantings along the parking area are only on one side, noting that the bylaw requires plantings on three sides and requested a waiver be submitted or plans are updated to reflect required plantings. In addition, plantings are required along the 14 parking spaces shown on the northern portion of the plan; a waiver is needed or plans should be updated.

Ms. Wierling indicated that the parking area outside of the security fencing only provides for 34 9' x 19' parking spaces (where 51 are required) the remaining provided spaces are for trucks.

Ms. Wierling requested the applicant explain the uses at the proposed site in more detail noting that the project summary indicates the proposed building is 22,947 s.f., however 8,568 s.f. will be for office use and 18,663 will be for repair/storage, this is in excess of the proposed 22,947 s.f. building. Ms. Wierling noted there is a discrepancy between the proposed building size and the proposed s.f. of uses at the site and recommend the plans be updated.

Ms. Wierling asked Mr. Dibb to elaborate on the proposed gates and how traffic circulation will work at the site. Mr. Dibb showed Planning Board members where gates will be open on the plan and noted customer will come in and go back out; everything is wide enough for two-way traffic. Mr. Dibb indicated they feel there is adequate parking for the proposed use, indicating there will likely be 25-30 employees. Ms. Wierling spoke of number of truck spaces vs. employee/customer spaces and they could possibly break it up.

There was a discussion about site lighting, noting the applicant has submitted a waiver to allow light poles in excess of 20' Ms. Wierling noted the Zoning Bylaw prohibits outdoor lighting fixture shall not be permitted between 11:00 P.M. and 6:00 A.M. except if the building is being operated (as indicated in Section 20.3) and asked what the proposed hours of operation would be

Mr. Dibb said there are no abutters and said they will lower lighting if needed at night, and he said the lighting is photo-metric and Dark-Sky Compliant.

Ms. Wierling discuss onsite drainage, noting the Drainage report dated May 13, 2015 and revised through April 6, 2016 prepared by Condyne Engineering Group does not account for Standard 6: Critical Area of the DEP Stormwater Management standards and requested plans should be revised accordingly and in agreement with the Conservation Commission requirements. Ms. Wierling noted that Condyne indicated the Stormwater Management plan was provided under separate cover, however, she said she did not see this document. Mr. Dibb responded he could provide it to her.

Members asked how truck traffic could be diverted from taking a left turn out of the Industrial park, through residential neighborhoods. Mr. O'Neill indicated they can advise tenants to guide them to the right and no left turn. Mr. Dibb said there would be "no-thru trucks" sign in area.

Ms. Wierling asked for dumpsters to be properly enclosed and to provide a concrete dumpster pad. Mr. Dibb said regarding dumpster: yes, it would be on a concrete pad and he can provide specific thickness details.

Mr. Daly asked if there was sufficient space for snow removal. Mr. Dibb showed areas of snow storage on the plan.

Ms. Wierling recommended, the Planning Board wait to vote on the plans as submitted until the proposed drainage can be reviewed by Conservation Commission, plans can be revised to

incorporate any requested changes to the drainage by Conservation Commission and outstanding Planning Board comments can be addressed.

Mrs. Haracz said it was her recommendation to continue this meeting; the next Planning Board meeting is May 24, 2016, and with Board's permission they can continue it to this date.

B. Red Mill Village: Paving update and Surety Release process

Documents Presented to Planning Board:

1. *Inspection Report, dated April 8, 2016, by Patrick G. Brennan, Amory Engineers, P.C.: Development: Red Mill Village, Developer/Contractor: Thorndike Development;*
2. *"Paving Plan"- Project Name: Red Mill Village, E. Main Street & Newland Street, Norton, MA, Prepared for: Thorndike Development, Dated 3/27/16*

Mr. Eastridge was present on behalf of Thorndike Development, and stated they were on cusp of doing final paving; and asked Planning Board to authorize release of funds pending completion of the paving.

Mr. Eastridge noted on site map, the area in yellow where they will topcoat, and said all other areas not colored have been top coated already. Mr. Eastridge noted some binder is six to seven year sold. The area in blue is existing binder and topcoat paving over the blue areas. He noted this exhibit was also sent to Pat Brennan of Amory Engineers and Beth Wierling. Red Mill Village engineers decided what should be top coated, and discussed with Amory Engineers during a site visit; Amory agreed with the proposed paving plan.

Mr. Eastridge explained the original cause of surety and was seeking a "preapproval" to release funds upon completion of the paving.

Mrs. Haracz asked if there were any outstanding items? Mr. Eastridge responded there were no outstanding items except for the paving. They will seek a Certificate of Compliance by ConCom.

Mr. Goldberg, Chairman of Board of trustees of Red Mill Village, referenced Settlement Agreement and said all was completed except for paving and they agreed to terms of paving.

Mr. Eastridge indicated current surety is being held in the amount of \$190,000.

MOTION was made by Mr. Beatty to release surety in the amount of \$190,000 for Red Mill Village, upon inspection by Planning Board Consulting Engineer and sign-off by the Planning Director. Second by Mr. Daly. Vote: Unanimous. MOTION CARRIES.

C. Endorsement - ANR Plan: Clapp Street - Wheaton Solar I

Documents Presented to Planning Board:

1. *Memorandum dated April 27, 2016, addressed to Planning Board, from Beth A. Wierling, Director of Planning & Economic Development, Re: ANR-Form A: Clapp Street, Assessor's Map 23, Lot 52 and 53.*
2. *ANR Plan titled "Plan of Land in Norton, Massachusetts, Prepared for Wheaton College" prepared by VHB, Inc., Dated April 15, 2015*

Ms. Wierling explained this ANR - Form A: Clapp Street, Assessor's Map 23, Lot 52 and 53, indicating the ANR was a requirement of the Wheaton Solar project, previously approved by the Planning Board.

Ms. Wierling indicated the lots meet the requirements for the Residential 60 Zoning District and all lots shown on the plan meet the requirements for endorsement as an ANR plan: front on a public way, have minimum frontage and have sufficient access. DPED recommends the Planning Board endorse the Plan as submitted.

MOTION was made by Mr. Beatty to approve ANR. Second by Mr. Daly. Vote: Unanimous (6:0:0). MOTION CARRIES.

The Planning Board signed mylars.

D. Report of the Planning Board

Mr. Daly referenced the sign at Alberto's Restaurant which was animated and changing fast, noting it appeared it was in violation of the Town's EMC Bylaw.

Ms. Wierling said she will check with the Building Commissioner about the sign.

E. Planning Board Business and Policies

Ms. Wierling has been attending SRPEDD meetings for the Planning Board and she inquired if another Planning Board member was interested, if not, she will continue as the Planning Board Representative to SRPEDD. Ms. Wierling noted a vote was needed to reappoint her to SRPEDD.

Ms. Wierling said SRPEDD is working to create an inventory of places for Norton and other Towns that will show ideal places for providing housing, as well as commercial improvements. Ms. Wierling also indicated she is still working on updating the Town's Zoning Map to accurately reflect changes and have it available electronically, however, it is time consuming because extensive research is needed to confirm zone changes.

Mr. Fernandes asked if Assessor's map is digitized? Ms. Wierling indicated there is online GIS but it does not contain all the layers that would be helpful

MOTION was Mr. Beatty to appoint Ms. Wierling as Planning Board's SRPEDD Representative. Second by Mr. Daly. Vote: Unanimous (6:0:0). MOTION CARRIES.

Ms. Wierling indicated she is working with Town staff to draft zoning bylaw changes and is hopeful some will come forward for Fall Town Meeting.

Mrs. Haracz referenced the keeping of chickens; and the question of keeping it as a special permit? She said it would be beneficial to see what other towns have done as a general bylaw.

Peer Review Services: Ms. Wierling indicated the RFQ for peer review services is currently being reviewed by Mr. Yunits and hoped to be advertising it in the near future.

Mrs. Haracz said the goal is to get one team of engineers to serve Planning Board, ZBA, and Conservation Commission.

F. Bills and Warrants

It was noted this amount includes payroll and three payments to consulting engineers.

MOTION was made by Mr. Beatty to approve Bills and Warrants in the amount of \$8,728.61. Second by Mr. Daly. Vote: Unanimous (6:0:)). MOTION CARRIES.

Adjournment

Motion was made by Mr. Daly to Adjourn at 8:25 P.M. Second by Mr. Beatty. Vote: Unanimous (6:0:0) MOTION CARRIES.

Respectfully Submitted by:

Janet A. Sweeney
Planning Board – Recording Secretary

Minutes Approved by Planning Board on: 8/9/14
(Date)

Joanne Haracz, Chairman

Joanne Haracz