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Planning Board Meeting Minutes January 24, 2017

7:15 P.M. Call to Order

The January 24, 2017, 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. Edward Beatty; Mr. Patrick Daly; Mr. Frank Durant; Mr. Joseph Fernandes; and Mr. Stephen Jurczyk. Also present was Tabitha Harkin, Planning and Economic Development Director.

Mr. Christopher Barrows has resigned from the Planning Board as he has moved out of town.

General Business

- A. **Site Plan & Special Permit Modifications: SP#454A 60 Commerce Way -
Ryder Truck**

Documents Provided to Planning Board

1. *Site Plans - Ryder, 60 Commerce Way, Norton Commerce Center, Norton, MA, dated February 17, 2016 (Rev. date March 28, 2016), prepared by Condyne Engineering Group, Braintree, MA*
2. *Norton Commerce Center, 60 Commerce Way, Norton, MA - Grading and Drainage Plan, dated 3/28/16 Rev. date, prepared by Condyne Engineering Group, Braintree, MA; Utility Plan, 3/28/16 Rev. date; Utility Plan Sewer Connection 3/28/16 Rev. date; Detail Sheet Rev. date 3/28/16; Site Details Rev. date 3/28/16*
3. *Memorandum addressed to Planning Board, dated April 14, 2016, from Beth A. Wierling, Director of Planning & Economic Development, Re: Site Plan & Special Permit Modification: 60 Commerce Way - Ryder Truck, File #: SP/SITE - 454A*
4. *Landscape Plan - 60 Commerce Way, Norton, MA, dated January 4, 2016 (Rev. date of 3/14/16), prepared by Sean Papich, Landscape Architecture*

Mark Dibb, engineer for Condyne referenced the 60 Commerce Way project, provided history, and noted that since they began construction in 2015 and the Planning Board approved the special permit, they also obtained approval by Conservation Commission. Since then, Ryder Truck came aboard and they have been working with them on a site plan that works both economically and for the site. Currently, they are proposing an 80,000 square foot building; reduced from the original proposal of a 100,000 square foot building. The plan is for Ryder Truck to take 40,000 square feet of the building, with roughly 25 employees; and the other 40,000 square feet will probably be some type of warehouse with a small office component. Currently, they did get their meeting continued with Conservation Commission last night for a couple of minor things (they wanted to clear up a couple of things). One of the items was their request for a chain link fence as well as a couple of other requests related to the provisions for protecting a certified vernal pool on-site. He feels confident they will be approved at the next meeting so plans still could change slightly. He stated drainage meets Massachusetts stormwater standards, and have no significant buffers/no neighbors. He asked if the Board had any questions?

Mrs. Haracz noted Condyne had come back to the Planning Board with this project in the summer of 2016; has project changed since then?

Mr. Dibb replied they had a small 20,000 square foot Ryder-only facility and the economics of that did not work.

Mrs. Haracz noted the building is larger than presented in summer of 2016 and asked about any change in drainage?

Mr. Dibb responded during process, the vernal pool turned from "potential" vernal pool to a "certified" vernal pool, so no stormwater bmp within 100 feet of that. It is an isolated wetlands area, but it is necessary to follow this requirement due to a small section within stormwater management guidelines.

Mrs. Haracz clarified that the Planning Board does not have final plans yet. The set received is still under revisions with ConCom.

Mr. Dibb responded that was correct. Their next meeting with Conservation Commission is February 13, 2017.

Mr. Beatty referenced possible issues with traffic flow where now building is being proposed to be split?

Mr. Dibb said there was no security fencing proposed at this point. Discussion ensued on employee parking, etc.

Mr. Jeff O'Neill of Condyne noted the lower parking lot is for truck storage for Ryder, and the rental of trucks is predominantly for commercial rentals.

It was noted they would have a 20,000 gallon diesel tank (double wall tank with inside sensors) and Mr. Dibb said they have a license granted from Board of Selectmen. They would also need State Fire Marshall and local Fire Department approvals/inspections. He said there is a shut off valve to the drainage to the two catch basins, and they have a spill control plan in place.

Mr. Fernandes was curious about circulation patterns; employees may use lower entrance and exit. He was trying to understand the traffic flow.

Mrs. Haracz said plan should be more clear on circulation patterns and safe circulation patterns for both users.

Ms. Harkin stated the Planning Board would want the final set of plans approved by Conservation Commission.

It was noted the next Planning Board meeting would be held on February 7, 2017.

Mr. O'Neill communicated they plan on starting construction on April 1, 2017.

Mrs. Haracz said she wanted to ensure there was no runoff to detention pond.

Mr. Dibb responded they have catch basins and Stormsepor, etc.

Mrs. Haracz asked Ms. Harkin to please obtain info/records from Conservation Agent, Ms. Carlino, so the Planning Board is aware of the most current status.

MOTION was made by Mr. Beatty to continue the Site Plan & Special Permit Modification: SP#454A 60 Commerce Way - Ryder Truck to February 21, 2017. Second by Mr. Jurczyk. Vote: Unanimous. MOTION CARRIES.

B. Approval of Minutes

MOTION was made by Mr. Beatty to approve the Planning Board Minutes, dated January 10, 2017, as amended. Second by Mr. Daly. Vote: Unanimous. MOTION CARRIES.

C. Bills and Warrants

MOTION was made by Mr. Beatty to approve the Planning Board Bills and Warrants in the amount of \$6,792.54. Second by Mr. Jurczyk. Vote: Unanimous. MOTION CARRIES.

D. Planning Board Business and Policies:

- Poultry Regulations - review comparable practices

Documents Provided to Planning Board:

1. *Boston Area Towns that Allow Poultry Keeping - 2014 (Source: Green City Growers via NOFA MA 2014*
2. *Draft Decision - Special Permit #467, Keeping of Chickens: 48 Island Road (Applicant/Owner: Nicholas Bellevance; Property location: 48 Island Road, Assessor's Map 3, Lot 561 {Memorandum addressed to Lucia Longhurst, Town Clerk, from Tabitha M. Harkin, Director of Planning & Economic Development; Cc: Applicant/Owner, "Parties of Interest" as defined in Chapter 40A, Section 11, Building Commissioner & File*

Mrs. Haracz said in her opinion, chickens are more of a health issue than a Planning Board issue. Some specifics need to be added regarding what to expect, a more defined procedure, and a more fair way to manage it. Her recommendation would be to pull a couple of these from various communities to come up with a draft bylaw, however, she was not sure if it would be ready for the Spring Town Meeting.

It was noted Ms. Harkin will draft something regarding this.

Mr. Daly asked if they will be able to figure out the square footage specifics?

Mrs. Haracz responded they will put defined definitions in it to set some standards. And also Ms. Harkin would need to work with the Board of Health on this.

Ms. Harkin replied yes, she would discuss this with them.

Draft Decision regarding chickens was discussed. It was discussed it should be ten weeks a year for meat chickens only (this should be added in after 48 Island Road). It may read better to add: "Additionally, he may keep additional meat chickens for 10 weeks".

Mrs. Haracz believed he could keep meat chickens up to ten weeks of age. It should also be specified and added that no roosters are allowed to be kept. Language should read: "In addition, meat chickens up to ten weeks in age to be kept" and then "no roosters allowed".

Mrs. Haracz noted on page 4 he has meat chickens for eight weeks; up to 25 meat chickens. Mrs. Haracz asked Ms. Harkin to please edit this.

E. Report of the Planning Board

- Wheaton Solar, New England Ice Cream update

Ms. Harkin referenced the project status update on Wheaton Solar/Clapp Street, they are awaiting a letter of agreement and she left several messages regarding motion made on November 1st to be drafted and had no further info on that.

Mrs. Haracz noted the Planning Board has a letter of agreement and they did modify it. They need to get the new entity on board and follow through.

Mr. Daly stated if the wheels appear to be spinning, they can always contact Wheaton College directly.

- New England Ice Cream update

Ms. Harkin said fence is still on the way and she checked in with BETA for update on where they are because she has no recent documentation.

Mrs. Haracz noted there were two different fences; one was a noise barrier fence and the other was a chain link fence.

- Peer Review Selection update

Ms. Harkin referenced peer review projects, and communicated a rep from Norton Self Storage came in and talked to her and was looking for a modification request, so waiting for that to be fulfilled first before consultant chosen.

Regarding common driveway, Ms. Harkin said she had asked him to provide more materials, but she has not heard back yet.

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It was noted the next scheduled meeting of the Planning Board will be held on February 7, 2017, and it should be relatively brief, however, zoning amendments may potentially be added to agenda.
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The Planning Board's SRPEDD rep was discussed.

Mrs. Haracz said the former Director of Planning & Development, Beth Wierling, was the former SRPEDD rep, and noted there was some benefit to have the Town Planner attend and be the rep, unless Mr. Beatty would like to continue to volunteer.

After discussion, it was decided that Mr. Beatty would attend tomorrow's SRPEDD meeting as Ms. Harkin was unable to attend that particular meeting, however, for all future meetings, Ms. Harkin would plan to attend.

Mr. Beatty noted there are a lot of training sessions and it does get quite in-depth.

It was discussed the Planning Board could possibly have an agenda item on agenda and possibly place under "Report of the Planning Board" regarding Director of Planning & Economic Development and SRPEDD Info for February.
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Ms. Harkin noted on March 18, 2017, there will be a "Citizens Planning Training Collaborative" being held at Holy Cross College in Worcester, for planning boards and staff also.

7:25 P.M. PUBLIC HEARING - (Continued from the January 10, 2016 mtg.)
SP #466 46 Commerce Way - NOAA

Special Permit: Section 4.8 Use Regulation: To allow the construction of an industrial building which equals or exceeds 10,000 s.f.

Site Plan: for a 12,000 s.f. Footprint office for the National Oceanic and Atmospheric Administration (NOAA) with lighting, landscaping, parking and infrastructure

Documents Provided to Planning Board:

1. *Site Plans - 12,000 Square Foot Facility - 46 Commerce Way, Norton Commerce Center, Norton, MA, dated December 12, 2016, Prepared by Condyne Engineering Group, Braintree, MA*
2. *Certified Abutter's List, Dated 8/25/16, Location: 46 Commerce Way, Norton, MA 02766 (Applicant: Mark Dibb, Condyne)*
3. *Norton Commerce Center, 46 Commerce Way Conceptual Layout, Norton, MA, dated 7/26/16 by Condyne Engineering Group, Braintree, MA 02148*

Mark Dibb, of Condyne Engineering Group, said he appreciated being placed on agenda this evening and noted the site plans were completed and apologized not having full packages to the Planning Board. They wanted to be on agenda this evening and provide information; project is for NOAA and the National Weather Service and they will be relocating to Myles Standish Park at 46 Commerce Way in-between Penske and the Poland Spring facility. It is on approximately a 5 ½ acre vacant parcel of land. There will be two curb cuts to allow for small deliveries and usually delivery is made by UPS and FedEx-type trucks. The employee and visitor parking is located in front; and a small fleet of vans will park on the side. Most of it this will be general office space; with a small area for servicing computers, equipment, etc. The stormwater management system will be as what has been seen in the past; and there will be no fueling for this project. They do have a proposed tower with some small antennas and things similar to that. There will be a satellite dish; they will electronically be receiving info from tower. For utilities, they will use National Grid and Columbia Gas, and they are all available out in the street. They will tie into Norton Commerce Center sewer center which travels into Taunton and will have town water as well. They will also have a screen dumpster pad and an area for a generator, a transformer, and they do seldomly get some equipment delivered, therefore, access for a truck as well. They do have a precast 10' x 20' removable shed that they are planning to place on site also for storage and it is currently at existing site. They have a lighting plan and a photometric plan. They are not looking for any variance for waivers.

Mrs. Haracz said it appeared they would be staying outside of buffer zone.

Mr. Dibb responded, yes.

Mr. O'Neill said this facility needs to run 24/7 and someone needs to always be there.

Mr. O'Neill said they also have a redundant a/c that shuts down. It will be about three units on rooftop.

A Condyne rendering, dated Jan. 16 2017, and aerial view of site was presented/displayed to the Board.

Mr. O'Neill indicated the lease is planned to be signed by the end of this week. They are at 95% from an architectural standpoint and breaking ground in April 2017. The term of lease is 20 years and they have been in the building in Taunton for a long time.

Ms. Harkin said they have 95% of plans; she will send to various town departments this week to get a peer review started.

Mrs. Haracz said they will need to get comments in for peer review.

Mr. Dibb said they have one set ready which can go to peer review; otherwise design is at 100%.

Mrs. Haracz inquired about information on the tower?

Mr. O'Neill said they would install it themselves; the existing tower is also at the other building in Taunton.

It was discussed they could continue this to February 7, 2017 at 7:20 P.M.

Mr. Daly indicated he will not be attending the February 7th meeting.

Mrs. Haracz said they will not likely close the hearing at that point. She also noted the Board is short one member since one of their members resigned.

Mr. Daly stated he will watch the February 7 meeting on Norton Vimeo.

MOTION was made by Mr. Beatty to continue the Public Hearing - SP #466 46 Commerce Way - NOAA, to February 21, 2017 at 7:20 P.M. Second by Mr. Daly. Vote: Unanimous. MOTION CARRIES.

Adjournment

MOTION was made by Mr. Jurczyk to Adjourn at 8:18 P.M. Second by Mr. Beatty. Vote: Unanimous. MOTION CARRIES.

Respectfully Submitted by:

Janet Sweeney
Planning Board - Recording Secretary

Minutes Approved by Committee

on: 3/21/17
(Date)

Signature: Joanne Haracz Chairman: JOANNE HARACZ