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Planning Board Meeting Minutes November 14, 2017

7:15 P.M. Call to Order

The November 14, 2017 meeting of the Norton Planning Board was held in the Selectman's Meeting Room and was called to order at 7:14 P.M., by Mr. Joseph Fernandes, Chairman. Member(s) present: Mr. Edward Beatty, Mr. Frank Durant, Mr. Timothy Griffin, Mr. Kevin O'Neil and Mr. Stephen Jurczyk. Also present was Tabitha Harkin, Planning and Economic Development Director. Not in attendance: Mr. Steven Hornsby.

A. Planning Board Business & Policies

The Board agreed upon the following meetings: December 19, 2017, January 9, 2018 and January 23, 2018.

B. Report of the Planning & Economic Development Director

Ms. Harkin began her report with Wheaton (Clapp St.) Solar. The town has received an invoice from LandMarc for landscaping work completed. The Heyayden's will be working with Wheaton closely to ensure the landscaping is being maintained. At this point, the Board decided to move to the surety release request that was scheduled for 7:18 p.m. on the agenda.

MOTION was made by Mr. Beatty to table this discussion. Seconded by Mr. Jurczyk. Vote: Unanimous MOTION CARRIES

C. Surety Release Request

The surety release request is for Mary Jo Estates subdivision. There has not been a site inspection for the landscaping. Mr. Keith Silver and Ms. Harkin have discussed this matter but more work needs to be completed on this property and submitted in writing once it has been finished.

MOTION was made by Mr. O'Neil to approve surety release in the amount of \$18,912 subject to inspection of the two uncompleted items by the Highway Superintendent. Seconded by Mr. Durant. Vote: Unanimous MOTION CARRIES

D. Public Hearing- Special Permit/ #457

Mr. Scott Spaulding, Account Manager, Viewpoint Sign and Awning and Mr. Robert Anderson, owner, Home plate Restaurant came before the Board. Mr. Spaulding is requesting to replace the existing sign per the plan submitted and install a freestanding sign with an electronic message board ("EMC"). This

shall be the only EMC permitted for the site, and a letter attesting to this fact will be filed with the decision, disallowing the operation of additional EMCs. The proposed signage will be 10 feet from the road, per the bylaw requirements. Discussion ensued regarding frequency of message changing. The sign must stay up for 10 seconds at a time before changing and will be shut off between the hours of 11:00 a.m. and 6:00 p.m. The lights on the top of the sign are blue, low voltage light. The landlord supplied a letter that authorized Home Plate and Viewpoint Sign and Awning permission to proceed. The Public Safety Department had no feedback. The Highway Department had no comment.

MOTION was made by Mr. Griffin to close the hearing. Seconded by Mr. Beatty. Vote: Unanimous MOTION CARRIES

MOTION was made by Mr. Jurczyk to approve the Special Permit for replacement of the existing sign board and install an electronic message board. Seconded by Mr. Durant. Vote: Unanimous MOTION CARRIES

E. Site Plan Review: #SITE17-02

Mr. Bernie Marshall, Superintendent of the Water Department, and Ms. Barbara Cook, lead engineer, Weston and Sampson Engineers, came before the Board. The applicant is looking to construct a new Water Treatment Plant (WTP) to improve the water quality from wells 4, 5, and 6 in an R-80 district. The plant would be constructed at 200 Plain Street. Mr. Marshall showed the building plans for the proposed facility.

Ms. Cook stated the limit of work has stayed the same since 2014, when it came in for site plan review. The building will remain the same footprint and a percentage of the water will be pumped into sand beds. The landscape plan includes red maples and rhododendron plantings. It consists of a 7200 sf building with roof drains that routes drainage to a storm water basin located at the southern end of the site. Based on an archaeological find, a portion of the property needs to remain protected. This plant does about 70-80% of the water supply for the Town. This facility will treat about 1.8 million gallons/day. The maximum amount of water that is able to be treated daily is 2.5 million gallons a day. The building is equipped with a generator (250KW) within a sound proof enclosure. It is only run in the instance of power loss. Weston and Sampson Engineers will work with the Historical Society in regards to the possibility of expanding the water treatment plant but it will be minimal. The chemicals stored on site are in a designated room and raise no concerns with the Fire Department. The Fire Department has requested a final design once it is available. Ms. Cook will supply the Board with a proposed lighting plan.

MOTION was made by Mr. Durant to approve the site plan with the condition the Board receives an acceptable lighting plan. Seconded by Mr. Beatty. Vote: Unanimous MOTION CARRIES

F. Special Permit/Site Plan Review Modification SP455

The applicant, Condyne Construct, Inc., is requesting a minor modification to SP #454A, originally approved in April 2017. The proposed plan reduces the footprint of the building within an existing industrially owned office park. Mr. Jeff O'Neil, Condyne Construct, Inc., and Mr. Mark Dibb, Civil Engineer, came before the Board.

Mr. Dibb presented the altered plans. These plans reduce the square footage from the originally approved 80,000 to a proposed 20,860. This has been replaced with pavement and parking, which results in

the piping infrastructure of the property to change. Drainage basins will remain the same as well as the drainage parameters. There is a fence proposed in the plan for security. The site will continue to tie into the Norton Commerce sewer system. The applicant is requesting the same waiver in regards to parking in the back. This was previously approved. There was a 60,000 sf reduction of the building, which would be turned into a parking lot. The Planning Board and Conservation Committee have not gotten peer review for this new plan; however, there was a completed peer review for the previous plan of +/-80,000 sf.

In regards to the proposed parking area, the facility will have trucks parked that include very small tractor trailers needing servicing, storage of trucks, trucks waiting to go into service bays and additional tractor storage, as well as an area for customers to come into the property. Ms. Harkin noted that there were over 140 spaces shown on the plan and as there is no truck parking standard in the bylaw, the allowable number of spaces is under the determination of the board. The board had no comment.

The applicant has requested a waiver for the lighting plan. This includes a 30-foot light pole instead of the 20-foot light poles that are in accordance with the Bylaws. The 30-foot light poles will be Dark sky compliant and will be on emergency lighting mode between the hours of 11:00 p.m. and 6:00 a.m. Mr. Marshall, Norton Water Superintendant, has requested confirmation that all hydrants have gates as well as no 90-degree bends. The Board concurred they are comfortable with the conditions from the previously approved plan being applied to the new plan.

MOTION was made by Mr. Beatty to approve the Special Permit/Site Plan plan review modification SP455 carrying forth the conditions of site plan 454A that was approved in April, 2017, and contingent upon the Conservation Committee approval. Seconded by Mr. Jurczyk. Vote: Unanimous MOTION CARRIES

B. Report of the Planning & Economic Development Director (Continued)

At this point (8:18 p.m.), Ms. Harkin continued with her report. She reported Ms. Courtney Salvo has taken the position of Account Clerk for the Town and her position is now vacant. She distributed the job description for ZBA Secretary/DPED Assistant and requested members to share with interested parties.

The Town Meeting actions including bylaw revisions have been sent to the Secretary of State for approval. They will be in effect to the date of the Town Meeting once approved. Ms. Harkin then gave brief updates including: fillable application forms are now available online; a working group will be established to determine next steps in regards to the Complete Streets project; a Project Notification Form has been submitted and accepted for Worcester Street and West Main has been accepted and will go through the public meeting process; and Department heads have a meeting set up to discuss upcoming zoning Bylaw revisions for marijuana and rooming houses.

G. Approval of Minutes

MOTION was made by Mr. Durant to approve the October 10, 2017 minutes, as amended. Seconded by Mr. Jurczyk. Vote: Unanimous MOTION CARRIES

H. Bills and Warrants

MOTION was made by Mr. Beatty to approve the payment of \$2,890.66 from the Planning Board

account and the payment of \$25,257.00 from revolving accounts, totaling \$28,147.66. Seconded by Mr. Griffin. Vote: Unanimous MOTION CARRIES

I. Adjournment

MOTION was made by Mr. Griffin to adjourn at 8:32 p.m. Seconded by Mr. O'Neil. Vote: Unanimous MOTION CARRIES

Respectfully Submitted by:

Kayleigh Correia
Recording Secretary

Minutes Approved by Committee

on: 11/28/17
(Date)

Signature: [Signature]