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NORTON PLANNING BOARD MEETING
MINUTES OF May 10, 2022

The Planning Board Meeting of May 10, 2022 was called to order at the Norton Public Library via Hybrid means over ZOOM at 7:15 p.m. by Mr. Timothy Griffin, Chairman. Members present were Mr. Allen Bouley, Mr. Wayne Graf, and Mrs. Laura Parker. Also, in attendance was Planning Director Paul DiGiuseppe and Administrative Assistant Bryan Carmichael.

Mr. Griffin explains how hybrid meetings work and they will affect this meeting.

General Business

Mr. Griffin welcomes Mrs. Parker onto the Planning Board and states that the Planning will be getting new members but were unable to attend this meeting due to various reasons. Mr. Griffin also states that Mr. Hornsby got elected into the Select Board and his position will also have to be filled in. Mr. Griffin states that the Planning Board should wait to have more members present to elect positions.

Bills & Warrants – A Verizon bill and a reimbursement are given to the Planning Board to sign. Mr. Griffin signs the bills.

Mr. Griffin states that the Planning Board should consider the June Planning Board dates. June 7, 2022 is ruled out as it is Town Meeting and one Planning Board member has a conflict on the second Tuesday of the month which rules out June 14, 2022. June 21, 2022 and June 28, 2022 are decided upon after seeing the Planning has no conflict with those two days.

Mrs. Parker asks if the Planning Board could start earlier. Mr. Griffin states that it has been suggested before and could be discussed with the full Planning Board present.

Public Hearing

DEF 13932 & SP 14704: 0, 126, 128 & 154 Street and 0 Wood Road. Owner/Applicant: Norton Land Company, LLC. Application for the creation of 44 lots into a residential cluster subdivision. Applicant is seeking a continuance to May 24, 2022

Mr. Bouley motions to continue the application to the next meeting May 24, 2022 and is seconded by Mr. Graf. The Planning Board vote is All in Favor to continue the matter.

SP 13760: 156 W. Main Street. Owner/Applicant: John Orlando. Applicant seeks to convert a salon into a third unit.

Mr. Bouley motions to continue the application to the next meeting May 24, 2022 and is seconded by Mr. Graf. The Planning Board vote is All in Favor to continue the matter.

SP 14100: 34 S. Worcester Street. Owner: Peter & Rhiannon Fernandes. Applicant: Honglei Dai. Applicant seeks to convert retail space into a third unit.

Mr. Bouley motions to continue the application to the next meeting May 24, 2022 and is seconded by Mr. Graf. The Planning Board vote is All in Favor to continue the matter.

Execution of Approved Definitive Subdivision Plan

DEF 11449: Blue Star Business Park Definitive Plan. Applicant/Owner: Condyne Capital Partners. Endorsement of the approved plan and Execution of Surety Bond.

Mr. DiGiuseppe gives some background on the approval stating that the applicant had gone to the Planning Board back in September for a Definitive Plan and Special Permit for four lots on Leonard Street across from phase 1 of Blue Star Business Park. Two buildings were proposed one 200,000 square foot warehouse occupied by Yale appliances and a 60,000 square foot warehouse. The applicant got approved in January and then got appealed before the 20-day appeal period was up. Now that the applicant and abutter settled and a motion for dismissal was filed by both the abutter and the town. Town Counsel has stated that she has signed it and submitted it to the court. Town Counsel has confirmed with Mr. DiGiuseppe that the Planning Board is good to move forward without a wait period so the endorsement could be signed. Mr. DiGiuseppe explains that even though the subdivision was approved the plan needs to come back to get an endorsement after the appeal period or when the appeal has been settled. As there are road improvements and water and sewer improvements going in the town wants to get a guarantee that the work gets completed which is the purpose of the two-million-dollar bond which will be done through a bonding agency. Which means when the improvements are completed and it is verified by the Town it can be released back to the applicant. Worst case scenario is that the applicant doesn't complete the project and Norton can use the bond money to complete the project.

Mr. Griffin asks if it is required in regulations. Mr. DiGiuseppe confirms that it is required. Mr. Griffin asks if the bond will need to be signed by the Planning Board. Mr. DiGiuseppe states it will need to be signed by the Planning Board, the applicant, and the Bonding Agency. Mr. Griffin asks if the original is here for the Planning Board to sign. Mr. DiGiuseppe states that no it is not present.

Mr. Jeff O'Neil with Condyne, the developer of the project for Blue Star Business Park. Mr. Jeff O'Neil states that they have a copy of the bond agreement and the original will be arriving in the mail May 11, 2022. The Bonding Agency has signed and notarized the agreement and the Planning Board members have to sign and notarize and Mr. Jeff O'Neil will be doing the same. The bond and the endorsed plans will be brought to the Town Hall when it arrives and will be

dropped off at the Planning Department to process the definitive plans to the Town Clerk and get the signatures from the Planning Board. Once everything is processed Mr. Jeff O'Neil can move forward with the Blue Star Phase 2 project. Mr. DiGiuseppe adds once it gets recorded and the bond is taken care of then Mr. Jeff O'Neil can start working with the Building Commissioner to start development. Mr. Griffin explains to the rest of the Planning Board that Mr. DiGiuseppe will contact everyone to sign the bond.

Mr. Griffin asks if there is any more on the matter that Town Counsel is inviting the Planning Board to discuss at this time. Mr. DiGiuseppe states no but the form the Planning Board will see comes from the subdivision regulations. Mr. DiGiuseppe continues stating that the copy the Planning Board received is blank as he had been working with Town Counsel on it and don't expect any issues with it as it is standard. Mr. Griffin asks to confirm that the action is to endorse the project which Mr. DiGiuseppe confirms it is. Mr. DiGiuseppe adds if the Planning Board endorses the plan that they are to sign the mylar which is present.

Mrs. Parker asks who determines the dollar amount for the bond. Mr. DiGiuseppe states that working with the applicant who runs determines the cost of the installation. Mrs. Parker asks if it is equal to the value of the work. Mr. DiGiuseppe confirms it is.

Motion to endorse the approved definitive plan is made by Mr. Bouley and seconded by Mr. Graf. The Planning Board Vote All in Favor of the endorsement of the approved plans.

Motion to endorse the surety bond is made by Mr. Bouley and seconded by Mr. Graf. The Planning Board Vote All in Favor of the endorsement of the bond.

General Business

Mrs. Parker suggests adding some language to the Planning Board hearing notices and website to help further the abutters in understanding how Public Meetings work such as stating that items on the agenda may continue without discussion or withdraw and to check the agenda prior to the meeting. Mr. DiGiuseppe suggests that the Planning Department could remind the abutters to go to the Planning Board webpage and look at the agenda the day of the meeting to see if they are still on. Mrs. Parker states that she hears from people in Norton that the Town could use more communication and this would be a good step. Mr. DiGiuseppe states he would normally put this on the Planning Board Facebook page to tell the public when applicants are seeking continuances with the revised agenda. Mr. DiGiuseppe states he will add this language to abutters notices.

Adjournment

The motion to adjourn the May 10, 2022 meeting was done by Mr. Bouley and seconded by Mrs. Parker. The Planning Board was All in Favor of adjourning Board meeting. The Planning Board Meeting from May 10, 2022 was adjourned at 7:34 pm.

Minutes prepared and submitted by Bryan Carmichael, Department of Planning and Economic Development Administrative Assistant.

Minutes Approved on: 6/28/22

Signature 