

PLANNING BOARD MINUTES

June 6, 2016

Call The Meeting to Order

Chairman Stephen Johnson called the meeting to order at 7:00 P.M. in the Town Hall Auditorium. Present at the meeting were Vice Chairman Robert Fowler, Nancy Reed, Vincent Fratalia, Director of Community Development Steve Sadwick and Recording Secretary Dawn Cathcart. Keith Anderson was not present.

(A) Approval of Minutes – April 25, 2016 and May 9, 2016

MOTION - Mr. Fratalia made a motion to approve the Planning Board minutes of April 25, 2016 with the following amendment given by Mrs. Reed. On page 2, in the motion for Agenda Item B1, change the end of the motion to "... a presentation be given to the Planning Board and that the Planning Board be kept in the loop on how the funds are spent." The motion was seconded by Mrs. Reed and unanimously voted 4-0.

MOTION - Mr. Fratalia made a motion to approve the Planning Board minutes of May 9, 2016 with the following amendments. On page 4, 2nd Motion under Agenda Item B, #1, change "structures" to "treatment". On page 8, Agenda Item E, change "Habitat for Humanity" to "Tewksbury Habitat Build". The motion was seconded by Mrs. Reed and unanimously voted 4-0.

(B) Committee Reports/Administrative Actions

(B1) Committee Reports

Mr. Anderson joined the meeting at 7:05 PM.

Mr. Johnson stated that the school feasibility committee may be looking for a Planning Board member so if anyone is interested, let Mr. Sadwick know.

(C) 2122 Main Street, Semaan Properties, LLC Site Plan Special Permit, South Village Overlay District

MOTION - Mr. Fowler made a motion to waive the reading of the public hearing notice. The motion was seconded by Mr. Fowler and unanimously voted 5-0.

Matt Hamor and Elia Semaan appeared for the Site Plan Special Permit for 2122 Main Street. Mr. Hamor stated that they appeared before the Board last year with a conceptual plan. The proposal is to build two retail buildings on this site. The site is just over an acre and they did subsurface testing which showed sandy soil. There is an existing sewer easement in the back and a fence along the rear and side near Donna's Donuts. The first building will have two units. One unit will have 1,400 SF and the other 1,600 SF. The second larger building will have four units. This building will have dormers, a recessed overhang and each unit will have its own bathroom and office.

Mr. Hamor stated that Nassar Jewelers are currently located in Salem and this will be an additional store. They have hired Studio 26 Associates of Lowell as the architects. There are currently sidewalks along Main Street and they did have an IDR and the comments have been incorporated into a new plan. They are going to add an additional dumpster, there will be one-way traffic around the large building, there will be angled parking, a sidewalk around and along the side of the larger building and a walkway through the parking lot to connect to the sidewalk. There has been snow storage areas noted on the plan as well as landscape areas. They have hired

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James Emanuel as the landscape architect and the proposed lighting plan will be submitted. They are proposing motion detection lights at the back of the large building. There will be two internal light poles and the specifications can be provided at the time of construction.

Mr. Hamor stated that they are proposing a two phase development. The first phase will include construction of the full entrance, drainage and utilities and construction of the smaller building. The second phase will be started when they have tenants for the second building. The first phase will include temporary parking and a temporary dumpster location.

Mr. Hamor stated that the drainage will include infiltration systems with swales and catch basins that will go into an oil/water separator into a subsurface drainage system. There will be a sewer manhole at the back of the lot and the property will have municipal water. We don't think either building will require sprinklers. The dumpsters will be screened.

Mr. Fowler asked where the temporary dumpster location will be. Mr. Hamor replied it will be located to the left of Building 2. Mr. Fowler asked if the temporary location will be screened. Mr. Hamor replied yes. Mr. Fowler asked if the Fire Department has approved the turnaround. Mr. Hamor stated that in Phase I, there will be a t-turnaround and when Phase II is done, access will go around the Building 2. Mr. Johnson stated that if a phased construction project is being proposed, there should be a sheet showing just Phase I.

Mr. Anderson stated that he is pleased that this site is going to be developed and he likes the building style. He also agrees that a Phase I only sheet should be provided showing the parking, dumpster, pavement and fire department turnaround. He also suggested the lighting be shown.

Mr. Fratalia asked if there are any prospective tenants and will they be marketing to a food establishment. Mr. Hamor replied no tenants are proposed yet, but there will be no drive-through and if there was a food establishment, it would be mostly likely a pizza or sub shop. The primary use is retail. Mr. Fratalia stated that he did get a few questions from residents on with all the empty retail space existing, why more buildings would be built. Mr. Fratalia added that he hopes each space gets filled. Mr. Fratalia asked why there is snow storage in the front. Mr. Hamor replied that this is a small area for snow removal off the sidewalks.

Mrs. Reed stated that she agrees that it's nice to see the area being developed but he take on reviewing the comments from the police and engineering is that there is too much going on with this site. She is also concerned with meeting the criteria of the overlay and how it blends into the neighbor with a lack of mixed use. Mr. Hamor stated that there is a mix of commercial uses planned and they thought it was a good use. The roof lines of the buildings and the buffer between the neighbors are positive. Mrs. Reed suggested adding an evergreen screen in the back and upgrading the existing fence. Mr. Semaan replied that if the fence needs to be upgraded then he will do it. Mr. Johnson stated that there are residents in the audience that are nodding that the fence needs to be repaired.

Mr. Anderson asked if it would make sense to finish all the landscape and parking except where Building 2 is going to go.

Mr. Fowler asked if all the drainage is going to be done in Phase I. Mr. Hamor stated that they will isolate the drainage for Phase I and finish the drainage when the second building is constructed. Mr. Fowler asked what about the erosion controls. Mr. Hamor stated that the Phase II area will be grassed. Mr. Fowler asked what the elevation difference is for the future parking and the street. Mr. Hamor replied the parking is at 93' and the street is at 91 ½'. Mr. Fowler

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asked if the Town Engineer knew of the phased project. Mr. Hamor replied that they will confirm with him but it was discussed at the IDR.

Mr. Johnson stated that during the informal review, the only difference to this plan is that the small building was only going to house only the jewelry store. Mr. Hamor replied that was correct. Mr. Johnson stated that the fence should be replaced now if it is disrepair. Mr. Johnson stated that the side of Building 1 that faces the street should have more detail. He is also concerned with both dumpsters being located in the back of the lot. At least one should be moved closer to Building 1. Mr. Johnson stated that a plan just showing Phase I will be helpful to make sure it is not a sea of asphalt. Mr. Johnson stated that he is also concerned with the snow storage in the back and having snow pushed up against the fence. If there is too much snow, it should be hauled off site.

Mr. Fratalia asked why not have his jewelers business in the big building facing Main Street have. Mr. Semaan stated that they went through a bunch of scenarios. Originally he was going to take the entire Building 1, but he didn't need to have 3,000 SF.

Mr. Anderson stated that a completed site is more appealing to tenants.

Mark Kratman of 8 Sunset Road – Mr. Kratman stated that the fence is depilated now. He is also concerned with the higher elevation on Hill Street and suggested a higher fence than 6'. Mr. Kratman asked if there will be fence between this site and Donna's Donuts. Mr. Semaan replied no, it will be a landscape area. Mr. Anderson stated that when the site is done, there will be retaining walls and grass. Mr. Kratman stated that with the location of the dumpster, the neighbors will hear them being emptied. Mr. Anderson suggested moving the dumpster further away from the back and more towards Donna's Donuts and not allow them to pick up before 7:00 AM. Mr. Kratman stated that the original building was empty for many years and the sidewalk is in disrepair. The applicant should tie into the existing crosswalk access and make sure that there is no drainage that will run into the street causing icing problems in the winter. Mr. Anderson asked if the applicant would consider upgrading the sidewalks. Mr. Hamor presented a picture of the sidewalks and he doesn't believe they are in bad shape but they would be willing to update them. Mr. Anderson added that he would like to see the entire infrastructure in with Phase I.

Julie Head of 33 Hill Street – Ms. Head stated that she is concerned with the status of the fence. There are holes in the fence and her grandchildren have escaped. It should be repaired prior to construction because it will be noising and dusty during construction. Mr. Hamor stated that they will have water on site to control the dust during construction and they will look at the fence now. Mr. Johnson asked if we could approve a higher fence. Mr. Sadwick believes so. Mr. Anderson stated that he would prefer a 6' with arborvitaes and trees.

MOTION - Mr. Fowler made a motion to continue the Site Plan Special Permit for 2122 Main Street until June 20, 2016 at 7:10 PM. The motion was seconded by Mrs. Reed and unanimously voted 5-0.

(D) 1438 Main Street, 1438 Main Street, LLC for Nitish Nahata Sign Special Permit Continued

Jim Hanley appeared for the continued Sign Special Permit for 1438 Main Street. They have revised the plan. The LED portion has been removed, the height was changed from 17' to 11'10", the base is lower and the roof portion of the sign has been adjusted.

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Mrs. Reed stated that the attached signs are fine but the free standing sign should not have a white background, only the letters should be white. Mr. Johnson added that there should be one color for all panels on the free standing sign, which should be one of the colors presented on the plans.

There was no public comment.

MOTION - Mr. Fowler made a motion to close the public hearing. The motion was seconded by Mr. Anderson and unanimously voted 5-0.

MOTION - Mr. Fowler made a motion to approve the Sign Special Permit for 1438 Main Street as presented with the following conditions:

1. The maximum square footage is 94 SF.
2. There will be no white background on the sign panels.
3. The color panels will be one color from the examples shown on the plan.
4. There is no LED portion of the sign.

The motion was seconded by Mr. Anderson and unanimously voted 5-0.

Old Business

There was no old business.

New Business

There was no new business.

Director's Report

Mr. Sadwick stated that the Board is meeting tomorrow night with Judy Barrett to discuss the Master Plan draft. The meeting will be at 7:00 PM at the Town Hall. If the Board does not have many changes, then they can schedule the public hearing for June 20th even though Ms. Barrett will not be present.

Adjournment

MOTION - Mr. Anderson made a motion to adjourn the meeting at 8:30 PM. The motion was seconded by Mr. Fowler and unanimously voted 5-0.

Approved on: 6/20/16

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*List of documents for 6/6/16 Agenda
Documents can be located at the Community Development Office*

- A. 7:00** Approval of Minutes
April 25, 2016
May 9, 2016
- B. 7:00** Committee Reports/Administrative Actions
1- Committee Reports
- C. 7:05** 2122 Main Street, Semaan Properties, LLC
Site Plan Special Permit, South Village Overlay District
- *Application packet dated 5/6/16*
 - *IDR held on 5/24/16*
 - *Memo fr Fire Dept dated 5/17/16*
 - *Memo fr Police Dept dated 5/25/16*
 - *Memo fr Building Commissioner dated 5/24/16*
 - *Memo fr Engineering Dept dated 6/3/16*
 - *Letter 6/6/16 fr Landplex re: IDR Comments
Rendering, dated June 6, 2016*
- D. 7:10** 1438 Main Street, 1438 Main Street, LLC for Nitish Nahata
Continued Sign Special Permit
- *Rendering prepared by Metro Sign Awning Double Face Freestanding Sign dated 10/16/14
revised 6/3/16*
 - *Rendering prepared by Metro Sign Awning, Single Face Wall Mounted Pan Signs dated
5/16/16*