

PLANNING BOARD MINUTES

October 19, 2015

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, Robert Fowler, Nancy Reed, Vincent Fratalia, Keith Anderson, Director of Community Development Steve Sadwick and Recording Secretary Dawn Cathcart.

(A) Approval of Minutes – August 31, 2015

MOTION - Mr. Anderson made a motion to approve the August 31, 2015 Planning Board minutes as submitted. The motion was seconded by Mrs. Reed and unanimously voted 5-0.

(B) Committee Reports/Administrative Actions

(B1) Committee Reports

There were no committee reports.

(C) 1625 Shawsheen Street (Aka 1635 Shawsheen Street) Middlesex Glass for MAG Venture Group, LLC Site Plan Special Permit

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

Attorney Michael Newhouse, Steve Stapinski and Steve Arena appeared for the Site Plan Special Permit for 1625 Shawsheen Street. Mr. Stapinski presented large size plans with a revision showing the existing conditions. Mr. Stapinski stated that Middlesex Glass currently occupies the site and has two metal buildings. They are proposing a new addition that will be 70.4' x 54'. This addition will help with storage of material and machine space that is needed. This site is 5 acres and has over 350' of frontage. There is one access driveway for both in and outgoing traffic. There are 71 existing parking spaces. There is a wetlands area in the back and it is dissected by the railroad tracks. The building currently has a septic system that is functioning fine and they are proposing the continuous use of that system. There are no additional employees proposed. The addition will still allow for access around the building for delivery and fire trucks. The addition will be outside of the 100' wetlands buffer area. They are proposing storm water management mitigation with a roof collection system on the new building and retro-fit system on the existing buildings. There is also an underground infiltration system proposed. There will be no increase in volume or peak rate. There is significant landscaping on site.

Mrs. Reed asked if there was an IDR review of the drainage. Mr. Sadwick replied there was no IDR but it was sent out to the departments for review. Mrs. Reed stated that the landscaping in the front of the building is nice and asked if there could be additional landscaping between this site and Praxair. Mrs. Reed asked what is stored outside. Mr. Arena stated that it is automotive glass and frames. This storage will be moved towards the back of the property inside the building and under the canopy. Mrs. Reed stated that plan shows that it is tight around the canopy for trucks. Mr. Stapinski stated that the canopy comes out 10' from the building and there is 36' to the access, so that gives 26' of clearance for the trucks. Mrs. Reed stated that she would like an engineering review on the project.

PLANNING BOARD MINUTES

October 19, 2015

Mr. Fratalia agreed with the need for an engineering review. Mr. Fratalia stated that the plan is to keep the septic system. Mr. Stapinski replied yes, it is working properly.

Mr. Anderson asked if the storage trailers will be removed. Mr. Stapinski stated that the storage will be moved into the racks under the canopy. Mr. Sadwick stated that the plan shows storage trailers and they are not allowed per the zoning bylaw and should not be there. Mr. Anderson asked if there will be any additional bathrooms added. Mr. Arena replied no, the addition will be for equipment and storage.

Mr. Fowler asked if the Board of Health required a Title V when the building was bought. Mr. Arena stated that the capacity was fine for the system. Mr. Fowler stated that we do usually get an engineering review letter. Mr. Fowler stated that the plans reference Essex County is that different than Middlesex County. Mr. Stapinski replied no, Andover is right behind them and it was used for the wetlands calculation because they are in Andover.

Mr. Johnson agreed that we need feedback from the other departments such as engineering and fire. Mr. Stapinski asked if this could be approved subject to their approvals. Mr. Johnson stated that we have done that in the past when there has been an initial review but we've had no reviews.

There were no questions from the audience.

MOTION - Mr. Fowler made a motion to continue the Site Plan Special Permit for 1625 Shawsheen Street until November 2, 2015 at 7:10 PM. The motion was seconded by Mr. Fratalia and unanimously voted 5-0.

(D) 967-969 Main Street, Chester Briggs, Trustee and Joel Deputat for the Ford Realty Trust, Chester Briggs, Tr. Continued Site Plan Special Permit, Town Center Overlay District

Attorney Richard O'Neill, Ken Lania, Chester Briggs, and Joel Deputat appeared for the continued Site Plan Special Permit, Town Center Overlay District Permit for 967-969 Main Street. Mr. Sadwick stated that he did not forward the electronic copy of the updated plan. Mr. Lania provided copies. Attorney O'Neill stated that he met with Mr. Lania on the Planning Board's concerns on the parking spaces. The plan has been revised to include the following: driveway aisle has been increased from 18' to 20', the parking spaces in the back parking lot have been increased to 9.5' wide, the handicap parking has been relocated, the residential parking has been reduced from 8 to 7 spaces, the access way from the rear parking lot has been increased from 18' to 20', snow storage has been addressed by a note on the plan and the site has been split out into two sites.

Mr. Sadwick stated that they have an email from Mr. Hardiman dated today with five outstanding items. He has concerns about maneuvering into the spaces but with the moving of the handicap parking space he can see how this interacts with the ramp system.

Mr. Fowler stated that he is glad to see a plan that he can finally approve and seems like it is doable.

Mr. Anderson stated that he likes the updated plan.

PLANNING BOARD MINUTES

October 19, 2015

Mrs. Reed asked why the traffic is one-way. Mr. Lania stated that during the IDR, the Police and Town Engineer did not like the dead end, so they changed the entrance off of Main Street to one-way traffic. Mr. Lania stated that he understands the Town Engineer's concerns but in his professional opinion vehicles can maneuver around the parking lot safely.

Mr. Fratalia stated that he likes the fact that the size of the parking spaces has been increased. Mr. Fratalia asked if the access of Dewey Street is both ways. Mr. Lania replied yes but you won't be able to access the residential parking lot in front.

Mr. Johnson stated that he is glad that the Town Engineer makes it difficult because he is protecting the Town.

There were no questions from the audience.

Mr. Sadwick stated that the five items from Mr. Haridman's email are:

1. Parking – Location of the handicap parking spaces and movement out of spaces – Mr. Sadwick stated that it seems like the new plan addresses this issue.
2. No plan has been submitted for lighting – Mr. Sadwick stated that the applicant has stated that the lighting will be in the planting area and will be addressed during construction.
3. Trees – Which ones will be removed? – Mr. Sadwick stated that the landscaping plan has addressed which trees will remain.
4. Video of sewer – Mr. Sadwick stated that the applicant has agreed to the video of the sewer.
5. Draw down Calculations Need to be provided – Mr. Sadwick stated that this seems to be addressed in the memo from Cornerstone dated September 14, 2015 #11. The calculations have been provided that it will drain within 3 hours and Mr. Hardiman witnessed the deep hole test.

Mr. Johnson stated for clarification, how many units will be located in the residence. Mr. Lania replied three residential units and one commercial.

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

MOTION - Mr. Fowler made a motion to approve the waivers as requested from the following sections: Sections 5140, 5171, 5172, 5413, 5426, 5427, 9433, 9434, 9461 and amended per the revised plans submitted tonight. These waivers are required to meet the goals for the TCO and make this a better project. If the funeral home changes the use, the owners must come back. The motion was seconded by Mrs. Reed and unanimously voted 5-0.

MOTION - Mr. Fowler made a motion to accept the landscape plan that was submitted by Lorayne Black as part of the approved plan and that the Planning Board retain control over the amount and type of landscaping. The motion was seconded by Mrs. Reed and unanimously voted 5-0.

PLANNING BOARD MINUTES

October 19, 2015

MOTION - Mr. Fowler made a motion to approve the Site Plan Special Permit and Town Center Overlay Special Permit for 967-969 Main Street with the submitted plans dated October 13, 2015, incorporation of the approved waivers and landscape plan and the incorporation of the items in the memo from Mr. Lania dated September 15, 2015. The motion was seconded by Mr. Anderson and unanimously voted 5-0.

Old Business

Mr. Fowler stated that he took a 45 minutes survey of the landscaping at Heatherwood. The trees are less caliber than what was described in the plan. The outside perimeter on the plan showed the trees 3' apart but they are actually 30' apart. There needs to be more evergreens that are 6' – 8' tall similar to the two that are already on site.

New Business

There is no new business.

Director's Report

Mr. Sadwick stated that the RFP for the Pike House is out and bids are due November 9, 2015.

Mr. Sadwick stated that they received the bid to demo the old police station and it will cost \$140,000 to demo the building. There is also an RFP to sell the land.

Mr. Sadwick stated that the plan is to move into Town Hall the week of Thanksgiving.

Mr. Sadwick stated that TEC is putting together a project need form for the South/Salem Street intersection.

Mr. Sadwick stated that the Town Manager is currently working with Mass DOT on the Wamesit Park project.

Mr. Sadwick stated that the RFP for the South Street Fire Station will be going out in 3 to 4 weeks.

Adjournment

MOTION - Mr. Fratalia made a motion to adjourn the meeting at 8:10 PM. The motion was seconded by Mr. Fowler and unanimously voted 5-0.

Approved on: 11/19/15

PLANNING BOARD MINUTES

October 19, 2015

*List of documents for 10/19/15 Agenda
Documents can be located at the Community Development Office*

- A. 7:00** Approval of Minutes – August 31, 2015
- B. 7:00** Committee Reports/Administrative Actions
1- Committee Reports
- C. 7:00** 1625 Shawsheen Street (aka 1635 Shawsheen Street)
Middlesex Glass for MAG Venture Group, LLC
Site Plan Special Permit
- *Application packet dated 9/16/15.*
 - *Memo 10/13/15 from Director of Health.*
- D. 7:10** 967-969 Main Street, Chester Briggs, Trustee and Joel Deputat
For The Ford Realty Trust, Chester Briggs, Tr
Continued Site Plan Special Permit, Town Center Overlay District
- *Email 10/19/15 fr Town Engineer to Steve Sadwick*
 - *Layout Plan, TCOD Special Permit, Main Street, dated April 20, 2015
revised 10/13/15; prepared by Cornerstone Land Consultants, Inc.*