

**PLANNING BOARD
MAY 5, 2016
MINUTES**

Carolyn Perkins called the meeting to order at 7:37 PM at the Town Hall.

Members present: Barringer (participating remotely), Giger, Perkins, and Svarczkopf

Member absent: Burke, Wilson and Vega

530 OLD DUNSTABLE ROAD

Attorney Bob Collins represented the Applicant concerning this matter. Collins reminded the Board of their discussion during last week's meeting- the Applicants wants to begin construction on the home prior to demolishing the multifamily structure, constructing the common driveway and recording various documents (ANR plan, special permit, maintenance agreement, and conservation easement). All of these provisions would be satisfied prior to obtaining a building permit for the second lot. He presented the Board with a copy of the Declaration of Easements for A Common Driveway, a personal check for \$5,000 and an updated agreement from Mr. Dermody stating that Dermco, LLC shall be responsible for all costs associated with the demolition and removal of the multi-family home. Mr. Collins explained that the Common Driveway Agreement is the same as one used by another project. Svarczkopf and Perkins both expressed concern about the tenants of the existing multi-family home. Svarczkopf expressed dismay that the area was clearcut and construction vehicles had been traversing the site. Perkins asked if Collins can provide written confirmation from the tenants that they are okay with commencement of construction. Collins said that the tenants are aware of construction and are fine with it. In response to a question from Svarczkopf, Collins explained that the site work associated with Lot 1 would be approximately 300 feet from multi-family house. Svarczkopf said that he wants the Applicant to define where the site work will take place and a limit of disturbance. Collins decided to withdraw his request for relief from the prerequisites of the special permit. The Planning Board accepted the withdrawal of his request.

CRYSTAL SPRINGS ESTATES

Attorney Bob Collins represented the Applicant concerning this matter. He requested that the Planning Board release the cash bond and provide a recommendation to the Board of Selectmen to begin the public acceptance process. Bonavita explained that, according to the Nitsch Engineering review letters dated August 31, 2015 and March 1, 2016, all outstanding issues were addressed or waived except confirmation from the Tree Warden that new plantings are acceptable. She suggested that the Planning Board retain a nominal amount (\$10,000) to guard against problems and act as a performance guarantee for the plantings. Collins stated that he will provide the Board with a copy of a letter received from the Tree Warden approving the plantings. Perkins and Giger stated that they also want a letter from Tom Delaney stating that the roadway is acceptable. Collins pointed out that it is not customary to receive DPW approval of the roadway until later in the public acceptance process. He reminded the Board that they have letters from Nitsch Engineering demonstrating compliance with the plans and subdivision regulations. Svarczkopf stated that he was comfortable releasing all the money except the nominal amount of \$10,000 pending Tom Delaney's approval. Perkins suggested retaining a balance of \$15,000. Collins said that he didn't have issue with the Board retaining that amount. Svarczkopf made a motion to reduce the performance guarantee to \$15,000 and recommend that the Board of Selectmen begin the road acceptance process pending Tom Delaney's final review. Giger seconded the motion. Perkins took a roll call vote: Svarczkopf- Yes, Giger- Yes, Barringer- Yes, Perkins- Yes. The vote was unanimous.

HOLLINGSWORTH & VOSE COMPANY

Attorney Bob Collins represented the Applicant concerning this matter. He explained that the Applicant wants to replace the existing 12'x16' screen house with a new building within the existing footprint. In another location, the Applicant wants to construct a 4'x70' passageway to accommodate pedestrian movement between buildings 2 and 17. Collins explained that approvals from the Zoning Board of Appeals and Conservation Commission are necessary because the proposed work is in the floodplain and within 100' of the river. Collins asked the Board if they would be willing to waive the Site Plan Review requirement or characterize this as a minor project under the jurisdiction of the Land Use Department. Collins submitted photographs of the existing screen building and location of the proposed passageway. He also submitted plans prepared by Pare Corporation entitled: "Screen House Reconstruction Plan and Sections" dated 11/11/15 and "Screen House Reconstruction Elevations" dated 10/21/15, and plan entitled "HVAC Overall Plan", prepared by Allied Consulting Engineering Services, Inc., dated 10/09/15. Bonavita agreed that the projects were minor in nature and recommended review by the Land Use Department. Barringer made a motion to refer the matter to the Land Use Department under minor site plan review. Giger suggested that the Applicant submit full-scale drawings with the application. Svarczkopf suggested that the Applicant submit drawings depicting the passage way with the application. Giger seconded the motion. Perkins took a roll call vote: Svarczkopf- Yes, Giger- Yes, Barringer- Yes, Perkins- Yes. The vote was unanimous.

MINUTES

Perkins suggested that the Board delay discussion of the April 21, 2016 minutes until the next meeting.

MISCELLANEOUS

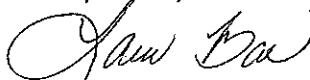
The Board discussed Bonavita's proposed summer schedule and the possibility of starting meetings at 7 pm instead of 7:30 pm. The Board was okay with starting earlier. Svarczkopf made a motion to accept the summer schedule as proposed. Giger seconded the motion. Perkins took a roll call vote: Svarczkopf- Yes, Giger- Yes, Barringer- Yes, Perkins- Yes. The vote was unanimous.

Bonavita told the Board that both she and Burke will attend the MA Association of Planning Directors Conference in Hyannis on May 19th and 20th. The Board agreed to cancel the May 19th meeting.

Svarczkopf made a motion to adjourn. Giger seconded the motion. Perkins took a roll call vote: Svarczkopf- Yes, Giger- Yes, Barringer- Yes, Perkins- Yes. The vote was unanimous.

The meeting adjourned at 8:10 pm.

Respectfully submitted,



Laurie Bonavita
Land Use Director/Town Planner