

**Minutes of Meeting
Grafton Planning Board
March 10, 2014**

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A regular meeting of the Grafton Planning Board was held on March 10, 2014 in the Finance Committee Meeting Room at the Grafton Municipal Center, 30 Providence Road, Grafton, MA. Present for the meeting were Chairman David Robbins, Vice-Chair Michael Scully, Clerk Edward Prisby, Robert Hassinger, Sargon Hanna and Associate Member Mathew Often. Staff present was Town Planner Joseph Laydon and Assistant Planner Ann Morgan.

Chairman Robbins called the meeting to order at 7:02 p.m. and congratulated Mr. Scully on the birth of his new daughter Aria.

ACTION ITEM 1-A – CONSIDER DECISION – SPECIAL PERMIT (SP 2014-1) JOHN CARLSON – 42 OLD UPTON ROAD – ACCESSORY APARTMENT

Chairman Robbins noted there appeared to be a discrepancy with the deed and book & page reference numbers.

MOTION by Mr. Hassinger to make favorable Findings for F-1 through F-26 with the corrections discussed.

There was no second.

MOTION by Mr. Scully, **SECOND** by Mr. Hassinger, to make favorable Findings for F-1 through F-26, granting Special Permit (SP 2014-1) with Waivers W-1 through W-5 and Conditions C-1 through C-8 as discussed and amended. **MOTION** carried unanimously 5 to 0.

ACTION ITEM 1-B – CONSIDER DECISION – SPECIAL PERMIT (SP 2014-2) JOHN A. GEMME – 7 LAKEVIEW DRIVE – ACCESSORY APARTMENT (PAUL SERRA / OWNER)

MOTION by Mr. Scully, **SECOND** by Mr. Hassinger, to make favorable Findings for F-1 through F-26, granting Special Permit (SP 2014-2) with Waivers W-1 through W-4 and Conditions C-1 through C-9 as discussed and amended. **MOTION** carried unanimously 5 to 0.

ACTION ITEM 1-C – CONSIDER DECISION – SPECIAL PERMIT (SP 2014-3) CHARLES R. MONTGOMERY, JR. – 18 TAFT MILL ROAD – ACCESSORY APARTMENT

MOTION by Mr. Scully, **SECOND** by Mr. Hassinger, to make favorable Findings for F-1 through F-25, granting Special Permit (SP 2014-3) with Waivers W-1 through W-4 and Conditions C-1 through C-8 as discussed and amended. **MOTION** carried unanimously 5 to 0.

DISCUSSION ITEM – 2-A – ZBL REVISIONS

Chairman Robbins received unanimous consent to table this discussion until after the public hearings.

STAFF REPORT

Mr. Laydon informed the Board that the Planning office Staff was updating the subdivision surety, which will help in figuring out what the current status of the subdivisions is and to try to move them forward to completion and acceptance. Mr. Layson said Staff was also updating the Town's Subsidized Housing Inventory (SHI), and forwarding data on missing units to the Department of Housing and Community Development.

Mr. Hassinger inquired about the peer review accounts for the subdivisions and a brief explanation was given on the current revolving account process in place with the Town Accountant.

Mr. Laydon stated that a minor modification request has been received for the cell tower at 160 R Upton Street.

MINUTES OF PREVIOUS MEETINGS

MOTION by Mr. Hassinger, **SECOND** by Mr. Scully, to approve the open session minutes of February 24, 2014 with the correction noted. **MOTION** carried unanimously 5 to 0.

CORRESPONDENCE

Mr. Laydon stated the office had received a letter from CMRPC indicating Grafton's portion for the FY 2015 Planning Budget, adding that the amount appears on the Town Administrator's Budget projections. Mr. Scully inquired if a list of demonstrable benefits has ever been supplied to the office for the amount contributed in relation to the services received. Mr. Scully also asked if there was any tracking of the hours earned and how the Town was spending them. Mr. Laydon noted that he had met with CMRPC last week and was told they provide services through the DLT (District Level Technical Assistance), which is currently looking at needs for Affordable Housing and agricultural lands as part of the economy for Grafton and neighboring towns. Mr. Laydon remarked that he will work with CMRPC to figure out what services are actually being provided for the \$4,500.00 fee. Mr. Hassinger added that there has been a recent CMRPC Press Release regarding corridor funding for the Carroll Road to Snow Road stretch of roadway.

PUBLIC HEARINGS

MAJOR RESIDENTIAL SPECIAL PERMIT (MRSP 2013-2) "GRAFTON HILL" SUBDIVISION – WESTERLY SIDE GRAFTON LLC (APPLICANT) – WESTERLY SIDE GRAFTON LLC, ROCKY ROAD REALTY TRUST, ROBERT B. MCINNIS & ABBY MCINNIS TRUST (OWNERS)

Chairman Robbins opened the public hearing. Present for the applicant was Attorney Joseph Antonellis.

Attorney Antonellis distributed copies of a written request and requested the Board grant the applicant's written request to withdraw their application without prejudice, noting the hiring of a

new Town Planner and the uncertainty of the Board's transition period associated with upcoming Town Elections. Attorney Antonellis stated after consultation with Mr. Laydon, it was decided that his client preferred a clean start and did not want to rush through the resubmission of their application.

MOTION by Mr. Hassinger, **SECOND** by Mr. Hanna, to grant the applicant's written request to withdraw without prejudice. **MOTION** carried unanimously 5 to 0.

Mr. Hassinger suggested the Planning Board/Staff review the current Subdivision Rules & Regulations with regard to the comments provided from the Fire and Police concerning the recent modification information submitted by the applicant.

CUMMINGS SCHOOL OF VETERINARY MEDICINE AT TUFTS UNIVERSITY – 200 WESTBORO ROAD – AMEND THE PREVIOUSLY APPROVED MASTER PLAN FOR THE TUFTS UNIVERSITY GRAFTON CAMPUS

Mr. Prisby read the legal notice and Chairman Robbins opened the public hearing. Present for the hearing were Deborah Kochevar, Dean of Cummings School of Veterinary Medicine at Tufts University/Grafton Campus; Joseph McManus, Executive Associate Dean; and Jean Poteete, Senior Campus Planner.

Ms. Kochevar informed that Board that their attorney Robert Sudmeyer of Bowditch & Dewey was not present, but would be present at the next meeting. Ms. Kochevar briefly discussed with the Board the Grafton Campus, its major functions, its current growth status and the growth projected for the future of the University. Ms. Kochevar also reviewed the Grafton Science Park and its mission, noting it is important that the Planning Board be aware of its long range vision.

Ms. Poteete spoke to the Board regarding the data submitted, noting the University is required to update with the Board every seven years regarding their 20-year plan vision. Ms. Poteete pointed out that they have had some significant development in the last seven years with the Campus Center, Bio-Safety Lab, MRI facility, Small & Large Animal Hospitals and the Avian Rehabilitation Cage project. Ms. Poteete added that they will be focusing on a new plan for renewable energy with two planned solar arrays on the eastern Campus and Grafton Science Park. Ms. Poteete remarked that they plan to continue to develop the Grafton Science Park. Ms. Poteete informed the Board that there were no significant changes to demonstrate through a traffic analysis, so there was no need to submit an update to the previous one submitted.

Mr. Prisby asked about the metering of the solar arrays and was told they will be net metered.

Mr. Hassinger questioned if it was the assumption that the Board's approval of the Amended Campus Plan was including approval of the solar arrays discussed. Ms. Poteete replied no, stating they plan to come back before the Board for a Project Plan Review when they are ready to proceed with that project.

Chairman Robbins stated that since the Graves Engineering review comments were not yet complete continuation of the public hearing will be required. Chairman Robbins inquired about public comment and there were no comments.

Mr. Scully asked about references on the plan to a Building 19 which he was not able to verify. Ms. Poteete explained the building was an old State Hospital building that they had planned to renovate, but after the roof failure the building was demolished, with the possibility they may rebuild it.

Mr. Prisby asked if the Amended Campus Plan requires additional approval by the Board of Selectmen. Chairman Robbins clarified the question stating the approval and adoption is by the Planning Board alone.

MOTION by Mr. Scully, **SECOND** by Mr. Prisby, to grant the applicant's written request to continue the public hearing to Monday, April 14, 2014 at 7:30 p.m. **MOTION** carried unanimously 5 to 0.

SPECIAL PERMIT (MRSP 2013-9) CASA BUILDERS & DEVELOPERS CORP. (APPLICANT) – MAINTANIS REALTY TRUST (MAP 97, LOT 22A) AND WILLIAM J. & MARY J. MAINTANIS & STEPHEN A. WILSON (MAP 98, LOT 2), (OWNERS)

Chairman Robbins opened the public hearing. Present for the meeting were John Grenier of J. M. Grenier Associates and Steven & Julie Venincasa of Casa Builders & Developers Corp.

Mr. Grenier informed the Board that he had redesigned Preliminary Plans for a Conventional and a Flexible subdivision with access only off Pleasant Street. Mr. Grenier stated that the Conventional residential development plan has 10 lots ranging in size from 1 acre to 5 acres with a total roadway length of 599 feet, including each cul-de-sac on Greystone Drive, which is keeping within the roadway waiver length requested by the Board at the last meeting. Mr. Grenier noted the Flexible residential development plan was 11 lots ranging in size from ¼ acre to 1 acre, no slope issues, and with the same roadway and cul-de-sac lengths. Mr. Grenier pointed out that the Flexible plan creates 12 acres of open space. Mr. Grenier also noted that there are 2 Waiver requests for distance between intersections and length of a dead end road; avoidance of the issues of slopes and cuts, traffic and mitigation regarding Gristmill Road; and that there will be improvements to the sight lines at the corner of Gristmill Road and Pleasant Street.

Chairman Robbins stated the Board will need input from the DPW/Engineering concerning any sight line improvements to the roadways and asked if there were any comments from the public.

Beverly Berube of 9 Barbara Jean Street expressed concerns of how the sight line improvements will be enforced if the property at that intersection changes hands and they want to make changes to their land.

Mr. Grenier explained that he has had a discussion with the Trustee who stated they would work with them to provide easements to help with the sight line improvements.

Mr. Hassinger noted he was unsure if the Board looks at the requested waivers now or in the Definitive Plan phase.

Chairman Robbins pointed out that the applicant will need to request a continuance since Graves Engineering will need time to provide review comments for the Preliminary Plans submitted.

Mr. Grenier stated he could provide copies to Graves Engineering immediately and requested to be placed on the Board's next meeting agenda.

MOTION by Mr. Hassinger, **SECOND** by Mr. Hanna, to grant the applicant's written request to continue the public hearing to Monday, March 24, 2014 at 7:30 p.m. **MOTION** carried unanimously 5 to 0.

REPORTS FROM PLANNING BOARD REPRESENTATIVES ON TOWN COMMITTEES AND CMRPC

Mr. Hassinger noted an article by CMRPC about getting design work done for the Carroll Road to Snow Road stretch of Worcester Street through the TIP program funding. Mr. Laydon stated there were also other grant structures that could be utilized like Mass Works.

Chairman Robbins received unanimous consent to return to Discussion Item 2-A.

DISCUSSION ITEM 2-A – ZBL REVISIONS

Mr. Hassinger stated that he had forwarded his comments by email this afternoon to Chairman Robbins who then forwarded them to the Planning Office around 4:45 p.m. Mr. Laydon noted that the Planning Office was closed at that time, so the comments had not been received in time for the meeting.

The Board proceeded to discuss the issues needing to be worked out with the temporary and portable signs, for profit and not for profit, sandwich board signs, portable signs, and definitions for all of this signage, specifically what defined and constituted an "event". The Board also continued discussion on the content on the signs, balancing aesthetics, and the Planning Board implications of allowing portable sandwich signs.

Mr. Laydon informed the Board that he will track the changes from the comments for the next meeting.

MOTION by Mr. Hanna, **SECOND** by Mr. Scully, to adjourn the meeting. **MOTION** carried unanimously 5 to 0.

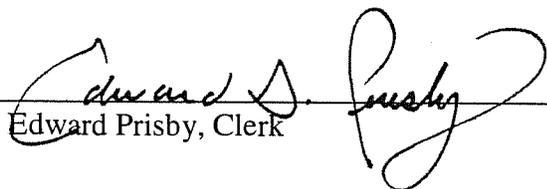
The meeting was adjourned at 9:32 p.m.

EXHIBITS

- **Action Item 1A – Consider Decision, Special Permit (SP 2014-1), John Carlson – 42 Old Upton Road – Accessory Apartment**
 - Draft Decision, dated February 28, 2014; 7 pages.
- **Action Item 1B - Consider Decision, Special Permit (SP 2014-2), John Gemme – 7 Lakeview Drive– Accessory Apartment**

- Draft Decision, dated February 27, 2014; 8 pages.
- **Action Item 1C - Consider Decision, Special Permit (SP 2014-3), Charles Montgomery, Jr – 18 Taft Mill Road – Accessory Apartment**
 - Draft Decision, dated February 27, 2014; 7 pages.
- **Item 5 – Minutes of Previous Meeting**
 - Draft Meeting Minutes, Grafton Planning Board, February 24, 2014; 8 pages.
- **Item 6 - Correspondence**
 - Correspondence from Central Massachusetts Regional Planning Commission; dated February 27, 2014, received March 3, 2014; 1 page.
- **Public Hearing 9A – Public Hearing 9A: Major Residential Special Permit (MRSP 2013-2) “Grafton Hill - Westerly Side Grafton LLC (Applicant) – Westerly Side Grafton LLC, Rocky Road Realty Trust, Robert B. McInnis & Abby McInnis Trust (Owners)**
 - Correspondence from Attorney Joseph Antonellis, MRSP 2013-2; dated & received January 27, 2014; 2 pages.
 - Project Review Memorandum, Fire Department, received March 4, 2014; 3 pages.
 - Project Review Memorandum, Conservation Commission, received February 28, 2014, 1 page.
 - Correspondence from the Police Department, Major Residential Special permit (MRSP 2013-2) – Westerly Side Grafton LLC; dated March 6, 2014, received March 10, 2014; 1 page.
 - Notice of Modification to Special permit Application, MRSP 2013-2; submitted by Attorney Joseph Antonellis; no date, received February 24, 2014; 1 page.
 - Flexibly Development Preliminary Subdivision Plans for North Street – Grafton Hill – Grafton, MA; prepared by Connorstone Engineering, Inc.; received February 24, 2014; includes the following materials:
 - Letter from Connorstone Engineering
 - Certified Abutters List
 - Traffic Engineer William Scully’s Update Traffic Impact Assessment
 - Plan Set, 24” x 36”, black & white; Grafton Hill, Modified Flexible Preliminary Plan; prepared by Connorstone Engineering; dated April 23, 2012, revised through February 12, 2014; received February 24, 2014; total of ten sheets as follows:
 - Sheet Index
 - Topo / Utility Plan (six sheets)
 - Road Profile (three sheets)
 - Correspondence from Attorney Joseph Antonellis, Request to Withdraw Application Without Prejudice; dated March 10, 2014; submitted at the Planning Board hearing on March 10, 2014; 2 pages.

- **Public Hearing 9B – Amend the Previously Approved Tufts Master Plan for the Tufts University Grafton Campus through January 2021**, Cummings School of Veterinary Medicine at Tufts University (Applicant), Westboro Road.
 - Correspondence from Tufts University Cummings School of Veterinary Medicine; Amended Grafton Campus Master Plan – Tufts Cummings School of Veterinary Medicine; dated February 7, 2014; received February 10, 2014; 1 page.
 - Report; Cummings School of Veterinary Medicine at Tufts University, Amended Grafton Campus Master Plan, Volume 1; prepared by Fuss & O’Neill, 78 Interstate Drive, West Springfield, MA; received February 10, 2014; 93 pages.
- **Public Hearing 9C: Special Permit (MRSP 2013-9) Casa Builders & Developers Corp. (Applicant) – Maintanis Realty Trust (Map 97, Lot 22A) and William J & Mary J Maintanis & Stephen A. Wilson (Map 98, Lot 2), (Owners) – Application for a Major Residential Special Permit for a Residential Development on property located at 4 Gristmill Road & 102 Pleasant Street. (Con’t from 01/27/14)**
 - Plan, 24” x 36”, black & white; Gristmill Village, Major Residential Development, Conventional Development Plan; prepared by J.M. Grenier Associates, Inc., dated October 10, 2013, revised March 4, 2014; received March 4, 2014; 1 sheet.
 - Plan, 24” x 36”, black & white; Gristmill Village, Major Residential Development, Flexible Development Plan; prepared by J.M. Grenier Associates, Inc., dated October 10, 2013, revised March 4, 2014; received March 4, 2014; 1 sheet.
 - Email correspondence from Chris Ryan, CMRPC; Gristmill Village Comments; dated February 19, 2014; 1 page.


Edward Prisby, Clerk

