

**Minutes of Meeting
Grafton Planning Board
February 22, 2016**

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A regular meeting of the Grafton Planning Board was held on February 22, 2016 in Conference Room A at the Grafton Municipal Center, 30 Providence Road, Grafton, MA. Present for the meeting were Chairman Sargon Hanna, Vice-Chair Michael Scully, Clerk Robert Hassinger, David Robbins and Linda Hassinger. Staff present was Town Planner Joseph Laydon and Office Manager Nicole Larson.

Chairman Hanna called the meeting to order at 7:00 p.m.

Mr. Scully excused himself from the meeting to attend a Super Park Committee meeting in Conference Room B.

1: PUBLIC INPUT

No public input at this time.

ACTION ITEM 2A: DRAFT DECISION: SPECIAL PERMIT (SP 2016-1) – ACCESSORY APARTMENT – 7 CHERYL DRIVE – PATRICIA GALLO

The Board discussed one edit found with in the draft.

MOTION by Mr. Hassinger, **SECOND** by Mrs. Hassinger, to approve the decision as drafted with edit as discussed. **MOTION** carried unanimously 4 to 0.

ACTION ITEM 2B: DRAFT DECISION: DRAFT DECISION: SITE PLAN APPROVAL (SPA 2016-1) – AUTISM BEHAVIORAL SERVICES, A LEARNING CENTER – 13 CENTENNIAL DRIVE – ACROPOLIS DESIGN CENTER

MOTION by Mr. Hassinger, **SECOND** by Mr. Robbins, to approve the draft decision as drafted with discussed edits. **MOTION** carried unanimously 4 to 0.

ACTION ITEM 2C: ANNUAL REPORT

Due to the current workload, staff will need more time to complete this report and will have it ready for the upcoming meeting for the Board to review.

GENERAL BUSINESS 4A: BILLS

The bills were circulated and signed.

GENERAL BUSINESS 4B: STAFF REPORT

Mr. Laydon gave updates on the following:

- Mr. Laydon attended a CMRPC Meeting at Union Station on February 17, 2016 to discuss the Transportation Improvement Program (TIP) project. Ways to manage the project were discussed. Mr. Laydon was advocating for one complete project while encouraging bicycle lane development.
- Mr. Laydon attended a Complete Streets Workshop at Union Station on February 16, 2016 and reported there is \$4,000 in reimbursable funds available for street rejuvenation projects.
- Mr. Laydon has been working with the Board of Selectmen's Office to prepare the Super Park application which should be ready for submission shortly.

- He is working to finalize the PATH application for submission.
- Gene Bernat is looking into 40R changes with the state for prior approval before the Article get put on the Warrant for Spring Town Meeting.
- Mr. Laydon gave updates on EDC
- Mr. Laydon has been working with the Board of Selectmen for a Special Permit for a cell tower on Creeper Hill.

GENERAL BUSINESS 4C: MINUTES OF OPEN MEETING ON FEBRUARY 09, 2016:

The Board discussed edits to the draft.

MOTION by Mr. Robbins, **SECOND** by Mr. Hassinger, to approve the meeting minutes as drafted with discussed edits. **MOTION** carried unanimously 4 to 0

Mr. Scully rejoined the meeting.

Mr. Hanna asked for an update on the ANR for 103 Worcester Street which was on the agenda of the February 9, 2016 open meeting. Mr. Laydon gave a review of the project and explained that the ANR was withdrawn.

6. REPORTS FROM PLANNING BOARD REPRESENTATIVES ON TOWN COMMITTEES AND CMRPC

No reports were given at this time.

5. CORRESPONDENCE

Mr. Hassinger noted the public comment received on Medical Marijuana. Mr. Laydon noted that the Board of Selectmen has approved 2 street lights for “Grafton Hill” Subdivision. The Board will review the letter at the definitive stage.

PUBLIC HEARING 7A: (7:30 P.M.) SPECIAL PERMIT (SP 2016-2) – RICHARD CORNELL (APPLICANT/OWNER) – 7 BRUCE STREET – ACCESSORY APARTMENT.

Mr. Hassinger read the legal notice and Chairman Hanna opened the public hearing. Applicant Richard Cornell of 7 Bruce Street was present for the hearing. Mr. Cornell gave the Board a brief review of the work to be done in order to create the proposed accessory apartment and noted there is currently egress from the portion of the home that would be transformed into an accessory apartment. He also noted that no changes would occur to the footprint of the home. The Board then discussed the constraints of the Special Permit with Mr. Cornell.

MOTION by Mr. Scully, **SECOND** by Mr. Hassinger, to close the Public Hearing and direct staff to draft a decision for this application. **MOTION** carried unanimously 5 to 0.

DISCUSSION ITEM 3A: SPECIAL PERMIT (SP 2014-9): BORREGO SOLAR – STONEWALL/LANDSCAPE PLAN – 79 OLD UPTON ROAD

Mr. Laydon reviewed the project status with the Board. Present for the discussion was Steve Long from Borrego Solar. Mr. Long informed the Board that the recently built stone wall was per request of National Grid and created with stones that were found piled up on the site in the National Grid right-of-way. There has also been a solid green wall installed in front of the black vinyl fencing to act as a temporary windscreen for new vegetation and will be removed after one year once the installed plants are established. Mr. Long noted that the wall be taken down by National Grid. Mr. Hanna

noted that the green wall is not particularly pleasant to the eye. He would rather have the pictures of the stone wall and green landscape wall submitted in writing, as a Modification to the Special Permit. After reviewing the language in the Special Permit for this project and lengthy discussion on how to decipher between an administrative changes and formal Modifications of a Special Permit, the other members of the Board agreed that the Applicant will need to submit an Application for a Modification of a Special Permit. This will allow for a Public Hearing where public comment can be collected and considered.

MOTION by Mr. Hassinger, **SECOND** by Mr. Scully, to handle these changes by way of instructing the applicant to request a Modification of the Special Permit.

The Board would like to clarify the process to include instructions in the decisions on how changes to the plan should be handled, what changes are acceptable, and can be seen as administrative changes, or what changes require formal Modifications applications. Mrs. Hassinger noted that moving forward, solar decisions should include specifications pertaining to temporary walls and temporary structures.

MOTION carried unanimously 5 to 0.

DISCUSSION ITEM 3B: WORKSHOP ITEMS

Contractor Yard: The Board discussed the definition for Contractor Yard and replaced “wheeled” equipment with “mobile” to include a larger group of equipment.

Large Family Child Care Home: The Board discussed the proposed language and local implications of recent changes to the Mass General Law.

MOTION by Mr. Scully, **SECOND** by Mr. Robbins, to revise the proposed zoning amendment as discussed. **MOTION** carried unanimously 5 to 0.

Microbreweries: Mr. Laydon informed the Board that changes have been made to this proposed amendment with additional definitions for ‘Nanobrewery’ for the projected smaller scale use and a new definition for ‘Brewery’. Due to and unforeseen technical issue, the updated language was not distributed to the Board. Mr. Hassinger suggested that language be inserted to clarify that the application for a liquor license is completely separate from these zoning by-law proposals. Mr. Laydon noted that the Board should consider redefining Neighborhood Business and determine how we define accessory use as it pertains to eating and drinking establishments. Mr. Hassinger would like to see Neighborhood Business be regulated by Special Permit for the discussed use. He also requested that Mr. Laydon proposed language for a proposed amendment pertaining to the discussion of the Board.

Frontage/Corner Lot/Rear Yard: The Board agreed that the proposed language sounds good, but that there is a need to define ‘corner lot’ per the Boards previous conversation. Mr. Laydon noted that the Building inspector was looking for more clear definition for ‘side’ yard from ‘rear’ yard which gives a larger setback relief.

MOTION by Mr. Robbins, **SECOND** by Mrs. Hassinger, to approve the proposed language for this proposed amendment concerning Frontage/Corner Lot/Rear Yard. **MOTION** carried unanimously 5 to 0.

The Board requested to see a proposed map in order to discuss the proposed changes to the Trinity Well Site within the Water Supply Protection Overlay District.

Fisherville Mill Village Zoning Amendment: Mr. Hassinger noted that the proposal language for this amendment is directly related to the language of the brewery amendment language and should be

postponed until that language can be reviewed. Mr. Laydon will send along revised drafts of both amendments with corrected language to the Board.

ITEM 8: ANY OTHER ITEMS WHICH MAY LAWFULLY COME BEFORE THE BOARD

No other items came before the Board at this time.

ADJOURNMENT

MOTION By Mrs. Hassinger, **SECOND** by Mr. Hassinger, to adjourn the meeting. **MOTION** carried unanimously 5 to 0.

The meeting was adjourned at 9:14 p.m.

Robert Hassinger, Clerk

EXHIBITS

- Draft Decision: Special Permit (SP 2016-1) – Accessory Apartment – 7 Cheryl Drive – Patricia Gallo; dated February 17, 2016; 7 pages.
- Draft Decision: Draft Decision: Site Plan Approval (SPA 2016-1) – Autism Behavioral Services, A Learning Center – 13 Centennial Drive – Acropolis Design Center; dated February 19; 6 pages.
- Special Permit (SP 2014-9): Borrego Solar – Stonewall/Landscape Plan – 79 Old Upton Road
- Plan Drawing: Stonewall; Special Permit (SP 2014-9) Borrego Soar Facility – 79 Old Upton Road; no date; received December 16, 2015; 11” X 17”: black and white; 1 page.
- Proposed Zoning Amendment, 2016 Spring Annual Town Meeting; no date; no received date; 6 pages.
- Correspondence Letter; Re: Clean Energy Collective (CEC) Solar #1056 LLC (Applicant), 207 Providence Road, Grafton, Special Permit / Site Plan Approval; dated January 29, 2016; received February 1, 2016; 1 page.
- Correspondence Letter from Office of the Town Administrator; written by Doug Willardson, Assistant Town Administrator; includes map of approved street lights; dated February 16, 2016; received February 16, 2016; 2 pages.
- Correspondence Email; Subject: Public Comment Form: Proposed Amendment to ZBL – Medical Marijuana – May 2016 Town Meeting; submitted by James Gallagher of 31 Hollywood Drive; dated February 16, 2016; received February 16, 2016; 1 page.
- Special Permit (SP 2016-2) – Richard Cornell (Applicant/Owner) – 7 Bruce Street – Accessory Apartment; includes the following:

- Application for Site Plan Approval; dated January 14, 2016; received January 14, 2016; 1 page.
- Application for Special Permit; dated January 14, 2016; received January 14, 2016; 1 page.
- Certificate of Good Standing; dated November 17 by the Treasure Collector, received January 14, 2015; 1 page.
- Certified Abutters list; dated November 18, 2015; received January 14, 2016; 1 page.
- Project Description/Narrative; signed by Richard Cornell of 7 Bruce Street; no date; received January 14, 2016; 1 page.
- List of Waiver Requests; no date; received January 14, 2016; 5 pages.
- Site plan; 8 ½” X 11”; black and white; no date; received January 14, 2016; 1 page.
- GIS Property Information; 8 ½” X 11”; color; dated November 18, 2015; received January 14, 2016; 2 pages.
- Existing Front View Image of Site; 8 ½” X 11”; color; no date; received January 14, 2016; 1 page.
- Back of House Show Existing Deck Image; 8 ½” X 11”; color; no date; received January 14, 2016; 1 page.
- Departmental Comment Form; submitted by Katrina Koshivos, Zoning Board of Appeals; dated February 10, 2016; dated February 10, 2016; 1 page.
- Departmental Comment Form; submitted by Nancy Connors, Board of Health; dated February 2, 2016; received February 2, 2016; 1 page.
- Draft meeting minutes from Open Session Meeting on February 09, 2016; no date; no received date; 8 pages.

