

Minutes of Meeting
Grafton Planning Board
April 25, 2016

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A regular meeting of the Grafton Planning Board was held on April 25, 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 Assistant Planner Ann Morgan and Office Manager Nicole Larson.

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

1: PUBLIC INPUT

No public input at this time.

ACTION ITEM 2A: APPROVAL NOT REQUIRED (ANR 2016-6): 102 PLEASANT STREET – STEPHEN WILSON (OWNER) / CASA BUILDERS & DEVELOPER'S CORP. (APPLICANT)

Mr. Laydon confirmed that this ANR is the last step in readying the Definitive Plan for the “Gristmill Village” Subdivision. The divided portion of the land will be used for a drainage easement.

MOTION by Mr. Robbins, **SECOND** by Mr. Scully, to find this as Approval Not Required and instruct staff to sign the Mylar. **MOTION** carried unanimously 5 to 0.

ACTION ITEM 2B: REVIEW OF PLANNING BOARD DRAFT REPORTS FOR TOWN MEETING ARTICLES

Mr. Hanna opened up the conversation on the report. The Board discussed soliciting approval of the Moderator and will plan to present a brief explanation on each amendment. The Board discussed several edits and decided to continue the discussion until later in the meeting, after the public hearings.

3A: BILLS

The bills were circulated and signed.

3B: STAFF REPORT

Mr. Laydon noted that the main focus of the staff is currently on preparing for Town Meeting.

3C: CORRESPONDENCE

No mention of correspondence at this time.

4: REPORTS FROM PLANNING BOARD REPRESENTATIVES ON TOWN COMMITTEES AND CMRPC

Mr. Scully reviewed the recent regional meeting that was held to discuss medical marijuana and solar energy. Mr. Hassinger summarized the discussion which was held on local and state building code updates to accomplish saving and updating utilities. Mr. Robbins noted that the Town Energy Commission would be interested in the outcome of the meeting and staff should connect with them on the issues to find out where the town stands on solar projects.

PUBLIC MEETING 5A: (7:30 P.M.) PROJECT PLAN REVIEW (PPR 2016-1) – EQUINE SPORTS MEDICINE CENTER – TUFTS UNIVERSITY / CUMMINGS SCHOOL OF VETERINARY MEDICINE (APPLICANT) / TRUSTEES OF TUFTS COLLEGE (OWNER)

Mr. Hassinger opened the public meeting by reading the legal notice for the project. Present for the meeting was Deborah Kochevar who introduced team members Eric Vangsness, Jenifer Heikkinen, Jack McDonald and Jean Poteete. The applicants presented a power point presentation which was submitted to the exhibit. The presentation included project goals as well as benefits to clients and students. Ms. Kochevar discussed the modification for the facility which will enable year round functionality of the site. Mr. McDonald spoke to the Board concerning the Site Plan and key aspects of design for the new facility. Mr. Vangsness informed the Board on the particulars of the site and compliance with fire access and building guidelines. He noted that Equine Science Center #2 will be removed and the front drive way will have one way access to exceed width requirements. The drainage plan is based on Natural Resources Conservation Services (NRCS) conservative estimates. He noted that the proposed infiltration system and design are currently being redesigned. Mr. Vangsness confirmed that all of the Graves Engineering review points will be addressed in the new design. He expressed that the goal is to design a detention basin nearby to alleviate discharge from the north side of Willard Street and resulting drainage while allowing for a plan to remain successful. Ms. Kochevar noted that the viewing area in the arena is not for large events, but rather for clients to view work that is being done with their animal. The applicant requested to continue the Public Meeting to May 16, 2016.

PUBLIC HEARING 6A: (7:30 P.M.) MAJOR RESIDENTIAL SPECIAL PERMIT (MRSP 2016-4) – “THE RIDINGS” SUBDIVISION – STEVEN VENINCASA OF CASA BUILDERS & DEVELOPER’S CORP. (OWNER/APPLICANT)

Present for the hearing was James Tetreault of Thompson-Liston Associates, Inc. who stated that the most recent plans being presented have not yet been reviewed by Graves Engineering. Mr. Tetreault noted the following:

- Changes suggested by Graves’ previous review have been completed on the previous plan set. Items include: grading, correct 30 foot rounding at access road were confirmed and details on deed is clearly, retaining walls that have been proposed outside of town owned land and maintenance will be up to land owners.
- Recommend the use of open stormwater detention basin in ordered to reduce the cost of ownership and maintenance, not the proprietary stormwater treatment units and underground infiltration or detention systems, as recommended by Jeff Walsh of Graves Engineering, Inc.
- The design plans would not extend the roadway past the proposed cul-de-sac for throughway access. He presented the alternative plan with 2 cul-de-sacs and noted the difference in grading and also that a waiver would need to be requested for the created intersection.
- Trees have been located along the roadway and it is understood that a scenic road permit would be required to do the minimal cutting for site line improvement for public safety.
- The development plans will not be impacted with the loss of the 2.3 acres being disputed by the Laflamme family.
- The division of the Open Space Frontage between Grafton and Westborough does not interfere with frontage access.
- There will be an elevation change on Adams Road where the access road intersects.

- The applicant prefers to avoid long cul-de-sacs

Mr. Hassinger noted that there is a stone wall on the Open Space property that he would like to see included on the maintenance plan and would like the Board to keep the preservation of that wall in mind. Mr. Laydon noted that the Grafton Department of Public Works and Fire Department prefer one long roadway with cul-de-sac in the best interest of access, run off and maintenance, and as a result, Mr. Laydon recommends the Board grant a waiver for the original Flexible Plan's single 900 foot cul-de-sac in the best interest of the open space, maintenance and the safety of avoiding conflict with adjacent roadways with the alternative plan proposed. Mr. Robbins would like an evaluation of the tradeoffs when comparing the Flexible Plan with one cul-de-sac to the alternative plan with 2 shorter cul-de-sacs. Mr. Laydon noted the offset of Road C & E on the Alternative Flexible Plan and requested that the roads be aligned to eliminate the need for a waiver.

Joe Laflamme of 113 Adams Road was present for the hearing and requested a privacy fence of at least 9 foot tall due to frequent past trespassing and noted the disputed property on Old Adams Road. Mr. Laydon noted that a fence would inhibit the open space habitat management. Mr. Robbins noted that the Open Space right will be added later on in the property. Mr. Tetreault also noted the property dispute along Old Adams Road can be settled in favor of the Laflammes since the property is not needed for the subdivision construction.

Kathlyn Laflamme of 113 Adams Road asked the Board if the 50 foot extension of the right of way along her property is for fire access. Mr. Tetreault noted that the right of way is for possible road way extension and future planning.

Steve Slone of 178 Golden Street in Belmont, representing the Sudbury Valley Trustees was present for the hearing and noted that it is helpful in any open space maintenance situation to have straight property lines that are aligned for property recognition even if some footage is lost. He suggested clear boundary postings and discussed nearby networks of open space.

MOTION by Mr. Robbins, **SECOND** by Mr. Hassinger, to accept the applicant's written request to continue the Public Hearing to June 13, 2016. **MOTION** carried unanimously 5 to 0.

The Board called for a quick break at 9:21 p.m.

The Board reconvened the meeting at 9:25 p.m.

PUBLIC HEARING 6B: (7:30 P.M.) SPECIAL PERMIT (SP 2016-6) & SITE PLAN APPROVAL – ACCESSORY APARTMENT – PETER HALBROOKS (APPLICANT/OWNER) – 18 TAFT MILL RD.

Mr. Hassinger opened the hearing by reading the Legal Notice. Peter Halbrooks was present for the hearing and stated that he understands the restrictions of the Special Permit as explained by the Board.

MOTION by Mr. Hassinger, **SECOND** by Mr. Scully, to close the Public Hearing and instruct staff to draft a decision based on the testimony and deliberation heard. **MOTION** carried unanimously 5 to 0.

PUBLIC HEARING 6C: (7:30 P.M.) ZONING AMENDMENT ZBL 2016-9: PROPOSED AMENDMENT SECTION 3.3.3.4 TO THE GRAFTON ZONING BY-LAW

Mr. Hassinger read the Legal Notice to open the Public Hearing. Mr. Hanna read from the Planning Board Report to give a review of this amendment. The Board was satisfied with the Amendment as is, per previous discussions.

MOTION by Mr. Hassinger, **SECOND** by Mrs. Hassinger, to close the Public Hearing. **MOTION** carried unanimously 5 to 0.

ACTION ITEM 2B: REVIEW OF PLANNING BOARD DRAFT REPORTS FOR TOWN MEETING ARTICLES (CONT.)

The Planning board discussed whether or not reading the report in its entirety would be beneficial at Town Meeting. Mr. Hassinger would like staff to make a report readily available prior to the meeting. Mr. Laydon noted that the Finance Committee was receptive of the Articles proposed. Mr. Laydon noted that the numbers on the articles have since been amended.

MOTION by Mr. Hassinger, **SECOND** by Mrs. Hassinger to approve all other amendments other than Medical Marijuana with edits, as drafted. **MOTION** carried unanimously 5 to 0.

Mr. Hanna recused himself from the meeting discussion and departed for the evening at 9:45 p.m.

The Board discussed the Medical Marijuana Amendment.

MOTION by Mr. Hassinger, **SECOND** by Mr. Robbins, to approve the Amendment. Mr. Robbins suggested to changes to add public comments and the narrative statement, as well as alternate language. Mr. Hassinger suggested other edits in the amendment.

MOTION AMENDED by Mr. Hassinger, **SECOND AMENDED** by Mr. Robbins, to approve amended language for the Medical Marijuana Article. **MOTION** carried unanimously 4 to 0.

ITEM 7: ANY OTHER ITEMS WHICH MAY LAWFULLY COME BEFORE THE BOARD

No other items came before the Board at this time.

ADJOURNMENT

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

The meeting was adjourned at 9:58 p.m.

EXHIBITS

- Approval Not Required (ANR 2016-6): 102 Pleasant Street – Stephen Wilson (Owner) / Casa Builders & Developer’s Corp. (Applicant); includes the following:
 - Application for Endorsement of Plan Believed Not To Require Approval (ANR); dated April 1, 2016; received April 7, 2016; 1 page.
 - Affidavit ANR Plan Submittal; no date; received April 7, 2016; 1 page.
 - Certificate of Good Standing; dated by the Treasurer/Collector’s Office April 7, 2016; received April 7, 2016; 1 page.
 - Plan of Land; prepared by Atlas Land Surveying Inc.; 11” X 17”; black and white; dated March 24, 2016; received April 7, 2016; 1 page.
- Draft Planning Board Report for Annual Town Meeting, May 9, 2016 Warrant Articles; Submitted by Joseph Laydon; no date; no received date; 7 pages.
- Project Plan Review (PPR 2016-1) – Equine Sports Medicine Center – Tufts University / Cummings School of Veterinary Medicine (Applicant) / Trustees of Tufts College (Owner); includes the following:

- Letter of Correspondence; Re: Project Plan Submission, and Attachments; submitted by Deborah Kochevar; dated March 30, 2016; received March 30, 2016; 10; pages.
- Plan Set; prepared by Waterman Design Associates, Inc.; 11” X 17”; color, dated March 29, 2016; received March 30, 2016; 15 pages.
- Letter of Correspondence; Subject: Tufts University – Equine Arena, Project Plan Review; submitted by Jeffrey Walsh, Graves Engineering, Inc.; dated April 15, 2016; received April 15, 2016; 2 pages.
- Email Correspondence; Re: Tufts Univ./Cummings School of Veterinary Medicine; from Katrina Koshivos; dated April 21, 2016; received April 21, 2016; 1 page.
- Major Residential Special Permit (MRSP 2016-4) – “The Ridings” Subdivision – Steven Venincasa Of Casa Builders & Developer’s Corp. (Owner/Applicant) – 88 Adams Road; includes the following:
 - Letter of Correspondence; Re: Preliminary Subdivision filing for Land at 88 Adams Road, Grafton, Massachusetts Assessor’s Map 32 Parcel 10; submitted by James Tetrault; dated April 20, 2016; received April 20, 2016; 1 page.
 - Flexible Development Alternate Layout Land Plan; prepared by Thompson-Liston Associates, Inc.; 11” X 17”; black and white; dated April 20, 2016; received April 20, 2016; 1 page.
 - Letter of Correspondence; Subject: Preliminary Subdivision filing for Land at 88 Adams Road, Grafton, Massachusetts Assessor’s Map 32 parcel 10; submitted by James Tetrault; dated April 18, 2016; received April 18, 2016; 8 pages.
 - Conventional Plan Preliminary Subdivision; submitted by Thompson-Liston Associates, Inc.; 11” X 17”; black and white; revised April 15, 2016; received April 18, 2016; 26 pages.
 - Flexible Plan Preliminary Subdivision; submitted by Thompson-Liston Associates, Inc.; 11” X 17”; black and white; revised April 15, 2016; received April 18, 2016; 21 pages.
- Special Permit (SP 2016-6) & Site Plan Approval – Accessory Apartment – Peter Halbrooks (Applicant/Owner) – 18 Taft Mill Rd; includes the following:
 - Application for Special Permit; dated by the Clerk’s office on April 1, 2016; received April 1, 2016; 1 page.
 - Application for Site Plan Approval; dated by the Clerk’s office on April 1, 2016; received April 1, 2016; 1 page.
 - Certificate of Good Standing; dated by the Treasurer/Collector’s Office on March 18, 2016; received April 1, 2016; 1 page.
 - Request for Abutters List; dated by the Assessor’s Office March 2, 2016; received April 1, 2016; 1 page.
 - Certified Abutters list; signed by the Assessor’s Office Manager on March 15, 2016; received April 1, 2016; 1 page.
 - Letter of Correspondence; Re: Special Permit Application – 18 Taft Mill Road, Lot 40 for an Accessory Apartment; submitted by Peter Halbrooks; no date; received April 1, 2016; 3 pages.
 - List of Requested Waivers; no date; no received date; 1 page.
 - Letter of Correspondence; Re: Special Permit Application – 18 Taft Mill Road, Lot 40 for an Accessory Apartment; submitted by Peter Halbrooks; no date; received April 1, 2016; 1 page.

- GIS Map of Property; 8 ½” X 11”; color; dated March 18, 2016; received April 1, 2016; 2 pages.
- Site Images of existing building; 8 ½” X 11”; color; no date; received April 1, 2016; 2 pages.
- Letter of Correspondence; Re: Special Permit/Site Plan Review Application - #18 Taft Mill Road Lot 40 for an Accessory Apartment; written by Normand Gamache; dated January 30, 2014; received April 1, 2016; 3 pages.
- Letter of Correspondence; Re: #18 Taft Mill Road – Lot 40; written by Normand Gamache; dated January 30, 2014; received April 1, 2016; 1 page.
- Letter of Correspondence; Re:#18 Taft Mill Road – Lot 40 Special Permit/Site plan Review Application; dated January 30, 2014; received April 1, 2016; 1 page.
- Plot Plan of #18 Taft Mill Road; prepared by Guerriere & Halnon, Inc.; dated January 30, 2014; received April 1, 2016; 1 page.
- Foundation Plan; prepared by WGB Construction; date not legible; received date April 1, 2016; 1 page
- First Floor Plan; prepared by WGB Construction; no date; received April 1, 2016; 1 page.
- Email Correspondence; Re: SP 2016-6: Accessory Apartment – 18 Taft Mill Road; from Nancy Connors, Board of Health; dated April 8, 2016; received April 8, 2016; 1 page.
- Email Correspondence; Re: SP 2016-6: Accessory Apartment – 18 Taft Mill Road; from Katrina Koshivo, Zoning Board of Appeals; dated April 8, 2016; received April 8, 2016; 1 page.
- Proposed Zoning Amendment, 2016 Spring Annual Town Meeting; Lot Perimeter Definitions; no date; no received date; 1 page.

The Planning Board approved these meeting minutes on June 13, 2016.