

Minutes of Meeting  
Grafton Planning Board  
July 27, 2015

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A regular meeting of the Grafton Planning Board was held on , 2014 in Conference Room A at the Grafton Municipal Center, 30 Providence Road, Grafton, MA. Present for the meeting were Chairman Sargon Hanna, 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: REQUEST FOR MINOR MODIFICATION TO SP 2008-15.2 – 20 INDIAN PATH – CELL TOWER – CROWN CASTLE/T-MOBILE (APPLICANT) / NEW CINGULAR WIRELESS LLC (AT&T) (OWNER)**

Jeff Barbaradora representing Crown Castle was present for the discussion and gave a brief discussion on the work proposed by New Cingular by T Mobile. The applicant is requesting to add 3 antennas & 6 Coax cables inside the existing structure. He confirmed that there would be no changes to the existing structure.

**MOTION** by Mrs. Hassinger, **SECOND** by Mr. Robbins, to find that this request is a minor modification and approve the minor modification. **MOTION** carried unanimously 4 to 0.

**ACTION ITEM 2B: REQUEST FOR MINOR MODIFICATION TO SITE PLAN APPROVAL – SAVERS BANK (APPLICANT/OWNER) – 96 WORCESTER STREET**

Stephen Fleshman of Stephen Fleshman Architect, LLC was present for the discussion and gave a brief overview of the request for minor modification. The proposed modification would remove the existing, nonfunctioning ATM from the drive-thru area, move it inside the main building and replace the existing ATM with a second lane pneumatic drive-thru teller system. The applicant noted that there are also security benefits to moving the ATM inside. The pneumatic teller system would require slight sign changes, as proposed in the submitted request for minor modification.

**MOTION** by Mr. Robbins, **SECOND** by Mrs. Hassinger, to find this request to be a minor modification and grant the minor modification. **MOTION** carried unanimously 4 to 0.

**ACTION ITEM 2C: REQUEST FOR MINOR MODIFICATION TO SITE PLAN APPROVAL – 198 WORCESTER STREET – SARGON REALTY (OWNERS)**

Mr. Sargon Hanna recused himself from this discussion. Mr. Hassinger acted as chairman for this Action Item.

Elias Hanna was present for the discussion as well as Michael Loin of Bertin Engineering. Mr. Loin gave a brief introduction of the site. He explained that the applicant is planning to put in a family-run

Mediterranean restaurant in the newer part of the building and rejuvenate that portion of the building's exterior. The proposed restaurant would provide seating for 152 patrons. The applicant would also plan to update the signage across the front of the building and the pylon sign in the parking lot of the site. Parking for the site does satisfy the requirements for the zone and there are no requirement issues with visibility at the entrance and exit to the building. The overall footprint to the building will not be altered.

**MOTION** by Mr. Robbins, **SECOND** by Mrs. Hassinger to find this request to be a minor modification and grant the minor modification, with the understanding that approval for any sign changes will be done under the Building Inspector. **MOTION** carried unanimously 3 to 0.

Mr. Sargon Hanna returned to the Board and resumed his position as chairman.

**ACTION ITEM 2D: LOT RELEASE REQUEST – LOT 136R (37 MAGILL DRIVE)**

Joseph Antonellis, on behalf of Magill Associates, spoke to the board and gave a brief overview of the requested lot in question for release. The lot is located directly opposite of the club house. The lot was recreated to generate open space for the cart path that is now located behind the lot. Mr. Laydon confirmed that there are no outstanding issues attached to this lot that would uphold the sale of this lot. Mr. Antonellis confirmed that all occupancy and fire inspections have been completed.

**MOTION** by Mr. Robbins, **SECOND** by Mrs. Hassinger to release lot 136R. **MOTION** carried unanimously 4 to 0.

**PUBLIC HEARING 8A: (7:30 P.M.) REQUEST FOR SPECIAL PERMIT (2015-9) – SUNSHINE SIGNS COMPANY INC. – DAVID R. GLISPIN, SUNSHINE SIGNS (APPLICANT) / MICHAEL F. NOEL, GRAFTON TIRE (OWNERS)**

Mr. Hassinger read the applicant's letter to request a continuance for the hearing.

**MOTION** by Mr. Hassinger, **SECOND** by Mr. Robbins, to postpone the hearing until the Planning Board Meeting on August 10, 2015 at 7:30pm. **MOTION** carried unanimously 4 to 0.

**PUBLIC HEARING 8B: (7:30 P.M.) MAJOR RESIDENTIAL SPECIAL PERMIT (MRSP 2014-10) – “VILLAGE AT INSTITUTE ROAD” SUBDIVISION – D. & F. AFONSO BUILDERS (APPLICANT/OWNER)**

Mr. Laydon gave a brief update on the latest progress with wetland delineation for this application.

**MOTION** by Mr. Robbins, **SECOND** by Mr. Hassinger to grant the applicant's written request to continue the hearing on August 24, 2015. **MOTION** carried unanimously 4 to 0.

**ACTION ITEM 2E: DRAFT DECISION – SP 2015-8 – WASTEWATER TREATMENT PLANT – 9 DEPOT STREET**

The Board discussed the Findings of the decision and addressed few typos.

**MOTION** by Mr. Robbins, **SECOND** by Mrs. Hassinger, to find favorably the findings F1-F36. **MOTION** carried unanimously 4 to 0.

**MOTION** by Mr. Robbins, **SECOND** by Mrs. Hassinger, to grant the waivers W1-W3.  
**MOTION** carried unanimously 4 to 0.

**MOTION** by Mr. Robbins, **SECOND** by Mrs. Hassinger, to grant the special permit and site plan approval with C1-C19 as drafted. **MOTION** carried unanimously 4 to 0.

**ACTION ITEM 2F: DRAFT DECISION – SP 2014-6.1 – BLUEWAVE CAPITAL – 43 ESTABROOK AVENUE**

**MOTION** by Mr. Hassinger, **SECOND** by Mr. Robbins, to find favorable Findings F1-F5 and approve the application for modification of the special permit and site plan with Conditions C1-C5  
**MOTION** carried unanimously 4 to 0.

**4: STAFF REPORT**

The Planning Department has been very busy with an influx of applications. Due to this high volume of items, Mr. Laydon referred to an item on the meeting's agenda pertaining to scheduling several workshops with the Board to get a start on items to be covered for annual town meeting.

**5: BILLS**

The bills were circulated and signed.

**7. REPORTS FROM PLANNING BOARD REPRESENTATIVES ON TOWN COMMITTEES AND CMRPC**

Mr. Hassinger passed around a hand out with information pertaining to a grant possibility through CMRPC. Mr. Laydon added that the Planning Department is working with CMRPC on this grant opportunity and explained that the grant will mostly be coordinated through the Conservation Department by way of workshops in Grafton to address low-impact development standards for subdivisions. Mr. Laydon and Maria Mast, the Conservation Agent met with Mass Audubon to discuss how to incorporate low impact development in to our storm water bylaws and subdivision rules and regulations.

**6. CORRESPONDENCE**

There was a letter distributed to the Board from Graves Engineering based on a Dunkin Donuts site walk that was done by members of the planning department as well as Jeff Walsh from Graves Engineering. As a result of that walk, it was noticed that there are a few items that will need to be followed up with the developer, as well as a few deviations to the site plan pertaining to landscaping. Mr. Laydon noted that the applicant will likely need to come back in before the board and request a few minor amendments to the application.

**DISCUSSION ITEM 3A: PRESENTATION: SOLAR BYLAW RESEARCH – JOSEPH SCHOW, PLANNING DEPARTMENT INTERN**

This presentation was postponed until the next Planning Board meeting on August 10, 2015.

**DISCUSSION ITEM 3B: FALL ANNUAL TOWN MEETING ARTICLES**

Mr. Laydon would like the board to set dates for workshops to discuss items for annual town meeting. The board discussed several dates to set up workshops to meet and discuss signage bylaws and any other items brought forth by the Town Planner.

The Board determined that the best dates for additional regular meetings would be August 3, 2015 and August 17, 2015 both at 7pm.

**DISCUSSION ITEM 3C: 109 CREEPER HILL – TROIANO TRUCKING DEP COMMENT LETTER**

After discussion at the July 13, 2015 Planning Board Meeting pertaining to the requested modifications to the Draft DEP Permit, Mr. Laydon submitted the Board's commentary to DEP relating to the Boards opposition to requested hours of operation and notification of changes and/or amendments to the final DEP Permit and any violations. After the reception of this letter, a meeting was held with a representative from Troiano Trucking along with the Chair of the Grafton Board of Selectman, the Town Administrator and Mr. Laydon to discuss these comments submitted by the Planning Board. After receiving new information at that meeting, submitted by Troiano Trucking, Mr. Laydon is suggesting that the Board withdraw its opposition to the applicant's requested hours of operation, while upholding its request to receive notification from DEP pertaining to any updates to the permit as well as any violations that may be issued to Troiano Trucking in the future. The Board discussed the details of the new information and was in agreement with Mr. Laydon's suggestion, with proposed revisions to state clearly why their opposition to Condition to K.1 was no longer being perused.

**MOTION** by Mr. Hassinger, **SECOND** by Mr. Robbins, to send letter with approved revisions as discussed by the Board. **MOTION** carried unanimously 4 to 0.

**ITEM 9: ANY OTHER ITEMS WHICH MAY LAWFULLY COME BEFORE THE BOARD**

No items were presented at this time.

**ADJOURNMENT**

**MOTION** By Mr. Robbins, **SECOND** by Mrs. Hassinger, to adjourn the meeting. **MOTION** carried unanimously 4 to 0.

The meeting was adjourned at 8:21 p.m.

## EXHIBITS

- Memorandum to the Planning Board; Comments for July 27, 2015 Planning Board Meeting; prepared by Joseph Laydon, Town Planner; dated July 24, 2015; received on July 24, 2015; 2 pages.
- ***Action Item 2A: request for Minor Modification to SP 2008-15.2 – 20 Indian Path – cell tower – Crown Castle/T-Mobile (Applicant) / New Cingular wireless LLC (AT&T) (Owner)***
  - Letter to The Grafton Planning Board; re: Determination of proposed Minor Modification to Special Permit SP 2008-15: Telecommunication tower located at 20 Indian Path, North Grafton, MA; prepared by Crown Castle; color; dated June 24, 2015; received June 25, 2015; 6 pages.
  - Plan Set: Modernization Upgrade to 20 Indian Path Road; prepared by Chappell Engineering Associates, LLC.; 11" X 17", color; no date; received June 25, 2015; includes the following:
    - T-1.....Title Sheet
    - GN-1.....General Notes
    - A-1.....Compound & Equipment Plans
    - A-2.....Elevation & Antenna Plans
    - A-3.....Site Details
    - E-1.....Electric & Grounding Details
  - Correspondence; Rebecca Klein, Crown Castle; Structural Analysis Report; prepared by William H. Martin, P.E., S.E., Tower Engineering Professionals; color; dated April 22, 2015; received June 25, 2015; 44 pages.
- ***Action Item 2B: request for minor modification to site plan approval – Savers Bank (Applicant/Owner) – 96 Worcester Street***
  - Correspondence; Joseph Laydon, Town Planner; Review request for minor modification to the 2008-15 Special Permit, prepared by Stephen R. Fleshman, AIA; dated July 22, 2015; received July 23, 2015; black and white; 2 pages.
  - Site Plan; C1 Drawing, prepared by Stephen Fleshman Architect, LLC; 24" X 36", black and white; 1 page.
  - ATM Graphic Drawing: Savers Bank; prepared by Heritage Industries; 11" X 17", color; dated July, 01, 2015; received July 23, 2015; 1 page
  - ATM Drawing: Savers Bank; prepared by Heritage Industries; 11" X 17", black and white; dated July 01, 2015; received July 23, 2015; 1 page.
  - Drive Up Signage: Savers Bank; 8 ½" X 11", color; no date, received July 23, 2015; 1 page.
  - Correspondence; Paul R. Jalbert, President & CEO, Savers Bank; re: Installation of ATM Unit at Savers Bank, 96 Worcester Street, North Grafton, MA 01536; prepared by Grafton Town Planner Stephen R. Bishop, AICP; black and white; 1 page.
  - Site Plan: Savers Bank Proposed Drive-Thru ATM; prepared by Andrews Survey & Engineering, Inc.; 24" X 36", black and white; dated August 19, 2008; received July 23, 2015; 1 page.
- ***Action item 2c: request for minor modification to site plan approval – 198 Worcester Street – Sargon realty (Owners)***

- Correspondence; Joseph Laydon, Town Planner; re: Hanna 198 Worcester Street – Sight Distance; prepared by Michael F. Loin, Bertin Engineering; dated July 22, 2015; received July 23, 2015; color; 1 page.
- Proposed Re-Use Site Plan, 198 Worcester Street; Prepared by Bertin Engineering; 24" X 36", black and white; 1 page; dated June 15, 2015; received July 22, 2015; 1 page
- Preliminary Plan Set: Proposed, 198 Worcester Street; Prepared by Paul Apkarian Architects, Inc.; 24" X 36", black and white; dated July 22, 2015; received July 23, 2015; 2 page; includes the following:
  - A1.0.....Preliminary Floor Plan
  - A1.1.....Preliminary Elevation Plan (Full)
- Preliminary Plan Set: Proposed, 198 Worcester Street; Prepared by Paul Apkarian Architects, Inc.; 8 ½" X 11", color; dated July 22, 2015; received July 23, 2015; 2 page; includes the following:
  - A1.0.....Preliminary Floor Plan
  - A1.1.....Preliminary Elevation Plan
- Correspondence; Grafton Planning Board; request for minor modification to site plan approval for 198 Worcester Street; prepared by Elias Hanna, Sargon Realty LLC; dated July 27, 2015; received July 27, 2015; 1 page.
- **Action item 2D: lot release request – lot 136r (37 Magill Drive)**
  - Correspondence; Joseph Laydon, Town Planner; re: Magill Associates, Inc./Lot Release, Highfields Subdivision; dated July 23, 2015; received July 23, 2015; 1 page
  - Release of Lots, Highfields of Grafton; Provision of Surety; Grafton Planning Board; dated July 27, 2015; no received date; 1 page
- **Public Hearing 8A: (7:30 p.m.) request for Special Permit (2015-9) – Sunshine Signs Company Inc. – David R. Glispin, sunshine signs (Applicant) / Michael f. Noel, Grafton Tire (Owners)**
  - Email Correspondence; Joseph Laydon, Town Planner; re: Grafton Tire – 7-27 Hearing; dated July 27, 2015; no received date; 1 page.
- **Public Hearing 8B: (7:30 p.m.) Major Residential Special Permit (MRSP 2014-10) – “Village at Institute Road” Subdivision – D. & F. Afonso Builders (Applicant/owner)**
  - Email Correspondence; Joseph Laydon, Town Planner; re: Planning Board meeting July 27<sup>th</sup>; dated July 23, 2015; no received date; 1 page.
- **Action item 2E: draft decision – SP 2015-8 – wastewater treatment plant – 9 depot street**
  - Draft Decision; Special Permit (SP 2015-8) & Site Plan Approval; dated July 24, 2015; no received date; 12 pages
- **Action item 2F: Draft Decision – SP 2014-6.1 – Bluewave Capital – 43 Estabrook Avenue**
  - Draft Decision; Modification #1 of Special Permit (SP2014-6) & Site Plan Approval; dated July 24, 2015; no received date; 4 pages.
- **Item 6: Correspondence**
  - Correspondence; Graves Engineering, Inc.; re: Dunkin Donuts, 72 Worcester Street Construction Completeness Review; dated July 9, 2015; received on July 13, 2015; 1 page.
- **Discussion Item 3C: 109 Creeper Hill – Troiano Trucking DEP comment letter**
  - Memorandum to the Planning Board; re: Reconsideration of DEP Draft Permit Comments for Troiano Trucking; prepared by Joseph Laydon, Town Planner; dated July 24, 2015; no received date; 11 pages.