

Minutes of Meeting  
Grafton Planning Board  
August 10, 2015

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A regular meeting of the Grafton Planning Board was held on August 10, 2015 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, 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) – 2015-4 – 42 COURTLAND WAY – MICHAEL & JANICE SWEENEY**

Mr. Laydon reviewed the changes that would occur with the requested ANR. The Board discussed the applicant's need to extend the present property lines related to set backs on the property and note that the change in lot lines would make for very minor acreage changes.

**MOTION** by Mr. Robbins, **SECOND** by Mr. Hassinger, to find approval is not required and authorize the Town Planner to sign off on the ANR Mylar. **MOTION** carried unanimously 5 to 0.

**ACTION ITEM 2A: APPROVAL NOT REQUIRED (ANR) – 2015-5 – 79 OLD UPTON ROAD – CHRISTY PEASE, BORREGO SOLAR**

Mr. Laydon reviewed the changes that would occur with the requested ANR and the board discussed the applicant's need to increase the current frontage adjacent to the town roadway, and as a result, creating a buildable lot.

**MOTION** by Mr. Robbins, **SECOND** by Mr. Hassinger, to find approval is not required and authorize the Town Planner to sign off on the ANR Mylar. **MOTION** carried unanimously 5 to 0

**ITEM 6A: MINUTES OF PREVIOUS MEETINGS – JULY 13, 2015:**

The Board discussed edits.

**MOTION** by Mr. Scully, **SECOND** by Mr. Robbins, to approve the drafted minutes with discussed edits. **MOTION** carried unanimously 5 to 0.

**ITEM 6B: MINUTES OF PREVIOUS MEETINGS – JULY 27, 2015:**

The Board discussed edits to the draft.

**MOTION** by Mr. Hassinger, **SECOND** by Mr. Robbins, to approve the drafted minutes with discussed edits. **MOTION** carried unanimously 4 to 0. 1 Abstain.

**4: STAFF REPORT**

Mr. Laydon gave an update on "Brigham Hill Estates" Subdivision. A Determination of Completeness worksheet was submitted by the applicant as well as a review of the site from Graves Engineering. Mr. Laydon confirmed that this project is ready for review by the Board.

Mr. Laydon also discussed the submission of a roadway acceptance article for Oakmont Farms at October's Town Meeting. A peer review of the construction have found the conditions of the roadway to be acceptable, however the submission of a Certificate of Completeness has not been received. The Board is currently waiting for a response from the town's Engineer on the matter.

**5: BILLS**

The bills were circulated and signed.

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

CMRPC has announced its offer for Executive Director to Janet Pierce, pending contract negotiations, with a start date of August 1, 2015.

**7. CORRESPONDENCE**

No correspondence at this time.

**PUBLIC HEARING 10A: SCENIC ROAD PERMIT (2015-2) – 42 GEORGE HILL ROAD – STEPHANIE WELIK (APPLICANT/OWNER)**

Mr. and Mrs. Hassinger recused themselves from the Board's deliberations in this public hearing, as they are abutters to abutters of 42 George Hill Road. Mr. Scully read the public hearing legal notice. Stephanie Welik, owner and applicant spoke at the hearing and expressed her concern for safety with the 4 trees that she has requested to be removed and expressed her intent to replant smaller trees in their place.

After a visit earlier in the day, Mr. Laydon gave the following assessment of the trees and scenic road adjacent to the property:

- Tree #2 and #4 as marked on the site images submitted by the applicant did not pose a threat to the house on the property and certainly contributed to the scenic foliage of the road.
- The tallest of the trees, a white pine indicated as #1 on the site image, did not add to the scenic value of the road.
- Tree #3 did look to be within the property lines and due to the location, didn't look like it contributed to the foliage of the roadway.

Mr. Crouse, the Tree Warden of Grafton found tree #1 to pose some concern due to the lean of the tree as well as its size and height. He confirmed that tree #2 & #4 did not pose a threat to the safety of the home on the property.

Darrel Romky of 42 George Hill Road spoke to the Board and added that several other trees in the back yard had lost branches in the same manner as the four trees proposed for cutting, and fell last year though they appeared to look healthy. George Whitman of 36 George Hill Road spoke to the Board and explained that he is opposed to cutting any trees that contribute to the scenic foliage of the road way.

Mr. Hassinger of 48 George Hill Road spoke before the Board as a private citizen. He asked the Board if tree #3 was under the discretion of the Board, due to part of the canopy falling within the boundaries of the roadway. Mr. Laydon did not find that tree to reach the road way enough to contribute to the shading of the canopy on the road.

**MOTION** by Mr. Robbins, **SECOND** by Mr. Scully, to close the public hearing and directed staff to draft a decision based on the discussion heard. **MOTION** carried unanimously 3 to 0.

Mr. Hassinger rejoined the Board and resumed his position as clerk for the duration of the meeting. Mrs. Hassinger also rejoined the Board and resumed her position as Board Member for the duration of the meeting.

**PUBLIC HEARING 10B: DEFINITIVE PLAN APPROVAL (2015-5) – “GRISTMILL Village”**  
**SUBDIVISION - CASA BUILDERS AND DEVELOPERS CORP. (APPLICANT) / MAITANIS**  
**REALTY TRUST; WILLIAM J. & MARY J. MAINTANIS & STEPHEN A. WILSON**  
**(OWNERS)**

Mr. Grenier of J.M. Grenier Associates, Inc. gave a review of the suggested changes to the current proposal, which included the following topics:

- Reduction of the wastewater retention detention area
- Vegetation screening for surrounding properties
- Curbing throughout the property as well as the entrance of the property
- Deed restriction requests for properties with heritage trees and properties with sloped topography towards the rear of the development.

The Board discussed the Fire Department’s comments on the roadway and sidewalks, along with the maintenance cost concerns that come with the proposed bike lane. With no real plan to tie the proposed bike lane in with surrounding developments and road ways, the Board expressed its favor with traditional sidewalk structure, along 1 side of the new roadways. The Board also discussed its preference to see sloped granite curbing along the road way and vertical granite roundings for the entrance of the development for optimal visual and drainage purposes.

Mr. Laydon noted the common issue of splitting with Bradford Pear Trees and suggested the common drive be lined with native species of trees, such as Maple or Oak. Mr. Venincasa, of Casa Builders and Developers, Corp. spoke to the Board and noted that the Cleveland Pear Tree is a flowering, structurally stronger tree than the Bradford Pear and doesn’t have the shallow root issues that a Maple tree may present, though it is not native.

Mr. Kaufman, of 96 Pleasant Street and abutter to the proposed subdivision, spoke to the Board concerning his own property’s septic field location and its close proximity with the proposed leech tubes from development run off. He also inquired about the 40-50 foot wide area of trees that provide a preferable noise barrier from traffic on Pleasant Street. Mr. Grenier explained that the sewer easement on 96 Pleasant Street was in place before the development plan was in place and prior to the current owner’s purchase of the

property, but he would gladly make any reasonable adjustments to accommodate the issues presented by Mr. Kaufman outside of the public hearing.

Richard Berube of 9 Barbara Jean Street also spoke to the Board and explained his opinion on tree selection for adjacent road way areas in the new development.

The Board then discussed the need for deed and conservation restrictions to ensure the preservation of vegetation on the vertical slope present in rear of several lots along with the need to protect the several heritage trees dispersed amongst the site. The Board determined that they would address these environmental topics the conditions of the decision. As several of the lots on the site include wetlands, the Board also resolved that in addition to the conditions they set forth, the Conservation Commission will be restricting and enforcing property development as well.

**MOTION** by Mr. Robbins, **SECOND** by Mr. Hassinger, to accept the applicant's written request to continue the Public Hearing on August 24, 2015.

Mr. Laydon reviewed the time line in which the hearing and decision would need to be filed in order to meet the deadline for filing with the Town Clerk.

**MOTION** carried unanimously 5 to 0.

**PUBLIC HEARING 10C: (7:30 P.M.) SPECIAL PERMIT FOR ACCESSORY USE – 7 SEAVER FARM LANE – ROBERTA MANDELLA (APPLICANT) / PETER S. LACANFORA (OWNER)**

Peter LaCanfora and Roberta Mandella, of 7 Seaver Farm Lane, were both present for the hearing and presented print-outs of a slide show they had prepared. The applicant, Ms. Mandella, confirmed that she is licensed professional and is currently updating her existing license to allow for private spa care. Her proposed practice would attract 1 client at a time with a maximum of 20 clients a week. Each appointment would last from 1-1 ½ hours.

Cristy Rosenhahn of 2 Seaver Farm Lane spoke to the Board to express her concern pertaining to increase in traffic and the introduction of business to a residential zone.

The applicant, Ms. Mandella, confirmed with the Board that she will not be offering any services other than the indicated cosmetic and spa treatments. Mr. Hassinger noted that private business is legally allowed by permit in the residentially zoned area, and encouraged abutters with concerns pertaining to excessive vehicular speed to contact the Selectman's office as well as the Traffic Safety Committee. Mr. Robbins suggested that the traffic study might be waived since the proposed permit's client number is so low.

**MOTION** by Mr. Scully, **SECOND** by Mr. Robbins, to close the Public Hearing and instruct staff to draft a decision based on the discussion of the hearing. **MOTION** carried unanimously 5 to 0.

**PUBLIC HEARING 10D: (7:30 P.M.) REQUEST FOR SPECIAL PERMIT (2015-9) – SUNSHINE SIGNS COMPANY INC. – DAVID R. GLISSPIN, SUNSHINE SIGNS (APPLICANT) / MICHAEL F. NOEL, GRAFTON TIRE (OWNERS)**

Brian Glisspin, of Sunshine Signs, and Michael Noel, of Grafton Tire & Auto, were present for the hearing and gave a brief review on the proposed updates to the sign structure. The applicant, on behalf of Grafton

Tire, is requesting relief from the requirements of Section 4.4 in the Town Bylaws in order to install a non-illuminated free standing sign which would replace the pre-existing, non-conforming free standing sign, currently in the same, proposed location.

The Board discussed what the size of a compliant sign with the current frontage would be as well as the issue pertaining to the increase in size of the new sign, which encroaches on the set-back of the property. Mr. Hassinger voiced his concern that there is no hardship or extreme and unusual conditions with this situation to grant a waiver for this sign proposal, and also noted the non-conforming parking set up at the site.

Mr. Laydon noted the multi-use zoning which was granted at this site and pointed out the lack of signage availability on building fronts due to the location of the additional business in the rear of the lot. He asked the Board to make determine if this site could be considered to be set apart from other near-by businesses located within that section of Worcester Street to deserve a waiver for the current set-back requirements based on the following factors:

- The presence of unique circumstance due to the parking area at the site
- lack of road-facing buildings
- the location of a second business in the rear of the lot having set back from the road
- lack of road side visibility

Mr. Robbins requested that the Board revisit sign size limits and started a discussion on whether or not this multi-use tenant adequately requires a waiver from the said restrictions. Mr. Scully noted that this was one of the most complicated sign requests presented since his time on the Board. He noted that the site was served by one sign which has been in place to identify the car sales operations. The property owner appeared before the Board a few years ago and was granted a Special Permit for the construction of the new building on the site which accommodates new businesses on the site. Now the property owner wants a second free standing sign to identify the new businesses while keeping the other free standing sign. The new sign request requires several types of relief from the Zoning By-law (ZBL) which is, in his opinion, a self-inflicted hardship requiring the Board's consideration and determination. Mr. Scully stated that he would not likely recommend that the Board approve a sign that is not compliant and, essentially, a self-inflicted hardship. He asked if the Applicant would consider reconfiguring all the site signage onto one new sign that was compliant with the ZBL to accommodate all the tenants to which Mr. Noel replied "no". Mr. Noel stated that he had been at the site for over 30 years and had no interest in replacing his existing sign.

The Board determined that the currently proposed sign was non-conforming due to the set back on the property, though it does indicate to drivers where to turn in to the parking lot.

**MOTION** by Mr. Robbins, **SECOND** by Mrs. Hassinger, to continue the meeting past 10:00 pm.  
**MOTION** carried unanimously 5 to 0.

**MOTION** by Mr. Robbins, **SECOND** by Mrs. Hassinger, to close the public hearing and instruct staff to draft a decision based on the Board's discussion. **MOTION** carried unanimously 5 to 0.

### **DISCUSSION ITEM 3D: OTHER ZONING AMENEDMENT TOPICS**

The Board discussed the definitions section of the current bylaws to determine whether or not the definitions should go in alphabetic order, or come in each respective section. It was also discussed that the terms absent

from a given section be removed from that section's definitions list. Mrs. Morgan suggested the addition of an appendix for the glossary of definitions and that there be a master table for definitions which would reference the entire Bylaws as a whole.

**DISCUSSION ITEM 3A: WATER SUPPLY PROTECTION OVERLAY DISTRICT – RECOMMENDED LANGUAGE**

Mr. Laydon has made revisions to the language in the bylaws per the Board's discussion at previous meetings and has made recommendations to the proposed amendments. For Fall Town meeting, the Board would like to aim to revise the boundaries of the Wastewater Supply Protection Overlay District (WSPOD) as a result of the reevaluation done by a local consulting firm.

**DISCUSSION ITEM 3B: SIGN BYLAW – SIGHT TRIANGLES**

Mr. Laydon proposed the concept of sight triangles with reference to the American Association of State Highway and Transportation (AASHTO) standards, with the potential for working in guidelines for monument signs where suitable.

**DISCUSSION ITEM 3C: SOLAR BYLAW FOLLOW UP**

No discussion at this time.

**ITEM 9: ONGOING ITEMS**

No ongoing items at this time.

**Item 11: ANY OTHER ITEMS WHICH MAY LAWFULLY COME BEFORE THE BOARD**

No other items came before the Board at this time.

**ADJOURNMENT**

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

The meeting was adjourned at 10:28 p.m.

Robert Hassinger, Clerk

## EXHIBITS

- Memorandum; re: Comments for 8-10-15 Meeting with attachment for Noel Tire; written by Joseph Laydon; dated August 7, 2015; no received date; color; 6 pages.
- ***Action Item 2A: Approval Not Required (ANR) – 2015-4 – 42 Courtland Way – Michael & Janice Sweeney***
  - Application for Endorsement of Plan Believed Not to Require Approval (ANR); Form A; dated August 3, 2015; received August 4, 2015; 1 page.
  - Affidavit; ANR Plan Submittal; dated July 25, 2015; received August 4, 2015; 1 page.
  - Certificate of Good Standing; dated August 4, 2015; received August 4, 2015; 1 page.
  - Plan of Land; Sheet No. 1 of 1; prepared by Odone Survey & Mapping; 24" X 36", black and white; dated July 25, 2015; received August 4, 2015; 1 page.
- ***Action Item 2A: Approval Not Required (ANR) – 2015-5 – 79 Old Upton Road – Christy Pease, Borrego Solar***
  - Correspondence; Subject: 79 Old Upton Road ANR Plan; written by Steve Long, P.E.; 8 ½" X 11", color; 1 page.
  - Affidavit ANR Plan Submittal; dated August 3, 2015, received August 6, 2015; 1 page.
  - Application for Endorsement of Plan Believed Not to Required Approval (ANR); Form A; date August 5, 2015; received August 6, 2015; 1 page.
  - Certificate of Good Standing; dated August 5, 2015; received August 6, 2015; 1 page.
  - Plan of Land; Sheet No. 1 of 1; prepared by Northeast Survey Consultants; 24" X 36", black and white; dated August 4, 2015; received August 6, 2015; 1 page.
- ***Discussion Item 3A: Water Supply Protection Overlay District – Recommended Language***
  - Memorandum; re: Follow up material for zoning amendment discussion; written by Joseph Laydon; dated August 7, 2015; no received date; 8 ½" X 11", color; 13 pages.
- ***Item 4: Staff Report: Brigham Hill Estates Construction Completeness Review:***
  - Correspondence; re: Brigham Hill Estates Construction Completeness Review; prepared by Graves Engineering, Inc.; dated July 29, 2015; received August 3, 2015; 3 pages.
  - Application packet for Determination of Completeness; submitted by Graz Engineering, LLC; received on August 6, 2015; includes the following:
    - Determination of Completeness (DOC) Worksheet; dated August 4, 2015; 2 pages.
    - Correspondence; re: Request for Determination of Completeness Brigham Hill Estates Subdivision White Flower Lane, Bay Colony Circle, Patriot Way & the Emergency Access Road; prepared by Graz Engineering, LLC; dated August 4, 2015; 3 pages
    - Certificate of Compliance; Notarized by Courtney Cusson; dated August 4, 2015; 1 page.
    - Public Notice; Grafton News; dated August 4, 2015; 1 page.
    - Correspondence; re: Brigham Hill Estates (aka North Grafton Preserve) As-Built Plan Review; written by Graves Engineering, Inc.; dated December 4, 2014; 2 pages.
    - Correspondence; re: Brigham Hill Estates Construction Completeness Review; prepared by Graves Engineering, Inc.; dated July 29, 2015; 3 pages.

- WPA Form 8B – Certificate of Compliance; no date; 6 pages.
- Certificate of Compliance; dated December 5, 2014; 5 pages.
- Correspondence; re: Brigham Hill Estates; written by Matthew Pearson, Manager, Grafton Water District; dated November 20, 2014; 1 page.
- Correspondence; re: Brigham Hill Estates Subdivision, North Grafton, MA; written by Brian Szczurko, Title 5 Agent; dated July 30, 2015; 1 page.
- Memorandum to the Grafton Planning Board; re: Brigham Hill Estates; written by Paul Cournoyer; dated December 17, 2015; 1 page.
- Correspondence; ref: Determination of Completeness “Brigham Hill Estates”; written by Stephen L. Charest, Assistant Fire Chief; dated March 12, 2015; 1 page.
- Correspondence; re: North Grafton Preserve (Brigham Hill Estates); written by Rob Winchell; dated November 25, 2015; 1 page.

• *Item 6: Minutes of Previous Meetings*

- Open Session Minutes – July 13, 2015; 9 pages
- Open Session Minutes – July 27, 2015; 6 pages

• *Public Hearing 9A: Scenic Road Permit (2015-2) Application packet; submitted by Stephanie Welik (Applicant/Owner)–42 George Hill Road; received June 19, 2015; includes the following:*

- Application for a Hearing Under the Scenic Road Bylaw; received by the Town Clerk on June 19, 2015; dated June 4, 2015; 1 page.
- Certificate of Good Standing; signed by Treasurer/Collector on June 5, 2015; 1 page
- Request for Abutters List; received by the Grafton Assessors Office on June 9, 2015; 1 page.
- Abutters List; signed by Assessors Office Manager; 1 page.
- GIS Abutters Map; 8 ½” X 11”, black and white; 1 page.
- Project Narrative; submitted by Stephanie Welik (Applicant/Owner); dated June 4, 2015; 1 page.
- Property images with marked trees proposed for cutting; 8 ½” X 11”, color; 1 page
- Email Response to Planning Department; re: Request for Department Comments – Scenic Road Permit – 42 George Hill Road; submitted by Matt Pearson, Grafton Water Department; 1 page.

• *Public Hearing 9B: Definitive Plan Approval (2015-5) – “Gristmill Village” Subdivision - Casa Builders And Developers Corp. (Applicant) / Maintanits Realty Trusts; William J. & Mary J. Maintanits & Stephen A. Wilson (Owners):*

- Peer Review; re: Gristmill Villages Definitive Plan and Stormwater Review; Submitted by Graves Engineering, Inc.; dated July 27, 2015; received July 29, 2015; 6 pages.
- Correspondence; re: Definitive Subdivision “Gristmill Village”; submitted by Stephen L. Charest, Grafton Fire Department; dated July 22, 2015; received July 23, 2015; 1 page.
- Correspondence; re: Definitive Plan Conventional Development “Gristmill Village” Map 97, Parcel 22A & Map 98 Parcel 2 Grafton, Massachusetts 01519; J. M. Grenier Associates Inc.; date July 13, 2015; 8 pages.
- Plan Set; “Gristmill Village” Definitive Plan Conventional Development; submitted by J. M. Grenier Associates Inc.; received July 14, 2015; includes the following:

- Sheet 1 of 17.....Cover Sheet
  - Sheet 2 of 17.....Existing Conditions Plan 1/2
  - Sheet 3 of 17.....Existing Conditions Plan 1/2
  - Sheet 4 of 17.....Existing Conditions Plan 2/2
  - Sheet 1 of 2.....Definitive Plan Subdivision of Land
  - Sheet 2 of 2.....Definitive Plan Subdivision of Land
  - Sheet 6 of 17.....Layout and Materials Plan 1/2
  - Sheet 7 of 17.....Layout and Materials Plan 2/2
  - Sheet 8 of 17.....Grading and Drainage Plan
  - Sheet 9 of 17.....Utility Plan
  - Sheet 10 of 17.....Roadway Profile Plan 1/5
  - Sheet 11 of 17.....Roadway Profile Plan 2/5
  - Sheet 12 of 17.....Roadway Profile Plan 3/5
  - Sheet 13 of 17.....Roadway Profile Plan 4/5
  - Sheet 14 of 17.....Roadway Profile Plan 5/5
  - Sheet 15 of 17.....Erosion & Sedimentation Control Plan
  - Sheet 16 of 17.....Detail Plan 1/2
  - Sheet 17 of 17.....Detail Plan 2/2
- Memorandum to the Planning Board; re: Gristmill Village – Town Planner Comments on road length waiver; dated August 7, 2015; no received date; 2 pages.
- ***Public Hearing 9C: Application Packet for Special Permit For Accessory Use – 7 Seaver Farm Lane – Roberta Mandella (Applicant) / Peter S. Lacanfora (Owner); includes the following:***
    - Application for Site Plan Approval; received by the Town Clerk on July 21, 2015; no date; received on July14, 2015; 1 page.
    - Application for Special Permit; received by the Town Clerk on July 21, 2015; no date; received on July14, 2015; 1 page.
    - Project Narrative; submitted by Roberta Mandella (Applicant); no date; received on July14, 2015; 1 page.
    - Certificate of Good Standing; signed by Treasurer /Collector on May 1, 2015; received on July14, 2015; 1 page
    - Request for Abutters List; received by the Grafton Assessors Office on May 1, 2015; received on July14, 2015; 1 page.
    - Abutters List; signed by Assessors Office Manager; dated May 1, 2015; received on July14, 2015; 1 page.
    - GIS Abutters Map; 8 ½” X 11”, black and white; received on July14, 2015; 1 page.
    - GIS Property Information; 8 ½” X 11”, color; received on July14, 2015; 1 page.
    - Property Record Card; 7 Seaver Farm Lane; dated May 1, 2015; 8 ½” X 11”, color; received on July14, 2015; 1 page.
    - List of Requested Waivers for Special Permit & Site Plan Approval; no date; received on July 20, 2015; 1 page.
    - Site Plan; Pre-existing Plan, Sheet Number 4.00a; prepared by Plute Mid-Atlantic; date February 9, 1999; received on July 20, 2015; 11” X 17”, black and white; 1 page.

- Site Plan; Pre-existing Plan, Sheet Number 5.01; prepared by Plute Mid-Atlantic; date February 9, 1999; received on July 20, 2015; 11" X 17", black and white; 1 page.
- Site Plan; proposed layout; no date; received July 20, 2015; 8 1/2" X 11"; 1 page
- Department Comment Form; Jessica Gomez; dated July 21, 2015; received July 21, 2015; 1 pg.
- Department Comment Form; Matt Pearson; dated July 21, 2015; received July 21, 2015; 1 page.
- Department Comment Form; Paul Cournoyer; dated July 22, 2015; received July 22, 2015; 1 pg.
- Department Comment Form; Nancy Connors; dated July 23, 2015; received July 23, 2015; 1 pg.
- Department Comment Form; Maria Mast; dated August 6, 2015; received August 6, 2015; 1 pg.
- Power Point Print out; Proposed plan for home based business in South Grafton, MA; no date; submitted at August 10, 2015 Public Hearing; 8 1/2" X 11"; color; 9 pages.

• **Public Hearing 9D: (7:30 P.M.) Request For Special Permit (2015-9) - Sunshine Sign Company Inc. - David R. Glispin, Sunshine Sign Company, Inc. (Applicant) / Michael F. Noel, Grafton Tire (Owner)**

- Application for Special Permit; received by the Town Clerk on June 19, 2015; no date; received on June 19, 2015; 1 page.
- Certificate of Good Standing; signed by Treasurer/Collector on June 18, 2015; received on June 19, 2015; 1 page
- Request for Abutters List; received by the Grafton Assessors Office on June 9, 2015; received on June 19, 2015; 1 page.
- Abutters List; signed by Assessors Office Manager; dated June 16, 2015; received on June 19, 2015; 1 page.
- GIS Abutters Map; 8 1/2" X 11", black and white; received on June 19, 2015; 1 page.
- Project Narrative; re: Grafton Tire Signage; submitted by Gary Cunningham (Applicant); 8 1/2" X 11", color; dated June 18, 2015; received on June 19, 2015; 1 page.
- Correspondence; re Waiver Request - 218 Worcester Street - Signage; from Brian Glispin (Applicant); 8 1/2" X 11", color; dated February 26, 2015; received June 19, 2015; 3 pages.
- Correspondence; re: Denied Sign Permit Application; from Robert S. Berger; 8 1/2" X 11", 8 1/2" X 11", black and white; 1 page.
- As Built: Sign Type A.1; prepared by Sunshine Signs; 8 1/2" X 11", color; dated June 18, 2015; received June 19, 2015; 1 page.
- Grafton Tire Alternation Plan; prepared by Land Planning, Inc.; 8 1/2" X 11", black and white; dated February 26, 2015; received June 19, 2015; 1 page.
- Site Redevelopment Plan, Layout and Grading Plan; Sheet 3; prepared by Land Planning, Inc.; 11" X 17", black and white, dated June 24, 2015; received June 19, 2015. 1 page.
- As Built: Sign Type A; prepared by Sunshine Signs; 8 1/2" X 11", color; dated June 18, 2015; received July 24, 2015; 1 page.
- Roadway Photos; submitted by Sunshine Signs; 8 1/2" X 11", color; no date; received July 24, 2015; 2 pages.
- Email correspondence; re: Request for Department Comments - Special Permit - Noel Motors/Sunshine Sign Co., Inc.; Grafton Water District; dated June 29, 2015; received June 29, 2015; 1 page.

- Email correspondence; re: Request for Department Comments – Special Permit – Noel Motors/Sunshine Sign Co., Inc.; Sewer Department Comments; dated June 30, 2015; received June 30, 2015; 2 pages.
- Memorandum; Grafton Planning Board; Comments for Grafton Tire Special Permit 2015-9; prepared by Mr. Laydon, Grafton Town Planner; 8 ½” X 11”, color; dated July 24, 2015; received July 24, 2015; 4 pages.

