

**Minutes of Meeting
Grafton Planning Board
November 30, 2015**

RECEIVED TOWN CLERK
GRAFTON, MA

2015 DEC 15 9:55 AM
CONFERENCE

A regular meeting of the Grafton Planning Board was held on November 30, 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 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 the time.

ACTION ITEM 2A: DRAFT DECISION: SP 2015-11 – HOMEFIELD CREDIT UNION – 86 WORCESTER STREET – SIGN RELIEF

The Board determined that the decision was recognition of the bylaw and a direct outcome of the Boards interpretation. The Board discussed language edits to the draft.

F7 relates directly to the second wall sign.

MOTION by Mr. Scully, **SECOND** by Mr. Robbins, to find favorably findings F1-F12, as corrected per previously discussed. **MOTION** carried unanimously 5 to 0.

MOTION by Mr. Robbins, **SECOND** by Mr. Hassinger, that the Board adopt findings F13 – F22 with the exception of clauses with in those findings that are unfavorable in respect to the second wall sign with the exception of the following Findings: F13A, F15A, F17A, F18, F19A, F20A, and F22A.

MOTION carried unanimously 5 to 0.

The Board continued on to address Findings F13A, F15A, F17A, F18, F19A, F20A, and F22A.

MOTION by Mr. Robbins, **SECOND** by Mr. Hassinger, that the Board accepts all Findings except the seven findings that were excluded from the previous Motion, which indicate favorable findings for the second wall sign, as corrected per previously discussed. **MOTION** carried unanimously 5 to 0.

MOTION by Mr. Robbins, **SECOND** by Mr. Hassinger, that the Board adopt the seven findings that were excluded from the previous Motion. No further discussion on the Motion.

Mr. Scully: **Aye**, Mr. Hassinger: **Aye**, Mr. Robbins: **Aye**, Mrs. Hassinger: **Aye**, Mr. Hanna: **Nay**. **MOTION** carried 4 to 1.

MOTION by Mr. Robbins, **SECOND** by Mr. Scully, that the Board grants Part 1 of the Special Permit with Conditions C1-C6 as drafted, with any edits as discussed. **MOTION** carried unanimously 5 to 0.

MOTION by Mr. Robbins, **SECOND** by Mr. Hassinger, that the Board denies second and third bullets under Part 2 of the Special Permit Decision as drafted, except for the second wall sign, as drafted with any edits as discussed. **MOTION** carried unanimously 5 to 0.

MOTION by Mr. Robbins, **SECOND** by Mrs. Hassinger, to deny the second wall sign, which is the first bullet under Part 2 of the Special Permit, as drafted. No discussion on the Motion.

Mr. Scully: **Aye**, Mr. Hassinger: **Aye**, Mr. Robbins: **Aye**, Mrs. Hassinger: **Aye**, Mr. Hanna: **Nay**. **MOTION** carried 4 to 1.

The Board deliberated on the need for reorganizing Part 2 of the decision in order to accurately express the votes of each member.

MOTION by Mr. Robbins, **SECOND** by Mr. Scully, approve the decision, with all the votes and corrections noted including a separation of Part 2 of the decision in to two parts in order to accurately record the votes of each one, and to include the Board’s approval of restructuring the chronology of any previous items in the decision effected by the said restructuring, including but not limited to the rest of the Decision prior to Section 3 Findings. **MOTION** carried unanimously 5 to 0.

ACTION ITEM 2B: DRAFT DECISION: DEFINITIVE PLAN APPROVAL (2015-5) – “GRISTMILL VILLAGE” SUBDIVISION – CASA BUILDERS AND DEVELOPERS CORP. (APPLICANT) / MAINTANIS REALTY TRUST; WILLIAM J. & MARY J. MAINTANIS & STEPHEN A. WILSON (OWNERS)

Mr. Laydon gave a brief background of the recent response from the Water Department. The Board discussed the implications of closing the Public Hearing. Mr. Robbins noted a language clarification is needed concerning Waiver W6 to state correctly that the water line needs to be placed under the sewer line, per the memo received earlier that day from The Water Department before endorsement of the plan can happen.

No input from the public before closing the hearing.

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

The Board then discussed the Decision for the Subdivision.

MOTION by Mr. Robbins, **SECOND** by Mrs. Hassinger, to adopt Findings F1-F19. **MOTION** carried unanimously 5 to 0.

MOTION By Mr. Scully, **SECOND** by Mr. Hassinger, to grant Waiver W1. **MOTION** carried unanimously 5 to 0.

MOTION By Mr. Scully, **SECOND** by Mr. Hassinger, to grant Waiver W2. **MOTION** carried unanimously 5 to 0.

MOTION By Mr. Scully, **SECOND** by Mr. Robbins, to deny Waiver W3. **MOTION** carried unanimously 5 to 0.

MOTION By Mrs. Hassinger, **SECOND** by Mr. Hassinger to grant Waiver W4 noting that the Board does defer to the professional assessment. **MOTION** carried unanimously 5 to 0.

MOTION By Mr. Hassinger, **SECOND** by Mr. Robbins, to grant Waiver W5, noting that the Board does defer to the professional assessment. **MOTION** carried unanimously 5 to 0.

The Board discussed the outcome of the Memo received earlier that day from the Water District and its impact on W-6.

MOTION By Mr. Robbins, **SECOND** by Mr. Hassinger, to deny Waiver W6 and substitute, for the Board Assessment of the Waiver W6 in the draft, the two paragraphs proposed in the Assistant Planner's Memo. **MOTION** carried unanimously 5 to 0.

MOTION By Mr. Robbins, **SECOND** by Mr. Hassinger, approve the final definitive application with Conditions, with the addition with the Conditions C7 under Section B, as proposed in the Assistant Planner's memo, updated per the previous discussion. **MOTION** carried unanimously 5 to 0.

GENERAL BUSINESS 3A: BILLS

All bills were signed.

ITEM 4A: WORKSHOP ZONING ARTICLES FOR 2016 SPRING ANNUAL TOWN MEETING

Present for this portion of the meeting was Tim McInerney, the Town Administrator who shared with the Planning Board 2 of the 5 goals set out by the Board of Selectmen concerning zoning clarifications for the town. Mr. McInerney informed the Board that he has been charged to investigate zoning changes of North Grafton / Worcester Street area. Restrictions and considerations have been discussed inter office and abutters lists have been prepped for surveying the area. The Board of Selectmen has also asked that design standards along Worcester Street and Providence Road be given consideration, particularly to the street scape plan from CVS to Perreault Nursery on Providence Road. Mr. Scully noted that the Economic Development Commission (EDC) has shared with the Board of Selectmen the past investigations of the area and found the focus to be crucial to local development. EDC also found that due to the certain areas surrounding the Hovey Dam, this area cannot be looked at uniformly. Traffic considerations and widening of the road in portions have been considered by EDC. Mr. Laydon noted that there is a lot of energy and thought towards the improvements of this corridor. Mr. Hassinger notes this must be dealt with piece by piece, in relation to the varying topography of the area. The Board then discussed the desirability of the area in question and the effect of the existing residential areas becoming commercially zoned. Mr. McInerney indicated that this overall improvement will have many phases, and the evening's discussion was an introduction of the process.

GENERAL BUSINESS 3B: STAFF REPORT

Mr. Laydon began the discussion by giving a description of several examples where "frontage" needed to be better defined as depicted in the proposed language of his memo as seen under section A1.

Mr. Laydon then reviewed the proposed amendment for Fisherville 40R allow for additional uses by majority or supermajority vote from the Board, to include items 10.6.B and 10.6.C as noted in his memo.

The Board discussed item 3 from Mr. Laydon's memo. It was requested that the staff provide a more detailed map to show Zone II boundaries more clearly.

The Board then discussed the examples of corner lots and how to distinguish between "side" and "rear" lot lines.

In reference to the 5th item on Mr. Laydon's memo, the Board discussed the zoning around the Town Common and the restrictions of the current Neighborhood Business District. The Board recognized a possible need for rezoning to allow for other eating and drinking establishments, by way of Special Permit.

Institute Road will need approval from the Planning Board. Attachment A looked favorable to the Board Members and Mr. Laydon will inform members once he hears back from Town Counsel, as well as Senator Moore and the Department of Capital Asset Management and Maintenance (DCAMM) with confirmation of approval for the current proposal.

Concerning Part B of Mr. Laydon's Memo, the Board discussed the following:

1. The need for defining driveway by-law language to be a zoning by-law, and not general by-law.
2. The Board sees the need to departmentalize the needs for temporary signs in order to address this topic and requested that the Board of Selectmen confirm whether or not they believe temporary sandwich signs for special events to be something that still needs addressing.
3. Mr. Hassinger had concerns about the impact on of changing the submission requirements for Site Plan Review and request that staff outline items that they would like to see change.
4. The Board confirms that it would like to see a model that would be of interest for incorporating changes from CMRPC into existing bylaw.
5. The Planning Department has received interest from a landowner in Sandersville to develop his property. Mr. Laydon sees this opportunity to expand the nearby Village Mixed Use to allow more opportunity for development in the area.
6. Chairman Hanna requested that staff show where restaurant is defined throughout the bylaw so that the definition can be streamlined.
7. Reduction of the threshold volumes as defined by the Stormwater Bylaw falls with the Conservation Commission and is an upcoming topic of conversation with CMRPC and EDC.

Chairman Hanna also proposed to the Board that Public Hearings be kept open when discussing waivers as discussed while deliberating a decision.

GENERAL BUSINESS 3C: CORRESPONDENCE

No correspondence discussed at this time.

GENERAL BUSINESS 3D: REPORTS FROM PLANNING BOARD REPRESENTATIVES ON TOWN COMMITTEES AND CMRPC

No business discussed at this time.

ITEM 4A: PLANNING BOARD PROCEDURES

The need for setting submission requirement deadlines what indicated and will be further discussed as a future meeting.

ITEM 5: ANY OTHER ITEMS WHICH MAY LAWFULLY COME BEFORE THE BOARD

No other items at this time.

ADJOURNMENT

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

The meeting was adjourned at 10:01 p.m.

Robert Hassinger, Clerk

EXHIBITS

- General Business 3B Staff Report: Memo to the Planning Board; written by Town Planner, Joseph Laydon; Re: Proposed 2016 Spring Annual Town Meeting Amendments; dated November 23, 2015; no received date;
- Action Item 2A: Draft Decision: SP 2015-11 – Homefield Credit Union – 86 Worcester Street – Sign Relief: Draft #3; dated November 24, 2015; no received date; 11 pages.
- Action Item 2B: Draft Decision: Definitive Plan Approval (2015-5) – “Gristmill Village: Subdivision – Casa Builders and Developers Corporation; includes the following:
 - Draft #4; dated November 24, 2015; no received date; 23 pages.
 - Memorandum to the Planning Board; Subject: Gristmill Village Subdivision – Draft Decision Revised Language – Waiver Request; submitted by Ann Morgan, Assistant Planner; dated November 30, 2015; no received date; 4 pages.
- Item 4B Planning Board Procedures: Draft 2016 Material Submission Schedule; no date; 1 page.