

Handwritten initials: EN, J.Keep, JK, DS

**TOWN OF BOLTON - PLANNING BOARD MINUTES**

Meeting Held at the Town Hall – Board of Selectmen’s Room on **January 13, 2016** at 7:30 P.M.

Members Present: David Yesue (Chairman), Erik Neyland, John Karlon, Jonathan Keep, and Danielle Spicer.

Also Present: Erica Uriarte (Town Planner), Stan Dillis (Ducharme & Dillis Civil Design)

Call to order: 7:36 P.M.

- Hearings

- None.

- Business

- Houde Realty Trust, 470 Main Street (Parcel 4.D-29) - Special Permit for Commercial Building

- The Planning Board closed the public hearing for Special Permit on December 9, 2015.
- The Planning Board reviewed the draft Special Permit language including edits/comments submitted by Paul V. Giannetti (applicant’s attorney). The following edits were applied to the draft language:
  - Accept D. Yesue’s edits to the draft language regarding uses.
  - All language throughout the permit pertaining to light fixtures shall state “full cut-off light fixtures”.
  - The condition regarding the easement plan shall specify easements for shared utilities and parking.
  - The Board agreed to include a condition requiring construction oversight by Hamwey Engineering, Inc.
  - E. Uriarte to revise the condition requiring the sidewalk along the property frontage to express that the sidewalk shall be constructed at a time that is selected by the Board and not when the surrounding parcels are developed.
  - Accept all of Paul V. Giannetti’s edits except for under Specific Findings, No.13.b (page 6).
- The Planning Board agreed the following outstanding items should not be conditioned in the permit and should be required prior to the Board granting their decision and finalizing the Special Permit:
  - Stormwater revisions shall be finalized and a final stormwater report submitted and approved.
  - Final site plans with following revisions:
    - Any stormwater revisions
    - Any light fixture revisions (the Board received 8 ½ x 11 copies of details that should be incorporated on the plans)
    - Design of fire cistern
    - Show culvert between Country Cupboard and the gas station. There is approximately 15 ft. between the road and the culvert opening for a sidewalk. Ducharme to confirm this area was surveyed and for a sidewalk to be shown as an option to be acted on now or later.

- Lighting schedule for the development (when lights will be turned on/off/dimmed).
  - The Planning Board will grant the Special Permit at a future meeting when all outstanding items are reviewed and approved.
- Stan Dillis (Ducharme & Dillis Civil Design Group, Inc.), ANR – Still River Road, Parcel 8.B-30
  - The applicant sought to subdivide Parcel 8.B-30 into two (2) buildable lots and Parcel A (located in Harvard, MA, Parcel 29-5). Both Lots 1A and 2A appear to meet the dimensional requirements for frontage lots (acreage, frontage and lot shape). The property boundary for Parcel A resides along the town boundary between Bolton and Harvard.
  - **J. Karlon motioned to approve the ANR Plan on Still River Road prepared by Ducharme & Dillis Civil Design Group, Inc. dated 11/15/15 creating Lots 1A and 2A in Bolton and Parcel A in Harvard. 2<sup>nd</sup> by E. Neyland. All in favor 5/0/0.**
- Planning Board reviewed ATM Warrant Articles 2016.
  - Add new Subsection 250-23.G.(15) of Business, Commercial and Industrial Regulations.
    - Provide option for Design Review Board to review commercial building permit applications.
      - Board revised draft language to be consistent with current bylaw text.
  - Add new Subsection 250-17.D. Public Way Access Permit.
    - The Board made minor edits to the wording of the article.
  - As-of-Right Solar Photovoltaic Renewable Energy Installations Overlay District.
    - The Board made minor edits to the wording of the article.
    - The Board reviewed possible locations that would be viable for the overlay district.
    - D. Spicer and E. Uriarte will work on creating GIS maps showing only municipal property throughout Bolton.
    - E. Uriarte will discuss viable locations (including transfer station) with Don Lowe (Town Administrator).
  - Amend Section 250-13.F.(1) and add Subsection 250-13.F.(4) of Dimensional Regulations to require a maximum building height for residential use.
    - The Fire Department does not agree with setting the maximum building height to 31 feet. The Department suggests a lower height that can work with their existing 30 ft. ladders and fire apparatuses. They need to be able to reach the soffit of the building and possibly any dormer windows (which requires an even lower building height).
    - The Board reviewed an example of a three story home from Century Mill Estates to determine the maximum building height. The Board determined an arbitrary average ground elevation and calculated the building height using the house dimensions from the building plans and assuming a walkout basement. The Board agreed to set the soffit of the building to a maximum of 28 feet (versus 31 feet). The 28 feet building height would allow for a 9 foot (ceiling height) basement, 10 foot first



- Clinton Savings Bank, 562 Main Street
  - Planning Board discussed the \$5,000 donation from Clinton Savings Bank to the Pedestrian Mobility Fund. The Board agreed the money should be donated at time of occupancy and not as a future pledge in accordance with the project's Special Permit.
- Planning Board approved meeting minutes for 2015.

**J. Keep moved to adjourn the Planning Board meeting at 9:33 P.M. 2<sup>nd</sup> by E. Neyland. All in favor 5/0/0.**