



MINUTES OF REGULAR PLANNING BOARD MEETING
September 8, 2014
Planning Board's Meeting Room #315
Town Office Building, 400 Slocum Road, Dartmouth, MA

Planning Board

Mr. Joel Avila, Chairman
Mr. Joseph Toomey, Vice Chairman
Mrs. Lorri-Ann Miller, Clerk
Mr. John V. Sousa
Mr. Kevin A. Melo

Planning Staff

Mr. Donald A. Perry, Planning Director
Ms. Jane Kirby, Planning Aide

The Chairman called the meeting to order at 6:00 p.m., with all Planning Board members and Planning Staff present. Joseph Toomey arrived at 6:05 p.m. and was not present for the first two agenda items.

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DARTMOUTH TOWN CLERK

Administrative Items

(1) Approval of Minutes

Regular Meeting of August 25, 2014
Public Hearing minutes of August 25, 2014
Re: Zoning Articles for Fall Town Meeting

A motion was made by Lorri-Ann Miller, duly seconded by Kevin Melo for discussion, and voted (4 yes; 1 absent) to approve the regular Planning Board meeting minutes of August 25, 2014. The public hearing minutes were not submitted in time for review at this meeting.

(2) Correspondence

Legal Notices from Dartmouth Board of Appeals
Legal Notices from Dartmouth Conservation Commission
Legal Notices from City of Fall River
Legal Notices from Town of Westport
Legal Notice from Town of Freetown

A motion was made by John Sousa, duly seconded by Kevin Melo for discussion, and voted (4 yes; 1 absent) to acknowledge and file the above-referenced correspondence.

(3) Planning Board Reports and Recommendations

Re: Zoning Articles for Fall Town Meeting

Article A

Amend zoning map by changing lots currently zoned General Business in areas located off Russells Mills Road, Dartmouth Street, and Cove Road and along those streets and roads to General Residence.



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- Article B** Amend the zoning bylaws by creating a new zoning district entitled "Bliss Corner Mixed Use District"
- Article C** Amend zoning map by changing lots currently zoned General Business in areas located on or near Russells Mills Road, Dartmouth Street, and Cove to the Bliss Corner Mixed Use District
- Article D** Amend Section 20 – Aquifer Protection District of the zoning bylaws by deleting Subsection 20.505 in its entirety, which refers to nitrogen loading requirements.
- Article E** Amend the zoning bylaws by deleting in its entirety Section 2B – Medical Marijuana Moratorium, since the Town has passed a Medical Marijuana Bylaw.
- Article F** Amend the zoning bylaws by adding a new Section 24, which would regulate contaminated fill.
- Article G** Amend Section 16 of the zoning bylaws by including Bicycle Parking Guidelines and Design Standards.

The Planning Board reviewed the Reports and Recommendations. Reports for Articles F & G were not included.

A motion was made by John Sousa, duly seconded by Lorri-Ann Miller, and unanimously voted (5-0) to accept and sign the Reports and Recommendations of the Planning Board.

(4) Revised Zoning Articles (Articles A through G)

The Public Hearing for Articles F & G has been continued to September 22, 2014.

The Planning Director explained that Article G has been revised by Alan Heureux, Chairman of the Dartmouth Pathways Committee. The Board reviewed the revised language for Article G.

A motion was made by Lorri-Ann Miller, duly seconded by John Sousa, and unanimously voted (5-0) to accept the revised language as the continued public hearing draft, which will also be forwarded to the Select Board at the joint meeting this evening.

Present: Gloria Bancroft, 748 Collins Corner Road
(SouthCoast Alliance for a Cleaner Tomorrow – ScACT)

Chairman Avila explained that he spoke with Town Counsel regarding Article F, which may not be completed in time for Fall Town Meeting.

Chairman Avila recognized Gloria Bancroft at this time and invited her to speak.

Gloria Bancroft expressed disappointment because Town Counsel indicated at the public hearing of August 25, 2014 that the Contaminated Fill Bylaw would be



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ready for Fall Town Meeting because he had done a lot of the work already and could have a draft ready for Planning Board review for this meeting. The public hearing for this article has been continued to September 22, 2014.

Chairman Avila explained that the public hearing did not go well, and Town Counsel had stressed the bylaw that the Planning Board was considering to move forward for Fall Town Meeting was inadequate. Town Counsel thought at that time that he had a draft ready from his previous work with the Soils Board, but that is not the case and more time will likely be needed.

(5) Discussion: Proposed Realignment of Land Use/Development Services Functions

Conceptual floor plans for the proposed realignment were forwarded to the Planning Board. This topic will be discussed further with the Select Board at the joint meeting scheduled for 7:15 p.m. this evening.

Discussion ensued regarding the conceptual floor plans. The general consensus of the Board was that Department Heads should have the opportunity to meet and comment on the proposed floor plans since they know what's best for their individual departments.

Planning Board comments regarding the conceptual floor plans:

- Plans do not show an office for the Board of Appeals
- Planning Staff should not be separated from the Planning Director
- No room for files
- May be more cost effective to relocate development offices to second floor
- The structural integrity of the building was questioned
- No funds have been allocated to digitize files
- There are unlabeled rooms on the 3rd floor conceptual plan
- A detailed cost/benefit analysis is needed
- The Select Board should identify "future savings"
- The Town should consider hiring an Assistant Town Planner with GIS skills rather than a GIS Coordinator

(6) For Your Information/New Business

Planner's Report

Mr. Perry stated that the developer for Riverside Woods is still working with DNRT on a few items that still need to be addressed before coming before the Board to request the release of surety.



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Mr. Perry stated that he met with David Hickox, the Director of Public Works, and advised the Board that the DPW is considering realigning Rock-O- Dundee and Potomska/Gaffney Roads. He noted that they are both scenic roads.

The Board recessed at this time.

7:15 p.m.

A motion was made by Joseph Toomey, duly seconded by Kevin Melo, and unanimously voted (5-0) to recess the Planning Board's regular meeting and reconvene in Room #304 for the joint meeting with the Select Board.

7:55 p.m. Joint Meeting with the Select Board

To discuss: Zoning Articles for Fall Town Meeting
Proposed Realignment of Land Use/Development Services Functions

Select Board Members Present

Michael Watson, Chairman
Lara Stone, Vice-Chairman
Stanley Mickelson
Shawn McDonald
John George, Jr.

All Planning Board members and Planning Staff were present for the joint meeting.

Select Board Chairman Watson welcomed the Planning Board to the joint meeting.

Chairman Avila recommended the Boards discuss the Fall Town Meeting Zoning Articles first. The Planning Board's Reports with Recommendations were submitted to the Select Board at this meeting. Donald Perry, Planning Director, reviewed all of the zoning articles, highlighting changes that resulted from the public hearing of August 25, 2014. Mr. Perry noted the public hearing was continued to September 22, 2014 on two of the articles (Contaminated Fill Bylaw and Amend Section 16 to include Bicycle Parking Guidelines and Standards).

Mr. Perry explained that the Planning Board received and reviewed the latest version of the Bicycle Parking language at its meeting this evening and will use the latest version at the continued public hearing (copies distributed to the Select Board for review).

Chairman Avila explained that the Contaminated Fill Bylaw article will likely be withdrawn, noting that he had a discussion with Town Counsel and it will not be ready in time.

Chairman Watson asked for questions or comments from the Select Board regarding the zoning articles.



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A motion was made by John George, Jr. that the Select Board recommend favorably on all of the articles for Fall Town Meeting, which was duly seconded by Stanley Mickelson, and unanimously voted by the Select Board (5-0).

Chairman Watson asked the Planning Board to take the lead on the Proposed Realignment of Land Use/Development Services Functions discussion.

Chairman Avila expressed appreciation for the opportunity to discuss this topic with the Select Board and requested an overview of the conceptual floor plans distributed for this meeting.

David Cressman, Town Administrator, reviewed the conceptual floor plans stating that the objective is to bring the ConComm, Board of Health, and the Building Department up to the 3rd floor of Town Hall to create an opportunity for "one-stop" shopping, along with possible cost savings and cost avoidance. He noted that the goal is to avoid removing or adding too many walls since the new HVAC system was installed with the current building layout.

Chairman Avila questioned whether the third floor could handle the weight of all offices and their filing systems since the structural integrity of the Town Hall building has been an issue in the past.

Mr. Cressman stated that it could be a parallel approach; relocate the offices to the third floor while the files remain on a separate floor until files can be digitized.

Chairman Avila questioned if an analysis has been done with other communities to know which offices are best located in close proximity.

Mr. Cressman responded by stating that DartStat has looked at other communities. Chairman Watson asked Mr. Cressman to forward a copy of the DartStat report to the Planning Board.

Chairman Avila questioned if the Select Board has an article ready for Fall Town Meeting regarding this topic.

Chairman Watson answered yes; the article will be a request for \$145,000 to be appropriated to help move offices around.

Chairman Avila questioned if \$145,000 is the total cost for relocation.

Mr. Cressman stated that some funding for this project has already been received at prior Town Meetings.



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Chairman Avila asked if Planning Board members had any questions.

Planning Board questions:

- Where is the Board of Appeals office going to be?
- What is going in the unlabeled section of the third floor conceptual plan?
- Where will the Planning Aide be located?
- Will Department Heads have any input with office layouts?
- Will there be a final floor plan prior to Town Meeting?
- What will happen to the Planning Board's meeting room?

Select Board responses:

- Board of Appeals will not have an office; will be part of "clerical" location
- Unlabeled section of third floor plan left in case DPW needs temporary offices since the DPW currently has a problem with PCB's
- Planning Aide will be part of the "clerical" location
- Department Heads could meet with Mr. Cressman and the designers/architects for final layout consideration. Currently, plans are conceptual only
- There will not be a final floor plan prior to Town Meeting. Requesting appropriation of \$145,000 at Town Meeting in order to hire an architect.
- Planning Board meeting room will be moved to the first floor

Additional Planning Board comments:

- It doesn't make any sense to relocate offices without files
- Original documents and plans need hard-copy files that stay with the office
- It may not be cost-effective to relocate offices
- Consider using the hired architect to cover police station and Town Hall design
- Development offices still require staffing and privacy

Additional Select Board comments:

- Department heads will be included in the floor plan design process; conceptual drawings only at this time
- Main elements of the conceptual plans are to co-locate development offices
- Need to work with an architect
- Seeking everyone's support to relocate offices and the Planning Board will be involved in the architectural process

Chairman Watson thanked the Planning Board for attending this joint meeting.

9:10 P.M. Meeting adjourned



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The next Planning Board meeting is scheduled for September 22, 2014, in Room #315, Town Office Building, 400 Slocum Road.

APPROVED BY:
The Dartmouth Planning Board

[Handwritten signature] 9/22/14

Respectfully submitted,
Jane Kirby
Planning Aide