



MINUTES OF REGULAR PLANNING BOARD MEETING
September 22, 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 7:00 p.m., with all Planning Board members and Planning Staff present.

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2014 OCT 7 AM 11:28
DARTMOUTH TOWN CLERK

Administrative Items

(1) Approval of Minutes

Public Hearing minutes of August 25, 2014
Re: Zoning Articles for Fall Town Meeting
Regular Meeting of September 8, 2014

A motion was made by Joseph Toomey, duly seconded by John Sousa for discussion, and unanimously voted (5-0) to approve the above-referenced Planning Board minutes.

(2) Invoices

SouthCoast Media Group – Legal Ad (Articles A thru G) - \$322.00

A motion was made by Joseph Toomey, duly seconded by John Sousa for discussion, and unanimously voted (5-0) to approve the above-referenced invoice.

(3) Correspondence

Legal Notices from Dartmouth Board of Appeals
Legal Notices from Dartmouth Conservation Commission

A motion was made by Joseph Toomey, duly seconded by John Sousa for discussion, and unanimously voted (5-0) to acknowledge and file the above-referenced correspondence.

(4) Endorsement of Approval Not Required (ANR) Plan

304 Elm Street, LLC September 15, 2014

The Planning Director explained that this ANR is for property at the southwest corner of Elm and Bridge Streets, and creates two lots. He stated that both lots



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meet the frontage requirements of the Village Business District (50') but noted that if the lots were separated, possible lot area and building setback requirements would be violated. He pointed out that the plan has a note that endorsement is not a determination as to conformance with zoning regulations. He further explained that the property is also eligible for ANR endorsement under the provision of creating lots with a pre-subdivision control law building located on each lot created. The Planning Director recommended endorsement.

A motion was made by John Sousa, duly seconded by Kevin Melo, and unanimously voted (5-0) to endorse the ANR for 304 Elm Street, LLC.

- (5) Appoint Planning Board member to P.A.A.**
(Lincoln Park Plan Approval Authority)

Kevin Melo was appointed for this position.

Appointments

- (6) 7:05 P.M. Richard Rheume, P.E., Prime Engineering**
Re: Mariana Street Development Standards

The Planning Director explained that Mr. Rheume is seeking a street determination for Mariana Street, which is located adjacent to Clarks Cove off of St. Johns/Rapoza Streets near Jones Park.

Mr. Rheume explained that his client would like to build on Lot 30, Map 134. He stated that currently, the portion of Mariana Street in front of Lot 30 is a 14 foot wide gravel road with a paved driveway to Lot 29 at its end. Mariana Street north of Rapoza Street is paved 20 feet wide.

The Planning Director recommended Mariana Street be paved to 20 feet in order to provide frontage for Lot 30.

A motion was made by John Sousa, duly seconded by Lorri-Ann Miller, and unanimously voted (5-0) to recommend the street standard to provide frontage for Lot 30 on Mariana Street. The road shall be 20 feet wide, paved, from Rapoza Street then up to and including 50 feet of frontage for Lot 30.

- (7) 7:10 P.M. Richard Rheume, P.E., Prime Engineering**
Initial Review of Off-Street Parking Plan
New Faunce Corner Medical Office Building at the Faunce Co. Executive Center

The Planning Director explained that this off-street parking plan is for a proposed new 15,225 s.f. medical office building with 79 parking spaces to be located at the



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Faunce Corner Executive Office Park on the west side of Faunce Corner Road, just north of the Phoenix Restaurant. He stated that the plans comply with the requirements of Section 16, except for a few minor modifications.

At this time Mr. Rheaume reviewed the plan in detail and answered the Board's questions. Board members discussed connecting the new building's sidewalk with the existing sidewalk on the abutting property. The Board also requested that the parking lots be interconnected; requiring an interconnection from the subject property to the abutting parcel's property line.

A motion was made by Joseph Toomey, which was duly seconded by John Sousa, and unanimously voted (5-0) to approve the off-street parking plan in accordance with the following Certificate of Action:

The Plans referred to in this action are listed below:

FAUNCE CORNER MEDICAL OFFICE BUILDING

At the Faunce Corner Executive Center
Faunce Corner Road
Dartmouth, Massachusetts

<u>Title</u>	<u>Sheet</u>	<u>Date</u>
Cover Sheet 2014	-	Revised September 9,
Existing Conditions Plan 9/9/14)	C1.0	July 14, 2014 (Revised
Site Layout Plan 9/9/14)	C2.0	July 14, 2014 (Revised
Grading and Drainage Plan 9/9/14)	C3.0	July 14, 2014 (Revised
Utilities Plan 9/9/14)	C4.0	July 14, 2014 (Revised
Landscape Plan 9/9/14)	C5.0	March 23, 2014 (Revised
Details Sheet 1 9/9/14)	C6.0	July 14, 2014 (Revised
Details Sheet 2 9/9/14)	C7.0	July 14, 2014 (Revised
Sanitary Sewer Profile 9/9/14)	C8.0	July 14, 2014 (Revised
Electrical Site Plan	E0.2	July 31, 2014
Electrical Site Plan Photometrics	E0.3	July 31, 2014



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Conditions of approval are listed below:

1. The crosswalk at the front of the building needs to be moved to the south end of the drop off island so that the island also becomes a refuge point for crossing pedestrians.
2. The landscape plan needs the following modifications:
 - a. Additional evergreen trees are needed in the buffer between the two buildings and east of the south parking lot. Evergreen trees should be spaced no further than 20 feet apart. Suggest using Japanese Cedar (*Cryptomeria Japonica*).
 - b. Evergreen shrubs need to be provided in the drop-off island. Suggest Seagreen Juniper spaced no further than three (3) feet apart on center.
 - c. A mixture of evergreen & deciduous shrubs should be shown in the planting areas on the north and south sides of the building.
3. A pedestrian sidewalk shall be shown on the plan to connect with the existing 2-story medical office building sidewalk abutting the subject property. The pedestrian connection shall be from the sidewalk at the south east corner of the new building heading to the sidewalk at the northwest corner of the existing building. A crosswalk shall be provided across the access aisle. The sidewalk connection shall be constructed from the subject property to the property line of the abutting lot.
4. A future vehicle connection shall be shown on the plan to connect with the existing 2-story medical office building lot abutting the subject property. The vehicle connection shall be shown on the south east corner of the parking lot, including separating the vehicle connection with a tree island. This future vehicle connection shall be constructed on the proposed parking lot to the property line of the abutting lot to allow for a future vehicle connection.
5. Place the following notes in the general notes:
 - a. "All construction shall comply with the Town of Dartmouth Department of Public Works Specifications – latest revision."
 - b. "Shop Drawings shall be submitted for all utility construction materials, including sewer, water, and drain."



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- c. "A pre-construction meeting shall be held at the Department of Public Works prior to any utility construction."
6. Refer to DPW Sewer Manhole Specification for the use of Cretex internal seals, Cretex external joint seals, and specified Sealtite sewer frames and covers to be installed on the sewer manholes. Revise details.
7. Refer to DPW Construction Specifications, Summary Spec. Sheet and Detail Sheets for allowed materials. ie: gate valve boxes, manhole frames and covers, catch basin frames and grates. Revise details.
8. Detail and note that all bends on water main shall be restrained with thrust blocks and megalug fittings.
9. All drainage end lines from last manhole to flared ends, including flared ends, should be RCP.
10. Show proposed grading on utility plan in a lighter shade for better elevation guidance.
11. Label elevations at utility crossings. Some crossings shown on the plan are close in elevation.
12. Show 6" SDR 35 PVC sewer service, not 4".
13. Flow testing should be done to correctly size domestic and fire services.
14. Detain end of water service with 2.5" tap and saddle, 4"x4"x4" Tee, 2' length of 4" CLDI, 4" CLDI end cap with thrust block.
15. Show thrust block at the end of the proposed 8" CLDI main.

Three sets of revised plans shall be submitted to the Planning Office.

The Director of Inspectional Services shall not issue a building permit until a letter is received from Planning Staff and an approved plan is forwarded with the letter.

Approval of this plan does not imply compliance with other Town ordinances, standards, and/or requirements administered by other Town agencies.

Agenda item (8) was delayed so that Town Counsel could be present for the continued public hearing on Zoning Articles F and G for Fall Town Meeting.



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(10) Discussion: SRPEDD Municipal Assistance Projects

The Planning Director reminded the Board that SRPEDD allocates 20 hours of municipal assistance to the Select Board and the Planning Board each year. Currently, SRPEDD has been reviewing Dartmouth's sign regulations. Mr. Perry explained that Sandy Conaty from SRPEDD is providing the sign review, and could provide a draft Sign Bylaw for Dartmouth with the additional hours.

Discussion ensued, with other ideas given for the use of this service. The consensus of the Board was that a draft sign bylaw would be the best use, and the Planning Board will forward a letter to the Select Board to see if they would be interested in allocating their time for this purpose. SRPEDD's draft Sign By law would then be reviewed and discussed by the Planning Board at future meetings. The Board asked the Planning Director to identify the Town's problem areas for SRPEDD if the Select Board agrees with this municipal assistance project.

(12) For Your Information/New Business

Planner's Report

- Courtyln Park Trail Parking

The Planning Director explained that DNRT would like to add parking for a trail off North Hixville Road. The parking would be located on land owned by Courtlyn Park Homeowners Association. The parking will be a few spaces placed off a dirt access road without cutting trees or vegetation. They are seeking approval from the Courtlyn Park Homeowners Association. It could be done under the Conservation Restriction because it is accessory to the use of the property for passive recreation.

Recognizing that Town Counsel was now present, Chairman Avila requested a motion to recess the Board's regular meeting for the continued public hearing.

A motion was made by Joseph Toomey, duly seconded by Kevin Melo, and unanimously voted to recess the Planning Board's regular meeting at 7:40 p.m. in order to go into a continued public hearing¹ for Zoning Articles F and G for Fall Town Meeting.

8:33 P.M. Planning Board's regular meeting resumed

¹ For more information, see minutes of Planning Board's Public Hearing dated September 22, 2014 and entitled "Continued Public Hearing for Zoning Articles F and G for Fall Town Meeting". Original hearing date 8/25/14.



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(9) Reports with Recommendations on Articles F and G

As a result of the continued public hearing on Article F (Fill Bylaw), the Board determined that the zoning bylaw as written for the public hearing was inadequate. The definition of "contaminated" was not appropriate and would be difficult to enforce. The Planning Board determined that the Board of Health should continue regulating contaminated fill from the health perspective, and after the regulations are completed, the Planning Board could then determine if a zoning bylaw would be needed to address contaminated fill from a zoning perspective.

A motion was made by John Sousa, duly seconded by Lorri-Ann Miller, and unanimously voted (5-0) to withdraw Article F (Fill Bylaw) from the warrant for Fall Town Meeting.

Article G (Bicycle Parking Guidelines and Standards) was amended by the Dartmouth Pathway Committee's Chairman, Alan Heureux, and the Planning Board adopted the new language at its meeting of September 8, 2014.

A motion was made by Lorri-Ann Miller, duly seconded by Kevin Melo, and unanimously voted (5-0) to forward the Planning Board's favorable recommendation to the Select Board for Article G (Article 9 in the warrant).

(11) Proposed Realignment of Land Use/Development Services Functions

Chairman Avila was seeking the Board's opinion regarding the appropriation request the Select Board will be making at Fall Town Meeting, since the Select Board will be seeking an appropriation of \$150,000. The Select Board's Project Budget Worksheet for the proposed realignment renovations totaled \$145,938.00, which included both the design portion and construction costs for the project. Discussion ensued.

The general consensus of the Board was that it doesn't seem right to ask for construction costs up front without the design portion of the project completed. It was suggested that a committee should be formed to work through and evaluate the current process to determine whether moving forward with the Select Board's proposal would be cost-effective. The Board agreed that there are many questions that still need to be addressed. The Board also agreed that department heads and staff need to be part of the design process, noting that feedback is needed before any real decision could be made. The Board stressed that departmental needs must be part of the design process. The Board noted that the current system and structural layout works, and that there is no real rush to push this through for Fall Town Meeting.



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In general, the Board supported the idea of co-locating the development service departments. The Board expressed reservations about the Select Board's timeframe and process, and determined that a proper analysis needed to be done to ensure that it would be cost-effective enough to provide any real benefit. Concluding discussion, the Board decided to form a final opinion for the Select Board at its next regularly scheduled meeting and will forward a letter to the Select Board prior to Town Meeting.

Chairman Avila noted the next scheduled Planning Board meeting will be held on October 6, 2014, in Room #315, Town Office Building, 400 Slocum Road. He then called for a motion to adjourn.

A motion was made by Lorri-Ann Miller, duly seconded by Kevin Melo, and unanimously voted (5-0) to adjourn this evening's regular meeting at 9:30 p.m.

Respectfully submitted,
Jane Kirby
Planning Aide

APPROVED BY:
The Dartmouth Planning Board



