



# Town of Duxbury Massachusetts Planning Board

Approved 05/24/2017

TOWN CLERK  
2017 MAY 26 AM 11:30  
DUXBURY, MASS.

## Minutes 05/10/2017

The Planning Board met on Wednesday, May 10, 2017 at 7:00 PM at the Duxbury Town Hall, 878 Tremont Street, Mural Room.

**Present:** Scott Casagrande, Chairman; David Uitti, Vice Chairman; Cynthia Ladd Fiorini, Clerk; John Bear, Brian Glennon, and George Wadsworth.

**Absent:** Jennifer Turcotte.

**Staff:** Valerie Massard, Planning Director; and Diane Grant, Administrative Assistant.

Mr. Glennon called the meeting to order at 7:03 PM.

### OPEN FORUM

**Economic Advisory Committee (EAC):** Mr. Bear reported that the EAC is attending the Board of Selectmen meeting on Monday, May 15, 2017 to discuss Hall's Corner and potential modifications.

**Battelle Property on Washington Street:** Mr. Wadsworth noted that the April 26 Battelle Summit of committees and public input on potential use of the Battelle property was cancelled. He asked if a discussion would be scheduled for a future Planning Board meeting for the same purpose, as that feedback would be useful to the Planning Board. Ms. Massard reported that a Definitive Subdivision application is expected for this property within the next few weeks.

### DISCUSSION WITH CHIEF NORD RE: REGIONAL OLD COLONY COMMUNICATION CENTER (ROCC)

Present for the discussion was Chief Kevin Nord of the Fire Department. Planning Board members reviewed a concept plan for a proposed new Regional Old Colony Communication Center (ROCC). Chief Nord stated that the Town of Duxbury applied for 911 grant funding for this project and no town funds would be required. He stated that chances are good that they will be awarded the funding in July 2017 and he wanted to show the concept plan to the Planning Board. If the grant is awarded to the Town of Duxbury the Fire Department will file for Administrative Site Plan Review with the Planning Board. Chief Nord noted that the concept plan addresses issues such as handicap access and provides additional space for regionalization of dispatch operators. Currently Plympton, Halifax and Rochester have joined the regional dispatch center and several other towns have expressed interest in joining the regionalized service.

Chief Nord presented the concept plan which would expand the older half of the Fire Department headquarters on Tremont Street to reconfigure within the same footprint in order to add more space for an expanded ROCC. Mr. Glennon asked if additional parking would be needed if other towns are added to the dispatch center, and Chief Nord responded that parking is rarely an issue. Mr. Glennon asked if parking would ever be required on Heritage Lane, and Chief Nord replied, "No." Ms. Massard stated that Mr. Scott Lambiase, Director of Municipal Services, does not believe that additional parking would be needed.

Mr. Casagrande thanked Chief Nord for presenting the concept plan.

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**INITIAL PUBLIC HEARING, DEFINITIVE SUBDIVISION: 308 SUMMER STREET / DELPRETE**

Mr. Casagrande opened the public hearing at 7:22 PM. Present for the discussion was the applicant, Mr. Peter DelPrete, representing his mother, June DelPrete, who owns 308 Summer Street; and the applicant's representative: Mr. Rick Grady of Grady Consulting, LLC located in Kingston. Also present was the town's consulting engineer, Mr. Peter Palmieri of Merrill Associates located in Hanover.

**MOTION:** Ms. Ladd Fiorini made a motion, and Mr. Glennon provided a second, to waive the reading of the public hearing notice and correspondence list, both of which are on file at the Planning Department.

**VOTE:** The motion carried unanimously, 6-0.

Ms. Massard noted that no waivers are requested for this Definitive Subdivision application. Mr. Casagrande asked Mr. Grady to present the proposed plan. He stated that the applicants propose three lots on approximately 6.5 acres of land formerly used as a retail greenhouse and dwelling. Because the property is within the Aquifer Protection Overlay District, 60,000 square-foot lots are required and each lot meets or exceeds that standard. A local street is proposed with a 56-foot right-of-way with Cape Cod berms and a hammerhead turnaround. The road would provide at least 200 feet of frontage for each of the three lots.

Mr. Grady noted that the topography on the site is fairly flat, going from an elevation of 113 feet to 110 feet near the turnaround. The proposed road is approximately 290 feet in length and it slopes to provide low areas midway for runoff to drainage to two sediment forebays. Drainage calculations have been submitted and schematic house locations are shown. The soils in the area are sandy.

Mr. Grady stated that the property is within a Priority Habitat of Rare Species and Estimated Habitat of Endangered Species site and has been determined by the Natural Heritage Endangered Species Program as a "no take," with proposed footprints approved. He noted that 70 percent of the site would remain natural and undisturbed.

Mr. Grady stated that individual septic systems will be installed on the three properties and all properties will be connected to Town of Duxbury water. Mr. Grady responded to a consulting engineer review letter dated April 26, 2017 by Mr. Peter Palmieri of Merrill Engineers, noting that the applicants have no issues with Mr. Palmieri's recommendations, and a perc test is to be scheduled.

Mr. Casagrande asked for comments from the Planning Director. Ms. Massard noted that no improvements are required on Summer Street for access to the property. She showed a GIS map of the property noting the area covered by the APOD. She showed that the far corner of the property is zoned Wetlands Protection Overlay District in an area that will be left untouched, and a small portion of the lot is zoned Planned Development. The underlying zoning throughout the town is Residential Compatibility. She confirmed the "no take" finding on the endangered species and habitat map.

Ms. Massard noted that at a recent Development Review Team meeting it was noted that the Town of Duxbury Subdivision Rules and Regulations are out of date for smaller subdivisions, and do not comply with the state fire code for width, so additional pavement must be added for 18 feet of pavement with a 1 foot Cape Cod berm on each side. She noted that the applicants have agreed to these revisions; however, Ms. Massard does not encourage presentation of new plans prior to the Planning Board's review of the original filing so that the public and the Planning Board are looking at the original filings when presented to the Board, to avoid confusion.

Ms. Massard reviewed the major issues raised by Mr. Palmieri in the Merrill Engineers peer review letter:

- Water Distribution System needs approval by the Duxbury Fire Chief and the Department of Public Works (DPW) Director
- Soil testing information is required
- Further erosion control is needed on the northerly side of the site and along the southerly property line
- Pavement width must be 20 feet for fire protection
- Stormwater Drainage requires design changes to which the applicants have agreed, including soil characteristics and estimated seasonal high groundwater elevation

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- Nitrogen loading analysis is required because the property is within the APOD
- Street lights may be required at Summer Street. Ms. Massard will follow up with the DPW.

Ms. Massard advised that the Planning Board will be rendering a decision based on whether application meets the Subdivision Rules and Regulations, as no waivers have been requested.

Mr. Glennon noted that the proposed plan shows long "tails" on each of the three properties. He stated that from his experience on the Planning Board, eventually property owners lose sight of where the boundary lines are when lots are oddly shaped and there may be potential land use issues among neighbors in the future. He asked if there might be another way to lay out the lots without tails. Mr. Grady replied that they had run through about 15 different layouts, noting that the roadway uses up a sizeable portion of the area. He stated that his landscape architect drew the current plan in order to allow the dwellings to be located at the front of the site with a rear buffer. Removing the tails would require the roadway to stretch further, which would cost more and increase the disturbance to the property. He stated that the tails provide a buffer to keep the living activity closer to Summer Street.

Ms. Massard asked if the Natural Heritage permit required marking any "no take" areas, to which Mr. Grady responded no. Ms. Massard noted that she had spoken with several abutters and asked if the applicants would consider agreeing to a condition that a no disturb buffer would be marked with concrete bounds, or to add a condition that no structures can be placed within the tails in order to avoid any future property disputes. Mr. Glennon noted that it could also be done as a deed restriction. Mr. Grady noted that zoning setbacks provide a natural prevention to structures within the tails, stating that he does not want to over-restrict Lot C (the lot furthest from Summer Street).

Mr. Bear asked if the Natural Heritage habitats are shown on the site plan, and Mr. Grady responded that a large portion of the lot is already open field due to the former working farm on the property. Mr. Bear asked if there is a "no disturb" zone on the plans, and Mr. Grady replied that wetlands buffers on the property accomplish the same thing. Mr. Bear asked if a homeowners' association would be responsible for the road and drainage, and Mr. Grady replied that typically a hammerhead remains private.

Mr. Glennon asked about Parcel C on the southwest corner of the proposed plan and its intended use. Mr. Grady responded that a drastic surveying error was discovered in the Reed Lane subdivision survey, and there is now a disagreement that needs to be resolved over who owns that portion of land totaling 4,254 square feet; and that the intent is to deed this parcel to its rightful owner as that disagreement is settled.

Mr. Wadsworth noted that the proposed plan does not show a buffer around the drainage parcel, and Mr. Grady responded that they propose plantings. Mr. Grady noted that no buffers were required on the recent Littletown Way Definitive Subdivision approved by the Planning Board. Mr. Wadsworth noted that according to Subdivision Rules and Regulations, "a 50-foot buffer of existing vegetation shall be retained between all basins or pre-treatment facilities and adjacent uses or structures." Ms. Massard noted that the Subdivision Rules and Regulations are not clear on whether a separate parcel is needed for drainage lots, depending on the type of structure. Mr. Bear noted that the question is what constitutes a buffer, since Mr. Grady is showing a drainage lot.

Mr. Wadsworth asked for more information about stormwater treatment since the property is located in the APOD. Mr. Grady responded that stormwater runoff is directed to two sediment forebays, one after another, into vegetated basins. Mr. Wadsworth asked if there would be any rain garden or other treatment, and Mr. Grady replied that they are using infiltration basins rather than rain gardens and they function similarly. Mr. Wadsworth asked if a plant list is provided, and Mr. Grady stated that they would be happy to provide one. Mr. Wadsworth advised Mr. Grady that waivers may be required for buffers, and Mr. Grady asked for clarification on when are waivers required and when are they not, noting that waivers have not been required on other projects. Ms. Massard noted that the Planning Board has shown some inconsistency in requiring buffers or waivers if no buffers are shown in recent approvals. Littletown Way is one example, approved while there was an interim planning director.

Mr. Casagrande asked about the streetlight requirement. Ms. Massard reported that she will be review the matter with Mr. Peter Buttkus, DPW Director, and of course the Planning Board can weigh in . Mr. Grady offered to let

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Ms. Massard know where the nearest existing streetlights are located on Summer Street. Mr. Glennon noted that a streetlight may be required if it is not provided, and Ms. Massard replied that it will be required only if needed.

Mr. Casagrande asked for comments from Mr. Palmieri, the town's consulting engineer. Mr. Palmieri stated that all of the major issues have been addressed at tonight's meeting already except for some minor plan content issues. Mr. Bear asked if the pipe capacity is adequate for stormwater recharge, and Mr. Palmieri responded that he has requested more information on capacity and ground water.

Mr. Casagrande opened the discussion to public comments. Mr. Mike Dormandy of 290 Summer Street stated that he lives next door to the proposed stormwater drainage. He stated that his property has high groundwater and it floods during storms, and stated that he does not want any standing water as a design element in treatment of stormwater for the proposed subdivision. He asked if there could be some delineation of property lines for the tails. Mr. Wadsworth asked if concrete bounds would be sufficient, and Mr. Dormandy replied that neighbors would consider it. Mr. Dormandy stated that he has a fence along the back of his property abutting the proposed subdivision, but other neighbors do not.

Ms. Nancy Fallaw of 53 Reed Lane stated that she is concerned with drainage and excess water. She stated that basements in the area routinely flood. She stated that she would also like to see lot line delineation. Mr. Casagrande stated that concrete bounds will be needed at least.

Ms. Kathy Griffin of 10 Eli's Lane asked for information on where the road would be located, and Mr. Grady showed her on the map where it would be located relative to Eli's Lane. Ms. Griffin asked about tree clearing, and Mr. Grady stated that there may be some clearing on the side, and a large cleared area already exists for the barn and dwelling structure that would be removed.

Ms. Patricia Loring spoke on behalf of the Historic O'Neil Farm. She stated that she is glad to see a treed buffer at the back of the property abutting the farm. She noted that the Commonwealth of Massachusetts and town residents have invested in the farm. She expressed concern with depth of groundwater, noting that earlier observed tests showed that it was 3-4 feet. Ms. Massard responded that the groundwater depth concern is confirmed by the Health Department. Ms. Fallaw requested that abutters be informed of the results of the perc tests.

Ms. Kathy Cross of 94 Bay View Road, who serves on the Open Space Committee, expressed concern with potential tree cutting, noting that there are many mature trees on the property and stating that she hoped they can be preserved if possible. Ms. Massard stated that a site walk could be proposed along the center line as a condition in order to identify trees for preservation. Mr. Grady agreed. Mr. Uitti stated that it would be important to protect trees during the construction phase also.

Mr. Wadsworth re-iterated his concern that high groundwater needs careful review. He asked about the slope of the infiltration basin, and Mr. Grady replied that the slope is 3:1 with a depth of approximately four feet. Ms. Massard noted that for comparison sake, 2:1 is considered steep and 3:1 is relatively flat.

Mr. Carl O'Neil of 146 Winter Street (Historic O'Neil Farm) noted that there is a manmade pond on the property that may be a vernal pool. Mr. Wadsworth asked if it rises and falls with rainwater, and Mr. O'Neil replied that he did not know.

Mr. Grady and Mr. Palmieri stated that they could return with information and review of perc tests in time for a June 14<sup>th</sup> meeting.

**MOTION:** Mr. Glennon made a motion, and Mr. Uitti provided a second, to continue the public hearing for the 308 Summer Street / DelPrete Definitive Subdivision to Wednesday, June 14, 2017 at 7:10 PM.

**VOTE:** The motion carried unanimously, 6-0.

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**ADMINISTRATIVE SITE PLAN REVIEW AND ZBA REFERRAL, SPECIAL PERMIT:  
113 TREMONT STREET / HAMORI**

Present for the public meeting were the applicant, Dr. Christine Hamori, and her representatives: Mr. Rick Grady of Grady Consulting in Kingston; and Mr. Vincenzo Giambertone of Actwo Architects in Wayland. Also present was Mr. Patrick Brennan of Amory Engineers in Duxbury, the town's consulting engineer.

Ms. Massard provided an overview of the project, noting that the property was a residential use until 1974 when it became an office building, and is currently a medical office with 6 offices and a total of 28 parking spaces. The applicant proposes to raze the existing building and construct a new medical office with 24 parking spaces. The property is located in the Neighborhood Business District 1 (NB1) zone. A special permit is required through the Zoning Board of Appeals for the proposed parking and change in use.

Ms. Massard stated that the applicant is moving her medical practice from 95 Tremont Street to this new location, and parking standards are met. The previous parking for the six counseling offices was 28 spaces, and now 24 spaces are provided for one office.

Ms. Massard reported that comments were provided through a Development Review Team meeting and the consulting engineer. A revised draft plan was submitted as a result to the town's consulting engineer, Mr. Patrick Brennan, and he provided his updated review letter to her just prior to tonight's meeting. She distributed copies of the review letter dated May 10, 2017 for Planning Board members to review. Ms. Massard re-stated her objective of presenting the plans that were filed to the public and the board at hearings to avoid confusion generated by having multiple revisions during the review process.

Mr. Casagrande invited Mr. Grady to present the proposed plan. Mr. Grady noted that the property is surrounded by businesses and wooded at the rear. The access from Tremont Street will be approximately the same. Parking is based on the building's Gross Floor Area of 1,077 square feet, with 24 spaces including one handicap space. Most of the parking will be paved except a number of spaces to the rear will be gravel. Walkways are provided on the plan. The coverage standard for NB1 is 50 percent maximum. The existing coverage is 54 percent and the proposed coverage is 46.6 percent on a 22,691 square foot lot. The elevation is 70 feet along Tremont Street and 72 feet at the rear of the property, so drainage will flow to the rear. For the infiltration system, 4'x4'x4' concrete galleys are proposed with septic 25 feet away. The soils testing has shown sandy soil, and the building meeting all required setbacks.

Mr. Wadsworth confirmed with Mr. Grady that the 46 percent coverage does not include the gravel parking area. Mr. Wadsworth suggested that the applicant consider more paved parking spaces because it would be easier for snow removal, look better, and provide better stormwater treatment over time. Mr. Grady stated that under existing coverage limits, it is possible that three more parking spaces could be paved. Mr. Wadsworth cautioned the applicant to carefully consider parking needs so that adequate parking could be provided, especially given the pressure for parking on the adjacent 95 Tremont Street location.

Mr. Bear suggested the Planning Board consider allowing the applicant to pave the entire parking lot, noting that eventually gravel compacts to become impervious. Mr. Casagrande agreed that it was an interesting thought. Ms. Massard suggested that the Planning Board could recommend that the Zoning Board of Appeals (ZBA) waive the parking requirements and coverage to allow only paved parking.

Mr. Wadsworth asked if any Low Impact Design features would be included for stormwater filtration, noting the property's proximity to the bay, and Mr. Grady replied that with a lot of 22,000 square feet there is not enough space for an LID rain garden.

Mr. Glennon noted that plans show the proposed use of an operating room and confirmed with the applicant that surgeries are performed on site. Dr. Hamori stated that they are the same surgeries that were performed at 95 Tremont Street. Mr. Glennon asked if emergency access is provided for ambulance services if needed, and Mr. Giambertone, the architect, showed Mr. Glennon where on the plan emergency access is provided.

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Mr. Bear noted that second floor space is shown as a spa, asking how parking spaces are determined for a spa. Dr. Hamori responded that she has been providing medical services at 95 Tremont Street since 2001, including a medical spa that provides laser treatments and facials. Those same services will continue at the new location where she will be the sole provider.

Mr. Uitti noted that there are two outstanding issues from Mr. Brennan's May 10 letter:

- Condition of approval that trash pick-up be restricted to outside business hours in order to avoid turning movements on Tremont Street
- A lighting plan needs to be submitted, which the applicants state they are preparing.

Mr. Uitti suggested that the Planning Board could approve the Administrative Site Plan Review assuming those outstanding issues can be resolved satisfactorily. Mr. Brennan agreed that these were the only remaining items. Ms. Massard suggested that the remaining items could be subject to the Planning Director's satisfaction with review by Amory Engineers as stated in the draft conditions, it is up to the Planning Board.

Ms. Ladd Fiorini noted that the ZBA may want to change the number of parking spaces near the trash container and Ms. Massard agreed that the ZBA has the authority to change the number of parking spaces.

**MOTION:** Mr. Uitti made a motion, and Mr. Glennon provided a second, to approve an Administrative Site Plan Review for 113 Tremont Street / Hamori, with conditions as presented by the Planning Director and subject to the applicant addressing issues raised in Amory Engineers letter dated May 10, 2017 to the satisfaction of Amory Engineers and the Planning Director.

**VOTE:** The motion carried unanimously, 6-0.

The Planning Board then addressed its recommendation to the ZBA for the applicant's special permit.

**MOTION:** Mr. Bear made a motion, and Mr. Uitti provided a second, to recommend APPROVAL of Special Permit #2017-03, 113 Tremont Street / Hamori, to allow the use of a professional medical building of approximately 6,782 square feet, with a recommendation for the Administrative Site Plan Review decision to be referenced in the ZBA decision, and a recommendation that the Zoning Board of Appeals allow the entire parking area to be paved rather than partially graveled by providing a waiver to the 50 percent coverage requirement., in order to provide safe, functional, aesthetically pleasing and adequate parking at the facility.

**VOTE:** The motion carried unanimously, 6-0.

**ADMINISTRATIVE SITE PLAN REVIEW AND ZBA REFERRAL, SPECIAL PERMIT: 0, 277 & 285 SAINT GEORGE STREET AND 30 RAILROAD AVENUE / MILLBROOK MARKETPLACE LLC / JULIANO**

Present for the public meeting were the applicant, Mr. Michael Juliano, and his representatives: Mr. Freeman Boynton of Duxbury Construction; and Mr. Robert Crowell of Crowell Engineering in Plymouth. Also present was the town's consulting engineer, Mr. Patrick Brennan of Amory Engineers in Duxbury.

Ms. Massard provided an overview of the proposal, and advised the Board that current renovations under the existing special permit and site plan approval were proceeding very well. Ms. Massard noted that the Conservation Commission and Town DPW Director were very pleased with the improvements to stormwater management at the site as proposed on the current plans, as they will improve storm drainage from the road, increase the size of the town's discharge pipe and relocate this pipe into the easement (it is currently not located or sized appropriately) at no cost to the Town, and improve water quality due to the significant cleanup of the wetlands area and pre-treatment.

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Ms. Massard added that there have been ongoing discussions with the applicant and the Town Planning Director, Town Manager, DPW Director, Sidewalk and Bike Path Committee and abutting property owner at the DuxPlex about placing a sidewalk along this side of Railroad Avenue, on what is private property, because the public layout ends at the edge of the traveled pavement on this side of Railroad Avenue. Public sidewalks are not a requirement. Locating sidewalks on the site helps the Town because the layout of Railroad Avenue does not lend itself well to a public sidewalk in the available portion of the public road layout (which is on the opposite side of Railroad Avenue), due to street trees, landscaping, existing infrastructure and significant grade changes. Additionally, maintenance and clearing of the sidewalk areas on the subject site will remain private. The Town has brought in the Old Colony Planning Council to study the intersections this year at both ends of Railroad Avenue to determine appropriate location of crosswalks, and to recommend possible traffic-calming measures at the intersection with St. George Street, which might include narrowing of the roadway on St. George and reconfiguration of the corner affecting the subject site at Railroad Avenue.

Ms. Massard is recommending that as future roadway improvements and crosswalks are designed, the applicant be allowed to come back with minor modifications to make improvements consistent with the recommendations of the Town, Old Colony Planning Council, Highway Safety Committee and town engineering consultants. The applicant has incorporated new sidewalks into the original renovations and is proposing additional sidewalks and landscaped pedestrian areas on the property to facilitate safe pedestrian access within the site where feasible and safe as a result of these discussions. This will improve pedestrian safety between the public school complex, adjacent DuxPlex (indoor recreation facility heavily used by students in before and after school programs), public library, Alden House and neighborhoods near Alden Street to this business district which houses a coffee shop, ice cream, pizza, bakery, deli, restaurant and other amenities popular with students and adults alike.

Mr. Casagrande invited Mr. Boynton to present the proposed plan. Mr. Boynton stated that the applicant proposes to construct three new mixed use buildings on the site with an increase in the parking area with porous pavement. He noted that parking requirements are shown on the proposed plan and broken out by potential uses, totaling 89 parking spaces, with a peak use of 74 parking spaces. Mr. Boynton stated that porous asphalt is proposed rather than stone or gravel because it is more pervious.

Mr. Boynton stated that drainage design was a challenge because the site absorbs stormwater from the intersections at Tremont Street and Saint George Street and also from the gas station across on the opposite side of St. George Street as well as significant portions of the offices on the opposite side of Railroad Avenue. A total of 60 percent of the stormwater on the site comes from off the site. He noted that the Conservation Commission voted to issue an approval (Orders of Conditions) at its meeting last night. Two forebays are proposed that provide sub-surface drainage and bioretention. The plan is to install plants as listed on the plans near the bottom of the basin to be surrounded by bushes.

Mr. Crowell, the applicant's engineer, stated that the latest changes to the plans were done at 4:00 PM today and so Mr. Brennan, the town's consulting engineer, has not had the opportunity to review them yet.

Mr. Wadsworth asked if the property used to be a cranberry bog, and Mr. Boynton stated that they have not come across any evidence of that. He stated that a former bog may be located behind the sports complex at the other end of Railroad Avenue at Alden Street.

Mr. Wadsworth asked about the soils on the site, and Mr. Boynton responded that it is fill and coarse sand 25 inches below grade. Mr. Wadsworth asked if there was any clay, and Mr. Boynton responded that two test pits had shown clay but there is sand on top.

Mr. Glennon asked about pedestrian access on Railroad Avenue, and Mr. Boynton stated that it is still under review but the applicant hopes that either pedestrian access can be further improved within the site if ADA standards can be met, along the slightly raised septic area adjacent to the Duxplex, or in the future, the parking spaces along the corner of Railroad Avenue and Saint George Street may be removed in order to construct a sidewalk if that is consistent with the studies referenced by Ms. Massard. Mr. Juliano stated that he is waiting to see a layout plan. Mr. Glennon noted that pedestrian safety is an important component for residents, and confirmed with Mr. Juliano

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that pedestrian access is included in the current plan. Ms. Massard showed the proposed sidewalk plan and future potential plans. Mr. Boynton noted that the applicant is willing to take on the cost of constructing sidewalks along his property for the Town of Duxbury. Mr. Uitti thanked Mr. Juliano for incorporating sidewalks into the site plan.

Ms. Nancy Johnson of the Sidewalk & Bikepath Committee commented that the project is looking better and the committee is excited at the prospect of improving pedestrian access in this area close to the schools. Ms. Johnson asked if it would be possible to design a pedestrian circulation plan within the development although it may reduce the parking by several spaces. She stated that it could provide visibility and access to shops in the back of the property and may take away from a strip mall look aesthetically. A landscaping plan would improve the property. She stated that there is a potential for a wonderful project. Ms. Massard responded that the applicant will work with the Zoning Board of Appeals and the Planning Board to review concepts for minor modifications for improvements to pedestrian circulation in the future as noted in the discussion, and the final plan may also depend on the type of businesses that rent the building; however, sidewalks are located adjacent to and in front of all of the new structures and are shown on the plans where feasible. Mr. Juliano agreed that the tenants will be a factor in determining what type of pedestrian circulation will be needed on the site. He noted that school children generally take the quickest path no matter if there is a sidewalk or not.

Mr. Casagrande invited comments from the consulting engineer, Mr. Brennan. He confirmed that as of today the applicants have addressed his drainage concerns. Lighting and landscape plans are still needed. He stated that with pervious asphalt the project would meet coverage calculation requirements. He stated that the pervious asphalt provides treatment through aggregate layers. He noted that the project would meet stormwater regulations even if impervious pavement is used rather than porous asphalt.

Mr. Bear noted that traffic experts would rather not have vehicles back into the street on Saint George Street and Railroad Avenue under existing conditions. Mr. Juliano responded that this happens in many small towns and slows down traffic and adds to the old character. Mr. Boynton stated that it will be good if OCPC can help solve the issue.

Ms. Johnson of the Sidewalk & Bikepath Committee stated that it is important for sidewalks to be contiguous. If there is no sidewalk children may be walking down a driveway where vehicles travel. Ms. Massard stated that OCPC will be weighing in on its safety recommendations on the intersection and pedestrian circulation. Mr. Casagrande agreed that the Town of Duxbury may need to improve the road and crosswalk at Saint George Street and Railroad Avenue, noting that it may be dangerous for children to cross under existing conditions. He stated that it is unfortunate that the study is not available yet.

Ms. Jennifer Peters of 47 Railroad Avenue expressed concern that vehicles need to slow down. She also requested that the Planning Board add a condition that any new lighting will not provide glare on her property.

Ms. Kathy Cross of the Sidewalk & Bikepath Committee suggested that the Planning Board consider looping pedestrian access on the interior side of the buildings to go from storefront to storefront.

Ms. Lorrie Hall of 175 Abrams Hill asked about the proposed septic system, and Ms. Massard advised her to speak with the Health Department. Mr. Boynton noted that the septic system will be reviewed by the Board of Health at its meeting next week. Ms. Hall asked if any new apartments are proposed in the new buildings, and Mr. Juliano confirmed that the second floors will be offices, and no more residences are proposed.

Mr. Wadsworth commented that he is not a fan of porous pavement because it cannot take heavy weight and over time it fails if it is not maintained. He also stated that lighting is important and he would like the Planning Board to review the plan. Mr. Casagrande asked if the applicant intended to continue with similar lighting to that which has already been approved, which the applicant confirmed, and then stated that it will not be necessary for the Planning Board to review the lighting plan because it will be consistent with the existing lighting. He also noted that new landscaping is out of sight from public view because it surrounds the wetlands at the rear of the property, and there is no need for the Planning Board to review those plans as long as the Planning Director and consulting engineer are satisfied.

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**MOTION:** Mr. Glennon made a motion, and Mr. Uitti provided a second, to approve an Administrative Site Plan Review for 0, 277 & 285 Saint George Street and 30 Railroad Avenue / Millbrook Marketplace LLC, subject to the submittal of a Lighting Plan and revisions to the Landscape Plan to the satisfaction of Amory Engineers and the Planning Director.

**VOTE:** The motion carried unanimously, 6-0.

The Planning Board then addressed its recommendation to the ZBA for the applicant’s special permit.

**MOTION:** Ms. Ladd Fiorini made a motion, and Mr. Bear provided a second, to recommend APPROVAL to the Zoning Board of Appeals for Special Permit #2017-04, 0, 277 & 285 Saint George Street and 30 Railroad Avenue / Millbrook Marketplace LLC, to construct three mixed-use commercial buildings, with a recommendation for the Administrative Site Plan Review decision to be referenced in the ZBA decision.

**VOTE:** The motion carried unanimously, 6-0.

**PLANNING DIRECTOR REPORT**

Comprehensive Plan: Ms. Massard reported that the Town of Duxbury has signed the contract to work with the Metropolitan Area Planning Council (MAPC) and the Community Compact grant on the Comprehensive Plan update. An in-house kickoff meeting will take place next week, and on June 28 the Planning Board will hold its kickoff meeting with MAPC.

Fees: Planning Board members reviewed draft fee schedules for Planning Board applications. Ms. Massard reported that she had submitted draft fees as requested by the Town Treasurer. These fees will not be finalized until the Planning Board holds a public hearing at a future date. Mr. Glennon asked if fees cover expenses, noting that fees are not intended to be a revenue maker for a municipal government. Ms. Massard responded that it is difficult to measure and the goal is to keep costs down and no major increases are recommended. The draft schedule mainly consolidates and streamlines the Planning Board fees.

Planning Board Priorities: Ms. Massard distributed a handout with Planning Board priorities and timelines for staff projects. She noted that Town staff seeks a stormwater liaison in its townwide effort to establish a design guidelines that would be referenced in all land use boards’ regulations, including the Zoning Bylaws. She noted that staff is at 100 percent workload, with the Comprehensive Plan, Zoning Bylaws, and other major projects exceed a single person’s workload.

**MOTION:** Mr. Wadsworth accepted a nomination as Stormwater Liaison for the Planning Board in assisting the Town Department Heads in drafting the future stormwater design guidelines for the town working with a consultant.

**VOTE:** The motion carried unanimously, 6-0.

**OTHER BUSINESS**

Old Colony Planning Council (OCPC) Route 3A Corridor Study: Ms. Massard stated that the OCPC is looking for Planning Board comments by the next meeting. Mr. Glennon asked what type of comments the OCPC is seeking, and Ms. Massard replied that they would like general feedback and/or information on anything that might have been overlooked.

Planning Board Signature for Registry of Deeds and Land Court: Planning Board members signed signature pages for verification on recorded plans and documents.

2017 MAY 26 AM 11:03  
DUXBURY, MASS  
TOWN CLERK

Meeting Minutes:

**MOTION:** Mr. Glennon made a motion, and Mr. Bear provided a second, to approve meeting minutes of April 12, 2017 as written.

**VOTE:** The motion carried 4-0-2, with Mr. Uitti and Mr. Wadsworth abstaining.

Committee Appointments: Mr. Wadsworth, who was not present at the April 12, 2017 meeting, asked if Committee Appointments had been voted, and Mr. Casagrande stated that there were only one or two assignments open and directed staff to add them to the next Planning Board agenda.

**ADJOURNMENT**

The Planning Board meeting adjourned at 9:56 PM. The next Planning Board meeting will take place on Wednesday, May 24, 2017 at 7:00 PM at the Duxbury Town Hall, Mural Room.

TOWN CLERK  
 2017 MAY 26 AM 11:31  
 DUXBURY, MASS.

**MATERIALS REVIEWED**

- PB agenda for 05/10/17
- Staff Report – May 10, 2017 Agenda: Informal Administrative Site Plan Review, Duxbury Fire Department Headquarters
- Draft Elevation Plan dated 12/16/16 prepared by The Carrell Group
- Design Study B dated 03/31/17 prepared by The Carrell Group
- Definitive Subdivision public hearing notice: 308 Summer Street / DelPrete
- Definitive Subdivision application and plans: 308 Summer Street
- “Environmental Impact Assessment and Evaluations Statement, 308 Summer Street” submitted with application
- Vision property card, 308 Summer Street
- Memorandum from T. Mayo, Health Agent, re: 308 Summer Street
- Emails between K. Nord and V. Massard dated 05/04/17
- Letter from P. Palmieri of Merrill Associates dated 04/26/17 re: Peer Review – Definitive Subdivision Plan, 308 Summer Street
- Letter from Town Historian re: 308 Summer Street
- ASPR public meeting notice: 113 Tremont Street / Hamori
- Staff Report – May 10, 2017 Agenda: ASPR and BOA recommendation for Special Permit, 113 Tremont Street withdraft conditions, 113 Tremont Street
- ASPR application and plan stamped with Town Clerk on 04/12/17
- Cover letter from P. Seaberg of Grady Consulting LLC for 113 Tremont Street
- Elevation plans dated 03/25/17 prepared by Actwo Architects for 113 Tremont Street
- Vision property card, 113 Tremont Street
- Letter from P. Brennan of Amory Engineers dated 04/26/17 re: 113 Tremont Street – Site Plan
- ZBA referral materials for Special Permit #2017-03, 113 Tremont Street
- ASPR public meeting notice for Millbrook Marketplace
- Staff Report – May 10, 2017 Agenda: ASPR and BOA recommendation for Special Permit, 277-285 St. George Street and 30 Railroad Avenue with Draft conditions, Juliano II
- Excerpts from MS Transportation Systems, Inc. Traffic Impact & Access Study, Proposed Millbrook Crossing, Duxbury, Massachusetts dated October 2006
- ZBA Decision, Special Permit #2016-4: 277 & 285 St. George Street / Juliano
- ASPR application and plans: Millbrook Marketplace LLC
- Vision property cards, 30 Railroad Avenue; 0, 277, and 285 St. George Street
- Letter from P. Brennan of Amory Engineers dated 05/02/17 re: Millbrook Station
- ZBA referral materials for Special Permit #2017-04, Millbrook Marketplace
- “Duxbury Sidewalk and Bike Path Committee, Suggestions for Pedestrian Improvements, Millbrook Station, 05/03/17 submitted by email from M. Hatfield on 05/04/17
- “Planning Board Fee Research, Selected Towns, Updated through April 2017” spreadsheet dated 05/03/17
- “Planning Board, Proposed Fees 2017” dated 05/03/17
- “Duxbury Route 3A Corridor Study” dated February 2017, prepared by OCPC
- OCPC meeting minutes of 03/21/17
- Signature pages for Registry of Deeds and Land Court
- PB minutes of 04/12/17
- OCPC meeting minutes of 02/22/17
- OCPC Annual Meeting invitation for 05/18/17
- Construction Cost Estimates for April 2017
- PB Contact list dated 04/25/17

Presented at Meeting:

- GIS maps for 308 Summer Street
- Letter from P. Brennan of Amory Engineers dated 05/10/17 re: 113 Tremont Street
- Email from R. Read to V. Massard et al dated 05/08/17 re: MCPPPO Tuition-Free Seminar
- Email from S. Covino to D. Grant dated 05/09/17 re: Climate Resilience, LID, Pollinators – Free Workshop
- “PB Priorities Discussion April 2016” diagram
- “Staffing levels with all proposed projects” spreadsheet

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