

PLANNING BOARD MEETING OF May 10, 2011

Place: Town Hall Banquet Room

I. ADMINISTRATIVE BUSINESS

Chairman Wayne Hayward – Opened the meeting at 6:30 p.m.

A. Quorum/Attendance

Members Present: Chairman Wayne Hayward, Albert Borges, Gary Staffon, Rene Fleurent, Jaime DeSousa, Albert Silva and Planning Director, William Roth.

Members Absent: Peter Nopper and Joseph Morra

Also in attendance was Anne Fenton of Neighborhood News.

B. Acceptance of Minutes

Motion was made by Gary Staffon and seconded by Albert Borges to approve the Minutes from April 26, 2011. Unanimous vote of the Planning Board.

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| Planning Board Bills: | SRPEDD Annual Meeting - | \$245.00 |
| | Chadwick's Awards Unlimited - | \$47.50 |

Motion was made by Gary Staffon and second by Albert Silva to approve the SRPEDD bill for \$245.00 and the Chadwick's Award for \$47.50. Unanimous vote of the Planning Board.

II. CURRENT PLANNING:

A. Receipt of Plans: None

B. Approval of Plans:

FORM A- Lauren Francis, Sconticut Neck Road, Map 29, Lot 1
Applicant, Lauren Francis was present.

William Roth - discussed with the Board the Proposal of the application for a Form A from the Applicant, Lauren Francis. The proposal is to divide the one lot into two lots. Lot 1 has 164.73 feet of frontage on Sconticut Neck Road with 3.9 acres of land area. The proposed lot 2 area will have 140.01 feet of frontage on Sconticut Neck Road with 30,380 Square feet of land area. Sconticut Neck Road is an accepted public street and has adequate width and road surface. The zoning for the subject site is Rural Residence Districts (RR). The RR District requires a minimum of 140 Feet of frontage, and a minimum of 30,000 sq. ft. of land area per lot. Mr. Roth indicated that it met the requirement and recommended approval.

Motion was made from Gary Staffon and seconded by Albert Borges to approve the plans for the Form A. Unanimous vote of the Planning Board.

FORM A: Gilbert Carreiro, 148 Sycamore Street, Map 20, Lots 5 & 6
Gilbert Carreiro was present.

William Roth - discussed the Plan A with the Board. The proposal is to lot line adjust between the two lots and add more property area to Lot 6. Reconfigured Lot 5 has 133.59 feet of frontage along Sycamore Street and the unimproved Harding Street stub with 10.7 acres of land area. Reconfigured Lot 6 has 122.5 feet of frontage on Sycamore Street with 1.2 acres of land area. Sycamore Street is an accepted public street and is constructed with adequate width and road surface. The zoning for the subject site is Single Residence Districts (RA). The RA District requires a minimum of 100 feet of frontage, and a minimum of 15,000 sq. ft. of land area per lot. Mr. Roth indicated that it met the requirement and recommended approval.

Brian Murphy - was present from Thomson and Farland to answer any questions about the plans.

Chairman, Wayne Hayward - questioned Planning Director William Roth that they are not giving Lot 5 any more designation that what it already has?

William Roth - told him that was correct. He said it doesn't change it. He also stated that he believes that the Owner is in a Purchase and Sales agreement with Buzzards Bay Coalition. The Town of Fairhaven owns all of the lots to the west, and this is for an open space acquisition, and it's also part of the River Walk Trail.

Chairman, Wayne Hayward - said that Lot 5 still has 133.59 feet of frontage and nothing has changed.

Gilbert Carreiro – (Owner) Mr. Carreiro wanted to know if the frontage is being changed to an ANR? Does it need to be paved?

Chairman, Wayne Hayward - said that the frontage isn't being changed at all it is just the interior frontage lines.

Mr. Carreiro - said that the way he was looking at it was that at least 100' of it had to be paved.

William Roth - also stated that the frontage wasn't being affected.

Chairman, Wayne Hayward - wanted to make it clear that they are not making any determinations on the 133 ft. because that is an existing lot.

Motion was made by Albert Silva and second by Jaime DeSousa to accept the Form A for 148 Sycamore Street. Unanimous vote of the Planning Board.

III. LONG RANGE PLANNING

A. Discuss – Chapter 316 – Planning Board Procedures

Chairman, Wayne Hayward - asked the Board to review Chapter 316 so they can discuss it at a later meeting. An area of concern is the Election of Officers. It should be modified. The section should be modified to say that the Planning Board shall elect a Chairman.

William Roth - said that section B most likely doesn't comply with the Open Meeting Law. Time limits for being place on the Agenda.

Chairman, Wayne Hayward - said that the Board may want to review Chapter 316 1.B.

William Roth - said that he will write something out and he said that he has to have their packets out in the mail on Thursday's so they have them on Saturday's to review for the meetings. That is his deadline. There is a Planning Board Schedule on the website regarding the meetings schedule. What dates they are posted and put in the newspaper.

B. Discuss – Chapter 306 – Fee Schedule

William Roth - told the Board that the fees were last reviewed in 2009 and they are stable at this point.

Gary Staffon - asked if the fees were looked at in other Communities.

William Roth - said that at that time he did.

Chairman, Wayne Hayward - asked Director Roth what the fees were for the Form A's that were done tonight.

William Roth - said that it would have been a \$200.00 application fee and a \$40.00 GIS fee.

Chairman, Wayne Hayward - stated that the Board's budget got cut by 10% and that the fees keep going up and they went up from a \$25.00 fee to a \$240.00 fee. Part of that was in hopes that it will fund the budget so they wouldn't have to keep looking at cuts.

William Roth - said that one of the things the fee structure has done is that the GIS mapping fee supplements the GIS Map yearly update cost, which is paid for by both the Planning Board and Planning & Economic Development Department.

Chairman, Wayne Hayward - said that it was a goal of the subdivision regulations was to make sure that those costs are incurred by the developer. At this time the Chairman does not propose a change to the fees but does propose that the Board Members keep a copy of the fees with them and if a resident complains about them, then they can review them every year or every other year.

William Roth - said that there is a more user friendly versions of the fee schedule that you can print out online on the Town website. He also stated that the one thing he rarely does any more is sell the zoning books because you can buy them from him in a paper form for \$10.00 or you can download them from the website for free. The office keeps a couple of copies.

Chairman, Wayne Hayward - said that it's good to have in the office if an Attorney required a paper document but they would actually be going to the Town Clerk

William Roth - said that the Town Clerk sends them over to him to buy a copy and she then certifies it. The zoning maps are 11 x 17 and there aren't any in stock. They are printed upon request, and again the maps are online for free.

Chairman, Wayne Hayward - said every year when they go to Town Meeting to do a re-zoning, part of the motion is to update the zoning maps.

William Roth - said that when they update the zoning maps, it's in the zoning by-law to do so. He said that if anyone wishes to have a copy he will email a copy of the PDF of the 24 x 36 version and they can go to the blueprint place and do it themselves. The problem with the Board printing something like that is the printing budget is \$200.00 and at \$50.00 a map, that's four maps and the \$50.00 goes to the general fund and then we have no printing budget. That's why we only offer the 11 x 17.

Chairman, Wayne Hayward - asked Director Roth if he needs to incorporate the costs for the zoning plates.

William Roth - said that he maintains the zoning plates every year. He has an 11 x 17 book with zoning plate numbers based on location of where they are and it's the most accurate tracking of every re-zone that's ever occurred since they adopted zoning in 1929. He usually does it in July and N. Doug Schneider Engineers does it. The cost is not that much and can easily be paid for between the two budgets.

IV. PUBLIC HEARING: NONE

V. OTHER BUSINESS:

Chairman, Wayne Hayward - stated that usually after an election they have some documentation from the Town Clerks office or the State Ethics Commission and the Members who were just elected will probably be getting something. There is no 30 day requirement for taking the test on the State Ethics Commission website. Jaime DeSousa and Rene Fleurent have to take the test. Chairman Hayward also needs to take it again since he was re-elected.

William Roth – said that he would forward the State Ethics information and web link to the new members.

ADJOURNMENT

Motion made by Albert Silva and second by Gary Staffon to adjourn at 7:20 p.m. Unanimous vote of the Planning Board.

Respectfully Submitted,

William D. Roth, Director, Planning & Economics Department

