



1
2 Committee: Planning Board
3 Date: January 13, 2016
4 Time: 7:00 pm.
5 Location: Georgetown Town Hall, 3rd floor conference room
6

7 Members present: Rob Hoover, Tillie Evangelista, Matt Martin, Harry LaCortiglia, Bob Watts.
8 Staff present: Town Planner Howard Snyder, Administrative Assistant Andrea Thibault.
9 Minutes taken by A. Thibault.
10 The Meeting was called to order at 7:07pm by T. Evangelista.
11

12 **Approval of Minutes:**

13 Minutes from the December 2, 2015 meeting were reviewed and approved with corrections.
14 H. LaCortiglia: Motion to approve minutes of December 2, 2015 with discussion.
15 M. Martin: Second.
16 Motion carries 4-0; 1 abstain.
17

18 Minutes from the December 9, 2015 meeting were reviewed and approved with corrections.
19 H. LaCortiglia: Motion to approve minutes of December 9, 2015 with discussion.
20 T. Evangelista: Second.
21 Motion carries 4-0; 1 abstain.
22

23 **Correspondence:**

- 24 1. Town of Georgetown: Municipal Light Department – Turning Leaf Subdivision.
25 2. Town of Georgetown: Historic Commission - #2 Tenney Street.
26 3. H.L. Graham Associates: Maureen Lane – Street Acceptance Review.
27 4. H.L. Graham Associates: #2 Tenney Street – Technical Review Report #1.
28 5. Conservation Commission: East Main Street Athletic Facility.
29

30 H. LaCortiglia: It would be wise to send Larry Graham’s report to the Maureen Lane developer to see
31 if he wants to proceed. That should be his decision. *Planning Board agrees.*
32

33 H. Snyder: The Conservation Commission Agent and I did a site walk at the East Main Street project
34 to determine if there were any concerns prior to release of funds. The developer is looking for final
35 payment.
36

37 R. Hoover: They have paved over the sidewalk area, and this will need to be redone. Some of that
38 pavement will need to be cut out; the sub base replaced, and then put the sidewalk in. This is a storm
39 water issue. And this raises a red flag for me. So, in the phasing of this project, there will be
40 additional costs if they need to do things twice. Since they are now looking for final payment, I would
41 like to authorize the Town Planner to draft a document from the Planning Board expressing our
42 concerns to the same. I would like to make a request to the civil engineer who put the plans together
43 to have him confirm what has been done and what has not been done. We can then share that
44 information with Parks and Rec.
45

46 B. Watts: Did Parks and Rec respond to this letter on the East Main Street project?

47 H. Snyder: I don't think so.

48

49 B. Watts: I would like to know what Parks and Rec's plan is.

50

51 H. Snyder: I will draft a letter to Parks and Recreation, asking them to make a request to Gail for a
52 statement of completion of the project, confirmation from Gail of completeness, and see if there is
53 anything from Parks and Rec in terms of a response.

54

55 **Vouchers:**

56 1. Administrative Assistant: Office Expense Reimbursement \$24.99.

57 2. H.L. Graham Associates: Nunan's Site Plan review \$400.00.

58 3. Gatehouse Media: Public Hearing Notices 267.20.

59

60 H. LaCortiglia: Motion to pay \$619.00 in total vouchers for Gatehouse Media Public Hearing
61 Notices, for H.L. Graham for Nunan's Site Plan Review, and for office supplies. \$400.00
62 from M-account, \$292.00 from the Planning Board budget.

63 B. Watts: Second.

64 Motion carries 5-0; unanimous.

65

66 **Public Hearing: Zoning Amendment: Groundwater Protection – Continued from October 28th,**
67 **2015.**

68 H. LaCortiglia: Motion to open the continuation of Groundwater Protection.

69 M. Martin: Second

70 Motion carries 5-0; unanimous.

71

72 T. Evangelista: I invited the Georgetown Water Dept. to this hearing.

73

74 H. Snyder: Provided in the Planning Board packet is revised text for the proposed by-law
75 amendment. This is a formal update of the old map dated June 1992 to a current version of 2016.

76

77 **Public Comments:**

78 George Cominsky: This was initiated by a letter from the Byfield Water Dept. requesting that we
79 included their water protection zones on our map. Our water protection map needs to be updated.

80

81 Lou Mammolette, General Manager for Georgetown for Water Dept:

82 Zones 1 and 2 are controlled and approved by DEP. The maps that I have seen, Zone 3 would be a
83 surface boundary. Zones 1 and 2 would be inside Zone 3. A significant portion of that is in Boxford.
84 Zone 3 is the watershed. It is the responsibility of the town to define.

85

86 H. LaCortiglia: Motion to approve the draft wording for Chapter 165 and I would like to
87 approve the Jan 2016 draft map and further recommend this to Town Meeting.

88 M. Martin: Second.

89 Motion carries 5-0; unanimous.

90

91 **Public Hearing: Preliminary Subdivision Plan: #2 Tenney Street – Continued from December**
92 **9th, 2015.**

93 {H. LaCortiglia: Recused and left the room at 8:04pm}

94
95 M. Martin: Motion to reopen the Public Hearing for #2 Tenney continued from December 9,
96 2015.
97 T. Evangelista: Second.
98 Motion carries 4-1; 1 recused.
99
100 Public Comment:
101 Steve Rando: 200 East Main Street, requesting a 60 foot no-cut zone. Written request to the Board.
102 *Exhibit 1.*
103
104 Anthony Franciosa, Project Developer: We will resubmit the application to incorporate more of the
105 historic commission's requests. We will submit 2 applications, 1 for the house, and the 2nd for the
106 barn and the garage. The barn and the garage are where the roadway comes in. House going into
107 demolition delay procedure. How does that play into the timing of what we can do out there?
108 *Exhibit 2- copy of letter from owners.*
109
110 *Planning Board discussion of #2 Tenney Street preliminary plans.*
111 M. Martin: Motion to approve the preliminary plans of #2 Tenney Street certificate of
112 approval Form D.
113 T. Evangelista: Second. *Rob Hoover reads text of application into the record.*
114 Motion carries 4-0; 1 recused.
115
116 M. Martin: Motion to close the Public Hearing for #2 Tenney Street.
117 B. Watts: Second.
118 Motion carries 4-0; 1 recused.
119
120 *Planning Board 2 minute recess.* H. LaCortiglia returned to the room at 8:27pm.
121
122 **Public Hearing: OSRD: Bailey Lane – Continued from December 9th, 2015.**
123 H. LaCortiglia: Motion to open the Public Hearing continued from December 9, 2015 for
124 OSRD Bailey Lane.
125 M. Martin: Second.
126 Motion carries 5-0; unanimous.
127
128 H. Snyder: The applicant will provide a Form H, and request that the board grant them additional
129 time.
130
131 H. LaCortiglia: Motion to extend the time to continue to February 24, 2016.
132 B. Watts: Second.
133 Motion carries 5-0; unanimous.
134
135 *Planning Board discussion regarding OSRD Concept Plan for Bailey Lane.*
136
137 H. LaCortiglia: There is no definitive with it at this time.
138 Richard Williams, Project Engineer: At the last hearing, we presented our preferred OSRD concept
139 plan.
140
141 No Public Comments.

142 Board Comments:
143 B. Watts: What was your thinking regarding this plan?
144
145 R. Williams: Symes has tried to use the open space, or cluster type zoning. This piece of property
146 works well for an OSRD. The property also has some constraints that drive you to an OSRD as well.
147
148 T. Evangelista: With our OSRD by-law, we would need to have a waiver for those lots that you have
149 directly on Bailey Lane. What would be your mitigation for that waiver?
150
151 R. Williams: Drainage, regrading and repaving Bailey Lane.
152
153 T. Evangelista: How wide is the proposed Bailey Lane?
154
155 R. Williams: 12 existing, 18 proposed. The road is in a pretty bad state of disrepair. We are trying to
156 salvage some of the big trees.
157
158 T. Evangelista: Between those two existing lots, when you come out of there you are facing this
159 person's home.
160
161 R. William: The headlight effect will be down, and not toward the house because of the grade.
162
163 H. LaCortiglia: Nine times out of ten, presumption is that OSRD is better than a definitive
164 subdivision. I always thought that until I saw this plan. The roadway is being improved. If it was a
165 conventional, you would have to improve the roadway. I am concerned that this will be 5 new homes
166 in Georgetown, but there is no affordable housing involved. I would like the conventional plan
167 better, because it requires affordable housing. We are on a collision course with losing our 10% of
168 affordable housing. And, I still don't see the Natural Heritage Line that we have asked for.
169
170 R. Hoover: Some of the comments that I have about your OSRD plan---the whole idea of trying to
171 work with additional plant material to reinforce separation between houses, and the same idea with the
172 house that is across the street. Wherever there is an existing house, and you are taking down trees.
173 You need to plan for buffering. The same for where you are proposing the new homes. I would like
174 to see the planting plan. Have a landscape architect involved, someone who is good. We have your
175 attorney's opinion on the use of Bailey Lane. I would like Town Counsel to review that document
176 and concur or not concur. What happens to the existing trail that will get disconnected? What about
177 boulders to delineate private property next to the trail? I would like to have the Conservation
178 Commission weigh in on that. I am thinking of reducing the parking space to something like 2. It is a
179 private area. I would also like to see the Natural Heritage Plan.
180
181 M. Martin: If Town Counsel is going to review this letter, they may want to do the title at the same
182 time.
183
184 H. Snyder: I will write up a draft decision for the next meeting.
185
186 B. Watts: I like 3 parking spaces for a party of birders etc.
187
188 R. Hoover: You have rain gardens. I will want to see the plantings and the specs for the fill. As
189 important, is how they are going to be maintained, and who is going to maintain them?

190
191 Jim Thorne: 5 Mohawk Circle. That road is dangerous in the winter time. The neighbors want to see
192 the preservation of the trail; it is used quite a bit. We don't see the need for any parking. Who is
193 going to police it? On the trails, there are bags and bags and bags of litter. 6 parking spaces are way
194 too much.

195
196 M. Martin: Motion to recommend that the OSRD be the plan they develop.
197 T. Evangelista: Second.
198 Motion carries 3-1; 1 recused.

199
200 T. Evangelista: Motion to continue OSRD Bailey Lane to Feb 10th 2016.
201 M. Martin: Second.
202 5-0; unanimous.

203
204 **New Business:**

205 1. Paul Marchionda: Submission of Preliminary Plans.
206 H. LaCortiglia: Motion that the Town Planner review application from Paul Marchionda for
207 completeness.
208 M. Martin: Second.
209 Motion carries 5-0; unanimous.

210
211 2. Turning Leaf: Performance Bond – Estimate.
212 H. LaCortiglia: Motion to approve Item #1 D. Varga recommendation.
213 M. Martin: Second.
214 Motion carries 5-0; unanimous.

215
216 H. LaCortiglia: Motion on Item #2 D. Varga --- that the developer has an adequate response.
217 B. Watts: Second.
218 Motion carries 5-0; unanimous.

219
220 H. LaCortiglia: Motion to approve Item #3 D. Varga recommendation.
221 M. Martin: second.
222 Motion carries 4-1; 1 abstain.

223
224 **Planning Office:**

- 225 1. Georgetown 2020: Strategic Plan - Steering Committee Meeting Notes.
226 2. Georgetown Community Visioning Workshop – Part II: Notice for January 23rd Workshop.
227 3. Memorandum of Understanding: Parcel F.
228 4. Notice of Public Hearing: Zoning Amendment - Chapter §57 Erosion and Storm water Control.
229 5. Notice of Public Hearing: Zoning Bylaw – Georgetown Square 40R Overlay District.

230
231 H. Snyder: Second Meeting of The Strategic Plan Committee will be January 23rd. The third Meeting
232 will be March 5th. The Storm Water Zoning Amendment and 40R Overlay District Public Hearings
233 will be held on the 27th.

234
235 H: Snyder: Board of Selectmen engaged Conservation Commission, Park and Rec, Planning Board, to
236 agree on the use for Parcel F. This Memo of understanding in draft forms so that everyone will have
237 a common understanding of what this Parcel will be used for.

238
239 *Planning Board discussion of Memo of Understanding.*

240
241 M. Martin: the last whereas clause should be a therefore clause.

242
243 B. Watts: Motion to sign this document Memo of Understanding.
244 H. LaCortiglia: Second.
245 Motion carries 5-0; unanimous.

246
247 **Member or Public Report:**

248 1. Any other concern of a Planning Board Member and/or member of the Public.

249
250 Rob Hoover: Penn Brook School. As of today, my understanding is that they have 1.6 million left in
251 the total amount that the town approved on this new school. They are now in the process of building
252 a wish list, with items such as lighting the front sign. I would like to discuss this topic in more detail a
253 future meeting.

254
255 **List of Documents and Other Exhibits used at Meeting:**

256 *Documents and Other Exhibits used at meeting will be available for review at the Georgetown*
257 *Planning Office.*

258
259 Motion to adjourn was made by M. Martin.

260 B. Watts: Second.

261 Motion carries 5-0; unanimous.

262
263 The meeting was adjourned at 9:56pm.

264 Next Meetings: January 27, February 10, February 24, March 9, 2016.