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MEETING MINUTES
GEORGETOWN PLANNING BOARD
Wednesday, February 12TH, 2014
Memorial Town Hall – 3rd Floor
7:00 p.m.

Present: Mr. Harry LaCortiglia; Mr. Christopher Rich; Ms. Tillie Evangelista; Mr. Bob Watts; Mr. Larry Graham (Technical Review Agent; arrived at 7:15 PM); Mr. Howard Snyder, Town Planner; Ms. Wendy Beaumont, Administrative Assistant.

Absent: Mr. Tim Howard

Meeting Opens at 7:05 PM.

Approval of Minutes:

1. Minutes of January 22, 2014.

Mr. Rich - **Motion** to postpone the approval of the January 22, 2014 minutes to the February 26, 2014 meeting.

Mr. Watts - **Second.**

Motion Carries: 4-0; Unam.

Vouchers:

1. U.S. Postal Service: Postage account.

2. H.L. Graham: Turning Leaf.

Mr. Rich - **Motion** to accept the vouchers as presented with a total of \$5410.00.

Ms. Evangelista - **Second.**

Motion Carries: 4-0; Unam.

Correspondence:

1. Town of Boxford: Public Hearing Notice - Zoning Map Amendments.

2. Town of Newbury: Zoning Board of Appeals – Finding for Relief from Height.

3. H.L. Graham and Associates: Third Review Report – 25 East Main St Athletic Fields.

4. Georgetown Zoning Board of Appeals: Notice of Hearing – 60 E. Main St and 64 – 74 E. Main St.

Mr. Snyder - This is coming up before the ZBA and we have until February 20th to get any comments about the proposed application to the zoning board. After it goes to the ZBA it will come to the Planning Board for site plan approval.

5. Georgetown Park and Recreation: Request for Continuance to March 12th.

Mr. Snyder - Do you want to talk about this now or when it comes up later on the agenda?

Mr. LaCortiglia - Yes, we will deal with that later on.

46 **Old Business:**

47 **1. Georgetown Building Supply Plaza: Sign Permit - Georgetown Liquors.**

48 Mr. LaCortiglia - At our last meeting some of the measurements were off. They were
49 measuring the building incorrectly.

50
51 Mr. Snyder - {Shows the sign placement on the screen.} The sign is 12 feet by 1 foot and the
52 store face for the store is 21 x 11 which is 231 square feet and they are allowed up to 15
53 percent so they are within the sign bylaw for square footage of the sign.

54
55 Mr. Rich - **Motion** to have the town planner sign the permit.

56 Ms. Evangelista - **Second.**

57 **Motion Carries: 4-0; Unam.**

58

59 **2. 161 West Main Street: Adherence to Site Plan Approval.**

60 Mr. LaCortiglia - This is the one where the applicant had a site plan approval and the conditions
61 of the site plan approval weren't met after one year.

62
63 Mr. Snyder - He was before the board at the last meeting and the board requested that I find out
64 what actions the board can take for him to enact the last part of the decision. I contacted the
65 Building Inspector and he stated that the board would have to take the action thru him. You can
66 make the request for the building inspector to go out and investigate the property. He then may
67 take action by either revoking or suspending the certificate of occupancy.

68
69 Mr. Rich - **Motion** to instruct the planner to forward a copy of the complete decision
70 concerning 161 West Main Street to the Building Inspector for enforcement purposes and ask
71 him to report back to the board by the next meeting on February 26th, 2014.

72 Mr. Watts - **Second.**

73 **Motion Carries: 4-0; Unam.**

74

75 Mr. Rich - Give him a copy of this motion for his records.

76
77 Ms. Evangelista - I agree with the motion but I think that if the applicant is unable to meet the
78 decision at this time that he should apply for a modification to his original decision and we
79 should hear it again and hear his complaints. I think it should be a formal process. I wouldn't
80 want to see him shut down because I don't see any other alternative but the building inspector to
81 do that because he's not meeting the conditions. If he feels he can't meet the conditions for
82 whatever reason, he should apply for the modification and then we can discuss it further.

83
84 Mr. Rich - He was here at the last meeting and told us basically that he wanted the decision
85 changed and he wanted out. He stated that as a private business he is exempt. I have done my
86 homework - he is not. I have copies of that for the building inspector. Is my goal to shut him
87 down? No. My goal is to get him in here and tell us when it's going to be done. I would like a
88 report from the Building Inspector and he will give him so many days to comply or he can take
89 more formal action.

90
91 Ms. Evangelista - How many days would that be?
92
93 Mr. Rich - I don't know but even if it is five days he's got time to come in ask for a modification.
94
95 Ms. Evangelista - I think that is what I am trying to avoid. I think the application should be filled
96 out before he shows up here again.
97
98 Mr. Rich - He is not coming before us without an application for a modification.
99
100 Ms. Evangelista - He did before and I don't want to see that repeated.
101
102 Mr. Rich - You can lead a horse to water but you can't make him drink.
103
104 Ms. Evangelista - Then we shouldn't schedule him to come in without an application.
105
106 Mr. Rich - In order for him to be put on the agenda he has to request to the planner to be put on
107 the agenda and at that time the planner should ask why and when he says it he will say the proper
108 step is to apply for a modification.
109
110 Mr. LaCortiglia - The onus is on the Building Inspector to do that though.
111
112 Mr. Rich - When he applies for the modification that would toll the building inspector's
113 enforcement order.
114
115 Ms. Evangelista - I think that's a good way to do it.
116
117 {Mr. Graham arrives at 7:15 PM.}
118
119 Mr. Watts - I think the key is that he needs to come up with a plan to comply.
120
121 Mr. LaCortiglia - I agree with Ms. Evangelista. It seems he was asking in an informal way at the
122 last meeting to waive that condition and he wasn't doing it under the right process. I'd love to
123 see him come in with a modification. Any more comments? So Mr. Snyder let the Building
124 Inspector know please, thank you.
125
126 **Public Hearing:**
127 **1. Athletic Facilities: East Main Street Park and Recreation – Continued from January**
128 **8th, 2014.**
129 Mr. LaCortiglia - We are now opening this public hearing.
130
131 Mr. Snyder - We got correspondence from the applicant requesting that this public hearing be
132 carried to March 12th. They have hired a new engineer and they want that engineer to

133 become more knowledgeable about the project and address the outstanding items as best as
134 possible.

135
136 Mr. Rich - **Motion** that the board approve the continuation to the March 12th meeting.

137 Ms. Evangelista - **Second.**

138 **Motion Carries: 4-0; Unam.**

139
140 Mr. LaCortiglia - Mr. Graham has the Park and Rec contacted you? The new engineer?

141
142 Mr. Graham - No.

143
144 **New Business:**

145 **1. Georgetown Building Supply Plaza: Sign Permit - Team League Outfitters Sign.**

146 Mr. Snyder - The property owners have filed a sign application for Team League Outfitters.
147 Proposed is a 120 inch by 12 inch sign which is 10 square feet. It is under the 15 percent.

148
149 Mr. Rich - **Motion** to accept and approve the application to authorize the planner to sign
150 the sign permit.

151 Mr. Watts - **Second.**

152 **Motion Carries: 4-0; Unam.**

153
154 **2. Georgetown Shopping Plaza: Pomodori – Sign Permit.**

155 Mr. LaCortiglia - Is there an applicant here? No one is here, interesting.

156
157 Mr. Snyder - {Shows pictures on the screen.} There has been a sign application by the new
158 restaurant that moved in to building previously occupied by Jimmy K's. The application is to
159 remove existing signs and install these new ones. You can see the old sign located on the
160 building facing Central Street and facing towards the parking area. Part of this building is shared
161 by what I believe is the Dollar Store.

162
163 Mr. LaCortiglia - What exactly are they asking? It looks as though they are asking to put up two
164 signs.

165
166 Mr. Snyder - They are requesting a sign that is 15 foot x 18 inches high to be installed under this
167 wreath. {Shows the area on the screen} They are also requesting a sign that is 15 feet x 27
168 inches be installed facing Central Street and also another sign that would be 9 inches x 12 feet in
169 this area. {Shows the area on the screen}

170
171 Mr. LaCortiglia - Then they are asking for 3 signs.

172
173 {Discussion held in regards to the placement of the signs requested on the building.}

174
175 Mr. LaCortiglia - How did they get two signs out of our bylaw? What district is this in?

176

177 {Mr. Snyder reads the 165-65 bylaw and discussion follows}
178
179 Mr. Rich - The first thing is one or the other. Either one on the side of the building or on the
180 roof. There are one too many here – that is a zoning issue not a planning board issue.
181
182 Mr. LaCortiglia - It sound like if they would like more than one sign, they would need relief
183 from the zoning bylaws.
184
185 Mr. Rich - **Motion** to refer this to the ZBA for a decision.
186 Mr. Watts - **Second.**
187 **Motion Carries: 3-0; 1 Abstention**
188
189 Mr. Rich - I just want to make sure that it is done right so that it doesn't go thru all the steps and
190 have somebody appeal it. I have no doubt it will go thru the ZBA.
191
192 Mr. LaCortiglia - My problem is that the bylaw says one sign and that two or three signs are
193 proposed. If there is a problem with the sign bylaw, like I always say, change the bylaw if you
194 have a problem with it, don't ignore it.
195
196 Mr. Rich - I recommend they bring up the breakfast, lunch and dinner sign also to the ZBA.
197
198 Mr. Snyder - I will discuss with the Building Inspector about why it is not being signed.
199
200 Ms. Evangelista - I abstain because I really didn't study it. I don't have an opinion on the sign,
201 rather to like it or not.
202
203 Mr. LaCortiglia - It is not within our legal authority to grant it so it is not a question of whether
204 or not we like it.
205
206 Ms. Evangelista - I understand.
207
208 Mr. LaCortiglia - I wouldn't want to give anyone the impression that we could do something
209 like that.
210
211 Ms. Evangelista - I'm surprised the building inspector sent it around because he is usually up
212 on those things.
213
214 Mr. LaCortiglia - That is why it is sent around so we can check on things. For once the
215 system worked - it's amazing.
216

217 **Public Hearing:**

218 **2. Definitive Subdivision Plan: Turning Leaf – Public Hearing Continued from January**
219 **22nd, 2013.**

220 Mr. LaCortiglia - This is a public hearing continued from January 22, 2014. My
221 understanding is that we have received a good deal of information just the other day. Mr.
222 Graham we received your report yesterday. I believe Mr. Snyder handed us some plans. Is
223 there any other information?
224

225 Ms. Mann - I did do a letter certifying that we had the right to change layout of adjoining
226 properties. Remember we had those three properties and Mr. Graham asked if we had the
227 legal right to do that. I would like to submit the letter.
228

229 Mr. LaCortiglia - Give Mr. Snyder copies, thank you. Mr. Snyder please send that along
230 with any other information for our packets.
231

232 Ms. Mann - We have the traffic report too that we can hand out.
233

234 Mr. LaCortiglia - Please give all the information you have to Mr. Snyder. Given that we
235 received a great deal of information only tonight, and Mr. Graham's report only came in
236 yesterday I thank you for the submission of the information and I will take a motion now for
237 continuation.
238

239 Ms. Mann - You don't want us to at least give you an overview of the information?
240

241 Mr. LaCortiglia - We'll read it.
242

243 Ms. Mann - We do have Dan Mills with us to give a three minute presentation of the
244 information presented and the abutters are hear and I figured maybe the board would want to
245 hear that. Dan Mills is our traffic engineer.
246

247 Mr. LaCortiglia - We can take it up at the next meeting at the continuation because we have
248 not had a chance to look at it. We have a policy that says the information we receive has to
249 be received a week early so we have time to review it. If it was received by us last Thursday
250 then I would feel comfortable discussing it and asking questions, but where we are just now
251 getting the information.
252

253 Mr. Williams - We want to give you additional information which is an explanation of the
254 highlights of that report. Three minutes.
255

256 Mr. LaCortiglia - You can do that at the next continuation so that we can more fully
257 appreciate that three minutes when you present it because we will know what you are
258 referring to.
259

260 Mr. Rich - I think you may remember when I pushed upon my colleagues the continuance
261 date for today. The minutes reflect that I specifically say that you ask for that at your peril.
262 All of the reports that you want to discuss have to be in a week ahead of time and they are

263 not in. We hold everybody else for that including Park and Rec or any other body in the
264 town. Correct me if I am wrong but the consensus is that we have to hold you guys to it too.

265
266 Ms. Mann - We understand. We just thought it would be better for you and the audience to
267 get a summary. If you don't want to hear it then...

268
269 Mr. Rich - Maybe you could give a representative to the neighborhood a copy of the traffic
270 report so that they can read it?

271
272 Mr. LaCortiglia - Or if you have a copy of the plan to give them as well.

273
274 Mr. Snyder - You can always come to the planning office and request a copy as well.

275
276 Mr. Rich - **Motion** to continue this hearing to March 12th, 2014.

277 Mr. Watts - **Second.**

278 **Motion Carries: 4-0; Unam.**

279
280 Mr. Rich - Is that our next available meeting?

281
282 Mr. Snyder - Yes. The next meeting is reserved for bylaw amendments.

283
284 **3. Site Plan Application: 105 Rear East Main Street – First Public Hearing.**

285 Mr. Snyder - Mr. Ricci the board has received a copy of what you have submitted.

286
287 Mr. LaCortiglia - This is a site plan approval for 105 Rear East Main Street.

288
289 Mr. Snyder - Do you want me to read the public notice?

290
291 Mr. LaCortiglia - Is anyone here as an abutter of this? Given that it would be a waste of time
292 to do it can we all agree to waive the reading of the motion? Yes, by unanimous consent to
293 waive the reading.

294
295 Mr. Snyder - I also note that this site plan application includes a sign application.

296
297 Mr. LaCortiglia - Do we have an M-Account established?

298
299 Mr. Snyder - No.

300
301 Mr. Rich - **Motion** to establish an M-Account.

302 Mr. Watts - **Second.**

303 **Motion Carries: 4-1; Unam.**

304
305 Mr. Snyder - This site plan approval application is minor in nature. You did not request an
306 M-Account for Honey Dew and that was much more extensive than this.

307
308 Mr. LaCortiglia - It's just an M-Account and if we don't use any of the money it goes back. I
309 would suggest \$2000.
310
311 Ms. Moulison - What is an M-Account?
312
313 Mr. LaCortiglia - It is called a 53 G account and it pays for traffic studies or whatever review
314 we need.
315
316 Mr. Snyder - Mr. Ricci are you available to come to the planning office tomorrow and fill out
317 the escrow agreement? Bring in a W9 form.
318
319 Mr. Rich - I think it should be \$1,000. Mr. Graham do you think your review of these plans
320 would not require more than \$1,000?
321
322 Mr. Graham - I probably could keep it under that.
323
324 Mr. Ricci - This is an existing building and I am not modifying the building in any way,
325 shape or form. I am just renting the first floor of the building and that's it.
326
327 Mr. Rich - That is part of your hearing. Just at first glance and I don't have a scale with me -
328 how far are the parking spaces from the building? There has to be a five foot setback. That
329 is what the engineer will catch.
330
331 Ms. Moulison - We will go five feet back.
332
333 Mr. Rich - It has to be drawn on the plan.
334
335 Ms. Moulison - It will be.
336
337 Mr. Rich - That is why we have a technical review agent.
338
339 Mr. Snyder - I just want to add the reason why he is in with a site plan approval application.
340 We received a slip from the Building Inspector and I asked him if he has issued a C of O and
341 he said no. We went to the site and determined it was an expansion of use.
342
343 Ms. Evangelista - An expansion of use but this use has never been there. This is a change of
344 use, can you explain?
345
346 Mr. Ricci - It is hydraulic hose and fittings.
347
348 Mr. Rich - So you are not manufacturing anything just assembling?
349
350 Mr. Ricci - Right.

351
352 Ms. Evangelista - Are you cleaning the hoses? No solvents?
353
354 Mr. Ricci - This is all brand new, no cleaning.
355
356 Mr. Rich - The only waste is old hoses - you will have appropriate removal that is consistent
357 with Hazmat?
358
359 Mr. Ricci - I set something up with Mello.
360
361 Mr. LaCortiglia - So you will have a dumpster?
362
363 Mr. Ricci - Yes, I will I have a small one inside.
364
365 Mr. LaCortiglia - Are you using the entire area?
366
367 Mr. Ricci - Just the store front. It is about 900 square feet.
368
369 Mr. Snyder - It is about 60 x 120 in size and just on the first floor.
370
371 Mr. LaCortiglia - Is the parking going to be an issue there? Aren't there bay doors there? So
372 you will be shutting off that door?
373
374 Ms. Moulison - Yes, we do anyways. It is not anything we have to get in and out of.
375
376 Mr. Rich - What kind of traffic flow do you expect?
377
378 Mr. Ricci - I am hoping maybe 20 customers a day.
379
380 Mr. Snyder - When we were at the site you talked about the primary consumers being
381 landscapers and contractors. Do you think they will show up in trucks with trailers?
382
383 Mr. Ricci - No, they will come just in trucks carrying the hose they want fixed or replaced.
384
385 Mr. LaCortiglia - I am not asking any questions on the nature of your business because I have
386 brought hoses to be repaired many, many times. I have a little issue with what might be
387 larger trucks and the traffic flow. Recently we dealt with the plaza as a whole under a site
388 plan approval. The idea is to enter in at one point and exit at another.
389
390 Ms. Moulison - We put those signs up that say "Do not enter" and I watched five cars go out
391 that way. You have to get them used to the new traffic pattern.
392
393 Mr. Rich - You are only charged with putting the signs up. That is why we ask people
394 coming in with deliveries to come in one and out the other.

395
396 Ms. Moulison - I think they just don't get it - you can only lead them.
397
398 Mr. Watts - For a long time you could pull out anywhere.
399
400 Ms. Moulison - Right and now you can't.
401
402 Mr. Rich - Is there adequate room for truck to come in and out the proper way?
403
404 Ms. Moulison - Yes, you could turn around a tracker trailer back there.
405
406 Mr. Snyder - Showing on the screen is the approved site plan for the Honey Dew. Note the
407 traffic flow. {Discussion follows including where the deliveries would take place.}
408
409 Ms. Evangelista - You have "No idling" signs in the back? How many deliveries for this
410 business?
411
412 Mr. Ricci - One maybe every 2 or 3 weeks. I will use my other Georgetown facility for
413 warehousing. I will bring stuff in there and take it when I need it. This store is not for
414 storing much as it is for retail.
415
416 Mr. Rich - More of a convenience for your customers.
417
418 Ms. Evangelista - How much noise will be involved?
419
420 Mr. Ricci - None.
421
422 Ms. Evangelista - Did any neighbors come to your door with questions? I am surprised no
423 one is here.
424
425 Mr. Rich - There is no noise with hose fittings.
426
427 Mr. LaCortiglia - No noise that would leave the building. I am concerned about where the
428 parking is being shown. It does need to be 5 feet away according to the zoning code.
429
430 Ms. Moulison - It can be.
431
432 Mr. Ricci - I am surprised he didn't find that as I hired the same engineer as Honey Dew.
433
434 Mr. LaCortiglia - For the HP accessibility I did not see anything about a sign on the building.
435
436 Ms. Moulison - We will paint it on the ground but there is snow there now.
437
438 Mr. Rich - Put a post with a sign there.

439
440 Mr. LaCortiglia - All these things need to be shown on the plan.
441
442 Mr. Graham - I have some questions about the traffic flow in the parking lot.
443
444 {Discussion held in regards to the traffic flow.}
445
446 Mr. LaCortiglia - You might have someone try to go in this area. I am not seeing that sign on
447 the plan. {Shown on the screen.}
448
449 Ms. Moulison - So you want a sign that says "Do Not Enter" that way? I will put it on the
450 plan and I have the signs. I am very sensitive to the noise level of idling trucks and I thought
451 if I lived there how I would feel.
452
453 Mr. Snyder - May I suggest you take the "Deliveries in the Rear" sign down and move it over
454 here and instead put the "Do Not Enter" sign there.
455
456 Mr. LaCortiglia - I have a problem with that. If one applicant has this plan and the next has
457 that plan and the two are conflicting.
458
459 Mr. Snyder - Then you can just delete the "Deliveries in rear" and add the "Do not enter."
460
461 Mr. LaCortiglia - That might be the better way.
462
463 Ms. Moulison - However you want the signs, we will put the signs.
464
465 Ms. Evangelista - To place a sign next to the Liquor Store stating "Entrance to Team &
466 League Outfitters" to point direction for the start for traffic to flow to the retail store in rear.
467
468 {Discussion held in regards to where the signs will be and how the flow will go.}
469
470 Mr. Snyder - I just want to add that we got a response from the BOH and they had no
471 comments and the other departments have not sent any response back.
472
473 Mr. Rich - Not increasing any septic usage?
474
475 Ms. Moulison - No.
476
477 Mr. LaCortiglia - Mr. Graham do you have any concerns?
478
479 Mr. Graham - A couple of things. Does Georgetown Building Supply still have a lot of old
480 brick and building materials? Also is there an easement on this property line?
481
482 Ms. Moulison - Yes to both.

483
484 Mr. Graham - What is this area used for behind the building?
485
486 Ms. Moulison - That is just block, bricks and stone on pallets.
487
488 Mr. Graham - If you move the parking that will tend to block 5 feet to this entrance. If those
489 spaces are moved here so the head lights don't face the residential area.
490
491 Ms. Moulison - They will face the building.
492
493 Mr. LaCortiglia - Move the parking slightly away from the building sounds like a solution.
494 You might want to have the engineer draw that on.
495
496 Ms. Moulison - Wherever you want the parking spots we will put them but why do we have
497 to pay the engineer? We will do them wherever you want us to do them.
498
499 Mr. LaCortiglia - It has to be on the plan. In the dimensionally and density would you add a
500 triple asterisk here where it talks about the minimum lot setbacks? The other is the rear
501 setback -you might want to add that too. The proposed landscaped islands are not installed
502 yet. What are the plans for that?
503
504 Ms. Moulison - We will do those. We have done everything you have asked and we will do
505 those. We have done a lot.
506
507 Mr. Snyder - I recall a conversation that August is too late in the year for the plantings.
508
509 Ms. Moulison - We will do that with plantings.
510
511 Mr. LaCortiglia - That is what was approved.
512
513 Mr. Snyder - Those islands were discussed at the same time the buffer area in front were
514 discussed.
515
516 Ms. Moulison - Yes, I remember that. Why was that - was it for traffic flow?
517
518 Mr. LaCortiglia - People come out the way they come in and they get distracted and this will
519 help turn them around.
520
521 Mr. Watts - On the right hand side - that saw tooth looks like...
522
523 Mr. LaCortiglia - Is that the lot line?
524
525 Mr. Snyder - I don't think so. I think it is the delineation of crushed stone.
526

527 Mr. LaCortiglia - I think Mr. Watts is referring to the ability for trucks to drive through there.
528
529 Mr. Watts - Is that crushed stone area built to be a driveway?
530
531 Ms. Moulison - It is a sturdy road for trucks to go through.
532
533 Mr. LaCortiglia - Any more questions form the board? At this point what we need to do is
534 have a new version of the plan created and we will bring it back for a continuation.
535
536 Mr. Rich - The sooner we get the fixed plan, we can get it to Mr. Graham. Maybe we can do
537 it all at one time with his reply. Then we vote on it so you don't have to keep coming back.
538
539 Ms. Moulison - So we just have to change parking spots and a couple of signs.is that correct?
540
541 Mr. Snyder - There are five items.
542
543 Mr. Rich - He will give you the five items. Have your engineer change them. Get that plan
544 to Mr. Snyder to give to Mr. Graham and he will get it back to Mr. Snyder.
545
546 Ms. Moulison - So he can't open till we come here again?
547
548 Mr. LaCortiglia - From the way I'm looking at it is that he can't open until those islands are
549 in.
550
551 Ms. Moulison - Why is that his fault that was Honey Dews?
552
553 Mr. LaCortiglia - That's not their fault it is your fault.
554
555 Ms. Moulison - We haven't had time to do that. We have done 90 percent of what you have
556 asked.
557
558 Mr. LaCortiglia - All I ask 100 percent and sadly I take you at your word but we have a
559 gentleman who promised to do something and he did not. That gentleman made sure that I
560 will never ever release before the entire plan is done correctly.
561
562 Ms. Moulison - That is not Mr. Ricci's fault.
563
564 Mr. LaCortiglia - No it is that another gentleman gave us his word that he was going to do
565 something and we gave him a year to do it and then he did not.
566
567 Ms. Moulison - We have not had the time to do it with the weather.
568
569 Mr. LaCortiglia - No one's word is any good anymore.
570

571 Ms. Moulison - It is a time thing. It is not a matter of us saying we are going to do it and
572 then not. It is because of the weather.

573
574 Ms. Evangelista - Can you give us a timeframe of when you are going to do it?

575
576 Ms. Moulison - As soon as all the snow is out of the parking lot. It is winter!

577
578 Ms. Evangelista - Can you give us a date?

579
580 Ms. Moulison - April 1st, as soon as the snow is gone.

581
582 Mr. Rich - I know and I led the charge with the previous issue. The onus of Georgetown
583 Building Supply in my mind their reputation precedes them. If they say they are going to
584 put them in I don't have a problem with that whatsoever. Because of their history would we
585 grant them time to put that in?

586
587 Mr. Watts - I would speak in favor of what you have to say on the impact of the work they
588 have done so far and I think they have done an outstanding job.

589
590 Mr. LaCortiglia - Don't get me wrong it could be anybody, I got burned.

591
592 Mr. Watts - I would say that April 1st and I hope nothing goes wrong.

593
594 Mr. Rich - No later than when the snow clears.

595
596 Ms. Moulison - I assure you that we will have it done by April 1st as soon as the snow gets
597 out. I think every case is different.

598
599 Mr. LaCortiglia - I hope you understand that I know how difficult it is to grant an occupancy
600 permit on something that is promised in the future. I am constantly going to remind the
601 board that we were burned before.

602
603 Ms. Moulison - I can assure you that you will not get burned again. I promise we will do it.
604 I just hate that to affect him.

605
606 Mr. LaCortiglia - There are enough votes on the board that it won't.

607
608 Mr. Rich - **Motion** to continue to the March 12, 2014 meeting.

609 Ms. Evangelista - **Second.**
610 **Motion Carried: 4-0 Unam.**

611
612 Mr. LaCortiglia - We made it clear to Mr. Snyder that when the plans come in to keep it
613 moving.

614

615 Ms. Moulison - So just tell us what we need to do. Thank you.

616

617 **4. Minor Modification to Approved Site Plan: 6 Norino Way – First Public Hearing.**

618 Mr. LaCortiglia - By unanimous consent we will waive the reading of the notice.

619

620 Mr. Snyder - This proposed change came before the board a few weeks ago. It was a request
621 for the board to interpret proposed revisions to a previously approved site plan. It was
622 considered to be minor modification but the board considered it to be substantial enough that
623 they needed a modification to the previously approved plan to be approved.

624

625 Mr. LaCortiglia - Can you please introduce yourself and tell us what the proposed changes
626 are.

627

628 Mr. Smith - I am from GSD Architects. We came to ask to modify the locations in the
629 building. {Explains the plan and shows it on the plan.} We are building an approximately a
630 fifteen foot expansion. The whole office was going to be gutted and it was just so expensive
631 that we came up with not building that addition and it did not make sense. We are proposing
632 is to not build that addition but taking the square footage and moving it off to the side.

633

634 Mr. LaCortiglia - So you took a 1200 square foot area and flipped it 90 degrees and reduced
635 it by 80 square feet?

636

637 Mr. Smith - Basically yes.

638

639 Mr. LaCortiglia - My recollection is when this was first brought to us, we saw an issue as it
640 showed on a drawing was an addition being put much too close to the septic system.

641

642 Mr. Smith - That is where the existing one is. Not where the new system is. It is
643 significantly further away.

644

645 Mr. Murray - It is on a different lot and there is an easement for it.

646

647 Mr. Snyder - The lot is under the same ownership too right?

648

649 Mr. Murray - Yes.

650

651 Mr. Rich - Wait a minute, the same owner with two different names? You will never get it
652 by the BOH.

653

654 Mr. Murray - They already approved it.

655

656 Mr. LaCortiglia - Maybe something happened with that.

657

658 Mr. Rich - I am surprised because we don't allow that.

659
660 Mr. LaCortiglia - It sounds like an easement was allowed or something like that.
661
662 Mr. Rich - Unless it was presented as a common ownership with a different lot and with an
663 easement, it would not have been allowed. We don't do that anymore.
664
665 Mr. LaCortiglia - When was the previous site plan approval?
666
667 Mr. Snyder - It was on July 17th. It was approved by the clerk on June 13th. The Planning
668 Board approved it on May 22, 2013.
669
670 Mr. LaCortiglia - Were several sheets recorded or the decision as well as the plans?
671
672 Mr. Murray - I believe just the cover sheet was signed. I will go back and check on that.
673
674 Mr. Snyder - It was an eight sheet set.
675
676 Mr. LaCortiglia - Was it recorded in it's entirety?
677
678 Mr. Murray - No, it was just the cover sheet.
679
680 Mr. Rich - Plus the decision correct? Did we grant a waiver for tree removal on the slope of
681 the hill?
682
683 Mr. Murray - I remember that we had trees within the 25 foot buffer.
684
685 Mr. LaCortiglia - We were going to put a fence up there.
686
687 Mr. Murray - And you asked us to put more plantings in that area.
688
689 Mr. Snyder - But of the eight previously approved sheets, the only change you are proposing
690 with this minor modification is to which sheet?
691
692 Mr. Murray - On three sheets I believe.
693
694 Mr. LaCortiglia - My concern is that if we signed off on this - number one is that I don't
695 know what other sheets were recorded and my concern is that it is only the original. I am a
696 stickler. A good deal of the conditions in the written decision are really explained in the
697 plans and if we sign off on this list that this will become the replacement and only this will be
698 filed and recorded. Not to create more work for you...
699
700 Mr. Snyder - We need to find out which sheets were recorded with the original decision. It
701 sounds like you would be more comfortable if all those were provided again for the minor
702 modification.

703
704 Mr. Rich - Did we receive copies pf the recorded plan? We are supposed to. Why are we
705 wondering what is recorded, we are supposed to get copies?
706
707 Mr. Murray - Mr. Snyder you may remember all the problems we had recording it. They
708 had to have a sign off with the town clerk. The registry of deeds at the time was requesting
709 the town clerk to sign off. It was a problem at the registry.
710
711 Mr. LaCortiglia - Do they have a new requirement?
712
713 Mr. Murray - It was to us at the time.
714
715 Mr. Murray - It had to do with having the town clerk sign off on the decision before it went
716 to them to record it.
717
718 Mr. Snyder - I remember that we were both frustrated over it. I even called the registry over
719 it.
720
721 Mr. LaCortiglia - I am concerned that this board is doing everything to make sure...
722
723 Mr. Snyder - We haven't hit a snag since.
724
725 Mr. Murray - I think it was a personnel problem at the registry.
726
727 Mr. Rich - Where is it delineated on this plan asking for the two waivers and where is it does
728 it show the waiver area on the plan?
729
730 Mr. Murray - It is on the set for the waivers.
731
732 Mr. Snyder - That was granted before with the original.
733
734 Mr. Rich - Then on this you need to put existing waivers. If and when this gets to the motion
735 stage, is to approve it subject to all the conditions of the previous approval.
736
737 Mr. Murray - That is what we are looking for.
738
739 Mr. Rich - Incorporate all the waivers you have and all the other orders given.
740
741 Mr. LaCortiglia - Where we are looking at the title page, would it be easier to say modified
742 minor modification to site plan? Maybe that would make things clear?
743
744 Mr. Rich - Put minor modification of site plan in the date box on the one that was approved.
745
746 Ms. Evangelista - I don't remember the waivers, what were they?

747
748 Mr. Rich - We wanted a green wall and we allowed them to cut some trees down.
749
750 Mr. LaCortiglia - When you make the changes to the other sheets, it will make a lot more
751 sense when this board has all the other sheets in front of it. It will make it easier.
752
753 Mr. Rich - Do we have an M-Account for this?
754
755 Mr. Smith - They are out of the building and we are trying to renovate it. Could we get it as
756 a condition of approval to make the changes to the plans?
757
758 Mr. LaCortiglia - Does anyone have any objections to this being proposed here?
759
760 Ms. Evangelista - Mr. Graham was on this wasn't he?
761
762 Mr. LaCortiglia - It sounds to me like these folks are proceeding at their own peril. I would
763 like to reassure them that it may not be as perilous as they think.
764
765 Mr. Watts - I am wondering with extending the building toward that slope - will it have any
766 impact on the contours.
767
768 Mr. Smith - Those are cut already and there is adequate space.
769
770 Mr. Murray - There is no change to the site work or the contours. I think you are seeing the
771 existing contours.
772
773 Mr. Snyder - To accommodate the square footage there is no change to the previous
774 approved site work.
775
776 Ms. Evangelista - So the hangers will not open in the back, you will use the front?
777
778 Mr. Smith - There will be doors in the front and the back.
779
780 Ms. Evangelista - Now I remember. The issue was that trucks would go around on the
781 previous plan and there was not much space for traffic going around that building.
782
783 Mr. Smith - Now there won't be loading dock in the back. It is a drive thru bay.
784
785 {Discussion held in regards to the drive thru area and getting in and out.}
786
787 Mr. Smith - It was designed to fit two vehicles.
788
789 Ms. Evangelista - How is the venting in the welding area that is in the middle area?
790

791 Mr. Smith - The new area will have pull down hoods that will attach with a magnet on it and
792 it will vent them to the roof exhaust.

793
794 Mr. LaCortiglia - Can I have a consensus about an M-Account on this?
795

796 Mr. Watts - Was there an existing M-Account?
797

798 Mr. Snyder - There was but this is a new application.
799

800 Mr. LaCortiglia - Now we can turn around and release the old one. Mr. Graham what would
801 you recommend \$2000?
802

803 Mr. Graham - I don't think that is necessary. I see this as mostly an internal change. The
804 only issue is pushing that back 15 feet. It is a quick looksee.
805

806 Mr. LaCortiglia - No one expects a judgment call at this point. By unanimous consent an M-
807 Account will be established in the amount of \$1000.
808

809 Ms. Evangelista - So Mr. Graham you will go out and look at it now?
810

811 Mr. Graham - No, I will just look at the plan.
812

813 Mr. Snyder - With the addition it is actually 80 square feet smaller. So you are not adding
814 any additional water flow for sanitary system, no stormwater increase.
815

816 Mr. Murray - Correct. Mr. Snyder when will you be available to go over the plans?
817

818 Mr. Snyder - Tomorrow. Just to clarify the language in the title box just says minor
819 modification.
820

821 Mr. Smith - To clarify, the other sheets should say minor modification as a separate
822 submission?
823

824 Mr. LaCortiglia - First we need to verify that all the eight sheets or whatever sheets were
825 recorded that we are replacing them with these.
826

827 Mr. Rich - And when it is recorded it needs to be crossed referenced to the first recorded
828 plan. It is called a marginal reference.
829

830 Mr. Graham - They can put the previous approval right on this sheet.
831

832 Mr. LaCortiglia - Excellent idea.
833

834 Mr. Graham - One other suggestion is that I would just title these plans as a modification and
835 leave out the word minor.

836
837 Mr. LaCortiglia - My concern is that all the plans from the past are conformed.

838
839 Mr. Smith - We should take off the reference to variances off of that plan.

840
841 Mr. LaCortiglia - And the new decision will have all the correct wording.

842
843 Mr. Smith - My concern is to keep this project moving. I've got a whole company that has
844 moved out and they need to move back in as quickly as we can. If there is a way to get a
845 conditional approval and then submit this information with that... I know you had said that
846 the scheduling of the public hearing could be a problem.

847
848 Mr. Snyder - The next meeting is all about the bylaws as we need to get that prepared for
849 annual town meeting. The next available meeting is March 12, 2014.

850
851 Mr. Rich - But as the chairman said you act at your peril but he wanted you to know that it
852 wasn't that perilous.

853
854 Mr. Smith - Well, that doesn't make me feel warm and comfortable.

855
856 Mr. LaCortiglia - You are not going to get a warm and fuzzy.

857
858 Mr. Rich - Well, there is interior work has nothing to do with this.

859
860 Mr. Smith - It is phasing of the work.

861
862 Ms. Evangelista - Did you already do the septic area?

863
864 Mr. Smith - It is under construction right now.

865
866 Ms. Evangelista - **Motion** to continue the hearing to the March 12, 2014 meeting.

867 Mr. Rich - **Second.**

868 **Motion Carries: 4-0; Unam.**

869
870 Mr. LaCortiglia - Just get it to Mr. Snyder so he can get it to Mr. Graham. I would like to say
871 that we are 12 minutes ahead of schedule.

872
873 **Member or Public Report:**

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

875 None.

876
877

878 **Planning Office:**

879 **1. Citizen's Petition for 5 Elm Street.**

880 Mr. Snyder - A copy of this was provided in your packet. It is regarding 5 Elm Street. A
881 Greek revival structure is located on the property in a Commercial B district. A resident of
882 Georgetown is purchasing the property and to live in the building. He is unable to do so as a
883 portion of the property is zoned CB. So the citizen's petition is to remove the zone
884 designation of CB on approximately 80 percent of the property and make it all Residential A.
885 The Residential A district included the rest of Elm Street. It would not be spot zoning.
886

887 Mr. Rich - They want to down zone it. From commercial to residential is a down zone.
888

889 Ms. Evangelista - Are they going to tear down the house?
890

891 Mr. Snyder - No, they are going to purchase it and live in it.
892

893 Ms. Evangelista - It is a very unusual request.
894

895 Mr. Rich - This is commercial and now they want to go back to residential. Down zoning
896 rarely gets defeated.
897

898 Mr. Snyder - I have encourage the proponent of the petition to come in and have a public
899 hearing with the planning board because it is a zoning change. The planning will be hearing
900 more from him.
901

902 Mr. LaCortiglia - We are required to hold a public hearing to present our recommendations to
903 the BOS because it will be on the warrant.
904

905 Ms. Evangelista - Have you scheduled the public hearing yet?
906

907 Mr. Snyder - No as I do not have a formal request to do so yet. It is on the warrant.
908

909 Ms. Evangelista - I don't think you're going to get one I think you have to do it. If a citizen
910 petition comes in the selectmen get it first.
911

912 Mr. Rich - Did the selectmen refer this to us?
913

914 Mr. Snyder - The selectmen heard this and did not formally make a motion or vote to refer to
915 the planning board.
916

917 Ms. Evangelista - They have to by law. It is probably just a clerical thing that they missed it.
918

919 Mr. Rich - Let's get a public hearing before the town meeting.
920

921 Ms. Evangelista - We are getting kind of back logged here.
922

923 Mr. LaCortiglia - Should we wait for the selectmen to do it properly?
924

925 Mr. Rich - I would not want to see this go before town meeting and someone who's the
926 proponent of this get blindsided saying that the Planning Board has not recommendation
927 because they were never asked to hold a public hearing. So let's be pre-active knowing it
928 will be on the warrant. We know they need a public hearing for a recommendation and
929 maybe we can ask the planner to remind the selectmen that we need a vote formally referring
930 it to...

931
932 Mr. LaCortiglia - Isn't that stepping on the town administrators toes? That's his job to
933 inform the selectmen of the legal things?

934
935 Mr. Rich - He would not care.

936
937 Mr. LaCortiglia - I could not do that. I have too much respect for him.

938
939 Mr. Rich - It is not a matter of stepping on toes it is a matter of reminding someone that they
940 might have missed something.

941
942 Mr. LaCortiglia - Or omitted it intentionally because legally they cannot vote on this at town
943 meeting.

944
945 Mr. Watts - I think we should inquire.

946
947 Mr. Rich - Let's have the town planner contact the town administrator and ask if it is an oops.

948
949 Mr. LaCortiglia - Respectively remind them that a hearing needs to be held so the board can
950 make a recommendation to town meeting.

951
952 Mr. Snyder - I believe that the selectmen are aware of that. They may not be aware that they
953 needed to do a formal motion for it. I will check.

954
955 Ms. Evangelista - So they didn't send you anything you just got it from the applicant?

956
957 Mr. Rich - **Motion** to have Mr. Snyder contact the town administrator about having the
958 selectmen formally refer this to the BOS so the planning board can hold a noticed public
959 hearing.

960 Ms. Evangelista - **Second.**
961 **Motion Carries: 4-0; Unam.**

962
963 Mr. Snyder - I am putting together all the zoning amendment information for the next
964 meeting on February 26th. It will be a packet provided the Thursday before the meeting

965
966 Mr. Rich - **Motion** to adjourn.

967 Mr. Watts - **Second.**
968 **Motion Carries: 4-0; Unam.**

969
970 **Meeting adjourned at 8:56 PM.**