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MEETING MINUTES
GEORGETOWN PLANNING BOARD
Wednesday, January 9, 2013
Memorial Town Hall – 3rd Floor
7:00 p.m.

Present: Mr. Harry LaCortiglia; Ms. Tillie Evangelista, Mr. Bob Watts; Mr. Tim Howard, (arrived at 7:20 PM); Mr. Howard Snyder, Town Planner, Ms. Wendy Beaumont, Administrative Assistant

Absent: Mr. Christopher Rich

Meeting Opens at 7:04 PM.

Approval of Minutes:

1. Minutes of December 12, 2012.

Ms. Evangelista - **Motion** to accept minutes of December 12, 2012 with changes requested previously.

Mr. Watts - **Second.**

Motion Carries: 2-0-1; (Tillie abstains).

Public Hearing:

1. Mirra: 6 Norino Way

Mr. LaCortiglia - This is a continuation of a Public Hearing for a Site Plan Approval for 6 Norino Way.

Mr. Murray - Since the last hearing we have submitted plans per the request of the Planning Board, showing an overview including surrounding lots. We also supplied a surveyed plan of the area. Second, we needed to submit a check for peer review which Mr. Mirra just submitted to Mr. Snyder with the proper form. Our goal at this point is to have this information reviewed by the technical review agent.

Mr. Snyder - Mr. Chairman you will need to sign for the check.

Ms. Evangelista - Did we schedule a site walk yet?

Mr. LaCortiglia - Not to my knowledge.

Ms. Evangelista - **Motion** to have a site walk of the property on January 26th at 10:00 AM.

Mr. Watts - **Second.**

Motion Carries: 3-0; Unam.

Mr. Watts - **Motion** to submit information received to Mr. Graham.

Ms. Evangelista - **Second.**

45 **Motion Carries: 3-0; Unam.**

46

47 Ms. Evangelista - Can you explain this picture for me?

48

49 {Mr. Murray then shows and explains the aerial view to the Planning Board.}

50

51 Mr. LaCortiglia - Let the records show that I am asking for comments from the public and
52 that there are none.

53

54 Mr. Watts - **Motion** to continue the hearing to February 13, 2013 at 7:00 PM.

55 Ms. Evangelista - **Second.**

56 **Motion Carries: 3-0; Unam.**

57

58 **Correspondence:**

59 **1. Town of Groveland: Public Hearing Notice for Comprehensive Development.**

60 Mr. Snyder - This is for 80 to 100 lots of cottage style houses. We will be keeping an eye on that
61 to see how it goes.

62

63 Mr. LaCortiglia - So that is another 100 houses of which the traffic will be passing through our
64 square right?

65

66 Ms. Evangelista - Right.

67

68 Mr. Snyder - This application goes back a number of years and it has been bought by a new
69 developer. As a comprehensive permit, I believe it will be close to 20% of affordable housing.

70

71 Ms. Evangelista - Who's the new owner?

72

73 Mr. Snyder - Mr. Bussing.

74

75 **2. Vouchers:**

76 Mr. Watts - **Motion** to accept the vouchers as presented.

77 Ms. Evangelista - **Second.**

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

79

80 {Mr. Howard arrives - 7:20 PM}

81

82 Mr. Snyder - Mileage reimbursement was for training in Franklin, MA which was 150 miles
83 round trip and for training at Northern Essex Community College.

84

85 **Old Business:**

86 **1. 11 Martel Way: Minor Modification.**

87

88 Mr. Snyder – The applicants have submitted, a copy of which you will find in the
89 supplemental packet, a form filled out by the Warrens regarding the downsizing of the
90 culvert. They would like the board to determine if this is a minor modification or not. It was
91 necessary for the migration of animals. The Conservation Commission has found the smaller
92 culvert to be fine. In your packet you will see an email I received from Mrs. Warren
93 describing in greater detail the information I just gave you.

94
95 Ms. Evangelista - How do you know it is off the heritage map?

96
97 Mr. Snyder - From Mr. Przyjemski (Conservation Commission).

98
99 Mr. LaCortiglia - We need to decide if this is an insignificant change to the plan.

100
101 Mr. Howard - **Motion** that the requested change is a minor modification.

102 Mr. Watts - **Second.**
103 **Motion Carries: 4-0; Unam.**

104
105 Ms. Evangelista - I would like it in writing from the Conservation Commission and to have it
106 attached to the paperwork.

107
108 Mr. Snyder - I have an email from Mr. Przyjemski that can be used.

109
110 Ms. Evangelista - That will cover it.

111
112 Mr. Howard - **Motion** to approve the change with the email correspondence to be attached to
113 the paperwork.

114 Mr. Watts - **Second.**
115 **Motion Carries: 4-0; Unam.**

116
117 **2. Planning Board member report: Jewett Street**

118 Mr. LaCortiglia - Mr. Howard did you ever get a chance to talk to Mr. Rogers?
119

120 Mr. Howard - I tried three times to get a hold of Mr. Rogers and think he may be away. I
121 will try to get a hold of him again.

122
123 Mr. LaCortiglia - Continued to the next meeting.

124
125 Mr. Howard - It would be nice to get his input on this.

126
127 {Discussion held about where Jewett Street was originally located prior to the highway being
128 built and which houses are actually located on the street.}

129
130

131 **Planning Office:**

132 **1. Energy Generation Bylaws.**

133 Mr. Snyder - Just as a note, there is a portion in your packet which includes sample bylaws
134 from other towns so that after reviewing this information we can start discussing it.

135
136 Mr. Howard - What is the idea, we read this information and come up with our own bylaws?

137
138 Mr. Snyder - Yes, we become informed and then I will present some possible by-laws.

139
140 Mr. Howard - And then that would go before Town Meeting? There is a lot of concern from
141 some people about windmills causing headaches and I heard it makes noise too.

142
143 Mr. Snyder - Yes, it is becoming an issue. Gloucester, MA just put one in in an industrial
144 area that is a minimum of 1000 feet from residents and has met with success there but you
145 are right there are issues including a shadow flash when they turn and a noise if they are
146 turning fast.

147
148 Mr. Howard - There are people on Hill Street that are complaining about the windmill and
149 are being bothered by it. I guess they have a right to say as they were there before the
150 windmill.

151
152 Mr. Snyder - Another thing to consider is that it does not need to be that size of a facility, it
153 can be shorter.

154
155 Mr. Watts - I think there are engineering issues that need to be addressed as well. There
156 would need to be sound engineers evaluating the impact this would have but I think we must
157 be sensitive to all concerns people bring up.

158
159 Mr. Snyder - You will see some sample bylaws in the packet and we can learn from that.

160
161 Mr. Howard - People get cranky about solar too which I don't quite understand – they say it
162 is unsightly.

163
164 Mr. LaCortiglia - I think what we need to do is our homework. Are these facilities going to
165 be by-right with site plan approval or special permit only? Which zoning district etc...

166
167 Mr. Howard - I don't think you need a special permit for solar installation.

168
169 Mr. Watts - I think that by looking at what some of these other towns have done, we can get a
170 perspective of it.

171
172 Mr. Snyder - There is certain protection when it comes to solar panels depending on the size.

173

174 Ms. Evangelista - It says right here on the first Kopelman page that “no zoning ordinances or
175 bylaws shall prohibit or unreasonably regulate the installation” so you really are restricted I
176 think.

177
178 Mr. Snyder - I just wanted to add that there is an interesting and fun twist to these bylaws.
179 Georgetown has their own light department so they will need to be involved with some input on
180 these new by-laws as well.

181
182 Mr. Howard - Generally power distribution companies are not supportive of these facilities as
183 they have to buy it back at a discounted rate.

184
185 Mr. LaCortiglia - It is my understanding that they are required to buy it back.

186
187 Mr. Howard - Yes, they are but they are not happy about it.

188
189 Mr. Watts - The flip side is that this is power they do not need to supply so the cost for them is
190 zero.

191
192 Mr. Howard - Right but they have to pay the person back for power used and they are not happy
193 about it.

194

195 **2. Pre-construction Agreement: Draft**

196 Mr. Snyder - Also included in your meeting supplement is a copy of the Pre-Construction
197 Agreement to which Mr. Rich has made some proposed changes.

198
199 Mr. LaCortiglia - Let’s go through this quickly. The revision we are looking for is language that
200 makes it very clear that the placement and location of the utilities are clearly the responsibility of
201 the developer.

202

203 Mr. Snyder - In the supplement are the revisions that Mr. Rich proposed.

204

205 Mr. LaCortiglia - Put this on the agenda for the next meeting so that Mr. Rich can be there.

206

207 **Old Business:**

208 **1. Harmony Lane Subdivision Approval.**

209 Mr. Snyder - We also researched the minutes in regards to Harmony Lane public hearings to try
210 and find whether the original intent was for the street to be private or public.

211

212 Mr. Howard - It seems clear that their perception was for it to be public.

213

214 Ms. Evangelista - It seemed like a casual comment – not specific.

215

216 Mr. Howard - There was no mention about waivers to the rule in regards to subdivision
217 regulations.

218
219 Ms. Evangelista - What criteria is there for allowing a road to be private?
220
221 Mr. LaCortiglia - Lanes and Courts have lesser requirements than full blown subdivision
222 roadways.
223
224 Mr. Snyder - I believe that the easement was for public access to the rail trail.
225
226 Mr. Howard - The Gatchell's had to give them a right-of-way.
227
228 Mr. LaCortiglia - What exactly does Mr. Gatchell want? To my knowledge, there is nothing we
229 do to compel any developer to make the road anything other than a private road.
230
231 Mr. Howard - People do private roads so they don't have to put in curbing etc...
232
233 Ms. Evangelista - Maybe we should have it in writing as after the fact some developers change
234 their mind to make the roads public?
235
236 Mr. LaCortiglia - When courts and lanes first appeared in the regulations – my interpretation was
237 that they will remain private as they are not full sized.
238
239 Ms. Evangelista - We need to make this consistent.
240
241 Mr. Snyder - This came about because Mr. Gatchell wanted to clear up the deeds and easements.
242 And once he did that, he can then present the as-built plan for street acceptance. Will need a
243 review by a technical engineer to determine that it is a Court or a Lane that is built to town
244 standards and that it could be accepted.
245
246 Mr. Howard - So he will be responsible to get that documentation?
247
248 Mr. Snyder - Yes.
249
250 Ms. Evangelista - I think that as the Planner you should go over the lien and see if we could get
251 some good writings in there so that the applicant knows as well as us what we expect out of a
252 private road.
253
254 Mr. Snyder - I thought it was already outlined in the regulations – the design parameter that they
255 need to be built with.
256
257 Mr. LaCortiglia - The specifications are there but the intent is not – I believe it is silent. Maybe
258 we should learn to ask them (developers) whether the road will be private or public.
259

260 {Discussion held in regards to what developers need to do in regards to if the street is going to be
261 private or public and the fee. Also that it should be a straight forward process so that the
262 applicant will know exactly what they need to complete. }

263

264 **2. Blue Sheet: Camp Lesley.**

265 Ms. Evangelista - What are they going to do?

266

267 Mr. Snyder - They are going to raise some of the buildings, rebuild the foundation and redo the
268 kitchen.

269

270 Mr. Howard - That doesn't really involve us anyway.

271

272 Mr. LaCortiglia - Mr. Snyder, please send us a reminder about the Mirra site visit please.

273

274 Ms. Evangelista - The school building committee is what I would like to talk about. Mr. Snyder,
275 you met with the developer?

276

277 Mr. Snyder - Yes, I met with the landscape architect and architect to offer input to their current
278 site plan. They need to do some revisions for what they are proposing. They are trying to get the
279 site plan done by the end of January.

280

281 Ms. Evangelista - They had a note that said that you planned a preliminary meeting.

282

283 Mr. Snyder - I suggested that they come for an informal hearing.

284

285 Mr. LaCortiglia - They need to come in for a site plan approval. We do not do informal hearings.
286 Show us the plan.

287

288 Ms. Evangelista - I would agree with you on most things but this is a huge project.

289

290 Mr. LaCortiglia - All the more reason to give us a site plan review.

291

292 Ms. Evangelista - The reason I brought it up is so that we could be acquainted to the project prior
293 to the final design. We want all the changes, ideas, corrections prior to the final design because
294 any changes made costs big money.

295

296 Mr. LaCortiglia - All the more reason for them to give us a plan and file for site plan approval.
297 We get a plan, we have the plan reviewed, and we get the plan back. In the long run it saves
298 everyone pain and time. Informal sessions are like taking the notes on a napkin.

299

300 Mr. Watts - I agree with you Mr. LaCortiglia. Yes, bring it to us as a formal proposal.

301

302 Mr. Snyder - You are asking them to file site plans that are not complete.

303

304 Mr. LaCortiglia - Then they are not ready to file it. What are they planning on getting from
305 coming to us now?
306

307 Mr. Snyder - They want to introduce what the project is and to keep the Board apprised of the
308 process. Same as with the other departments that the designers have met with.
309

310 Mr. LaCortiglia - You have given them input as to what?
311

312 Mr. Snyder - I have given them input as the Town Planner. My comments were of how things
313 were laying out on the site.
314

315 Mr. LaCortiglia - What will the benefit to them be by coming to us now?
316

317 Ms. Evangelista - They do not have the detailed numbers on the plan yet – the idea is that he is in
318 the beginning stages so that we would have a good concept rather than have detailed plans and
319 then they would have to be changed.
320

321 Mr. Watts - I think I understand what you are saying. There are two different approaches. All
322 i's dotted and t's crossed. Another approach is that there is a larger concept and you take pieces
323 of it at a time. But there might be an approach that we could develop, like a preliminary
324 discussion at conception level – it might be more efficient so that there is not a lot time wasted.
325

326 Ms. Evangelista - That's why I thought it would be nice to have Mr. Graham here so that he can
327 explain the why of these different things.
328

329 Mr. LaCortiglia - How would Mr. Graham be paid?
330

331 Ms. Evangelista - When we have plans the developer pays the town engineer and I asked where
332 it is in the contract and he said it was in the subsidiary account.
333

334 Mr. LaCortiglia - When you file for a site plan approval you need to establish an M account.
335

336 Ms. Evangelista - The developer would pay Mr. Graham. I just wanted to update you.
337

338 Mr. LaCortiglia - We have plenty of time.
339

340 Ms. Evangelista - Not really.
341

342 Mr. Snyder - They will have approximately 60 percent, design development, done by the end of
343 January.
344

345 Mr. Watts - Maybe we should meet with them at that point. It does make sense as far as I am
346 concerned.
347

348 Mr. LaCortiglia - Can I ask a question? Within the process of site plan approval, but this sounds
349 like something that maybe the developer would want to come in for and in my opinion, file for
350 site plan approval, an M-account is established and it is noticed, post it in the paper, open the
351 hearing and at that point our comments are live and real and it can be continued and they can
352 make any changes wanted/needed.

353
354 Ms. Evangelista - They have been to the Board of Health and the Conservation Commission.
355 They already know the size of septic etc... I understand your concern.

356
357 {Discussion held in regards to whose responsibility it is to notice the neighborhood and that for
358 special permits that abutters to abutters need to be noticed.}

359
360 Mr. Watts - They won't be done before the next meeting?

361
362 Ms. Evangelista - They may.

363
364 Mr. Watts - We would want to see that before they go to the state.

365
366 Mr. LaCortiglia - The earliest we could probably see them is sometime in February. If they want
367 to see us earlier, then have them file.

368
369 Mr. Snyder - If the drawings are finalized then the notification needs to be completed so I think it
370 would be later than February.

371
372 Mr. Watts - I also wanted to mention that I will be out of town on the 27th of February.

373
374 Mr. Watts - **Motion** to adjourn the meeting.

375 Ms. Evangelista - **Second.**

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

377
378 **Meeting adjourned at 8:20 PM**