MEETING MINUTES GEORGETOWN PLANNING BOARD Wednesday, September 12th, 2012 Memorial Town Hall – 3rd Floor 7:00p.m.

Present: Mr. Harry LaCortiglia; Ms. Tillie Evangelista; Mr. Bob Watts; Mr. Tim Howard (Arrived at 7:40); Mr. Howard Snyder, Town Planner.

Absent: Mr. Christopher Rich.

Meeting Opens at 7:09pm.

1	<u>Approval of Minutes:</u>	
2	1. Minutes of August 22th	2012.

3		Mr. Snyder-All comments received have been added to the minutes. You now have
4		updated copies in front of you. Please check any items you may be concerned about.
5		
6		Mr. Watts Motion to accept the minutes of August 22"d, 2012.
7		Ms. Evangelista-Second.
8		Motion Carries: 3–0 Unam.
9		
10		espondence:
. 11		etters:
12	a)	Town of Newbury: Site Plan Application on Newburyport Turnpike.
13		Mr. LaCortiglia- I see that we have a Site Plan application for town of Newburyport
14		does it affect any properties in Georgetown?
15		
16		Mr. Snyder-No this site is close to the Route 1 railroad bridge near Newburyport so
17		it is pretty far away.
18 19		Mr. Watta One question do use notified athentowns of our abonass?
19 20		Mr. Watts-One question do we notified other towns of our changes?
20 21		Mr. LaCortiglia-By law we have to.
21		MI. LaColligna-Dy law we have to.
22	b)	H.L Graham Associates: Site Plan Review of 38 East Main Street.
23 24	0)	The Oranam Associates. She Than Review of 56 East Main Street.
25		Mr. LaCortiglia-Lets hold off on this till the continued public hearing.
26		In the continued public neuring.
27	c)	Official Town Map: Request for modification to add street.
28	- /	Mr. LaCortiglia- Ok, let's go to the official town map and we have a communication
29		letter. Cynthia please come forward. {Cynthia Batman introduces herself.}
30		
31		Mr. Snyder-Planning Board received a letter and some supporting documentation in
32		regards to Jewett Street from Cynthia Bateman of 67 Jewett Street. Her letter states a
33		concern of official town map from 1984 noted two streets and the recently adopted
34		town map did not show those two streets. On the 1984 may they are referred as Hazen

35	Court and Dogors Way. Har doguments include conies of the Jawatt Street elignment
	Court and Rogers Way. Her documents include copies of the Jewett Street alignment
36	and a 1974 quick claim deed and copies of the 1984 map. Also included are MIMAP
37	plans of the six properties noted in her letter. We can look at those during discussion.
38	
39	Mr. LaCortiglia- Cynthia, without actually reading your letter as I believe all have
40	read it, the roads you are talking about were shown in some form on the 1984 map.
41	
42	Mrs. Bateman- Yes.
43	
44	Mr. LaCortiglia- At this point we are not showing it on the new version of the
45	official town map which was accepted at the last town meeting. Mr. Snyder can
46	explain a little bit more as he has had communication with the Merrimack Valley
47	Planning Commission and they are the ones who do all the mapping for the town.
48	
49	Mr. Snyder- In summary, the official town map dated 1984 was a documents given
50	to MVPC when they started digitizing all the different assessors maps. What they
51	received was plainmetric survey plans from 1968 and 1999. The work I am still
52	doing is to find out if there are any records in our office about how the digitization
52	worked and when the official town map was brought over and if there is any
53 54	
54 55	description about what was excluded as things were updated.
55 56	Mrs. Determon. When Memimoels Velley, originally, did digitize the mone what they
	Mrs. Bateman- When Merrimack Valley originally did digitize the maps, what they
57 59	did was take plans in the assessor's office which originated in 1965 and they were
58	updated annually from 1965. I would assume that Hazen Court and Rogers Way
59	were just on their maps when they were first digitized.
60	
61	Mr. LaCortiglia- I have a copy of those 1965 maps.
62	
63	Mrs. Bateman-They are also on microfilm and from then it was reproduced annually
64	until it was digitized.
65	
66	Mr. LaCortiglia- Does anyone know when they were first digitized?
67	
68	Mr. Snyder- In 1999, this is when they started.
69	
70	Mr. LaCortiglia- The maps were then updated annually,
71	
72	Mrs. Bateman- Yes and what they used is the set of plans which are in the basement
73	if you wanted to go back.
74	
75	Ms. Evangelista- I think one of the old ones. I believe that Cynthia was assessor at
76	the time.
77	
78	Mrs. Bateman-Yes. I had nothing to do with the official town map. I did call Larry
70 79	Ogden to see if he could shed any light on the matter. He said it wasn't something
80	that they even discussed. He did say that some of the roadways were left off of it that
81	shouldn't have been.
82	
02	

02	
83	Mr. LaCortiglia-We know there were a number of en ors.
84	
85	Mrs. Bateman – I thought it was just was an oversight.
86	
87	Ms. Evangelista-Why is this an issue right now?
88	
89	Mrs. Bateman-Why it is an issue is because if you had gotten an official town map,
90	everything should be on it right? And there are six dwellings in town that don't show
91	that they are on any street because the street isn't there.
92	
93	Ms. Evangelista-Will you gain anything by making it Jewett Street?
94	
95	Mrs. Bateman-I don't care what you call it. I just want to see an official town road.
96	All of the deeds are Jewett Street nothing pertaining to Hazen Court.
97	
98	Ms. Evangelista- Do you think that's the reason why they didn't put it on the map?
99	
100	Mr. Snyder-I think that the reason Hazen Court and Rogers Way were not put on the
101	official town map is because those names never approved at town meeting. It is still
102	Jewett Street but it needs to be decided as to what happened when the highway went
103	that caused the alignment to change. What happened after the highway was put in –
104	was the land given up by the county or was it given up by the town? Any attempt to
105	regain it? I think it will be found that it is still a Town accepted street.
106	•
107	Mrs. Bateman-Jewett Street is on both sides of the highway.
108	
109	Mr. LaCortiglia-I wish we had a picture so that people can see what's going on.
110	
111	Ms. Evangelista - I think we would have to find out about accepted streets.
112	
113	Mr. Snyder-What happened to that section of Jewett Street after the highway was
114	constructed?
115	
116	Mr. LaCortiglia- Then the highway was widened.
117	
118	Mrs. Bateman – Correct, in 1951 and 1972.
119	
120	Ms. Evangelista- Can you present the documents to show that it was done?
121	
122	Mrs. Bateman-I was in the assessor's office today and Rose has a big rollout of the
123	highway. If you want more you could go to the DPW as they would have to have all
124	the information regarding the highway.
125	
126	Mr. LaCortiglia-The problem is that there is another section of Jewett Street
127	intersecti_ng Jewett Street.
128	_ 0
129	Mr. Snyder-All are in agreement that Jewett Street was split, it is what happened
130	after that requires clarification so that the proof would be there. We are all in
	· · · · · · · · · · · · · · · · · · ·

131	agreement that Hazen Court and Rogers Way are not accepted street names. We
132	would need to have a meeting to rename it or to determine if it is legally able to still
133	be called Jewett Street and that way it could be put on the official town map.
134	
135	Mr. Watts-What is the core question?
136	
137	Mr. LaCortiglia-We know it used to be Jewett Street. What happened after that?
138	Did state DOT highway take that land and thereby causing it to be state land?
139	
140	Mrs. Bateman-No, they didn't do anything. All they did was take the land for the
141	highway and the other side was left the way it was.
142	
143	Mr. LaCortiglia-The other side is county land.
144	
145	Mr. LaCortiglia- Was the county layout changed?
146	, and a state of the
147	Mrs. Bateman-Yes.
148	
149	Mr. LaCortiglia-We've discovered a third error on the town map. I hope you can
150	offer us some time to find the documents for this?
151	
152	Mrs. Bateman-I think you will need to go to the state for the documentation.
153	This Dateman I amin' for this need to go to the state for the documentation.
155	Ms. Evangelista-When you purchased your land for your house, did you buy it from
155	Mr. Hazen?
156	
157	Mrs. Bateman-My son bought it from Mr. Hazen.
158	Miller Datemair My Son Coughert nom Milleradem
159	Ms. Evangelista- They either called themselves a road or a lane. They didn't call
160	them courts.
161	
162	Mr. LaCortiglia-Fascinating, both historically and legally.
163	
164	Mr. Watts- It is very interesting.
165	
166	Mr. LaCortiglia-We need to know how to represent these sections on the town map.
167	I know that you asked to be out on the October meeting.
168	This what you asked to be out on the obtober meeting.
169	Mrs. Bateman – Yes, if you have sufficient information. What brought this situation
170	to my attention is my grandson who is interested in building a house.
171	
172	Mr. LaCortiglia- Is that a M.G.L. Chapter 61 parcel?
173	Mil Lucolughu Ib unu u Michel chupter of purceit
174	Mrs. Bateman-Yes it would be.
175	
175	Mr. Snyder-Either an ANR or subdivision would be the same process of
170	determining the character of that way. If still county road you would need to get a
178	curb cut in order for driveway access onto a county road.

170	
179	
180	Mrs. Bateman-We just have had a driveway as of 22 years ago.
181	
182	Mr. LaCortiglia-Thank you very much. Mr. Snyder will be in touch with you.
183	
184	2. Vouchers:
185	a) BSC Group: Harmony Lane Site Inspection.
186	Mr. Snyder-Invoice for site inspection of Harmony Lane by BSC Group from
187	June 13 and June 20^{111} .
188	
189	Mr. LaCortiglia-Any questions? What is the status of the M account?
190	
191	Mr. Snyder-There is ample money to pay this bill but it will put it below the
192	\$2000 limit. A letter will be sent requesting an additional deposit of funds.
193	
194	{Mr. Howard arrived at 7:40PM.}
195	
196	Mr. Watts- Motion to pay the voucher for BSC Group in the amount of \$512.
197	Ms. Evangelista - Second.
198	Motion Carries: 3–0 Unam (One abstention).
199	
200	Old Business:
201	1. Site Plan Approval: Bank of America-Public Hearing continued.
202	{Mr. Abella, of Gensler and Mr. Pontoon with Stonefield Engineering introduce
203	themselves }.
204	
205	Mr. Snyder-Mr. Abella, and Mr. Pontoon have come back to continue the public
206	hearing for 38 East Main Street.
207	nouring for 50 East main Subot.
208	Mr. LaCortiglia-The public hearing is continued from August 8 ¹¹¹ .
209	Mil. Eucorugnu The public neuring is continued from rugust o
210	Mr. Snyder – The technical review engineer issued a report regarding review of
210	the applicant's submittal. I suggest that we go through the report, item by item, as
212	an outline to the applicant's testimony tonight.
212	an outline to the appreant's testimony toinght.
213	Mr. LaCortiglia-The records will show that Larry Graham did the review that
214	was requested by the board at the last meeting and we have that review dated
215	September 6th, 2012.
210	September offi, 2012.
	Mr. Donton, We did receive the review letter from Lerry Crehem and also fine
218	Mr. Ponton-We did receive the review letter from Larry Graham and also fire
219	department comments. Intention of the project and the bank's goal is to bring this
220	site up to ADA compliance. Let me start with the fire department letter.
221	Mr. Spydon The letter from the fire department was averalised Associated
222	Mr. Snyder-The letter from the fire department was supplied August 8 ¹¹¹ .
223	Ma Douton Two minor its and the second different in the intervention of the second sec
224	Mr. Ponton- Two minor items; they would like a box with access keys on site on the outside of the building and they have also asked for a code for the master have
225	the outside of the building and they have also asked for a code for the master box
226	so that it goes straight to the Fire Department.

227	
227	
228	Mr. LaCortiglia- Sounds like a no-brainer.
229	
230	Mr. Ponton-Absolutely. Yes, the bank has decided to do those. The letter from
231	Mr. Graham has a number of observations. Item BI requires site plan approval.
232	
233	Mr. Snyder-The report notes the proposed building addition might trigger site
234	plan review. I believe that it will not as the addition is under 500 square feet. Do
235	you agree with that?
236	
237	Mr. Ponton-Yes. Item $E(l)(a)$ states sheets they are on which is Cl and C4-no
238	discussion required.
239	•
240	$\{Item\}E(l)(d)$. Noted and accepted.
241	
242	{Item}E.(l)(e) Wetlands, Buffer Zones, Floodplain Locations- Not
243	applicable to this application-requires no discussion.
244	
245	{Item}E.(1)(f) Easements- Site plan makes no reference to any
246	easements. However, we note that the fence perhaps belonging to the schoolhouse
247	encroaches on the banks property. It might be appropriate for the bank to grant a
248	temporary use easement. This item is open for discussion but the bank at this time
249	is not prepared to grant any easement for the fence to the property owner.
250	is not prepared to grant any easement for the rence to the property owner.
$\Delta \mathcal{M}$	
	Mc Evangelista Do you have that in writing?
251	Ms. Evangelista - Do you have that in writing?
251 252	
251 252 253	Ms. Evangelista - Do you have that in writing? Mr. Ponton-I do not have that in writing.
251 252 253 254	Mr. Ponton-I do not have that in writing.
251 252 253 254 255	
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251 252 253 254 255 256 257	Mr. Ponton-I do not have that in writing.Ms. Evangelista- I think we should have this on file, on paper in case.Mr. Ponton- Yes, we can issue something from the bank. Item E.(!)(g)
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274	Mr. Ponton-Yes. There will be a final revision implementing anything from this
275	letter that we decide on tonight.
276	$\{\text{Item}\} \in (1)(h) \text{ Streets-Found on Sheets CI-C5. Now depicted as}$
270	requested.
278	requested.
	$(\mathbf{I}_{4}, \mathbf{m}_{2}) = (\mathbf{I}_{4})$ $\mathbf{I}_{4} + \mathbf{I}_{4}$ $\mathbf{I}_{4} = \mathbf{I}_{4}$ \mathbf{I}_{4} $\mathbf{I}_{4} = \mathbf{I}_{4}$ \mathbf{I}_{4} $\mathbf{I}_{$
279	{Item}E.(l)(i) Lot Lines-Found on Sheets C2-C5. Although not
280	required under this section nor any other section of the Bylaw, it would be
281	perhaps helpful to the Board to have abutters names (at least last names) shown
282	on the Site Plan for all immediately abutting properties. We agree and will add
283	that to the next revision.
284	
285	$\{\text{Item}\}E(1)G\}$ Zoning Lines-The property islocated in the RA-
286	Central Residential District as are all abutting properties. Noted.
287	
288	{Item}E.(1)(k) Existing and Proposed Contour Lines-Sheet C5,
289	Grading Plan, shows existing and proposed contours and spot grades. We have
290	recommended some revisions to proposed grading which will be found elsewhere
291	in this report. We will get to this later on.
292	
293	{Item}E.(1)(!)Landscape Plan-Sheet C4 shows proposed plantings
294	(some 41 each junipers) and L. The Planning Board should determine if this sole
295	area of plantings is adequate. We note on Sheet C6 a call-out for several trees
296	located between the curb and sidewalk, these are town trees, to be pruned from
297	the ground up 8'. The Highway Department should approve this. Importantly,
298	who is to perform and maintain this pruning effort? Notes 6 on Sheet C4 relate to
299	existing plantings is not correct and should be revised. I had a lengthy discussion
300	with Mr. Graham about this.
301	
302	Mr. LaCortiglia-When I drove by there this evening I only saw one tree.
303	
304	Mr. Ponton-The bank is willing to maintain that tree and make sure that the site
305	distance is clear.
306	
307	Mr. Snyder-I can coordinate between the highway and the applicant.
308	in Shyder Tean coordinate ceth cen the mgn hay and the approach
309	Mr. LaCortiglia-Now you will be revising sheet C4?
310	in Euconigna 1000 you will be revising sheet e 1.
311	Mr. Ponton-We will revise the note to state who will maintain that.
312	${\text{Item}}(1)(m)$ Utilities-Notes 7 on Sheet C4 and other plan sheets do not
313	indicate or propose the need for changes to water, electrical or communication
313	services. The existing septic system is not shown on the plan but is probably
315	associated with the two manholes easterly of the bank building. The Board of
315	Health should review the proposed Site Plan work and report back to the Planning
310	Board since changes to the existing cover over the apparent system location are
317	proposed. The Site Plan, on Sheets C1 and C4 request a waiver from strict
318	compliance with this requirement.
320	Mr. La Contiglia We almostly asked for it as most?
321	Mr. LaCortiglia-We already asked for it correct?

322	
323	Mr. Ponton-We contacted the health department and they have no record as to
324	where the septic is on site. We have a gut feeling as to where it is based on our
325	experience. We can propose ground radar to find it and to ensure that septic
326	system is safe. It is an existing facility with no proposed increase to the septic use.
327	system is sure. It is an existing radinty with no proposed mercuse to the septre use.
	Ma La Cantialia Da ana harra a dararia a
328	Mr. LaCortiglia-Do you have a drawing?
329	
330	Mr. Ponton-Not at this time.
331	
332	Ms. Evangelista- What did the Board of Health recommend for you to do? Are
333	they going to inspect it?
334	
335	Mr. Ponton-We can ask them to do that.
336	with a birtoin we can ask them to do that.
	Ma Carridon I make to the annihoont shout this and we both thought that the
337	Mr. Snyder-I spoke to the applicant about this and we both thought that the
338	ground penetrating radar is good idea. When determined, the information can be
339	given to David Varga to be documented and returned to the Board of Health so
340	they have on record where the septic is.
341	
342	Mr. LaCortiglia-Ifthey can't show it would we have to have a waiver? What if
343	the waiver is not granted? You need to show it first.
344	
345	Mr. Ponton-I think we are also requesting waivers for the other utilities. This is
346	something that will be done.
	sometning that will be done.
347	Ma Francische Daule mandele maine is Teinhaud fan marte fach au dhat dhama an
348	Ms. Evangelista - Don't want to waive it. It is hard for me to fathom that there are
349	no records of it.
350	
351	Mr. LaCortiglia-Great deal of concern is we don't know if there is cross flow
352	between the dry well and that is a concern to me.
353	
354	Mr. Snyder-We can find a resolution? Can you do the ground penetrating radar
355	sooner rather than later?
356	
357	Mr. Ponton-Sure.
358	MI. I OIROII-Suie.
359	Mr. LaCortiglia-According to Larry it states the Board of Health get something
360	in writing back from them stating what they think. To review it as is as we don't
361	know the location.
362	
363	Ms. Evangelista- How far down in the ground does the radar go?
364	
365	Mr. Ponton-12 to 13 feet.
366	
367	Ms. Evangelista- If there is a tank there will you see the bottom and top?
368	ins. Dyangensu indicie is a and there will you see the bottom and top:
308 369	Mr. Ponton-Will see the top of it.
507	

370 Ms. Evangelista-My concern is that it is right next to a childcare. Hope they are 371 Ms. Evangelista-My concern is that it is right next to a childcare. Hope they are 372 not all tied together. 373 Mr. Watts-Does the bank ever have it pumped out? 376 Mr. Ponton-I lifted the cover and smelled enough to see that they are definitely 378 related to the septic. 379 Mr. LaCortiglia-If there was any pumping I am sure that the Board of Health 380 would have that on record. 381 Mr. Snyder-The Board of Health should review and report back. 383 Mr. LaCortiglia-The requested waiver will be on the front page right? Are you 384 Mr. Ponton-That has not been decided yet. Item E(I)(m,n,o) Drainage and 385 subsurface conditions. The dry well does not pipe in or out, it is a dead end 389 system. 390 Mr. Ponton-I spoke with Larry. We would be happy to do so. The goal is to 391 Mr. Ponton-I spoke with Larry. We would be happy to do so. The goal is to 392 collect water to infiltrate into the ground and reduce the amount of site runoff. 396 Mr. Ponton-Yes, we will formally respond. 401 Mr. Ponton-Sure. I would love to meet him. Next item is the surface drainage.	270	
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	417	

418	Mr. LaCortiglia-Could you show me where Larry is talking about?
419	
420	Mr. Ponton-Yes, here it is. It is a request to continue the curb to the rear. We
421	agreed to set the curb from here to here since the dry well has an overflow that
422	would then send it the rear.
423	
424	Mr. Snyder-Then that would be documented on the drawings as well.
425	
426	Mr. Ponton-Drainage along the easterly side of the property is not problematic
427	as that property is bermed up slightly above the pavements edge keeping the
428	bank's runoff on-site. However, as runoff approaches the drywell the existing
429	pavement grades allow it to bypass the drywell grate to the east. Accordingly, we
430	recommend the dry well grate be reset (3"-6" lower) and the pavement grades be
431	reworked to correct this bypass and direct all surface drainage to the grate. We
432	will respond and make sure we do all that Larry wants to see.
433	will respond and make sure we do an that Larry wants to see.
434	Ms. Evangelista- Does that go for all these things?
434	Wis. Evangensta- Does that go for an these things?
435	Mr. Ponton-Yes, for the whole letter. The 06/06/2012 Engineer's Statement by
430 437.	Stonefield includes pre- and post- improvement calculations for both peak
437.	discharge and total volume. As expected with a decrease in impervious surface
438 439	coverage, post conditions are less than existing conditions for both calculations.
439	
	These calculations will change, however, with the increase in contributing area.
441	Assuming the Board concurs with our recommended changes, the calculations
442	should be resubmitted for the record with the new contributing areas. These small
443	additions to the contributing drainage areas also underline the importance of a
444	complete assessment of the dry well.
445	$(1 \text{term}) \Gamma(1)(a)$ Duildings Duranters at a During our site visit we noted
446	{ $ltem$ }E(1)(o) Buildings, Dumpsters, etcDuring our site visit we noted
447	a small dumpster off in the northwesterly portion of the paved parking area. A
448	concrete pad for this unit is recommended. Also, if it is the type of unit open to
449	the weather, either a closed unit is recommended or a fenced enclosure to
450	minimize paper/trash blow out. There is a 1-1/2 ton handcart on site – Larry wants
451	dumpster in an enclosed area-we will request the bank to locate it closer to the
452	building.
453	
454	Mr. LaCortiglia-Yes. Enclosed and locked so kids can't play around it.
455	
456	Mr. Snyder-How often is it picked up?
457	
458	Mr. Ponton-Once a week pick up.
459	
460	Mr. LaCortiglia-Larry is recommending a concrete pad.
461	
462	Mr. Ponton-No issue with a concrete pad and we can enclose it with fencing.
463	The existing and proposed building addition is shown on the appropriate sheets.
464	Next item is E(1)(p) Architectural-Elevation views, fa9ade treatment,
465	renderings, etc. are shown on Sheet A09.00. The Board should review this sheet

466 467	and the details thereon for acceptance/approval.
468 469	Mr. LaCortiglia-Has this been revised A09.00?
470	Mr. Abella-Yes, the elevations were revised. We can look at this later.
471 472	Ms. Evangelista- Do we have that sheet A09.00?
473 474	Mr. Abella-We should probably state that recommendations from the Board
475	from the last meeting that we decided to address some of the changes prior to
476	Larry's recommendations. Those other changes are coming with the addition of
477	today's outcome.
478	M. Douton From lost mosting, show one mode on windows and other items
479 480	Mr. Ponton-From last meeting, changes were made on windows and other items.
480	Mr. LaCortiglia-Ok. Are we will be able to look at that tonight?
482	Mi. Euconigina Ok. The we will be able to look at that tonight.
483	Mr. Ponton-Yes. Item E(1)(q) Parking, etc. – Sheet C4 provides a Parking
484	Requirements table which indicates a and (s) requirement for 18 spaces. The plan
485	details 19 spaces which includes a van and K. accessible handicapped space.
486	There is no specified loading space nor is one needed. The plans indicate a
487	striped turnaround area between parking spaces 5 and 6. We suggest that a more
488	appropriate position for this turnaround space would be where parking space 4 is
489	now shown. This would shorten the back-up distance for someone stopped at or
490	near the beginning of the drive-thru lane who needs to reverse direction.
491 492	Definitely good comment with Larry in regards to placement.
492 493	{Item}E.(l)(r) Zoning and Setbacks-The Table of Land Use and
494	Zoning on Sheet C4 clearly shows as does the plan, that all minimal zoning and
495	setback requirements are clearly met save the existing non-conforming fiont
496	setback of 11.1'. The Site Plan, Sheet C1 requests or variance for this existing
497	non-conforming condition. Existed not-confirming situation. We will request to
498	intensify the existing non-conformity.
499	
500	Mr. Snyder-You have been to the zoning board and clarified two things with
50 I	approval; use and setback?
502	
503	Mr. Abella-We have been to the Zoning Board and it has been approved.
504 505	Mr. Snyder- T believe that had been distributed to the board.
505 506	Mi. Shyder- 1 beneve that had been distributed to the board.
500 507	Mr. Ponton-E(1)(t) Fire Lane-The Fire Department should confirm the
508	Applicant's contention that the existing/proposed drive aisles are of adequate
509	width and geometrically configured to permit fire equipment access. The Site
510	Plan, Sheets C1 and C4 request a waiver for this specific requirement. As
511	previously stated we went thru the fire letter.
512	
513	Ms. Evangelista - We are getting a letter from the fire department or do we have it

514	already?
515 516	Mr. Ponton-We already have it and we will comply with all requested.
517	
518	Mr. Snyder-My concern is the fire department has reviewed the first submittal
519	and would you say that nothing has changed?
520	
521	Mr. Ponton- Nothing has changes geometrically. The only thing is that we want
522	to add is the striping.
523	
524	Mr. Snyder- So, the fire department does not state any concern about width in
525	the letter. Will the board accept the fire department letter as completion of the
526	review?
527	
528	Mr. LaCortiglia- No geometric .change. Can't see why the fire department will
529	care about the paint on the ground.
530	1 0
531	Ms. Evangelista- It says "adequate width," so it is width as well as the geometric.
532	
533	Mr. LaCortiglia- Get a letter confirming that it is of adequate width.
534	
535	Mr. Snyder- I will coordinate with the fire department and get this information in
536	writing for submittal at the next Planning Board meeting.
537	
538	Mr. Ponton- E.(l)(u) Site Amenities. The site plan proposes as site amenities to
539	remove the existing stone landscape wall and reconstruct a wall or
540	"landscape strip" between the walkway and easterly exit drive. If a wall, it will
541	be very low and more like a curbed strip. No special paving or surface treatments
542	are depicted. The plan calls for the existing masonry steps and railing between
543	the curb and sidewalk to be replaced with concrete steps and railing. A similar
544	replacement is called for at the left rear of the building. Of course the focus of
545	this site improvement being to add ADA compliant access to the bank is an/the
546	main amenity itself.
547	
548	{Item}As to fencing, we do recommend consideration at the banks option
549	of a fence behind the recommended curb discussed in $E(l)(m) \& (n)$ and O .
550	above. This fence would screen the currently unkempt side of the building on
551	Parcel IIA-118 from view by the banks customers.
552	
553	Mr. LaCortiglia- That would be the left hand side?
554	
555	Mr. Ponton- Right. As opposed to the bank put up a fence to block the unkempt
556	property. The bank may make a request that the town force the neighbors to cut
557	the growth back. I could recommend to the bank to see if they want to put a fence
558	up.
559	
560	Mr. Snyder- The bank could also offer to maintain any growth on their property.
561	

611 {Item}E.()(y) Sight Distance-Sheet C6 shows sight distances tolfiom 613 both exits to the center of East Main Street. The plan sheet shows sight distances 614 of200' which is adequate (per AASHTO policy) for the 25 mph posted speed 615 limit on East Main Street (both directions). As previously discussed who will 616 prune and maintain the trees necessary to assure no vegetative obstructions these 617 sight distances. 618 [Item]What eye height and object height were these distances based on? 620 3 Y.feet. Sight distances from both exits looking easterly can be impacted by the 621 15 minute parking allowed in front of Nos. 38 and 42 East Main Street. Is there 622 any proposal to charge this permitted activity? No. 623 Mr. Snyder- At the first hearing a member of the traffic committee stated that the 626 bank lobby for it to go from two hour parking to 15 minutes. 626 Mr. Ponton-There will be no lobbying from the bank for this issue to change. 627 Mr. Ponton-There will be no lobbying from the traffic committee stated that the 630 impacted by the 2 hour (8 AM-6 PM) parking allowed along the curb line to the 631 usavoidable. Important, however, is the signage that now exists at the easterly 632 exi	610	block, right hand side of sheet. These minor edits should be made.
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	656	
	657	

658	Mr. Snyder-I understand what you are saying Ms. Evangelista. Would you like
659	the Planning Board to make the recommendation to change the parking?
660	
661	Ms. Evangelista-Yes, I would say that. Maybe having no parking in front is a
662	better way to go.
663	
664	Mr. LaCortiglia-Maybe we should refer to the traffic committee.
665	
666	Ms. Evangelista - There is no Traffic Committee.
667	
668	Mr. Snyder-The applicant is not proposing any change. So to make the change,
669	it has to come from another place. This should not hold up the changes and
670	reviews of this application.
	reviews of this application.
671	
672	Ms. Evangelista - I guess you would have to ask the police if there was an issue
673	with the parking.
674	
675	Mr. Ponton-Next item. E(l)(z) Waivers-Three waivers (3 on Sheet C4 and 7
676	on Sheet Cl) are listed. The two and S. tables showing the listed waivers should
677	be revised and coordinated to agree. We have no issue with the plan scale waiver
678	request. We have commented herein on the utilities and fire lane waiver
679	requests. We have no comment on the requested lighting waiver requests.
680	requests. We have no comment on the requested righting warver requests.
681	(Itam) Exterior Lighting We have not reviewed the proposed exterior
	{Item}Exterior Lighting – We have not reviewed the proposed exterior
682	lighting or the requested waivers associated therewith. This is not an area of
683	our expertise and recommends the Board solicit a review from a lighting
684	consultant if required.
685	Mr. L. a Contiglia, Dorhana was could have a randoming to show the lighting?
686	Mr. LaCortiglia-Perhaps we could have a rendering to show the lighting?
687	
688	Mr. Ponton-There is a lighting plan. This would show light levels at all levels of
689	the drawing to meet national safety requirements. There is no negative impact to
690	adjacent properties. It would require a waiver for the Georgetown by-laws.
691	
692	Mr. Snyder-This was addressed at last meeting. As I recall, the idea was that the
693	waiver would be granted as it was a safety concern.
694	, , , , , , , , , , , , , , , , , , ,
695	Mr. LaCortiglia-We will deal with that at the final meeting.
696	with Lacontigna- we will dear with that at the final meeting.
	Ma Even selicts — That sould be a condition that no lights shine on nearby
697	Ms. Evangelista - That could be a condition that no lights shine on nearby
698	buildings.
699	
700	Mr. Ponton-Miscellaneous items in the review report. As previously mentioned"
70 I	an existing concrete curb along the westerly side of the westerly exit drive should
702	be shown.
703	{Item}The wooded area to the rear of the site should be left undistributed
704	except for general clean-up of unnatural dumped/accumulated debris. We will
705	clean that and have put in a request to have that area cleaned up.
100	erean that and have put in a request to have that area cloaned up.

706	
707	• {Item}The location of the septic components should be shown. It will be
708	difficult to remove or mill certain areas of the existing pavement as shown.
709	Probably better to remove all shown to be milled. Also there will be areas where
710	removal is expanded and additional overlay is needed based on our comments
711	herein. See Sheet C3. We came to a common understanding on that as well.
712	
713	{Item}The Site Legend indicates a different symbol than the plan for
714	existing fence. We matched those up per his request.
715	
716	{Item}In the Parking Requirements table on Sheet C4, the required two-
717	way aisle width is 24' not 22' in accordance with §165-83(K)(2). This is stated
718	two times in the ordinance, we exceed the 24.
719	
720	Mr. LaCortiglia-Another good reason not to have a fence. How is snow removal
721	handled for this site?
722	
723	Mr. Ponton-Comes into this comer. Snow storage is here.
724	{Item}We note for the Board's information that Section §165-94 Pre-
724	existing Nonconforming Structures or Uses, might apply to this application
726	requiring a Special Permit from the ZBA, as the building (front setback) and use
720	(bank) are non-conforming and are proposed to be altered.
727	· · · · · · · · · · · · · · · · · · ·
	{Item}Looking to replace the steps as they are today-came up with
729	different items – it is outside the scope of the application-we designed – sites
730	where we changed patterns there is a lot of trips and falls and law suits as well-
731	another thing it will do - there is a fence and columns some new and some old.
732	Lowering the sidewalk would eliminate the granite columns-3 steps and the
733	sidewalk-the other side is one step up to the bank.
734	
735	Mr. LaCortiglia-A two inch step up?
736	
737	Mr. Watts- It looks like it is millstone.
738	
739	Mr. LaCortiglia-This one is buried in the sidewalk.
740	
741	Mr. Ponton-We would eliminate the steps and then when leaving the bank
742	would have to walk down 4 -5 steps. The grade increase does meet code. The
743	bank based on safety want to replace the steps, if the board strongly suggests
744	making this improvement, I would have to state that I strongly disagree. I do
745	agree that the two inch lip is to be eliminated.
746	
747	Mr. Watts-The steps into the bank are uneven-when I was a customer I didn't
748	like to go inside – not good handrails.
749	
750	Mr. Ponton-Let me show you the proposal for the front steps.
751	in a succe he me men jou de proposarior de nont sups.
752	Mr. LaCmtiglia-Concern this is an ADA upgrade and it looks to me that it might
752	not meet ADA compliance.
155	not meet ADA compliance.

754	
754 755	Mr. Ponton-It is compliant.
755 756	WI. Fonton-it is compliant.
750 757	Mr. LaCortiglia-I would hope that you could bring it flat; an ADA
758 750	improvement.
759 760	Mr. Donton, Who had invitediation over the read? Is it the state?
760 761	Mr. Ponton-Who had jurisdiction over the road? Is it the state?
761 762	Mr. Snuder State town plays it sidewalk in the town right of way
762 763	Mr. Snyder-State -town plows it-sidewalk in the town right of way.
763 764	Mr. Ponton-The steps and the sidewalk are not on the banks property.
764 765	with onton- the steps and the sidewark are not on the banks property.
765 766	Mr. Snyder- If you mill the back you could mill the front too.
760 767	Wir. Siryder- If you him the back you could him the nont too.
768	Ms. Evangelista- What are you replacing it with?
769	Wis. Evangensta- what are you replacing it with:
770	Mr. Ponton-Masonry work with new handrails.
771	Mi. I onton Musoni y work whitness hundrands.
772	Mr. LaCortiglia-Can we give them some guidance?
773	in Ducorugnu cui ve give meni some guidance.
774	Ms. Evangelista- Does the state come by and look at it?
775	
776	Mr. Ponton- There is no state review.
777	
778	Mr. Snyder-The onus is on the designers to meet the code.
779	
780	Mr. Howard - The building department will review.
781	
782	Mr. Abella-From previous drawings – two windows in front and in back -keep
783	the same vocabulary same look. We kept the front the same but added a 3'd
784	window and sidelights more of a visual enlarged back windows for more light-at
785	night the door would be closed. Second door is locked-created more lights at
786	the new addition keeping the same vocabulary.
787	Mr. Watts $-My$ question was visibility from the street - if someone is in this
788	space here they will not be able to be seen although it is a little safer now.
789	
790	Mr. LaCortiglia-Yes it is a little better.
791	
792	Ms. Evangelista - What is along the base?
793	
794	Mr. Ponton-The stone wall.
795	
796	Mr. Abella- Reuse the wall with the same height; mimics the same look
797	
798	Mr. Watts - I like the style.
799	
800	Mr. Snyder-I think that adding the window meets what the board requested.

801 802 803 804	Engineering standpoint is going to be sent back to the board. It will be up to the board to approve Larry's submission. It is up to the Board to accept the final review with Larry's response.
805 806	Mr. LaCortiglia-We will need time for Larry to respond.
807 808	Mr. Ponton-See you at the next meeting.
809 810	Mr. LaCortiglia-October 10 ¹¹ ? Oct 24 would give you plenty of time.
811 812	Mr. Ponton-Would the board vote with the condition on Larry's approval?
813 814	Mr. LaCortiglia-No.
815 816	Mr. Ponton-The bank is currently scheduling completions.
817 818	Mr. LaCortiglia-Do you want to withdraw?
819 820	Mr. Ponton-Trying to get it on the schedule sooner than later.
821 822	Mr. LaCortiglia-You need to coordinate with Larry and get the results back.
823 824 825	Mr. Snyder-I think if you come back with all done on the 10 ¹¹¹ you will get an agreement as to what the board will decide.
825 826 827	Mr. Howard – That is assuming that Larry has reviewed it.
828 829	Mr. Snyder-To get that all compressed in two weeks?
830 831	Mr. Ponton-We will shoot for October 10^{111} .
832 833	Ms. Evangelista- Ask for an extension if you don't meet the timeline.
834 835	Mr. Snyder-We can ask them to apply for an extension if necessary.
836 837	Mr. LaCortiglia - Can you get everything together by the 10^{111} ?
838 839	Mr. Ponton-Can we shoot for the 10 th ?
840 841 842	Mr. Watts- Motion to continue the hearing until October 10 ¹¹¹ ,2012 Mr. Howard- Second. Motion carries: 4–0; Unam
843 844	Planning Office:
845 846	1. Letter to Board of Selectmen. Mr. Snyder – Burpose of draft letter to get selectmen to funnel all lend use thru the
846 847	Mr. Snyder - Purpose of draft letter to get selectmen to funnel all land use thru the planning office for single source coordination-to avoid errors.
848	

849		Mr. Watts - Single point of contact more efficient.
850		
851		Mr. LaCortiglia-Is everyone happy with the Sept. 12 1 h version of the letter?
852		
853		Mr. Snyder- What may happen is they request my presence to explain about it more.
854		
855		Mr. LaCortiglia-Should there be any additions or subtractions from it?
856		
857		Mr. Watts- I don't know how much is not enough or too much. I do think this is
858		good.
859		
860		Mr. Snyder- Can describe in great detail as they request it. Just to show that we
861		have identified a problem.
862		1
863		Mr. Watts- A solution is a beautiful thing.
864		
865		Ms. Evangelista - It seems like a lot of paragraphs.
866		
867		Mr. LaCortiglia-I think there is enough.
868		
869		Mr. Watts - Motion for chairman to sign draft letter to Board of Selectman.
870		Ms. Evangelista-Second.
871		Motion Carries: 4-0; Unam
872		
873	2	M-Accounts:
874		Mr. LaCortiglia-#26491 -Lot 77 Thurlow. Can you walk us thru it Howard?
875		Mi. Euconigna #20191 Eloc // manow. Can you want us that i moward.
876		Mr. Snyder- Certificate of vote for the Board to release escrow funds-developer
070		
877		•
877 878		previously requested a Form J be signed and it has been by the board-he has written
878		•
878 879		previously requested a Form J be signed and it has been by the board-he has written a formal request for release of the remaining funds. That amount is \$1,107.19.
878 879 880		previously requested a Form J be signed and it has been by the board-he has written a formal request for release of the remaining funds. That amount is \$1,107.19. Mr. Howard-Motion to release the M account in amount \$1,107.19 plus any
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878 879 880 881 882 883 883 884 885 886	3.	 previously requested a Form J be signed and it has been by the board-he has written a formal request for release of the remaining funds. That amount is \$1,107.19. Mr. Howard-Motion to release theM account in amount \$1,107.19 plus any interest accrued. Mr. Watts-Second. Motion Carries: 4-0; Unam Planner On-Line and Pictometry Update. Mr. Snyder - You received this in your packet and will send you user information
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878 879 880 881 882 883 884 885 886 885 886 887 888 889 890 891	3.	 previously requested a Form J be signed and it has been by the board-he has written a formal request for release of the remaining funds. That amount is \$1,107.19. Mr. Howard-Motion to release theM account in amount \$1,107.19 plus any interest accrued. Mr. Watts-Second. Motion Carries: 4-0; Unam Planner On-Line and Pictometry Update. Mr. Snyder - You received this in your packet and will send you user information and password. It is a little racier version that Google earth-same interface.
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897	
897 898	Ms. Evangelista - You can do it at home.
899	wis. Evangensia - 1 ou can do it at nome.
900	Mr. Snyder- Georgetown elected to pay for it this year.
901	
902	Ms. Evangelista - It is phenomenal.
903	
904	Mr. LaCortiglia-When you use it remotely is the parcel layover there?
905	
906	Mr. Snyder- Just like MIMAP. It does have better clarity.
907	
908	Mr. LaCortiglia-Have you seen it outside of the building?
909	
910	Mr. Snyder-No.
911 912	Ms. Evangelista - I think it is much clearer-I did have a problem with the
912 913	PlannersWeb website.
913 914	Flaimersweb website.
915	Mr. Snyder- I established the users and the passwords.
916	
917	Mr. Watts- I got an email but no password.
918	
919	Mr. Snyder-I thought I have created it.
920	
921	Ms. Evangelista- They kept asking me for my password.
922	
923	Mr. LaCortiglia-Mr. Snyder could you send it back out again?
924	Ma Caradan War and the second second states at the second Da
925 926	Mr. Snyder - You can change your passwords but not user IDs.
920 927	Ms. Evangelista - I thought it would be last name -password is unique to you.
928	wis. Evangensia - I thought it would be fast hame -password is unique to you.
929 4 .	Town Planner:
930	Mr. LaCortiglia-Mr. Snyder you will be attending the September 19th conference?
931	
932	Mr. Snyder - Yes, there is a meeting in Lawrence with different speakers regarding
933	economic development. Wendy will be in the office.
934	
935	Mr. LaCortiglia-Do you need reimbursement?
936	
937	Mr. Snyder- It is free but will submit gas and parking monthly.
938	Mr. Howard Motion to adjain
939 940	Mr. Howard- Motion to adjoin Mr. Watts-Second
940 941	Motion carries: 4-0; Unam
941 942	
943	Meeting adjoined at 9:30PM.