



# PLANNING BOARD

10 West State Street

Granby, MA 01033

Telephone: (413) 467-7177 Fax: (413) 467-2080

Website: [www.granby-ma.gov](http://www.granby-ma.gov)

Members: Glen Sexton, Chair  
Jim Trompke, Vice Chair  
Robert Sheehan, Jr., Treasurer  
Jay Joyce, PVPC Representative  
Lillian Camus, Secretary

Others: Larry Smith, PVPC  
Keith Terry, Sherman & Frydryk  
Scott Pio, PC Development  
Mike Pio, PC Development

Absent:

Meeting: Monday, September 11, 2017

Location: One Library Lane, Upper Level, Granby, MA

## Minutes

**CALL TO ORDER:** Jim Trompke called the meeting to order at 6 p.m.

### **Administrative Items**

#### Approve Bills

Invoice #1701 in the amount of \$350.45 from Jay Joyce for a 60" Samsung TV, 4-year TV protection plan, one extra TV remote, a wall mount, Chrome Cast, one Rj45 coupler, one surge protector and one HDMI cable (1080p).

Motion was made by Jim Trompke and seconded by Robert Sheehan, Jr. to approve payment of Invoice #1701 in the amount of \$350.45 to Jay Joyce. Motion carried 4 in favor, 0 opposed, Jay Joyce abstained.

### Approve Minutes

#### *Approval of August 28, 2017 Minutes*

Glen Sexton asked if there were any changes to the August 28, 2017 minutes. Hearing none,

Motion was made by Jim Trompke and seconded by Robert Sheehan, Jr. approve the August 28, 2017 minutes. Motion carried 4 in favor, 0 opposed, Lillian Camus abstained.

#### *Approval of August 31, 2017 Minutes*

Glen Sexton asked if there were any changes to the August 31, 2017 minutes. Hearing none,

Motion was made by Robert Sheehan, Jr. and seconded by Lillian Camus approve the August 31, 2017 minutes. Motion carried 4 in favor, 0 opposed, Jim Trompke abstained.

Lillian Camus noted that check #2929 for \$250.00 drawn on the Citizens Bank was received by Cathy Leonard on September 1, 2017. This was the remaining monies due for the 120 School Street ANR.

#### *ANR 501 East State Street*

No one attended the meeting representing the ANR for 501 East State Street. Lillian Camus to check if the ANR has been filed.

#### *ANR 4 Porter Street*

Robert Peterson reviewed plans to convey 8.126 acres of the Estate of John A. Peterson, Jr. to Jason R. and Charlene M. Charteauneuf. The lot is not yet recorded in the Hampshire County Registry of Deeds.

The Board approved the ANR as presented.

Check #9519 received from Robert Peterson drawn on the Webster Bank in the amount of \$250.00

Glen Sexton arrived at 6:15 p.m.

### **New Business**

#### *Updating all Planning Board Forms to add USB submissions to be required*

The Board discussed updating the forms. Lillian Camus will talk with Cathy Leonard and ask her to update all the forms with a USB submission.

A motion was made by Robert Sheehan, Jr. and seconded by Jim Trompke at 6:18 p.m. to close the regular Board meeting until after the public hearings. Motion carried 5 in favor, 0 opposed, 0 abstained.

### 6:18 p.m. Public Hearing

*Cont'd Public hearing to consider an application submitted by P.C. Development, LLC. of 19 Carmelinas Circle, Ludlow, MA for approval of a Definitive Subdivision Plan entitled MUNSING ESTATES/RIDGE, a proposed subdivision of seventy-six (76) residential lots located on approximately 157 acres Zoned Single Family Residence (RS) located generally on the northerly side of Carver Street at the Belchertown town line (also identified as Assessor's Map 17, Block B, Lots 15.4 & 16).*

Glen Sexton reopened the public hearing for Munsing Ridge Estates.

Keith Terry of Sherman & Frydryk reported they have submitted revised plans to both the Town and Berkshire Design to address issues and concerns raised at the July 24, 2017 Planning Board meeting and public hearing. Mr. Terry noted he did not have comments back yet from Berkshire Design.

Mr. Terry outlined the changes made, referencing The Berkshire Design Group's letter dated July 17, 2017 (numbers indicate item numbers in letter) as well as Planning Board concerns:

- Prepared a traffic study.
- Provided a scored island in the middle of the roadway in place of the cul-de-sac. The island is at grade but is roughed up which would slow traffic down.
- 1. There were three Estate lots adjacent to each other in the previous plans. The property lines have been reconfigured to make it two estate lots.
- 2. Three of estate lots not minimum. These have been reconfigured.
- 3. Roadway horizontal alignment data (curve length, radii, etc.) has been added to plan.
- 4. Private utilities are now shown on the plan.
- 5. Color subdivision plans have been submitted to Berkshire Design Group.
- 6. Reserve strip removed from docs as Board said not necessary. Any lots against it were increased 25 feet.
- 7. The roadway grade approaching the proposed intersection with Carver Street was adjusted to the maximum allowed grade of 1%.
- 8. The regulations require that vertical curves have a change in grade of less than 3% per 100'. The profiles have been adjusted to 3% per 100.
- 9. The submitted "Build Out" plan provides for 5% driveway grades within the roadway right-of-way, which comply with the regulations. This is now noted on design sheet 31.
- 11. Sidewalk cross is labeled as 3/16" per foot. Granby regulations require 1/4" per foot. This has been changed to 1.5% which meets ADA requirements but not Town requirements.
- 12. Guardrail changed to meet Mass DOT guardrail standard specifications.
- 13. The regulations state that the Planning Board may require a park/playground area be constructed. We have four lots which will be left in their natural state.
- 27. A couple of the driveways have been relocated and shifted because of the revised property lines.
- 28. No easement is proposed for the fire protection cisterns. An update has been added for property protection of cisterns.

- 29. Drainage pipes are not shown on sheets 22 through 24. The drainage pipes shown on sheets 23 and 24
- The Town requires 24" gravel base for roadways. We updated prints to require that.
- The Town requires a 2" top course of blacktop which we updated on the plans.
- 16. The regulations require 4" thick concrete sidewalks which are shown,
- The list waivers is noted on the first page of the plans as requested.
- Plans have been updated show intersection of Munsing Ridge and Carver Street.
- Waiver is requested to allow a 1/4" (2%) roadway pitch from centerline to edge of pavement
- 26. New plan clearly labels the four lots that are non-buildable, common land.
- 30. The Stormwater Management Plan has been updated to use 2.4 inches per hour. The retention basins have been increased by a small margin.
- 33. We recommend the Board request the applicant demonstrate the feasibility of constructing the proposed dry wells. The basins were increased to address this.
- 34. We recommend the applicant verify that times of concentrations are consistent between the existing and proposed conditions in comparable catchment areas. We have changed the calculations to the appropriate time of concentration.
- The Board has received a traffic report. Their findings are that the additional development would not adversely affect the traffic.

#### Questions/Comments from the Public with responses:

- We would like to take a look at the plans. Jim Trompke response - We will leave a set with Cathy Leonard. Glen Sexton asked that they call Cathy Leonard before arriving at the Town Hall to review the plans so she would have time to get them set out.
- What's the next stop? Glen Sexton response – We will send the plans to Dave Desrosiers for review.
- Question that with the cul-de-sac change the plows might not fit. Glen Sexton response - That's why we will send the plans to Dave Desrosiers.

#### Questions/Comments from the Board:

- Jay Joyce asked if the snowplows will have an issue with the scored island. Mr. Terry's response: The plows are at an angle and should slide across the scored area.
- Robert Sheehan, Jr. asked if the design been brought before Dave Desrosiers? Larry Smith responded: No. Dave Desrosiers will have to review again.
- Glen Sexton asked how wide the road is where the scored island is located. Mr. Terry's response: Each travel lane is 12.5 feet.
- Larry Smith asked if two or three lots combined driveways would that help with the steepness? Mr. Terry responded Yes.
- Robert Sheehan, Jr. asked why not illuminate all four corners of the roadway. Mr. Terry's response: The visibility should be OK because of the slope of the land is lower and car headlights should illuminate that enough.
- Glen Sexton asked if Mr. Terry had any idea when Berkshire Design will get back to them? Mr. Terry's response: No.

A motion was made by Jim Trompke at 6:58 p.m. and seconded by Robert Sheehan, Jr. to continue the public hearing until October 10, 2017 at 6 p.m. Motion carried 5 in favor, 0 opposed, 0 abstained.

A motion was made by Robert Sheehan, Jr. at 6:59 p.m. and seconded by Jim Trompke to reopen the regular meeting. Motion carried 5 in favor, 0 opposed, 0 abstained.

Jim Trompke asked specifically what role Berkshire Design plays in the Munsing Estate proposed subdivision and who pays for their services. Larry Smith explains that he compares what the plans call for to the Town bylaws. Berkshire Design does basically the same thing. The client asked for Berkshire Design to do the review and they are paying for their services.

Jay Joyce asked Larry Smith to provide the Board with an estimate of his charges for this project.

#### *Preview SPR Plan Submitted by Granby Solar LLC*

The Board previewed the plans submitted by Granby Solar LLC. After discussion,

A motion was made by Robert Sheehan, Jr. and seconded by Jim Trompke to send the Granby Solar LLC to PVPC for bylaw review. Motion carried 5 in favor, 0 opposed, 0 abstained.

Lillian Camus will forward plans from Cathy Leonard's e-mail to Larry Smith.

#### *Something Special*

Barry Bernier explained to the Board that he would like to expand his food service to a grab and go retail business.

Jim Trompke explained the Board would have to look back at what was approved when their business was first opened. Mr. Trompke suggested they get on the Board's agenda and we could review any changes from the original site plan approval.

#### *Bylaw Violations*

The Board discussed the bylaw violation letters sent to the Building Inspector last November and the lack of response or resolution of the violations. The Board also discussed more recent bylaw violations.

Bylaw violations were noted by Lamourex Landscaping, Peak Performance Bike Shop and Kearsarge Granby, LLC.

A motion was made by Jay Joyce and seconded by Jim Trompke to send a letter to the Code Enforcement Officer that Kearsarge Granby, LLC has not complied with the conditions imposed upon for site plan approval, i.e. screening. Motion carried 4 in favor, 0 opposed, Glen Sexton abstained.

A motion was made by Jay Joyce and seconded by Robert Sheehan, Jr. to send a letter to the Code Enforcement Officer that Lamourex Landscaping regarding their property on Rt. 202 which is operating without a permit. Motion carried 4 in favor, 0 opposed, Glen Sexton abstained.

A motion was made by Jim Trompke and seconded by Robert Sheehan, Jr. to send a letter to the Code Enforcement Officer that Peak Performance Bike Shop is operating outside the bylaws displaying bicycles in a public way, including the sidewalk, garbage on the side of the building, motor vehicle repair in the parking space in front of the store and bicycle repair in the pedestrian walkway. Motion carried 4 in favor, 0 opposed, Glen Sexton abstained.

Lillian Camus will create the letters for the Board to sign. Jay Joyce suggested we include a date of expected response or resolution from the Code Enforcement Officer in each letter. In effect, if the response is not in writing, it doesn't exist.

#### *Common Driveways*

Larry Smith distributed a proposed bylaw for Common Driveways. Jay Joyce clarified, with Larry Smith concurring, that the Board is reviewing this because Granby does not have a bylaw that defines a driveway. Mr. Smith explained that this is a general bylaw which falls under the purview of the Highway Superintendent. Jim Trompke noted this bylaw would apply only if we allowed more than two consecutive estate lots.

The Board will review the document for discussion at the next meeting.

#### *Commercial Estate Lot*

The Board will review the document for discussion at the next meeting.

#### **Old Business and Information**

Discussion of property line setbacks to signage in the professional business overlay district

Discussion of business estate lots

Building Lots

Duplexes

Sewer/Water Infrastructure

Master Plan Update

Westover Metropolitan District Commission (WMDC)

## Review of Action Items

### *Open/New Action Items*

<b>Item</b>	<b>Responsible Party</b>	<b>Due Date</b>
Has an ANR been filed for 501 East State Street	Lillian Camus	September 25, 2017
Ask Cathy Leonard to update all Planning Board forms with USB requirement	Lillian Camus	September 25, 2017
Forward Granby Solar LLC Plans to Larry Smith	Lillian Camus	September 12, 2017
Create bylaw violation letters for Board to Sign	Lillian Camus	September 25, 2017
Purchase name plates and gavel for Planning Board meetings	Glen Sexton	In Process
Ask Chris Martin to obtain an official letter from the Town Attorney regarding the Mullins Rule	Glen Sexton	In Process
Schedule only one public hearing at 6 p.m. per Planning Board meeting	Glen Sexton	Ongoing
Review sample bylaws for Common Driveways, Flag Lots/Estate Lots and Driveway Standards	Planning Board	Ongoing
Create a spreadsheet for PVPC charges	Lillian Camus	Ongoing
Keep track of items to submit for town annual report	Lillian Camus	Ongoing

### *Completed Action Items*

<b>Item</b>	<b>Responsible Party</b>	<b>Due Date</b>
Draft a letter to Selectboard RE East Street Solar Farm noncompliance with conditions	Lillian Camus	Completed
Relay changes to Cathy Leonard on Planning Board forms	Jay Joyce	Completed
Let Cathy Leonard know the Board's decision regarding Dickinson Solar Project Fees	Glen Sexton	Completed

The next Planning Board meeting will be Monday, September 25, 2017 at 6 p.m. in the Carnegie Library.

## **Adjournment**

Motion was made by Robert Sheehan, Jr. to adjourn at 8:25 p.m. and seconded by Jim Trompke. Motion carried 5 approved, 0 opposed, 0 abstained

I, Lillian Camus, certify that these minutes are true and accurate minutes of the September 11, 2017 Planning Board meeting.

Respectfully submitted,

Lillian Camus, Secretary