

TOWN OF GROVELAND

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**Town of Groveland
Planning Board
Meeting Minutes**

Date: December 20, 2016

Members Present: Jim Freer, Debbie Webster, Jon Perkins, Lisa Chandler

Members Absent: Bob Arakelian, Walter Sorenson

Others Present: Jim Billis, Adam Costa, Gary Caruso, Mike Migliori

Minutes Secretary: Amy Bedard (by Tape & Notes)

Webster motions to open the Planning Board Meeting of December 20, 2016 @ 7:01pm, seconded by Perkins. All members are in favor. Vote is unanimous. Meeting opens.

Planning Board Business/Updates:

PB Sign Offs:

No Sign offs

Billis Way Continued Hearing:

Freer states first up in Billis Way. Adam Costa the lawyer for Billis Way is before the PB. Adam states they have been before the PB 3x now. Adam states the first meeting was with Bill Holt to review the project, 2nd meeting was following a site visit and some comments from Peter Williams of GZA. Adam states some modifications where made and they are before the PB tonight in hopes of closing out the process and vote on the preliminary plan.

Adam presents the PB with 4 copies of a letter correspondence between Bill Holt and Peter Williams of GZA. The letter discusses the four outstanding items. Adam states there are stone bounds all marked on the plan per the suggestion/request of Peter Williams. Adam reviews the comments on the letter with the PB. Adam states they are keeping the house on site but moving it further back on the lot.

Adam states the first 4 waivers were all granted. The latest waiver requested was 4.3.7.1 Roadway extension to the property line to relocate emergency road to cemetery line.

Webster motions to grant the waiver for the gated emergency access to the cemetery parcel 4.3.7.1., seconded by Chandler. All members are in favor. Vote is unanimous.

Freer gives Adam copies of letter from the Cemetery Commission and Conservation Committee comments which came in today.

Webster states her only concern is the status of the stream. Adam states they will certainly find out the status of the stream and if it's perennial. Freer states he has heard that it is dry in the summer. Webster states that this year was extreme drought conditions though so not sure if that can be accurate.

Webster asks if they have a time frame for submitting the definitive. Adam thinking not too soon but he doesn't want to drag it out.

Rock Dower from the Cemetery Commission addresses the PB to review. Freer states he thinks it is more beneficial if both parties get together and can come to an agreement on their own.

Service Road they think is a great idea. The sub division road they aren't sure of setbacks and he assumes it will be a public road so 30' would be more ideal. Webster understands the concern with the road but she isn't sure looking at the plan if it's feasible. Freer states if you bring the road in the last two lots will get pushed back. Rock states he feels there should be a fence dividing the property and the cemetery. Webster states during the site walk they talked about the drainage. Webster states she knows that Groveland Commons which is on the other side doesn't have a fence but she isn't sure what other towns have done.

Adam states trees and fencing can all be discussed.

Adam states they need to design a storm water system for the site.

Freer asks if there are any other comments from audience or PB. No comments.

Webster motions to close the preliminary hearing on the Billis Sub-Division on Main St., seconded by Perkins. All members are in favor. Vote is unanimous.

Perkins motions to approve the preliminary plan as presented, seconded by Webster. All members are in favor. Vote is unanimous.

Groveland Auto:

Freer states the PB has a letter from Choubah Engineering stating that on behalf of his client Groveland Auto they kindly ask that the hearing be continued to February 7, 2017.

Perkins votes to continue the hearing for Groveland Auto from December 20th to February 7, 2017, seconded by Webster. All members are in favor. Vote is unanimous.

194 Main St. / Gary Caruso:

Freer states Gary Caruso is before the PB. Gary introduces Mike Migliori to the PB. Mike introduces himself to the PB with an attorney office in Haverhill stating he is representing Gary Caruso. PB has the December 19th GZA letter. Freer states Peter can't make the meeting tonight. Mike states Steve has been in contact with Mr. Williams regarding the letter and comments. Mike states all of the comments have been addressed. Mike states aside from the request for the sidewalk they have met them on every issue.

Freer states if they want to present that is ok but the PB does want to hear back from their engineer. Freer states concern is the wetland and they can get into that later.

Steve from Merrimack engineering gives the PB 5 copies of the plan in response to Mr. Williams's comments. Steve states the project is located on Main St. proposing 4,090 sq. ft. building on a 21,126 sq. ft. lot. Steve states the ZBA had previously approved this project in 1995. The building was larger and a lot of pavement. Steve states there are wetlands on the site. Steve states they will file with the Conservation Committee a notice of intent. Steve states the driveway and parking on site to service the building. Steve states could be retail or office with handicap parking, no basement in the building but the back wall is deep and can rise up against the slope. Steve states the site drains into wetland in back and they are proposing to have gutters from building and parking lot and put it in a run off in the parking lot. Steve states a majority of the lot drainage will be put under ground. Land will be landscaped grass. Steve states meet DEP storm water management requirements. Steve states simple colonial building gables in front and 3 separate stores that could be combined. Three 1,200 sq. ft. mom and pop small stores. Steve states lighting will be at each end of parking lot and not out onto street. The dumpster will be opposite the entrance common for the building. Steve states no major wall construction. Freer inquired what is under the building. Steve states dirt unless they put in a basement with side and backwall concrete. Webster and Steve discuss location of dumpster. Webster confirms this is the business zone. Steve states yes.

Discussion about an official hearing and notifying the abutters. Freer explains process of notifying the abutters.

PB discusses the next meeting on 194 Main Street. The next meeting will be on January 24, 2017. Webster recommends getting an updated abutters list for the hearing on the 17th.

Site Plan Form:

PB discusses the form that Debbie roughed in. Perkins states he had some notes but nothing major. On final page add a contact for people to get in touch with. Chandler states on second page list 14 days prior to meeting. Webster will work with Building Inspector on what goes on site plan review and updated with changes noted.

Homestead Lane:

Deena DeHullu is before the Planning Board for lot releases 5 and 6. Freer and Webster state there is still a lot to do. Deena state most everything is complete. Landscaping, sidewalk and final road paving are still to be completed.

Deena states they have an interim "As Built" that was created on 12/19/16.

Webster motions to release lots 5 and 6, seconded by Chanler. All members are in favor. Vote is unanimous.

Sunset Circle:

Webster states Tony George said it's the ongoing maintenance issue that he is concerned about. PB discusses fence plan but Freer states a fence will not do anything for soil erosion. Webster states a wall is going to cost more money. Freer states a fence will be more maintenance due to snow plow damage. Freer states they need to speak with Wallace. Freer is concerned with the height of the street and after the second layer of hot top in the summer it will be even higher. PB reviews plan and the hill and drainage concerns. Webster asks have we e-mailed Wallace requesting they attend a PB meeting. Freer states he will contact Denise about the January 3, 2017 meeting.

Next Meeting:

January 3, 2017 (Nothing scheduled so far).

Town Planner:

Perkins leaves meeting.

Webster and Freer discuss the request for a Town Planner. Webster states the Selectman would put this on the warrant and then the Finance Committee will decide if there is money. Webster states the Town has the money but it may be used for other requests. Webster states they could even put it on for an override if there is no money in the Town budget. Freer states Georgetown and Newbury have part time planners. Chandler states that 20 hours per week is not enough.

Adjournment:

Chandler motions to adjourn at 9:10pm, seconded by Webster. All members are in favor. Vote is unanimous. Meeting is adjourned.