



## Halifax Planning Board Meeting Minutes November 17, 2016

A meeting of the Halifax Planning Board was held on Thursday, November 17, 2016, at 6:30 p.m. at the Halifax Town Hall, Meeting Room #1, 499 Plymouth Street, Halifax, Massachusetts.

**Members Present:** Gordon Andrews, Chairman  
Larry Belcher, Vice-chair  
Mark Millias, clerk  
Karlis Skulte, member  
Absent: Jonathan Soroko

The meeting was called to order at 6:35 p.m. and the agenda was read into the record by Gordon Andrews

MOTION: Mark Millias to accept the agenda as read  
SECOND: Larry Belcher AIF

### **Appointments:**

#### **6:30 p.m.: Informal Discussion: Cape Cod Café. 300 Plymouth St.**

Present: Mr. Jeff Martin: General Contractor for Cape Cod Café.

Wants to find out for the parking for additional occupancy. Prior establishment had 20 seats. The new restaurant plans on having 40 total between employees and seating. The Building Inspector requested to have Board go over parking requirements. Mr. Martin produced a site plan showing 73 parking spaces for the entire retail center. For a restaurant, Zoning requires 1 space for each 2 employees, and 1 space for every 2 customers. Between the employees and proposed seating, there will be a total of 40 occupants. Will need 20 parking spaces. Two new handicap baths newly renovated.

Mr. Andrews: So what your proposing is a restaurant in that space?

Mr. Martin: Yes,

Mr. Andrews: Hours of operation?

Mr. Martin: I believe they start at 11:00 until 9:00 latest (at the other stores)

Mr. Andrews: So, will be open the same hours as Hawaii Gardens, they might be open a little later.

Mr. Skulte: So it's mostly evening take out.

Mr. Martin: It is, the majority is take-out of their business. There are 26 seats proposed for customers. At worst case, 6 employees, and seating for 8 additional waiting customers, but only 4 seats.

Members went thru the by-law and parking requirements. Site has 73 spaces. Seating is for the tables, customer count. Reviewed site plan and each unit square footage. New area will be 1907 square feet.

Mr. Andrews explained if the building was split up by square feet, they would need 19 spaces. Discussion continued regarding the business within the building and what they may be using for spaces.

Mr. Skulte asked if the Assessor's Office was up to date in terms of the square footage for all the spaces.

Mr. Andrews: Based on the square footage, you should be fine. What are you looking for from us, the go ahead?

Mr. Martin: Yes, just a determination.

Mr. Andrews: to see if you needed to do a site plan?

Mr. Martin: Right,

Mr. Andrews: For us to waive a site plan review, or

Secretary: we didn't get anything formally, tonight is an informal discussion to see what you might want or not want.

Mr. Skulte: Generally speaking, if it's an allowed use by right in an existing building, do we need to do any sort of site plan review?

Mr. Andrews: Only if it's a change of use, if that change of use triggers something more than what the original design was.

Mr. Skulte: Even if it's an allowed use by right.

Mr. Martin went on to advise that they will be under 50 occupants, the Zoning/Building code allows it to be classified under a "business" use group. Not a place of assembly because it's under 50. Restaurants have different requirements. Brief discussion of any improvements that might be done. There will not be any outside improvements with the exception of signage. There will not be modifications to the façade, but they may tint the window to divert sunshine on customers.

Mr. Skulte asked about grease traps. Mr. Martin advised that the owner just put in a new grease trap/tank for this business, plumbing code, they will have a grease interceptor at the 3 bay sink before it goes in, a dedicated grease line directly to the grease tank. The sanitary lines for hand sinks, bathrooms they're dedicated and goes out to the septic system, and believe it to be approved by Title V, Board of Health approved. Subway has their own and Hawaii Gardens has their tank out back.

Mr. Andrews asked how soon it was scheduled to start. Mr. Martin advised still waiting for the building permit, and ok from the Fire Department. Just waiting for architect for affidavit for control construction to building inspector. Mr. Andrews said we can do a waiver.

Motion to waive a site plan for Cape Cod Café to go into 300 Plymouth Street.

MOTION: Mark Millias

SECOND: Karlis Skulte

AIF

**Discussion: Halifax Meadows request for additional parking.**

Members reviewed sketch of plan where 3 additional spaces are requested. Secretary advised that the fire Dept. has been contacted for their opinion of new parking spots. Spaces fit, but Fire Apparatus may not have easy access or turn around capabilities. (6 single spaces in middle, by the pool area) Existing buildings are located on each side with additional parking in the middle and traffic would go around. Mr. Skulte suggested they lay it on an aerial map. Members agreed to request that the Condo Association or representative come in to explain the parking request and where it will be.

**Discussion: Update on Autumn Lane Subdivision**

Gordon Andrews: Met with Mr. Treannie on Autumn Ln. Mr. Treannie requested a meeting. The roadway is all paved, berm is in, drainage is almost set. Stormwater basin is constructed, has a pool and is rip-wrapped. The spill-way was rip-wrapped, but space between is sand. The pool has a cut away of sand, just outside the rip-wrap. The spillway coming down from the pipe, has 3 feet of sand before it goes into the pool. Mr. Andrews advised Mr. Treannie to contact the engineer, go back to PMP to go over plans. Give Merrill a call

(thru Charlie) to go back out. Also, discussed the trees. One resident already has trees. Best he can do is to contact and speak with the residents regarding the tree planting. Letter from residents confirming on what they would like or not like for trees. End of cul-de-sac, he still owns, will put tree there. Mr. Treannie is to come back to us on what the residents have said.

**Bills:**

Motion to pay bill for Amory Engineers, invoice #14558 for partial payment of \$1500.00 with remainder of \$611.73

MOTION: Mark Millias  
SECOND: Karlis Skulte AIF

**Discussion:** Vote to change meeting time to 6:30 p.m. permanently. Discussed to possibly move to 7 p.m. Not unanimous at this time, will table for discussion when a full board is present.

**Secretarial:**

Motion to accept 2017 Meeting Schedule

MOTION: Mark Millias  
SECOND: Larry Belcher AIF

**Discussion:** It was briefly discussed to ensure all petitioners coming before the board for any reason have submitted a cover letter or request on what they are looking for, prepared plans, etc.

**Meeting Minutes:**

Motion to approve meeting minutes of October 6, 2016

MOTION: Larry Belcher  
SECOND: Mark Millias AIF

**Adjourn:**

Motion to adjourn meeting.

MOTION: Karlis Skulte  
SECOND: Jonathan Soroko AIF

It was unanimously voted to adjourn the meeting at 7:30 p.m.

Respectfully submitted,

**Date Approved:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Terri Renaud  
Planning Board Secretary