



Halifax Planning Board
Meeting Minutes
April 19, 2018

OFFICIAL

A meeting of the Halifax Planning Board was held on Thursday; April 19, 2018, at 6:30 p.m. at the Halifax Town Hall, Meeting Room #1, 499 Plymouth Street, Halifax, Massachusetts.

Members Present: Karlis Skulte, Mark Millias, Lawrence Belcher, Jonathan Soroko
Absent: Gordon Andrews

The meeting was called to order at 6:37 p.m. and the agenda was read into the minutes by Karlis Skulte
Motion to accept the agenda as read

MOTION: Mark Millias

SECOND: Larry Belcher AIF

Appointments:

6:40 p.m. - 200 Industrial Dr. –Unregistered vehicle permit

Warren & Deborah Gardner present: applied for unregistered vehicle permit with the Board of Selectman, here as the board requested to speak with them for further information as to what exactly it is your trying to do and if it conforms to current regulations for the use.

Mr. Gardner spoke about his paving company with older trucks and finds it hard to get parts. He will buy 1 or 2 trucks; keep in the yard to use as parts then dispose of it. They are lined up out back and are owned by him. Mrs. Gardner said they are not creating a junk yard, and they will not be hanging around for a long time. Mr. Millias asked how many vehicles on average are not in use. Mr. Gardner stated at the most, 3 or 4 out back. Mrs. Gardner said most are registered. Mr. Millias stated probably 15 total, being used. Mr. Skulte then re clarified as the fleet is 12- 15 of which 3 or 4 are not working, out of service, didn't re-register until they are back in service and fixed. Mr. Gardner said... correct.

Mr. Millias: as far as parking spots are in the back of the building, is that where all the unregistered vehicles are, up in front?

Mr. Gardner: some are up front; I was trying to rearrange the yard, trying to get rid of some material out back. They were up front for the winter because I would be working on them.

Mr. Skulte asked about other personal vehicles. Mrs. Gardner stated that if her vehicle needs a part, he will go out get a car for parts to fix; we are not open for business.

Mr. Skulte: It was a concern that it would turn into a used car dealership, parts, if you're fixing them up and selling them.

Mr. Gardner: we're not selling anything, not selling parts either, they're for us.

Mr. Soroko noted that the Board of Selectman may put time frames on the vehicles, and for them to be watchful of what is in the lot. They don't want anything sitting there for a long time, if you're parking out cars; it's almost like a junk yard. Mr. Skulte stated the concern is about making sure that there is parking for people that may come to the facility, as zoning requires a certain amount of parking spaces and when looked at the application with 12-15 cars that would just be there.

There was confusion on Mrs. Gardner's part thinking she needed to state overall total of vehicles on the application. Mr. Skulte asked how many spaces they typically see occupied for the employees and customers. Mr. Gardner stated usually have 5 – 7 working employees. Discussed that not too many customers go to the facility, more over the phone. A sales person may stop in time to time.

They discussed where and how the vehicles are parked. Employee takes a truck, but leaves personal vehicles. Mr. Gardner stated that he parks the equipment on the side and in the back of the building that he uses every day. Other stuff is lined up at the back of the yard. In the winter it's clustered as he works inside.

Members discussed the actual application and the confusion of what is asked and what is discussed. No sticker, no license plates, no registration vehicles that is what you're applying for. So it will be 3 -4 and need to update the application. Mr. Millias said 3 -4 and 7 employees there should be enough parking. Mr. Skulte confirmed that the board will modify the application and if that worked for them.

Mr. Gardner: that works for us.

Motion to verify the application by Riggins Realty that it does not require a new site plan, with the condition/requirement of 3 – 4 unregistered vehicles be allowed at the site at 200 Industrial Dr.

MOTION: Larry Belcher

SECOND: Mark Millias

AIF

Passes 4-0-0

It was just advised (the Board of Selectman) to specify that the 12-15 (on the application) was total vehicles, not unregistered.

Mr. Skulte also wanted the Board and them to consider that the cars are parked on the pavement in case they have leaking oil (or whatnot) do not park on the gravel or side of road that it would be leaking into the ground. The Gardner's said ok.

Mr. Belcher filled out permit and signed for Board of Selectman.

6:50 p.m. – Dunkin Donuts

Joseph Murray and Sean Donovan, of ViewPoint Sign

Mr. Murray submitted new plans for the signs. (sign application applied for was denied, as it is too large according to our by law regulations). Mr. Murray and Mr. Donovan spoke about another site with the "Halo" sign, the lights do not pass through the letters. The other Town allows for face illumination and Halo illumination, it is a reverse channel, light shines out the back and a solid opaque letter.

Mr. Millias: I'm okay with that because I do not consider this "internal". I think the intent was those plastic internally florescent lettered signs. I think this is different.

Mr. Murray asked if the Halo would be ok.

Mr. Skulte asked if it is a plastic.

Mr. Donovan explained that they have opted out of the halo and went with a dimensional PVC letter. Plastic with the white cloud that is back of it is a DiBond.

Mr. Belcher: I think the Halo would be fine, in my opinion.

Mr. Skulte: But for clarification, the Halo sign, does it actually shine through?

Mr. Belcher: No, that's what they said. So, the letters are solid, the background is solid, but letters are away from the background.

Mr. Skulte: Are these thick enough so that zero light goes through them?

Mr. Donovan: We change our original option, the internal illumination.

(secretary advised the cabinet with the lighting in the back is internally lite)

Mr. Donovan: It's a reverse channel letter.

Mr. Murray: the light doesn't pass through the letter(s)

Mr. Donovan: it does in the back, but not through the face.

Mr. Murray: So it forms a little white halo around the letter.

Mr. Millias: Those are the things I think as a board we are okay with, because I don't consider that internally lite even if the lighting element is actually housed inside the lettering, if it's reflecting off the building in back and not passing through.

Mr. Skulte: the question we had was whether or not pointing at this, assuming that it was the previous version, whether or not the light would pass through and the plastic lettering would glow as a result?

Mr. Murray: No, I would picture where it, I call it an outline.

Mr. Millias: In my mind, that's good looking.

(Multiple discussion at once. Inaudible)

Mr. Murray stated that CVS had done one and during the day it looks like a regular sign, then at night it has a little white around the letters. That's why we applied here to try to do that here. We probably should have come to explain it.

Mr. Skulte: each letter would have its own, cut out and glow comes around...

Mr. Millias: no, it just one big ...

Mr. Donovan explained (drew on paper) how it works. Face light channel letter, LED lights out and the face would illuminate. The halo built channel letter, it built, wall, LED's, the face... it's solid and the light floods out and creates that glow. So it's a solid letter, the illumination is accented for a better term. Basically accent lighting.

Mr. Millias: Yes, it causes a contrast between the un-light face and

Mr. Skulte: but each letter would be cut out on its own right? Because otherwise you'd just have this glow around the whole thing that you wouldn't be able to read it.

Mr. Donovan: Yes, the individual channel letters, turned around in reverse.

Mr. Soroko: It would be white right?

Mr. Donovan: Yes, it would be a white illumination

Brief discussion of what they would consider...

Mr. Millias: How would you feel about just that lettering with that style lighting that we were talking about? I think that the best.

Mr. Donovan: That's our number two, the steam makes it go over the 2', which was what was over with the sign on the elevation.

Mr. Millias: I would do larger lettering, take up the full use and get rid of the icon.

Mr. Donovan: Joe and I talked about that, he has to promote the brand image, he can work with the local.

Mr. Soroko: The light that is going to be hitting the actual wall, it's not going to be hitting the siding color, it's going to hit a white background.

Mr. Donovan: It will hit the siding, the reason for the white background, is the image. So that's all, it just a white cloud around the graphics. The DiBond creates that element, so it looks like it should, and at night the light bleeds out on that. It floods.

Mr. Soroko stated that he's seen it, but didn't know what it was called. It was then discussed the lettering size and what is allowed. It will be a custom size, no cup or steam. They also discussed if it would change into just a "DUNKIN" Mr. Murray explain the interior of that new look and the interior and what is involved, drive thru lanes, express, to go lanes, ceilings are open, and this new site is already set. It's a different marketing, on tap type coffee stations, and other interior decorating that is required.

Mr. Murray: So you okay if we do that? I know we're going to have to revise it.

Members in agreement with no cup, words only. Mr. Murray noted that they are in a time crunch with the current lease and trying to get the new site completed. If they stay within the parameters they do not need a special permit, if the members agree on the lighting, a motion can be made on the lighting that is decided on and will go to the building inspector and he can submit new permits.

It was again discussed about the new style / type of lighting if it is "internally" lite.

Mr. Millias: I think that's an issue with, technology changed so that term no longer applies, the light is inside the cabinet, but it doesn't shine through, I think before it meant internally lite and also shining through. I think that was always the intent, to eliminate that type of sign.

Mr. Belcher noted that is down at the car wash, but it was in before (zoning sign by-laws)

Again it was discussed when any approvals could be made and when the building inspector can sign off on the permits.

Mr. Skulte said so a motion to approve the concept pending final review of the submitted revised plan.

Mr. Millias: because we've discussed this, but it would be nice to and say this is what we agreed on.

Mr. Donovan: I can clarify to, because of his time, ...

Mr. Murray: We'll revise that, we'll remove the cup, Sean will get the drawings and we'll come back and see you May 3rd, just to make sure we're still on track.

Mr. Millias: As far as the lighting scheme goes I think we're all on board.

Members moved forward to discuss the freestanding/pylon sign. The applicant has changed the "Welcome Back" and "See You Soon" signs to "Enter Only" and "Exit Only" (from here as WB,SYS, Enter & Exit)

Mr. Millias stated that if they wanted to keep the style sign, but change the verbiage as indicated, it would work. They also moved them to a new location.

The Free standing sign has been reduced from 38.5 sq. ft. to 37 sq. ft.

Mr. Skulte suggested to motion and approve the sign(s) provided that it/they meet(s) requirements, then we (the Board) will receive revised plans indicating as such.

Sign "A" (main wall sign)

Motion to accept the Dunkin Donuts building sign (wall sign) with recommendation that the cup icon is removed, the Dunkin Donuts in words are enlarged, but still meet our requirements and the Halo lighting is to be acceptable, at 355 Plymouth St. Sign "A" contingent on upon receiving the (revised) plans and conforms with zoning.

MOTION: Mark Millias

SECOND: Larry Belcher

AIF

Passes 4-0-0

Mr. Soroko quickly discussed the awnings it does say, logo/art on file, but was brought up that on the awnings, that logos would not be something that would go on there but art is fine. We deemed this as not being a logo. It is the decoration of the awning, to be clear we did not deem this as a log. Decoration as oppose to a sign.

Sign "B" & "C" (awnings on north side)

Motion to accept B and C as presented as artwork on awnings.

MOTION: Larry Belcher

SECOND: Jonathan Soroko AIF

Passes 4-0-0

The awning over the Drive-Thru window does not have any design or lettering or logo.

Mr. Murray stated that they have omitted that because they built it, it's incorporated into the building. It won't have a sign over the drive-thru.

Sign "D" (street side window)

Motion to approved sign D, which is an awning with decoration.

Motion to accept D as presented as artwork on awning.

MOTION: Larry Belcher

SECOND: Jonathan Soroko AIF

Passes 4-0-0

Sign "E" (awning at entrance)

It is fabric, arlon most awnings made out of, vinyl family. Sign application withdrawn per the applicant. No approval required.

Sign "F" (awning at Drive-Thru) see above, as it is no longer needed, withdrawn per applicant.

No approval required.

Sign "G" (directional: enter and exits)

Mr. Millias: In the change of the verbiage and the placement, and on the next page in the packet, it is closer to the road. Where they were in line with the back of the (parking) spots, which lead me to believe they were 20 feet back then it would never have an issue with sight distance goes. Would these get in your line of sight, or would they be beyond, if edge of pavement is out here then you'd be ok. That's just my issue, where a car would be.

Members and Mr. Murray went over there "sign" site plan to measure where the location of the signs would actually be. It was discussed that you would have 1 car length before the (street) pavement. If they are close to the property line... it was measured (with a scale) that maybe they need to move it back further into the property... As Halifax does not have actually setbacks for signs. At least a car length back to ensure when your stopped, your beyond the sign. It was discussed about the line of sight and if the signs could impact the view of the street, and to take that into consideration with the location of the signs. Mr. Murray agreed.

Looks to be 10 feet back from the pavement, which should be a full car length. It was also discussed if they plan to eliminate the “enter only” and “exit only” signs as required by the site plan. Will they be in addition to? Mr. Donovan spoke that regulatory signs are separate and required, (by law). They are usually done no matter what.

Mr. Skulte asked if this is all supplementary to these regulatory signs, the big reflective, “do not enter”.

Mr. Donovan advised that they are not involved with that, that would have been approved on the original site (plan) and I think it is required by law.

Mr. Millias: none of these show both, so if proposing this decorative sign at 10 feet, are you going to have it right next to that.

Mr. Murray: We’ll have to work that out. Either be before or after.

Mr. Donovan asked for definite setbacks it will be easier, 10’ back from Plymouth St, 10’ back from the curbing, bring to the traffic sign, we’ll go in., we won’t go closer to the road. Marketing signs are supposed to bring you in, inviting. They are not to serve as a regulatory sign, they are more of a where to go....

Secretary advised that enter only and exit only can only be three (3) square feet. Classified under directional sign solely indicating ingress and egress placed at driveway location, no advertisement material. Referring to the “Enter only...Do Not Enter” regulatory signs.

It was discussed the outer boarder of the signs and location, edge of pavement or edge of property line. They discussed the sign itself, with the logo and “flag” or arrow to advise and bring you in. It was agreed that what they proposed should be fine, and will make a rational decision based off of

Mr. Donovan stated that the 54” from grade is just what’s considered standard, but does have options. They agreed a 10 foot setback from edge of pavement (meaning street entrance and exit) which would be about 3 feet off property line. There is a curb there, the street curb, and can measure from the front or the back of the curb. It was then discussed about signs at the Stop & Shop entrance/exit.

Mr. Murray advised that he wasn’t sure if they would be doing them. He will advise if he decides not to install. And he wants to see more of a circle traffic pattern. They don’t want to see people trying to get in front of another car (in line).

Mr. Murray: We’d just like to pull them out and it gets confusing. Main thing is my delivery vehicle come in and parks behind the building in the loading area, so I want him to come in and get out of the way. (only twice a week).

Motion to accept the Enter and Exit signs on Plymouth Street only, Sign “G” and the other two will be removed, the condition is that 10 feet from the pavement, street curb.

MOTION: Larry Belcher

SECOND: Mark Millias

AIF

Passes 4-0-0

Mr. Skulte asked if they will be having direction sign that says “Drive-Thru” signs. Mr. Murray said no they are staying off of those for now. If it comes to be an issue, they will come back. Mr. Soroko asked about painted arrows on the pavement. Mr. Murray said yes (refereeing to the arrows on the site plan)

Mr. Murray stated that they are hoping for a good traffic flow. He also stated that they intent to have the employees park in the front spots, to encourage customers to use the side parking spots and not use the front pass through lane. Will also be safer if anyone is backing up.

Sign “H” (Pylon/Freestanding sign.

The sign has been reduced as Mr. Murray said it was just too big. It is now at 37.2 sq. ft.

Mr. Skulte asked if it included the numbering. Mr. Donovan advised it is 16.9, the DD panel is 14 sq. ft., tenant panels are 8.4 sq. ft. each. Which did include the address header. It was discussed about the gable as they included that in the square footage, but if they only count the #'s as the sign. He stated if they count that, they can "loose" the gables. It should be argued that the #'s are the sign and not the backing in full.

The secretary did state that the address portion could be separate with a total of 2 sq. ft. in addition to the 40 sq. ft. for the directional sign. Mr. Soroko stated that the signs along Plymouth St. don't actually have "Plymouth St." on them, make the numbers smaller and add "Plymouth St." just keep within the 2 sq. With some discussion with the members, Mr. Murray decided not to add "Plymouth St." and just keep the number 355.

Motion to accept sign "H" as the new proposed with the option of creating the 355 to any size under 2 square feet.

MOTION: Mark Millias

SECOND: Larry Belcher

AIF

Contingent upon approval of the Zoning Enforcement Officer with final plan.

Passes 4-0-0

Mr. Skulte asked how this will be lite, from above? Mr. Murrays said will only be shining on the Dunkin and tenant panels.

Mr. Skulte: but it will only be from above?

Mr. Donovan: Ya It's a light path.

All the new "revised" plans will be (re)submitted to the building department for final approvals.

Resubmit with changes in complete package with revision dates (as per meeting 5/19/18)

Mr. Skulte then asked about the drainage issue that was brought the boards attention by the Highway Surveyor. There could be a drainage problem, potentially in the street in front of building. It could be a case of the (former) driveway sloped down, and drained into that property

A catch basin, and the whole site used to drain backwards, now it drains? Members and Mr. Murray went over the picture (taken by S. Hayward) where the basin is compared to the water. The exit of Stop & Shop and the hydrant, and the "new curb". There is a big puddle. Everything flowed into the property and now has a high point here (pointing to picture) which is blocking any sort of relief from the ponding that is happening out in the street. The catch basin is over whelmed and making a u turn and coming back (towards S & S exit).

Mr. Belcher noted that every time it rains, it always looks like this. He doesn't know if it's anything from the changes

Mr. Murray asked if it is cleaned?

Members said it is their first question too. Secretary advised that she did ask the Highway surveyor if it needed to be cleaned. Mr. Millias, stated that based on all the times he has driven by he never notices excessive run off from the site. Mr. Murray stated he saw it at the big rain, even the big storms before I didn't see it, but it was the last rain, was just wondering if there was some excessive amount of rain. Mr. Skulte asked if it drains to the West? Mr. Millias believes that it does and thinks there is a low as you go towards the Country Club. Mr. Murray stated that it has been driven over a lot and it's not paved. He spoke that is almost is like a pot hole, and want to fill it in and see what it does. The curbs are now it, and the radius (granite), wondered if it was that. Mr. Belcher said it could be pooling because of a low spot in there and the natural flow to the drain.

Mr. Millias noted that the rain used to shed off the road down into that driveway. Mr. Murray also noted that they had a storm drain somewhere in here, they did have some water in there this winter. Mr. Skulte said the catch basin is a foot lower the (each) driveway, so you don't want a foot of standing water at the main entrance. It could be that the catch basin does not have the capacity to take it. Mr. Millias again stated that he did not see any silt running off. Mr. Murray said there was no wash, and looked for any discoloration as well. He said he will dress up the pothole and see what it does if that's alright with them. Members agreed to see if it helps. Mr. Millias does not believe he is introducing any extra water onto Plymouth St. and that would be the only concern for the board. The Board does not want to see him have that problem. Members asked to check with the Highway Dept. to see when they last cleaned it. It was then briefly discussed about the landscaping in the front of the property.

Discussion: Pasture lane

Cullinan Engineering the firm that was the Review engineer for the subdivision is no longer in business. Secretary spoke with Chairman, Gordon Andrews and he suggested Amory engineering.

Motion was made by Jonathan Soroko to use Amory Engineering for Pasture Lane

Seconded by Larry Belcher, all in favor.

Email was sent to Amory for interest.

Secretarial / Bills Payable / Meeting Minutes:

Motion to pay Plympton/Halifax Express for advertisement for Public Hearings for Zoning changes 8 @ \$80.00 for total of \$640.00 April 19, 2018

MOTION: Jonathan Soroko

SECOND: Larry Belcher AIF

Motion to adjourn meeting.

MOTION: Mark Millias

SECOND: Larry Belcher AIF

It was unanimously voted to adjourn the meeting at 8:05 p.m.

Respectfully submitted,

Date Approved: _____

Terri Renaud
Planning Board Secretary

