



TOWN OF NORTHBOROUGH PLANNING BOARD

Town Hall Offices • 63 Main Street • Northborough, MA 01532 • 508-393-5019 • 508-393-6996 Fax

Approved 4/19/16

Planning Board Meeting Minutes March 15, 2016

Members Present: Theresa Capobianco, Amy Poretzky, Michelle Gillespie, Leslie Harrison, George Pember

Others Present: Michael Sullivan, Connorstone Engineering; Paul and Jayne Mong, Amy Jo White

Chairman Capobianco opened the meeting at 7:00pm.

Public Hearing to Consider Special Permit Common Driveway Application for 357 Main Street, Map 48, Parcels 8 & 9

Applicant: Abu Construction
Engineer: Connorstone Engineering, Inc.
Date Filed: February 24, 2016
Decision: 90 days from close of hearing

Michael Sullivan, Connorstone Engineering, presented the project. He noted the Applicant, Tony Abu, Abu Construction, is out of state and not able to attend the meeting. Mr. Sullivan reviewed the existing conditions plan and proposed site plan with those present. He explained the existing single-family home on the site will be demolished and the project consists of two proposed ANR lots, each with a minimum area of 20,000 square feet. Each lot is to contain a two-family dwelling, and a common driveway has been proposed to serve the two lots. The driveway will utilize the existing curb cut onto Main Street and each unit will have their own driveway off of the common driveway. The use of a common driveway will reduce the number of curb cuts and turning movements onto Main Street. It will also allow the existing vegetation and earthen berm to remain along the frontage. The proposed driveway has a minimum width of 18 feet (12 feet is required) and will provide sufficient parking and access for emergency vehicles. Adequate site distance is provided in both directions at the entrance on Main Street, however they will need to trim back shrubs.

Mr. Sullivan explained there are two drainage patterns on the site, where the front half of the property discharges towards Main Street and the rear half drains to the abutting parcel to the east. A subsurface drainage system has been designed for a 100 year storm event. It will collect runoff from almost all impervious surfaces, including driveways and rooftops, to assure there will be no impacts to abutters. The existing drainage conditions will be improved after the site has been developed. Soils on the site are so pervious, it doesn't make much difference, as they are pure gravel with a low water table which is a perfect condition for drainage.

Mr. Sullivan stated the proposed septic system will meet the requirements of the Board of Health, as well as Groundwater Protection Overlay District Area 3 requirements. It has not been designed yet.

Ms. Capobianco noted the Fire Chief's review letter states he found the plans for the proposed project to be acceptable. The Department of Public Works had submitted comments regarding drainage, curb cuts and water service. Scott Charpentier, Assistant DPW Direct, has reviewed revised plans for the project and found the Applicant has addressed the DPW's comments adequately. In addition, in email messages from Fred Litchfield, Town Engineer, and Kathy Joubert, Town Planner, they both state they have reviewed the revised plans and support approval of the common driveway as presented.

In response to questions from Ms. Gillespie regarding the size of the lot and the interior design of the dwelling units, Mr. Sullivan responded the size of the property is short of the 40,000 square feet requirement and the required frontage for the Residential C zoning district. However, the Applicant has an agreement with the owners of the abutting property at 353 Main Street to get the necessary land to meet the lot area and frontage requirements. He will be submitting an Approval Not Required (ANR) plan soon. In addition, he stated he does not have information on the design of the interior of the dwelling units, but presumes the bedrooms will be on the top floor. The project is not at the architectural stage yet.

In response to a question from Mr. Pember regarding the existing driveway and MA DOT, Mr. Sullivan stated the proposed driveway is in the same location as the current driveway, however it will be modified to make it a little wider and that's why a MassDOT access permit is required.

In response to questions from Ms. Poretsky regarding the easements on the lots, Mr. Sullivan stated that, in order to meet the area requirement for the two lots, which is 20,000 square feet, they have provided an easement for the property owners of 353 Main Street in order to have rights to their property and authority over it.

In response to questions from Ms. Poretsky, Mr. Pember stated the stormwater operation and management plan can be included in the common driveway decision; and Ms. Capobianco stated the maintenance agreement for the septic systems would not be in their decision as it is not within the purview of the Planning Board.

Ms. Gillespie motioned to approve the Special Permit for the proposed common driveway at 357 Main Street with conditions including maintenance of the common driveway and stormwater management system, tree trimming and snow removal. Mr. Pember seconded the motion and the vote was unanimously in favor of the motion.

Old/New Business

Master Plan Update: Ms. Gillespie stated Ms. Joubert and Mr. Coderre had a meeting in which Mr. Coderre stated he wants to wait until after Town Meeting to send out the RFP (Request for Proposal) for a consultant for the Master Plan, who would work with the Master Plan Committee, which has not been formed yet. Mr. Pember, who will be on the committee, stated he doesn't know the size of the committee yet and it could be put on the agenda for next month. Putting the committee together could be 3-5 months down the road, and will consist of town boards, committees, commissions, town staff and volunteers. Ms. Capobianco stated she will ask that it be put on their next agenda.

Subdivision Rules and Regulations

The board members requested to have Dan Nason, DPW Director, attend the next meeting which is scheduled for April 19th for his input. Mr. Pember stated there hasn't been a lot of subdivisions lately, but most of the Applicants request waivers, and the board could either modify them or eliminate that. Due to the age of the subdivisions, these decisions may not reflect current building technique. Ms. Gillespie noted Mr. Nason will probably be interested in how curbing is done. She suggested the board might ask Ms. Joubert for information on subdivision waivers from the last 10 years.

ZBA Applications, April 5, 2016

The members reviewed the Application for 113 West Main Street for the construction of a commercial building in the Downtown Business District. Mr. Pember noted it is across the street from Coleman House and Ms. Gillespie stated the project will come before the Design Review Committee, as well as ZBA.

Community Preservation Committee (CPC) Update

Ms. Gillespie stated the CPC has chosen seven applications for CPC funding they want to present as warrant articles at Town Meeting this year and explained them as follows:

- **Historic Site Signage: \$4,900**

Provides funds for the purchase of informational signs identifying the First Parish Church @ 40 Church Street as the first Meeting House in Northborough and a sign for Mark Fidrych, former Detroit Tigers pitcher

- **Old Brigham Street Survey - \$2,000**

Provides funds for a property line survey to determine the exact boundaries of the Old Brigham Street Burial Ground site

- **First Parish Unitarian Church - \$54,000**

Provides funds for Church/Meeting House repairs, painting, cleaning, installation and/or renovations to the belfry area, bell tower, clock faces, weather vane, pew and handicapped wheelchair ramp

- **Transfer to Northborough Affordable Housing Corporation (NAHC) - \$100,000**

Provides funds to be used by NAHC for future creation of affordable housing

- **Green Street Debt Service - \$46,800**

Provides funds to pay for debt service associated with the purchase of the Green Street parcel

- **Town Common - \$480,000**

Provides funds for Phase 1 (of 2 phases) related to the creation of a new Town Common, to acquire 45 West Main Street, combine it with Town-owned land at 39 West Main Street, raze structures at 39 West Main Street and prepare a bid package

CPA Administration - \$25,000

- Provides funds to be used for the administration of the Community Preservation Act

White Cliffs Mansion - \$2,400,000

- Provides funds to purchase the White Cliffs Mansion and preserve it while the Community Preservation Committee investigates viable long-term preservation options

Ms. Gillespie explained the funds for the White Cliffs are for the purpose of considering a 3-year lease between the Town and the owners of the White Cliffs that will hold off demolition of the building. She noted she abstained from voting in order to get a commitment for the formation of a White Cliffs committee. The details of the lease haven't been worked out yet. Ms. Harrison stated \$5,000 per month for three years would be used to cover insurance and taxes. It can't be used by any Town organization or private party at this time because the building is not up to code. Ms. Harrison noted it was a big stumbling block for the previous proposed buyer that she would have to do so much work to the building before she could even use it. Had it been continuously used, it would have been grandfathered. Mr. Pember and Ms. Harrison both understood it will be multi-million dollar project to get it up to code and for the extensive remodeling.

The members agreed they would like to have a committee formed to research uses for the White Cliffs.

The board members voted to support the CPC's seven Town Meeting articles and requested a letter be sent by the Town Planner to the CPC stating this.

The meeting adjourned at 7:50pm.

Respectfully Submitted,
Debbie Grampietro