

Sutton Planning Board
Minutes
December 19, 2011

Approved _____

Present: S. Paul, W. Whittier, R. Largess, T. Connors, D. Moroney, J. Anderson
Staff: J. Hager, Planning Director

General Business

Motion: To approve the minutes of 12/05/11, D. Moroney
2nd: W. Whittier
Vote: 5-0-0

Form A Plans

Ruth – Carrier Lane: Mark Blanchard PRLS was present to ask the Board to endorse a Form A plan showing the division of a large lot on Carrier Lane into two lots. The issue is whether the roadway that would serve as legal frontage to these lots is “safe and adequate”. The Planning Director noted that in 1998, when the Towle lot on the south side of the road was created, the Board would not sign the plan until the majority of this portion of roadway was improved.

The Board reviewed input from the Police Department and Fire Department. The Fire Department had concerns with the width and grade of the roadway in many places. It was noted the road is plowed by the Town down to the corner. The Highway Department was not consulted, as the Planning Director was not aware they maintained this private way.

T. Connors felt strongly that if this was a retreat lot the Town would require 15’ of width and a paved surface and he felt at least the same should be required here. Other members noted this roadway with several homes on it pre-existed this request and it shouldn’t be up to this one landowner to improve the whole roadway. T. Connors stated the applicant should have to file for a definitive subdivision with roadway upgrade design, so the Board can make sure issues are not created.

(R. Largess arrives)

R. Largess added discussion about similar situations like Marsh Road and Oak Drive and how upgrades were require in those cases. M. Blanchard stressed that they are only adding one new lot to the road. They can already build on one of these lots currently. R. Largess expressed concerns with creating drainage issues. T. Connors added to R. Largess’ concerns noting if the applicant has to file a subdivision plan that shows the proposed upgrades then the Board can grant appropriate waivers but will have the ability to make sure drainage issues and other problems are not created which will have the roadway looking like it does today in another 14 years.

J. Hager noted this is technically not a legal filing as an application and check were never received. However, she recommended, to make sure the Town is covered, that the Board take formal action on Mr. Blanchard’s verbal request for the Board to endorse the plan.

The Majority of the Board agreed that they could not sign this plan, but if the applicant works with the Highway Department to upgrade the road and then returns to the Board they will reconsider the application.

Motion: To deny endorsement of the plan as the entire required frontage of the two proposed lots can not be considered safe and adequate, W. Whittier
2nd: D. Moroney

Vote: 4-2-0, J. Anderson and T. Connor vote in opposition because they felt not only should the endorsement be denied, but that full subdivision filing should be required before the applicant can return to the Board.

Planning Meeting Schedule 2012– Adopted.

Correspondence/Other-

Wilkinsonville Water District Expansion: J. Hager informed the Board that the Wilkinsonville Water District was expanded to cover the south side of Armsby Road from Boston Road to Burnap Road. The extension does not cover from Burnap out to Route 146.

Public Hearing – Lifesong Church

S. Paul read the Hearing Notice as it appeared in The Chronicle.

Paul Hutnak P.E. of Andrews Survey & Engineering was present on behalf of the applicant to present the site plan for conversion of the Schwan Food building at 65 Gilmore Drive to a church. He summarized that Schwan had included future parking lot and building expansion in their site plan process, and therefore the drainage system had been sized appropriately. The current congregation averages 400 to 500 parishioners, 27% children, and the auditorium will have 460 to 500 seats. With an average car occupancy of 2.73, they estimate they need around 185 spaces. The bylaws require 67 and they have provided 194. Pastor Payne also noted they will likely host multiple services once they are in the new facility reducing the number of parking spaces they will need at one time.

The Board reviewed Departmental comments. The review letter from Graves Engineering confirmed the drainage is adequate and had only a few other minor amendments. The Board discussed comments from the Planning Director. The main concern expressed by J. Hager was that there needs to be a physical separation between the parking directly in front of the main entrance and the base of the steps where people are likely to gather to keep people in that area safe. P. Hutnak suggested a knee wall or some plantings. There was agreement that this element could be added to the plans.

S. Paul noted that as a church this property/building will be tax exempt. He asked Lifesong to summarize the value they bring to the community in lieu of taxes. Pastor David Payne began by stating he and his family live in Sutton and have a vested interest in making sure their church provides value in their home community. He noted recent studies indicate that a church of their size brings approximately \$116,000 of economic value to the community. Approximately 12% of receipts are donated to community services like the senior center and school programs. Randy Ongie of Cogan Inc. noted Lifesong is a regional church with a draw as far as 20 to 30 minutes away and this also provides an economic opportunity for the local community to attract and serve people who are not usually in Sutton. The facility will also house a state of the art auditorium which will likely be opened for community use in partnership with the church.

There were no comments from those present.

Motion: To close the public hearing, D. Moroney
2nd: T. Connors
Vote: 6-0-0

The Board reviewed four waiver requests.

Motion: To grant the waiver from section IV.B.1. and allow parking and circulation in the setbacks per the plan, noting the intent of the bylaw has been maintained by the proposed landscape screening, R. Largess
2nd: W. Whittier
Vote: 6-0-0

There was only one area of parking that did not meet the 5% interior lot landscaping requirement in section IV.B.5.c.2. The applicant agreed to add landscaping to meet this requirement. This waiver request was withdrawn.

Motion: To grant the waiver from section IV.B.5.c.3. and allow unbroken rows of parking longer than 100' per the plan, noting the length of rows is only minimally longer than 100' and the arrangement allows for better maintenance of the parking lots. Additionally, the intent of the bylaw has been maintained by the proposed landscaping, D. Moroney
2nd: W. Whittier
Vote: 6-0-0

Motion: To grant the waiver from section IV.D.4.p. and allow a scale of 3/32" = 1' on elevation plans, noting the elevation plans provided adequately show the required details, R. Largess
2nd: D, Moroney
Vote: 6-0-0

The Board addressed the applicants request to have one building mounted advertising sign and one building mounted logo over the office door with the word "office" to direct those who need to do business, as to where the office entrance is located. The Board noted this was not objectionable at the sizes proposed.

Motion: To grant a waiver from section IV.A.4.b. and allow one free standing sign and two building mounted signs one of which will be located over the office doors and have only the logo and word "office" and shall not exceed 4' x 4', noting the intent of the office sign is direction as opposed to advertising, D. Moroney
2nd: R. Largess
Vote: 6-0-0

Motion: To approve the conversion of the Schwan Food building to Lifesong Church including parking lot expansion, with the following conditions: D. Moroney
1. Receipt of all other required approvals, if any, from all other local, state and federal boards, committees, commissions and departments
2. Required adjustments, per the public hearing, must be made to the Site Plan prior to the Board endorsing the final plans
3. Sign designs must be approved by the Planning Board prior to fabrication and installation
2nd: R. Largess
Vote: 6-0-0

Preliminary Subdivision (Cont.) – 191 Hartness Road

The Board reviewed a request for an extension from the applicant.

Motion: To extend the review period for the 191 Hartness Road preliminary subdivision plan for 120 days to allow the Town to consider an amendment to the Sub Rules and Regs extending the dead end road length from 500' to 900', as the roadway shown on the plan is longer than currently allowed, R. Largess

2nd: T. Connors

Vote: 6-0-0

Motion: To adjourn, W. Whittier

2nd: J. Anderson

Vote: 5-0-0

Adjourned 9:00 PM