

**WEST NEWBURY PLANNING BOARD**  
**Minutes of Meeting**  
**June 19, 2012**

Pursuant to a meeting notice posted by the Town Clerk and delivered to all Board members, a meeting of the West Newbury Planning Board was held on June 19, 2012 in the Planning Board Office. Board members Ann Bardeen, Richard Bridges, Raymond Cook, Brian Murphey, and John Todd Sarkis, Chair, attended. Staff member Jean Nelson was also present.

The Meeting was called to order at 7:30 PM.

**Continued Site Plan Review, Page School Renovation Project, 694 Main Street, Assessors' Map R-23, Lot 23, KBA Architects representing the Applicant**

Steve Svolis of KBA Architects and Brad Dore, Chairman of the Page School Building Committee, appeared before the Board. Svolis distributed a memo dated June 19, 2012, which addressed the concerns of the Board from the June 5<sup>th</sup> meeting.

Nelson noted that he had asked for her notes from the meeting. She had forwarded to him an excerpt from the June 5, 2012 Meeting Minutes, which summarized the discussion with the Board. This was used as the basis for Svolis' memo.

Parking: An 11" x 17" Parking Plan was distributed. The Plan indicates location and number of parking spaces. Two handicapped spaces have been added at the gym door at the rear of the gym. One additional HP space will be added to the Site Plan. This parking layout will become a change order, since the project has already gone out to bid.

Svolis said that the number of HP spaces required is based on the total number of spaces that exist. The HP spaces provided in the rear of the gym will be for parking in the evening hours only.

Cook said that he is satisfied with the parking plan. He feels that it will be adequate except for big events. Dore added that parking requirements are typically defined by a Zoning Bylaw, and are not spelled out in the Zoning Bylaw. Bridges asked if parking had been considered in the event that the school has two activities taking place at the same time. Svolis replied that the architects did not plan for the worst case scenario, and that situation could happen today.

Murphey asked if the School Department had been asked about allowing access through the front door. Svolis replied that he did not talk with Dr. Romano. The

intent is to close the building and maintain security while still using the gym. Murphey suggested that 3 spaces be provided for at the rear of the gym.

Lighting: The Board's lighting concerns were addressed. The Board would prefer to see something other than wall packs. Some of the wall packs are existing. New wall packs proposed are all that the limited budget will accommodate.

In response to a question, Svolis said that lighting is sufficient. The Board would like to see shielded lighting instead of wall packs, and Dore noted that 1) there is not enough funding to change the lighting, and 2) eliminating the wall packs would defeat the purpose of safety at the back of the building. He suggested that the Committee could look into a timer, and that he can talk with the Police Chief.

Drainage: The drainage scheme has been redesigned. Roof drainage will now flow into inverts that will connect to the existing catch basin. This should eliminate accumulated run-off that would affect the area adjacent to the grass strip.

Bardeen summarized that runoff to the east will be sheet method, and to the west will tie into a drainage scheme. Sarkis said that he is satisfied with the new drainage plan.

The elevation and roof plans, and a list of all submitted documents were submitted as requested.

**Motion** made by Murphey, seconded by Cook, that the Site Plan Review Application and Plans be approved as revised, with the notation that a third HP parking space will be added. The vote in favor was unanimous.

Svolis and Dore thanked the Board and left the room.

### **General Business:**

#### **Discussion of the role of Associate Member**

Nelson related that she had put the topic on the Agenda because a new Associate Member will be appointed. She said that in most communities, the Associate Member is not considered another Board member for matters other than a Special Permit. Murphey said that traditionally the Associate takes part in all discussions and reviews, and the Board welcomes the input. Nelson cautioned that this is a five member elected Board, and that an Associate Member does not have any standing when dealing with subdivision under M.G.L. Chapter 41, Section 81, ANR, or Scenic Road Applications.

Bardeen summarized that when there is an adjudicatory hearing or decision, the Associate Member should sit in the audience and give input or comment so there

is not the appearance of standing as a Board member. There was agreement to that.

**Steve Gillis, Units at Ocean Meadow**

Gillis updated the Board with the status of the project:

Construction of Units 13 and 15 Ridgeway Circle began last week. 38 units have been sold, 7 are under construction, and 11 have not been started yet.

5 units have sold since the beginning of the year.

Ocean Meadow held an event which 100 people attended. There are 16 potential customers from that event.

Judy Epstein has contacted the next person on the waiting list for an affordable unit.

Cook asked the status of the trails. Gillis replied that the Open Space Committee and ECTA have gone before the Conservation Commission with a boardwalk/bridge plan, and noted that trails through Parcel 1 remain closed.

Gillis said that 48 and 50 Moody Lane are designated as C and D types. He is requesting an amendment to two A types, as they are good sellers. They have a smaller footprint.

**Motion** made by Murphey, seconded by Cook, to grant the request to change the designation of 48 and 50 Moody Lane to "A" units, and to determine that the modification is minor. The vote in favor was unanimous.

**Review of Bids for work on Inclusionary Housing Bylaw and selection of a consultant**

Nelson reported that three replies have been received. The replies indicated either a conflict or not enough time to submit a bid. The Board decided to put the review out to bid again with longer lead times, and to defer the Bylaw to the Annual Town Meeting.

**Review of John's analysis of how to apply Inclusionary Housing requirements to a density bonus, and other Inclusionary Housing Bylaw review**

Sarkis had prepared an analysis of possible scenarios involving the Density Bonuses in OSPD and the draft Inclusionary Housing Bylaw. He explained the analysis and details to the Board. His conclusion was that units created by a Density Bonus should not be included in the calculation of units in the Inclusionary Housing Bylaw. Doing that would render a project not feasible, and would create an increasing spiral of units and bonuses. It was noted that the OSPD Bylaw will need to be amended to reflect this.

There was also discussion of amending the OSPD Bylaw in various other areas. Due to local perc requirements and to the two family by right factor, it appears in the Bylaw that condo complexes are encouraged here, and this is not the character of West Newbury. Nelson noted that a new state model OSRD will be released soon, and that may give some guidance.

**Update on Notice of Intended Conversion Not Involving Sale, 720 Main Street Assessors' Map 10, Lot 250, owned by William L. and Mary Ann Daley**

Nelson related that the Board of Selectmen will have an appraisal performed. Bert Knowles had asked her if the Planning Board would be willing to pursue funding for the parcel. Nelson had suggested that perhaps a committee could be formed to do this, and told him that she will bring the question to the Board.

Following discussion, the Board decided that it is not their function to pursue funding.

**Review of revised Zoning Map with addition of the LGSPI Overlay District**

The draft Map prepared by MVPC was reviewed. Cook asked for more reference information for the new LGSPI Overlay District. The date of the Annual Town Meeting has been added, and Nelson will ask MVPC to add the Article Number as a reference.

**Discussion to schedule a meeting with Byfield Water District to discuss amendment to GPOD Map.** Abutters will be notified that Paul Colby of the Byfield Water District will attend the July 24<sup>th</sup> Meeting to discuss the GPOD.

**Update on COG, Inc., Contract**

Sarkis has notified Peter Sanborn that the contract has expired, and the Board is not interested in pursuing it.

**Minutes, June 5, 2012**

The Minutes were reviewed and edited.

Motion made by Cook, seconded by Murphey, to approve the Minutes as edited. The vote in favor was unanimous.

Motion to adjourn, 10:10 PM.

Submitted by,

Jean Nelson  
Planning Board Administrator

These Minutes were approved by the Planning Board on July 10, 2012.