



1
2 Committee: Planning Board.
3 Date: July 13, 2016.
4 Time: 7:00 pm.
5 Location: Georgetown Town Hall, 3rd floor conference room.

6
7 Members present: Rob Hoover, Tillie Evangelista, Harry LaCortiglia, Bob Watts.
8 Members absent: Matt Martin.
9 Staff present: Town Planner Heidi Murphy, Administrative Assistant Andrea Thibault.
10 Minutes taken by A. Thibault.
11 The Meeting was called to order at 7:02pm by R. Hoover.

12
13 **Approval of Minutes:**

14 Minutes from the February 24, 2016 meeting were reviewed and approved with corrections.
15 H. LaCortiglia: Motion to approve minutes of February 24, 2016 with discussion.
16 B. Watts: Second.
17 Motion carries 4-0; 1 absent.

18
19 **Correspondence:**

- 20 1. Newbury Board of Appeals – special permit/finding application for relief of Newbury Zoning
- 21 bylaws as proposed construction will not meet required setbacks on lot located at 18 Green Street.
- 22 2. Newbury Board of Appeals – special permit/finding for relief of Newbury Zoning Bylaws as
- 23 proposed construction will extend a non-conforming setback on lot located at 18 Riverfront.
- 24 3. Rowley Planning Board – Public Hearing for site plan review application for parking and exterior
- 25 renovations to an existing building located at 285 Newburyport Turnpike.
- 26 4. Rowley Planning Board – Site Plan Review application for parking and outdoor doggie play area
- 27 associated with a new dog training business proposed to operate in the existing retail building at
- 28 317-321 Haverhill Street.
- 29 5. Rowley Planning Board – Site Plan Review application for installation of large scale solar
- 30 photovoltaic facility on vacant 10.29 acres property off Central Street, abutting to the east of 187
- 31 Central Street.
- 32 6. Planning Board – Town of Rowley – Site Plan Review application for installation of large scale
- 33 photovoltaic facility located at 510 Newburyport Turnpike.
- 34 7. Rowley Planning Board – Special Permit and Site Plan Review Application for construction of
- 35 3,780 sf metal accessory barn building larger than 1,500 sf accessory to the primary use at 128
- 36 Daniels Road.
- 37 8. Camp Denison DEP Abutter Notice Chapter 91 License Request
- 38 9. H.L. Graham Associates Invoice Number 161109R – Request for Information from Last PB
- 39 Meeting.

40
41
42 **Vouchers:**

- 43 1. Merrimack Valley Planning Commission – FY 17 Assessment to MVPC – \$2,912.72.
- 44 2. Postage Meter – Planning Board - \$55.21.

- 45 3. North of Boston Media Group – Town Planner Ad - \$600.00.
46 4. North of Boston Media Group – Legal Ad for Spaulding Road - \$227.25.

47
48 H. LaCortiglia: Motion to approve voucher for MVPC Assessment FY17 for \$2912.72.
49 B. Watts: Second.
50 Motion carries 4-0; 1 absent.

51
52 B. Watts: Motion to approve postage voucher \$100.00.
53 H. LaCortiglia: Second.
54 Motion carries 4-0; 1 absent.

55
56 B. Watts: Motion to approve Town Planner ads for \$600.00.
57 H. LaCortiglia: Second.
58 Motion carries 4-0; 1 absent.

59
60 H. LaCortiglia: Motion to approve Spaulding Road legal ad for \$227.25.
61 B. Watts: Second.
62 Motion carries 4-0; 1 absent.

63
64 H. LaCortiglia: Did the applicant for Spaulding Road pay the filing fee?
65 H. Murphy: He did not.

66
67 **Public Hearing:**

68 1. Common Driveway Special Permit 1A and 1B Rear Spaulding Road 7:30pm.
69 H. LaCortiglia: Motion to open Special Permit hearing for Lot 1A, 1B Rear Spaulding Road for a
70 Common Driveway Special Permit.
71 B. Watts: Second.
72 Motion carries 4-0; 1 absent.

73
74 H. LaCortiglia: Motion to include emails from the applicant's attorney. I would like to add those
75 into the record, asking for withdrawal without prejudice.
76 R. Hoover: So noted.

77
78 H. LaCortiglia: Motion to allow the applicant to withdraw without prejudice.
79 T. Evangelista: Second.
80 Motion carries 4-0; 1 absent.

81
82 H. LaCortiglia: This form will be filed with the Town Clerk? Do we need to file a notice of decision
83 stating this was withdrawn?

84
85 H. LaCortiglia: Motion to close the Public Hearing for Common Driveway Special Permit Rear
86 Spaulding Road.
87 T. Evangelista: Second.
88 Motion carries 4-0; 1 absent.

89

90
91 **Old Business:**
92 **1. 269 Central Street – Site Plan Approval – Phasing Proposal.**
93
94 Scott Cameron with the Moran Cameron Group. Update to the Planning Board on status of mini golf
95 development project at Nunan’s Florist. Nunan’s is requesting a temporary release of the mini golf course
96 to get that up and running. They will be looking to complete the building project next July.
97
98 T. Evangelista: Why?
99
100 S. Cameron: The golf facility is finished. Instead of letting it sit there for a year, we would like to get that
101 up and running now, to help pay for the completion of the project.
102
103 H. LaCortiglia: Is the Board going to consider this a significant or insignificant change to the Site Plan?
104
105 Attorney Frank DeLuna: There is no change in the project, it is just the timing. Some breathing room is
106 needed.
107
108 R. Hoover: I just want to make sure that the health, safety and welfare of the public is addressed. I am
109 looking to my technical review agent to tell us that the Town is protected in terms of health, safety and
110 welfare.
111
112 H. LaCortiglia: I would like to hear from the building inspector that they would issue a temporary
113 occupancy permit and what the terms of that would be.
114
115 B. Watts: I agree with Harry.
116
117 T. Evangelista: I agree with Rob. The health and safety is the priority. We could not approve anything
118 without that. If we approve a temporary occupancy, and you cannot afford to do this next year, what will
119 be done at that point?
120
121 Attorney Frank DeLuna: To respond to a temporary occupancy permit, it says a temporary may be
122 issued, provided that, such portions 780 CMR 120.3 (reads complete MGL statute into the record).
123
124 R. Hoover: What I would like to propose is that the applicant work with our technical review agent so
125 that the Planning Board has a letter regarding the health, safety, welfare approval. And, then get a draft
126 temporary occupancy permit. If you can do that, and get it all back in a week. We can review for the next
127 meeting.
128
129 **2. Lot 7- 10 Vineyard Lane - Bounds Placement for Lot and Subdivision.**
130
131 R. Hoover: There are two issues, public and private. This person on this lot is asking for these bounds to
132 be lowered to the ground level.
133
134 D. Varga: I felt it was something the Board should be appraised of, rather than my making an
135 engineering decision on it. These bounds are marking the start of the cul-de-sac on the end of
136 Vineyard Lane. The first bound is about 12 feet off the pavement. The second one is 25 feet off the
137 edge of the cul-de-sac. I have checked with the contractor Peter Delany, he says it would not be a

138 major problem in order to cut those bounds down. You would still meet the standards in the
139 subdivision regulations.
140
141 R. Hoover: Do you see any downside to meeting the owner's request?
142 D. Varga: Not really.
143
144 H. LaCortiglia: I drove out there. It is difficult from the request to determine which bounds we are
145 talking about. Are we looking at the bounds that are the right of way?
146
147 R. Hoover: Is it granite? How far into the ground to they go?
148
149 H. LaCortiglia? Has this been verified by survey?
150
151 D. Varga: Not yet.
152
153 R. Hoover: Ok. Is there any more discussion? Does the Board want to take a vote on it?
154
155 B. Watts: My feeling is to defer to homeowners when we can. Dave, you did not identify any significant
156 downside. I don't have an objection.
157
158 R. Hoover: I don't either. If there is an opportunity to support the homeowner and it doesn't cause any
159 issues then I would like to do that.
160
161 B. Watts: Motion to approve the reduction of the height of bounds of 6 inches to flush with
162 grade.
163 R. Hoover: Second for discussion.
164 No discussion.
165 Motion does not carry. 2-2; 1 absent.
166
167 T. Evangelista: Motion that when the town accepts that road, that the homeowner may come
168 back to the Board with the request to shorten those bounds.
169 H. LaCortiglia: Second.
170 Motion carries 4-0; 1 absent.
171
172 **5 minute break**
173
174 **3. Lot 1A, 3 Crescent Meadow Lane, Request for Building Permit.**
175
176 R. Hoover: Request for a building permit. If you folks would come on forward and please introduce
177 yourselves for the record.
178
179 Richard Soloski: I am the owner of the parcel of land.
180
181 Gary Evans: I am the attorney representing Richard Soloski. What appears to have happened is that this
182 has gone out for technical review to Dave Varga and it has come back with comments.
183
184 Ken Murphy: I am the buyer and builder.
185

186 Dave Varga: Depth to groundwater tends to follow the surface topography. You have a potential for
187 even shallower groundwater going up a hill. Seasonal high groundwater is not necessarily observed
188 visually. If they want to do the exploration work while they are digging the foundation, an engineer
189 should be out there to determine the groundwater. You need an approved soil evaluator in
190 Massachusetts.

191
192 H. LaCortiglia: Original M-account is closed out. We need to open a new M-account.
193

194 H. LaCortiglia: Motion to establish an M-account for \$1500.00 for this project. Upon receipt of
195 the funds the Planning Board authorizes the Town Planner to sign the building inspector's sign off
196 sheet- all subject to approval from technical review agent Dave Varga.

197 B. Watts: Second.
198 Motion carries 4-0; 1 absent.
199

200 **Planning Office:**

201 R. Hoover: I would like to put this on the table, and I will bring Matt up to speed. The Chair's role in
202 this transition was questioned at the last meeting. We are still going through the transition. The Chair
203 continues to need to be able to make decisions whether or not to call Howard, whether or not to talk with
204 Larry Graham about issues that arise during this process.
205

206 I thought that this was clearly understood prior to the last meeting but apparently it wasn't. I want to vote
207 at the next meeting, that the Chair has the authority to request assistance while we are in this transition.
208

209 *{Planning Board discussion regarding technical assistance requests.}*
210

211 B. Watts: In essence, it is authorizing the Chair to spend money to answer questions, especially in this
212 transition period. I don't have any problem with that. Should we set limits as to how much the Chair is
213 authorized to spend?
214

215 R. Hoover: You absolutely can do that. If that make the Board feel more comfortable, I think that's a
216 great idea.
217

218 B. Watts: What is a reasonable amount? A couple of thousand dollars?
219

220 R. Hoover: That would be the max. We are through most of the time that is needed but there is still
221 some transition taking place.
222

223 *{Planning Board discussion regarding the Chair's ability to ask questions and receive technical assistance during the*
224 *transition period.}*
225

226 *{Planning Board discussion regarding member's individual time spent with the Town Planner outside of Planning Board*
227 *meeting.}*
228

229 **Member or Public Report:**

230 1. Any other concern of a Planning Board Member and/or member of the Public.

231

232 **List of Documents and Other Exhibits used at Meeting:**

233 *Documents and Other Exhibits used at meeting will be available for review at the Georgetown*
234 *Planning Office.*

235

236 Motion to adjourn was made by H. LaCortiglia.

237 B. Watts: Second.

238 Motion carries 4-0; 1 absent.

239

240 The meeting was adjourned at 10:00pm.

241

242 **Next Meetings:** 07/27/16 8/10/16 8/24/16 9/7/16

243

244

245