

Salisbury Planning Board Meeting Minutes

Date: Wednesday, November 9, 2016

Place: Colchester Auditorium, Salisbury Town Hall, 5 Beach Road

Time: 7:00 p.m.

PB Members Present: Chairman Don Egan (**DE**), Helen “Trudi” Holder (**TH**), Gina Park (**GP**)

PB Members Absent: Louis Masiello (**LM**), John “Marty” Doggett (**JMD**)

Also Present: Bart McDonough (**BMD**), Assistant Planner, Adriane Marchand (**AM**), Planning Secretary

Chairman Don Egan called the meeting to order at 7:04 p.m. in the Colchester room, Salisbury Town Hall. **DE** announced, per opening meeting law, that this meeting was being recorded and broadcast live via www.sctvmc.org

1. New Business

a. Signing of Plans / Permits

b. Request for Certificate of Completion- 208 Elm Street- Old Elm Street, Panther Properties, LLC

Shahin Shahin (**SS**) briefed the Board on the completion schedule for the new Dollar Tree store. The building looks great and the neighbors are happy. Planning to open in January.

Thanks were exchanged between the applicant and the Board.

Discussion followed on the as-built and the comments provided by Joe Serwatka, Town Engineer, on the items remaining for completion. **DE** apprised the applicant of the options for this project receiving a Certificate of Completion. **SS** explained the time constraint they face to the Board. Discussion followed resulting in the Board issuing a conditional approval.

GP motioned to grant a Partial Certificate of Completion for the Dollar Tree Project at 208 Elm Street, Old Elm Street pending approval of the Town Engineer. A bond for work not completed by November 28, 2016 will be collected by the Planning Department, the amount to be determined by the Town Engineer.

TH seconded.

Vote: 3-0 Unanimous. Motion Carried.

2. Old Business

3. Public Hearing 7:15pm

a. SPR, 109-113 Bridge Road, Plum Island LLC

Chris York (**CY**) of Millennium Engineering represented the applicant. Also present are David Cowie (**DC**), Gary Murphy(**GM**) and Kristen Reily (**KR**). Briefed the Board on the additions made since the last meeting. Included the landscaping plan, architectural features, and striping of the parking lane requested by the Board. Elaborated on the listed points.

GP asked if the planned screening would cause visibility issues for the trucks. **CY** responded they will not, elaborated about the plantings. Board discussed if the height of the shrubbery is sufficient. **GP** asked if a built up island for the hedge row would be feasible. **CY** responded it would interfere with the line of vision for the trucks; they are trying to keep it as open as possible. **GP** asked if it was possible to have a raised berm for a planting bed. **CY** responded it would interfere with the sheet drainage.

GP asked if handicap parking was required. **CY** responded it is not for a private site.

TH asked about a sidewalk across the street. **CY** responded that they did not plan to have a sidewalk but they would comply if Mass DOT requested it.

GP asked how many trucks will be parked here on an average day. **DC** responded it would vary by the day. Up to 18 small vehicles would be possible. **GP** asked if there were going to be any parking in the back area up the hill. **DC** responded that area is for construction vehicles.

TH requested a sidewalk along the front of the property to increase pedestrian accessibility for future development. Also requested more screening. **GP** suggested using some creativity to alter the drainage plans to accommodate more screening. **CY** responded they plan to work with the current factors. **GP** asked what the company envisions for this property in the future, growth would be expected. **DE** backed **GP**'s remark by recommending planning for full utilization.

DE pointed out land behind the commercial zone is zoned as a residential (R2) district, does that create zoning issues? **BMD** responded that he was aware of any but stated he would consult the Building Inspector on the situation. **DE** requested they include a condition that no structures or storage of any kind can take place in the portion of the land zoned as R2.

TH expressed concern about lighting spilling on to adjacent properties shown the lighting plan.

CY responded it was minimal. **DE** asked if any changes were made to the lighting plan. **CY** respond the wattage was reduced to limit the spill over.

DE asked about the width of the landscape area. **CY** responded it was 5 feet wide.

Discussion on landscape shielding followed.

GP suggested instead on planting one cluster of birch they planted several clusters to shield the view. **DC** responded that the plan was specifically designed to allow visibility of the site from the office building across the street. **GP** stated that the birch would be a good option for screening then as they are not a solid wall and some visibility could be maintained. **DE** suggested using NRC signs placed on both sides of the detention basin as screening. Discussion followed.

DE asked if the parking striping could be moved back to be even with the front façade as the bylaw requires. Asked if vehicles would be parking in gravel area? **CY** responded yes.

GP asked if both entrances were going to remain two way. **DC** responded that the more options for entering and exiting the safer the site would be.

Discussion on screening followed. **DE** recommended having the screening be at least 6 feet tall. Requested the applicant meet with the Planning Board to come up with an approvable landscape plan. Requested signage be added for screening. **GP** disagreed with adding signs. **DE** amended to ask for signs for screening if it is feasible to do so. Suggested rocks and boulders could be used in conjunction with plantings to achieve effective screening.

Confirmed the addition of the sidewalk the entire length of the property with the Board. **TH** and **GP** agreed.

DE stated the top of the hill needs to meet the bylaw for screening, lighting and access. **CY** confirmed the lighting proposed on the south side existing building and adding additional spot light on the north side as recommended by the Police Department. **DE** asked if they are on motion sensors. **CY** confirmed they are. **DE** asked what type of gravel bins will be on site. **DC** responded stacked concrete block bins. **DE** asked if there was pavement. **CY** responded it was all gravel. **DE** asked if that is sufficient. **CY** responded it was. **TH** agreed, stated that if it is paved it will change the drainage plan as well. **DC** added that the heavy machinery up there would tear the pavement up as it runs over it. **BMD** confirmed that the gravel is sufficient.

GP asked what type of silt filter is going to be used for the dentition basin. **CY** responded a 75 foot wide grass buffer. Stated the Town Engineer had no issue with the silt filter.

GP asked what distance from the road the parking area is. Discussion followed on the measurement of the parking distance from the road and how many vehicles will be parking in the spaces. **DE** recommended the parking is moved back 5 feet from its current location. Discussion also results in the compromise that parking is not allowed within 50 feet from Bridge Road in order to insure that there is no incursion of parked vehicles into the driving lane, landscape buffer and retention pond and as many vehicles as fits in the marked parking lanes are allowed to park on site. **DE** confirmed that at the applicants request the condition of parking within the lanes and 50 feet back from the property line would be in-lieu of a limiting storage to a specific number of vehicles. .

DE asked the applicant about an open site plan for across the street that is also owned by the applicant. **DC** Confirmed that he is the owner of the property across the street and stated that the open request for an easement to the rail trail is being reviewed by their attorney. **DE** stated that he was not aware that Town Counsel was involved and that if they were, the Board should not be discussing it. **CY** asked for a conditional approval. **DE** stated that the plans currently before the Board are insufficient for approval and suggested that a conditional approval is not warranted at this time. Would need to have the changes discussed during the meeting on the plans. They will then review and approve if it meets standards. Applicant expressed concern over time line. Planning Board offered to convene a special meeting. Discussion followed.

TH motioned to continue to the Major Site Plan Review for 109-113 Bridge Road, Plum Island LLC to November 28, 2016 at 7:00p.m.

GP seconded.

Vote: 3-0 Unanimous. Motion Carried.

b. Cont. SPR, 45 Toll Road, Chirag Realty, LLC.

TH motioned to continue the public hearing for 45 Toll Road, Chirag Realty, LLC, to December 14, 2016 at 7:15p.m.

GP seconded

Vote: 3-0 Unanimous. Motion Carried.

c. Cont. to amend the Zoning-Bylaw of the Town of Salisbury; To see if the Town will vote to amend the zoning bylaws in accordance with the Changes attached hereto with regard to Ch. 300 Article XII, Salisbury Beach Overlay District.

DE motioned to close the public hearing to amend the Zoning-Bylaw of the Town of Salisbury; To see if the Town will vote to amend the zoning bylaws in accordance with the Changes attached hereto with regard to Ch. 300 Article XII, Salisbury Beach Overlay District,

GP seconded.

Vote: 3-0 Unanimous. Motion Carried.

- d. Cont. to amend the Zoning-Bylaw of the Town of Salisbury; To see if the Town will vote to amend the zoning bylaws in accordance with the Changes attached hereto with regard to Ch. 300 Article XII, Salisbury Beach Overlay District,**

DE motioned to close the Public Hearing to amend the Zoning-Bylaw of the Town of Salisbury; To see if the Town will vote to amend the zoning bylaws in accordance with the Changes attached hereto with regard to Ch. 300 Article XII, Salisbury Beach Overlay District.

TH seconded.

Vote: 3-0 Unanimous. Motion Carried.

4. Other Business

a. Discussion to update the Planning Board's Rules and Regulations

DE led the discussion by outlining the 2 pending requirements that need to be met by the Planning Board.

- 1.** The Lafayette/ Main Zoning called for the Planning Board to develop design standards though a committee be appointed and hold workshops. Mr. Burke was the Planning Board member to be involved in that. Asked **BMD** to get an update on the status of that task. The following points were discussed.
 - a. Formation of the Lafayette/ Main Design Review Committee.
 - b. Establish the process for the Planning Board to create design review guidelines.
 - c. Would like to request the Town Manager via a formal letter to hire a consultant to aid with this.
- 2.** Would also like to request a consultant to review the PB rules and regulations for the new Beach Overlay Zoning, especially in regards to replacing the Design Review Committee with a consultant.

TH asked about the formation of a Tree Bylaw? **BMD** responded that the Conservation Agent has been working on it.

GP asked about perusing Beach Overlay District have one layer of zoning as opposed to two. **DE** responded it is a worthy pursuit we need to keep in mind. It's a process. Agree to discuss it on the first meeting in January.

TH asked about Complete Streets progress. **BMD** replied it is moving forward. **TH** asked if it would be incorporated into rules and regulations. **BMD** agreed it should be further discussed.

TH was designated to work with the Planning and Conservation staff on the formation of a Tree Bylaw.

Workshop to be held before the first Planning Board Meeting of the year, January 11, 2016 at 6:00p.m. The regularly scheduled meeting to follow at 7:30 p.m.

5. Correspondence

- a. Minutes from October 26th, 2016 – Tabled

6. Reports of Committees

7. Adjournment

TH motioned to adjourn the November 9, 2016 Planning Board meeting at 9:11 p.m.

GP seconded.

Vote: 3-0 Unanimous. Motion Carried.

*Documents provided at the meeting are on file in the Planning Office.

Minutes Approved By:_____ **Date:**_____