

Planning Board Meeting Minutes
Rowley, Massachusetts
October 17, 2012, 7:30 p.m.
Town Hall Annex - 39 Central St., Rowley, MA

Those present: Chairman Curt Bryant, Cliff Pierce, Jean Pietrillo, David Jaquith, Technical Consultant Larry Graham, Town Planner Katrina O’Leary.

7:35 p.m.: Chairman Bryant calls the meeting to order.

1. Continued Public Hearing(s):

- a. 7:30 p.m. – The Residences At Rowley Country Club LLC, 237 Dodge Road (Site Plan/Special Permit Applications)

The chairman explains that the board has received a technical review of the revised plans from their consultant, Larry Graham, who will provide an update to the Board regarding this review. Graham lets the board know that he took part in a teleconference with the applicant and his engineer earlier today, and as a result of this conference he has narrowed down the list of issues or problems outlined in his review. He suggests that, first, the board should hear from the applicant’s architect, landscape architect, traffic consultant, and engineer; and then he will present his review.

Tom Miner, Hawk Design, presents the landscape plans for the project. He points out the various trees, many of which are native varieties. He shows more detailed landscape plans of the residences. Bryant asks about the perennial beds. Miner points out perennials at the entrance. Bryant would like to see landscape materials used that will attract wildlife. He asks why Rich Williams isn’t using a wetlands mix in the detention basins. Williams assures him that he is using a wetlands mix.

Pierce asks Miner if there is enough room for the spruce shown near the Pagliarulo house and Miner explains that the White spruce shown is much narrower than a blue spruce, so it should fit. In response to a question about planting understory plants under the trees in this area, Williams answers that they feel it may be fruitless to try to plant understory plants because they would have to clear out the existing natural understory plants to do this.

Jaquith would like to see another planting bed on the west side of island and would also like to see additional landscaping in the parking lot for the club house.

Pierce asks about the planting for the “village green” area on the plan. Miner treated this area like an arboretum so it has a lot of color.

Next, Daniel Mills of MDM traffic consultants presents the traffic study. He points out the area of study on a map and presents the findings of the study. Bryant requests that he translate the traffic jargon so that those present can understand better. Mills mentions that there are still

signs that were part of the Windover Development agreement that the applicant is willing to install.

Larry Graham asks to mention the points of his report having to do with traffic. He goes through all his traffic points (Technical Report available in Planning Office).

Next, Peter Sandorse, Phoenix Architects, presents architectural renderings and samples of the stone and vinyl siding to be used on the facades. Jaquith would rather see cement board than vinyl siding and will not vote for the project if vinyl siding is used. O'Leary asks if each individual unit will be allowed to choose their colors/materials/windows. DiGiorgio answers that each pair of duplexes will share the same colors and materials.

Larry Graham explains the format of his technical review. All items in boldface have been added to the initial review of this project so that it is clear to the reader which issues have been resolved. He will point out the items that were resolved with the applicant earlier in the day during their conference. (Graham Technical review available at the Planning Office).

Bryant asks the applicant what their intentions for the "Pro Shop" are. Jill Mann, attorney representing the applicant, answers that they hope to have a seasonal beer/wine license and to continue serving snacks and possibly sandwiches in the future.

Bryant reads a letter from Brent Baeslak, Conservation Agent, dated October 16, 2012. He directs the Town Planner to distribute revised plans and ask for department comments by November 1. At the next continues public hearing, they will discuss the Conservation Restriction, including any opinions on it received by Town Counsel, and Department responses to the revised plans.

Pierce motions to continue the hearing to 7:30 pm on November 7. All members vote in favor. Hearing is continued to November 7 at 7:30 pm.

2. Old Business

- a. 172 Main Street – Ken Hamilton, MIKEN Construction: Outstanding Work Items, Surety, Affordable Unit

Rich Kallman, representing Ken Hamilton, explains to the board that Hamilton is nearing completion of the 164-172 Main Street project. There are several outstanding items that need to be finished before fully completed; however, he would like to post surety to cover the cost of these remaining items so that two more units can be released for occupancy by the board; specifically, one residential unit and one commercial unit. This will leave one "affordable" unit unreleased by the board. Larry Graham has gone out to do a site inspection and estimate a surety amount.

Graham updates the board on the remaining work items on site. He estimates that \$15,000 should cover the cost of these items. He does recommend that the board discuss the "off site

parking” condition that the Highway Surveyor has told the board he does not want constructed. The board may want to discuss options at some future meeting.

Kallman presents the board with a check for \$15,000 to be used as surety so that the board may release the requested units.

Pierce: motions to accept the \$15,000 check as surety for the completion of this project and to release one (1) residential unit and one (1) commercial unit for occupancy. Members unanimously vote in favor.

b. Set date for Rowley Village Green Pre-construction Meeting, 63 & 79 Main Street
The board agrees that David Jaquith, Larry Graham, and the Town Planner will schedule and attend a “pre-construction” meeting with the new owner of the Rowley Village Green project.

c. Market Basket Landscape Plan Update
The Town Planner mentions she has received no update from John Matthews.

d. 300 Newburyport Turnpike, Jells Group LLC: Request to review/approve prior Site Plan Review Decision conditions for new tenants
O’Leary updates the Board. She has received the requested \$1,000 from Scott Silver, Jells Group LLC, to deposit into the technical consultants funds. Larry Graham has also conducted an inspection, as specified by the conditions of the May 2012 Site Plan Approval granted for this property. He recommends that the owners request for occupancy permits for two of his vacant units be approved by the board, conditional on the two items mentioned in his report in regards to sign placement on site (Graham technical report available in the Planning Office).

Pierce motions to allow the two units specified in the applicant’s July 24, 2012 letter to the Planning Board be allowed to obtain occupancy permits from the building inspector, subject to any other approvals required from other Town Departments, and conditional upon:

- 1. The R-8 (“No Parking-Fire Lane”) sign be moved to, or a second sign be placed, where originally approved by the Site Plan Decision,**
- 2. the R-12 (intersection sign) sign that was placed in the guardrail and about 75’ southerly of the location shown on the approved Site Plan, be allowed in this location until the reset of the guardrail along the front of the site by MHD has been completed. When this work is done, the applicant must relocate the subject sign to the location shown on the approved plan.**

Members unanimously vote to approve this motion.

3. New Business:

- a. Planning Board Member vacancy

The Town Planner explains to the board that the Town Administrator has notified her that the Planning Board should discuss if they would like to fill the vacant positions on their board, and if so, vote to request the Selectmen to fill the two Planning Board vacancies.

Pierce: motions to send a letter to the Board of Selectmen, requesting that they fill both the regular and associate Planning Board vacancies that now exist on the Planning Board. Members unanimously approve this motion.

b. Training Opportunities

O'Leary urges board members to view the various Training Opportunities included in their meeting packet and consider attending one or more of these workshops.

4. Correspondence

O'Leary quickly mentions that the board has received a request from a Rowley citizen, requesting that they consider adopting a scenic street bylaw. The board decides to discuss this at a future meeting due to the late hour.

O'Leary also mentions that MVPC would like to schedule a meeting with the Planning Board to discuss Town-wide traffic issues/concerns. The board decides to also table this discussion to a future meeting.

5. Approval of Minutes

a. Minutes of September 19, 2012

Jaquith motions to accept the 9/19/2012 minutes as drafted. Members unanimously approve this motion.

6. Planning Office

a. Bills Payable – members sign expense voucher and payroll

7. Adjournment

Jaquith motions to adjourn. All vote in favor. Meeting is adjourned at 9:45 p.m.

Documents provided at the meeting and available in the PB office:

- Minutes of 9/19/2012
- Residences at RCC architectural plans, landscape renderings, revised plans, building material samples. Letter dated 10/16/2012 from Conservation Agent.
- HL Graham reports:
 - 10/12/2012 Residences at RCC
 - 10/15/2012 Hamilton Project
 - 10/17/2012 300 Newburyport Turnpike
 - Scenic Road bylaw request

Minutes accepted at the November 7, 2012 meeting.