

**Rowley Planning Board
Special Meeting Minutes
Rowley, Massachusetts**

January 15, 2013, 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.

7:30 p.m.: Chairman Bryant calls the meeting to order.

1. Old Business

- a. The Residences At Rowley Country Club LLC, 237 Dodge Road (Site Plan/Special Permit/ Approval Not Required Plan Applications – Modification Request, Endorsement of Plans)

Chairman Bryant opens the Special Planning Board Meeting at 7:35 p.m. The board's technical consultant, Larry Graham, explains that the applicant has changed the lot lines on the Approval Not Required Plan endorsed at the board's December meeting; therefore, they have a new plan before the board tonight. They are asking that this plan be endorsed to replace the prior plan. He has sketched up a copy of this new plan to show the old lot lines. The board reviews the modified lot lines and notes that the buffer zone between the proposed development and the abutters is actually wider with the revisions.

Pierce motions to endorse the plan as one not requiring approval under the Subdivision Control Law. All members vote in favor. Motion carries.

The members then review the letter from their technical consultant which approves all changes made to the special permit/site plan for 237 Dodge Rd. He recommends that the board sign these plans. The board endorses one mylar set and one copy of all 19 sheets. Jill Mann, attorney representing the applicant, explains that she will leave the signed copy with the board and then have four copies made of the signed mylars and deliver them to the board. She will deliver two such copies to Larry Graham.

- b. Rowley Village Green, 63 Main Street – Charles Construction (Naming of Private Way, Street Lighting)

Town Planner O'Leary updates the board. She received a call from Police Chief Barker in regards to the naming of the Rowley Village Green private way. Specifically, the chief asked if the board had any problem with naming this private way "Heritage Way" and using street numbers instead of assigning units alphabetical letters. Larry Graham did mention that the board has the authority to name ways created under their authority, and so she thought it

prudent to place this item on the special meeting agenda to make sure the board approved the name "Heritage Way."

Pierce motions that the private way contained within the Rowley Village Green Development be named "Heritage Way." All members vote in favor.

O'Leary then explains that the board received an "inquiry" from an abutter to the project in regards to a streetlight being placed on the transition pole that had recently been installed. O'Leary contacted the Light Dept. and was told that it was standard policy to install a streetlight on all transition poles; however, if the developer would prefer another way of making sure the intersection of the new way and the existing way is well lit, he would need to receive approval from the Light Dept. first. She has spoken with Steve Matses, the developer, and he is planning on seeking this approval. O'Leary mentioned that from her discussions with the Light Dept. it should not be much of a problem to reconfigure the lighting plan so that a light is not installed on the transition pole. She will keep the board updated.

Pierce motions for the Town Planner to email the concerned abutter to update him on the status of this issue. All members vote in favor.

c. Other Business, if any

O'Leary mentions that she has sent a draft 2012 Town Report to the chairman for his review. She asks the board what the standard procedure for Town Reports has been in the past. Pierce mentions that usually the board reviewed the report first and voted to approve it; however, a vote is not necessary. O'Leary proposed that she email/send a copy of the draft report to all members. She would like to send the finished report in by Thursday afternoon; therefore, if any members have comments they should be sent to her before that time.

d. Adjournment

Jaquith motions to adjourn at 8:15 pm. All members vote in favor.

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

- Rowley Country Club: Revised special permit/site plans and revised ANR plan

Minutes accepted at the February 27, 2013 meeting.