



Town of Duxbury Massachusetts Planning Board

TOWN CLERK
2019 NOV -7 AM 10: 27
DUXBURY, MASS.

Minutes 10/9/19

The Planning Board met on October 9, 2019 at 7:15 PM at the Town Hall, 878 Tremont Street, Mural Room, lower level.

Present: Scott Casagrande; Chairman, Brian Glennon II; Vice-Chairman, David Uitti; Clerk, Cynthia Ladd Fiorini, Jennifer Turcotte, and George Wadsworth.

Absent: John Bear.

Staff: Valerie Massard, Planning Director; and Emily Hadley, Administrative Assistant.

Mr. Casagrande called the meeting to order at 7:15 PM.

OPEN FORUM

No one from the Planning Board, staff, or the public audience brought anything forward during open forum.

*Some agenda items were taken out of order during the meeting. These minutes reflect the items in the order they appeared on the agenda.

A) ENVISION DUXBURY PRIORITIZATION WORKSHOP

Mr. Josh Fiala, representing the Metropolitan Area Planning Council (MAPC), and Ms. Massard facilitated a discussion about Envision Duxbury.

Mr. Fiala explained that the public comment period ended on September 30, and that about 170 comments from about 60 individuals were received in total. Mr. Fiala and Ms. Massard worked together to implement proposed changes and refine the language to avoid any misunderstandings.

Ms. Massard thanked the community, volunteers, and employees who took the time to review and comment on the Comprehensive Plan. Ms. Massard also gave special thanks to Joe Grady for his careful review of the plan and for his patience.

The Planning Board participated in an interactive activity with their cell phones to vote upon which goal they wanted to prioritize for each section of Envision Duxbury.

After the voting session, Ms. Massard said that the department heads will put together a table of updated goals that they will circulate for review.

The next steps for the Comprehensive Plan include holding a public meeting with the Planning Board and the Board of Selectmen about the adoption of final edits. Ms. Massard thanked PAC TV and Duxbury Clipper for getting the word out to the public about the plan's review period and updates.

B) 8:02 PM - ADMINISTRATIVE SITE PLAN REVIEW: CELL TOWER (155 MAYFLOWER STREET)

Ms. Massard explained that the town searched for a company to lease land and place a cell tower behind the police station to improve the town's cell service and Verizon Wireless was selected. The profits will be split equally between Verizon Wireless and the town.

Mr. Carl Gehring, representing Cellco Partnership d/b/a Verizon Wireless, explained that the facility is an unmanned, unoccupied building, which is utilizing a portion of the police station's land that is unusable for other purposes. The plan uses an existing curb cut off of Mayflower Street. Mr. Gehring explained that the plan calls for a cement foundation with a single pole.

Mr. Gehring explained that the plan includes a 400 foot radius because the wireless bylaw states that the pole must be at least 400 feet away from homes. He also noted that there are no wellheads at the site.

Ms. Turcotte asked if the town is planning on removing the solar array that is on the site. Mr. Gehring said that they are not planning on removing the arrays, which are displayed on the plan above the cell tower.

Mr. Gehring also explained that the gravel access drive was originally proposed to be 10 feet wide, but was widened to about 12 to 14 feet on fire department request and will be included in the final plans. The facility is a 50 by 50 foot fenced compound, surrounded by shrubs on 3 sides and the foundation is buried. The compound includes an equipment shelter, which is under 300 square feet, a generator for back-up power, a propane tank, a no-spark zone, and open space for town use.

Mr. Gehring said that there is space on the top of the proposed cell tower reserved for town use, so Duxbury could sublet that space in the future.

Ms. Turcotte asked about what kind of security the tower would have. Mr. Gehring responded that the shelter is locked and remotely monitored 24/7 and that there are cameras used for monitoring the parking lot behind the police station. He also explained that there is a swing-gate proposed at the end of the access drive. The police representatives at the Development Review Team meeting also requested that any maintainers check in with officers before working on the facility.

Mr. Uitti asked why the plan does not require the town to hire an outside company to verify that Cellco's analysis is accurate and that the cell tower height of 150 feet is necessary (100 feet is the height requirement in the bylaw). Mr. Gehring responded that the presentation to the Zoning Board of Appeals (ZBA) would address the analysis of the height calculations. He also explained that provisions about cell tower height were written before technology was so advanced, so cell towers need to be taller to support newer technologies. Ms. Massard explained that the town issued an RFP to come in and lease, and the town felt comfortable with the proposed height of the tower.

Mr. Uitti requested as part of the Planning Board's recommendation to the ZBA, they note that the town has a right to hire a company to review the information.

Ms. Massard said that peer-reviewers, Amory Engineers, P.C., would like the plan to include a detail and cross-section for the gravel access road on sheet A04. Amory also requested that Cellco show the entire gravel road on the plans, review the steepness of the grade, and review how they will manage the runoff of the drive. Amory also inquired about whether the town or Verizon would need additional insurance to cover any damages to town property.

Ms. Massard explained that the proposed tower would use existing power lines and that the Department of Public Works and the Police Department are comfortable with the proposed site and plan. She also said that the Fire Department is comfortable with the plan in terms of the swing-gate for emergency access.

Mr. Casagrande said that the issue of cell service in Duxbury is apparent and that the ZBA will have to make a decision about the height of the tower. Ms. Turcotte noted that the concept solves several problems and is minimally invasive. Mr. Wadsworth said that the lease should include insurance and ZBA should feel comfortable that the height of the tower is necessary.

Mr. Glennon referred to the Tab 10 certificate from a health physicist, noted that the tower is close to the police station, municipal transfer station, crematory, and homes, and asked if the additional height of the tower would help lessen the effect on the health of municipal employees in the area. Mr. Gehring explained that Cellco commissioned an individual health physicist as an outside consultant to review the plan, who determined that the tower is far below the federal limit of acceptable radiation. Mr. Gehring said that there could be about 50 more cell towers in the area and it would still comply with the federal guidelines.

Motion: Mr. Uitti made a motion to defer the plan to the ZBA, with the following considerations: ensure that there is adequate insurance to cover any potential damage to town property, verify that the ZBA is comfortable with the height of the tower, and note that the Board could hire a professional to confirm that the additional height is necessary. Ms. Turcotte provided a second.

Vote: 6-0, unanimous.

ZONING BOARD OF APPEALS REFERRAL, SPECIAL PERMIT: CELL TOWER (155 MAYFLOWER STREET)

*Same project described above.

Motion: Mr. Uitti made a motion to recommend the conditional approval of site plan date 9/19/2019, contingent of the approval of the ZBA and the recommendations from the peer review engineers, Amory Engineers, P.C. (described in ASPR section). Ms. Turcotte provided a second.

Vote: 6-0, unanimous.

C) ZBA REFERRAL, COMPREHENSIVE PERMIT: LINCOLN STREET DEVELOPMENT

Ms. Massard restated that the project was approved at town meeting more than once over the last couple of years. She further explained that Duxbury Affordable Housing Trust issued a competitive RFP and Champion Builders was the winning bidder.

Mr. Walter Sullivan, attorney from Sullivan & Comerford, P.C., representing Champion Builders, introduced himself, Mr. Matt Dacey, Mr. Tom Dacey, and Ms. Kaitlyn MacLeod from Champion Builders, Inc. and Mr. Rick Grady from Grady Consulting, LLC.

Mr. Sullivan said that the project proposes 20 single-family homes on a 20 acre site. 5 of the homes will be affordable, 5 will be moderately-priced, and 10 will be market-rate. About 6 acres of the site will be used for the development, leaving 14 acres undisturbed. There is a 100 foot buffer from the site to Lincoln Street.

Mr. Sullivan explained that Champion Builders met with the Development Review Team, the Design Review Committee several times, and they will meet with the Conservation Committee.

Mr. Matt Dacey, President and Owner of Champion Builders, Inc. restated that Champion was awarded with the RFP. Mr. Dacey said that Champion has adjusted the layout on the request of abutting neighbors, gained support from the Board of Selectmen, filed an LRP application with the State, paid for full appraisal, performed a site visit and got a letter of approval, submitted a 40B application, and met with the Duxbury Housing Trust several times.

Mr. Dacey said that he created an LLC, performed a traffic study and no issues were found, and in the lottery process, found that many applicants were local and want affordable housing.

Mr. Rick Grady, from Grady Consulting, LLC, discussed the specific details of the site. It is a 20 acre parcel located on Lincoln Street. The development was designed to be pushed away from the outer boundaries of the property, with 14 acres of the land remaining undisturbed. Mr. Grady noted that there is not a lot of elevation change at the site.

Mr. Grady said that all roadways are wide enough for emergency vehicle access. There are 2 wetland areas towards the rear of the property and there will be no development within 150 feet of the wetlands. The plan proposes catch basins, rain gardens, and moderately-sloped driveways to collect and divert runoff.

The development will use the Town's water supply and there will be individual septic for each unit. There will be street trees along the roadway. Mr. Grady explained that the development will require a nitrogen aggregation plan and Sheet 8 shows that they will comply with that requirement. Ms. Turcotte asked about the nitrogen aggregation plan and Mr. Grady responded that there is no advance treatment for individual septic systems.

Mr. Glennon asked if the plan proposes a condo complex. Mr. Sullivan explained that the plan proposes free-standing single-family homes and a homeowner's association will be created to create common areas. Parcel A will be protected through the homeowner's association. There are no restrictions on the single-family units, except on the affordable units.

Mr. Casagrande asked if there is a streetlight at the entrance and Mr. Grady responded that there is not a streetlight.

Ms. Turcotte asked if they have given any thought to using a retaining wall to minimize the amount of land clearing. Mr. Grady responded that the site is graded out at a 3 to 1 slope and that they have not looked at using a retaining wall, but could explore the option.

Mr. Glennon asked about what kind of buildings will be built. Mr. Dacey responded that they will be single-family, detached homes in an assortment of New England styles, such as ranches, colonials, and capes.

Mr. Casagrande asked if there are potential restrictions on additions. Mr. Dacey explained that there is a limited footprint, and that they would like to have enough flexibility to offer those improvements with the Zoning Board to be able to sell the market-value homes. The development will be similar to Champion's "Nobadeer" development in Kingston.

Ms. Massard said that the Development Review Team reviewed the plan and that all staff questions were adequately addressed, Amarty Engineers, P.C. will perform a peer review, and the ZBA will get peer review comments as they go through the permitting process.

Ms. Sheila Lynch-Benttinen, West Street, said that Champion Builders build great developments and that this plan is a "friendly" 40B development that the Town should be involved with. She noted that the senior population in Duxbury has doubled in the last 15 years and that there is a lack of senior housing. Ms. Lynch recommend that the Planning Board advise the ZBA that the affordable and moderately-priced units include first-floor bedrooms to accommodate the needs of seniors in the community.

Ms. Turcotte noted that the market will dictate the types of homes.

Mr. Uitti asked if the homes will be built before they are sold or if they will be marketed as homes to be built to certain criteria. Mr. Dacey responded that some models will be pre-built and they can modify the interior of some of the units, however, affordable units will be set in their layout because they are sold through a lottery system.

Ms. Lynch-Bentinen asked if the affordable units will have an opportunity for first-floor bedrooms and Mr. Dacey confirmed that there will be an option for first-floor bedrooms.

Mr. Brian Coffey, 50 Alexander Way, said that it looks like the plan did a good job of avoiding wetlands at the lower side of Alexander Way. Mr. Coffey asked if the runoff at the rear of the property will be pitched off to the retention pond in the back corner. Mr. Grady responded that there will be a large trench along the flat portion of the property and a small amount of runoff will be coming off of the back of the properties and will be diverted to the infiltration basin. Mr. Glennon asked how the infiltration basin will be maintained and Mr. Grady responded that it will be maintained by the homeowner's association.

Mr. Casagrande noted that there is a lot of vegetation by the infiltration basin. Mr. Grady said that because of the natural vegetation, the basin will not require a lot of maintenance. Mr. Wadsworth asked if the drainage lot is fenced and Mr. Grady explained that they prefer to keep it natural. Mr. Wadsworth asked if they expect an accumulation of water. Mr. Grady responded that there will be a small amount of accumulation for a short period of time and that it will drain down within 72 hours during the 100-year storm. Mr. Casagrande asked if there is any infiltration in the center of the cul-de-sac and Mr. Grady responded that there is not.

Motion: Mr. Uitti moved to recommend approval of the plan to the ZBA. Ms. Turcotte provided a second.

Vote: 6-0, unanimous.

D) OTHER BUSINESS

Planning Director Report

Ms. Massard reported on the Planning Department's current projects. She discussed the kick-off meeting for Snug Harbor Resiliency with MAPC with the Development Review Team that occurred in the afternoon on October 9. She said that MAPC is helping with community outreach in Snug Harbor. She announced that there will be a public forum on November 7 at the Senior Center to teach the public about sea level rise and get their input on how to be more resilient.

Ms. Massard said that the Town has received the Resiliency Grant, but has not received a contract from CZM. She said that the scope was finalized between Marshfield and Duxbury. Ms. Massard said that the Town has received the grant from Green Communities to implement new technology to reduce energy input at the schools.

PLANNING BOARD MINUTES

Date: October 9, 2019

Page 7

Ms. Massard discussed housing plans for Duxbury. She explained that the community wants alternative for housing but does not want increased density, which appears to point towards retrofitting existing housing stock and buildings to meet housing needs. She noted that any new housing would have to maintain the aesthetic value of the community. She said that the Town is participating in a technical study by MAPC on Cohasset, Scituate, and Duxbury that will look at different options for downsizing seniors and starter homes for younger people. She announced that there will be a public forum on October 24 at the Senior Center to get public input.

Ms. Massard announced that the new FEMA flood maps will be effective on January 10, 2020 in North Duxbury.

Ms. Massard discussed that the Planning Department is working with Kingston on options for reducing costs or combining efforts for the proposed traffic light off of Exit 10.

Minutes

The Board voted to approve the minutes as written from August 14, 2019.

Vote: 3-0, 2 abstentions due to absence from August 14 meeting, and 1 was not yet present.

The Board voted to approve the minutes with edits from September 25, 2019.

Vote: 5-0, 1 abstention due to absence from September 25 meeting.

Construction Cost Estimates September 2019

Mr. Glennon requested that a description of the project be added in the "Quick Permits" section of the document entitled "Building Permit Listing September 2019."

Reschedule Meeting on November 27, 2019

Ms. Massard explained that November 27 is the night before Thanksgiving and that the Planning Board needs to have workshop meetings around that time about warrant articles. The Board proposes to meet November 6 and 20 instead of November 13 and 27. Revised schedule will be confirmed at a later date.

ADJOURNMENT

Motion: Mr. Uitti made a motion to adjourn at 9:23 PM, and Ms. Ladd Fiorini provided a second.

Vote: 6-0, unanimous.

PLANNING BOARD MINUTES

Date: October 9, 2019

Page 8

The next Planning Board meeting will take place on Wednesday, November 6, 2019 at 7:15 PM at the Duxbury Town Hall, 878 Tremont Street, Mural Room, lower level.

Materials reviewed at the meeting:

- ASPR and ZBA Referral - Case No. 2019-12: Cell Tower (155 Mayflower Street)
- ZBA Referral - Case No. 2019-14: Lincoln Street Development
- Minutes 8/14/2019
- Minutes 9/25/2019
- Building Permit Listing September 2019

878 Tremont Street, Duxbury, MA 02332; Telephone: 781-934-1100 x 5476; www.town.duxbury.ma.us/planning

The mission of the Town of Duxbury is to deliver excellent services to the community in the most fiscally responsible and innovative manner while endeavoring to broaden our sense of community and preserve the unique character of our town.