



Town of Duxbury Massachusetts

Planning Board

TOWN CLERK
2023 JUN 13 AM 8:59
DUXBURY, MASS.

Minutes 5/22/2023

The Planning Board met on May 22, 2023 at 6:00PM in the Large Classroom, second floor, Duxbury Senior Center; 10 Mayflower Street Duxbury, MA 02332.

Pursuant to Chapter 2 of the Acts of 2023, this meeting was conducted in person and, as a courtesy, via remote means in accordance with applicable law. Please note that while an option for remote attendance and/or participation is being provided as a courtesy to the public and board members, the meeting/hearing will not be suspended or terminated if technological problems interrupt the virtual broadcast, unless required by law. Members of the public who wish to watch a replay of the meeting may do so by viewing the Duxbury Government Access Channels – Verizon 39 or Comcast 15. Viewers can visit www.pactv.org/duxbury for information about Duxbury programming including streaming on Duxbury YouTube, to watch replays and Video on Demand.

Present: Scott Casagrande, Chair; Keith MacDonald, Clerk; Jennifer Turcotte; and Wayne Dennison (participating remotely).

Absent: Kristin Rappe, Vice Chair and David Uitti.

Staff: Christopher Ryan, Planning Director; and Emily Hadley, Principal Assistant.

Mr. Casagrande called the meeting to order at 6:00PM.

Open Forum

Mr. Casagrande informed the Board of a conversation he had with the property owners in the Millbrook Business District about the district's struggles to meet the septic requirements with the water usage that is required for restaurants, and how to address this problem.

Mr. Ryan discussed the need for the Town to eventually complete a Town-wide water and sewer study.

ADMINISTRATIVE ITEMS

Dogwood Drive

Mr. Casagrande inquired about whether there was a regulation in the Subdivision Rules and Regulations about maintaining some portion of the bond if it is intended to be accepted as a public way. Mr. Ryan will research this, and the Board will discuss at their next meeting.

Motion: Ms. Turcotte moved to accept the as-built plan and release the remaining funds and accrued interest held in the escrow account for Dogwood Drive. Seconded by Mr. MacDonald.

Vote: Mr. Dennison – Aye; Mr. MacDonald – Aye; Ms. Turcotte – Aye; and Mr. Casagrande – Aye.

Invoices

Motion: Mr. MacDonald moved to approve Environmental Partners Invoice #3585 for the Washington Street Survey and Howard/Stein-Hudson Invoice #2022194.00-5 for the Complete Streets Prioritization Plan Update. Seconded by Ms. Turcotte.

Vote: Mr. Dennison – Aye; Mr. MacDonald – Aye; Ms. Turcotte – Aye; and Mr. Casagrande – Aye.

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Motion: Mr. MacDonald moved to approve the minutes of May 8, 2023 as written. Seconded by Ms. Turcotte.

Vote: Mr. Dennison – Aye; Mr. MacDonald – Aye; Ms. Turcotte – Aye; and Mr. Casagrande – Aye.

6:05PM Continued Public Hearing: Parkside Subdivision

This item will be continued again at the request of the developer, who would like to address the Conservation Commission's peer review comments before coming before the Planning Board with revised materials. The Board also signed a mutual extension form to extend the deadline for filing the decision to July 10, 2023.

Motion: Ms. Turcotte moved to continue the public hearing June 12, 2023 at 6:05PM. Seconded by Mr. MacDonald.

Vote: Mr. Dennison – Aye; Mr. MacDonald – Aye; Ms. Turcotte – Aye; and Mr. Casagrande – Aye.

6:06PM Continued Public Meeting: Bluefish River Tavern Administrative Site Plan Review

Tom Pozerski, Merrill Engineers and Land Surveyors, was in attendance to discuss the project.

Mr. Pozerski explained that the owners have decided to keep the existing seating capacity and footprint of the original building, and site improvements are being scaled back.

Mr. Pozerski addressed changes to the plans, detailed in letter from Merrill Engineers and Land Surveyors dated May 16, 2023 RE: Engineer's Response Report Bluefish River Tavern, 581 Tremont Street, Duxbury, MA 02332. He said the applicants already have permits to start work inside the building.

The proposed outdoor patio is eliminated from the plans, and there will be no outdoor seating. The proposed pervious pavement on site is being eliminated. ADA access and emergency signage will be improved on site. Shields will be used to prevent light spill off the property, and a photometric plan will be provided by the applicant.

The revised plans show the correct record owner and their phone number. The dimensions are shown on the floor plan, and there are no elevations provided since the existing building footprint is being maintained.

Mr. Pozerski informed the Board that the applicants met on site with the peer review engineer for the project, Pat Brennan, who determined that the stopping sight distance is adequate.

The applicants also met on site with the Fire Department, who said they would like the applicants to maintain Pinewood Drive as is, not paving the street and vista pruning trees. Pinewood Drive will remain as a service road only. The owners will also be complying with fire improvements requested by Captain Merry.

The applicants will be cutting down and replacing a diseased tree on the site, and updating the landscaping in front of the building. New fencing will be installed on the West side of the property, so a ten-foot residential buffer will not be implemented on that side.

Mr. Ryan asked if there will be a reduction of screening by the trimming that is done, and Mr. Pozerski responded that this will not have a significant impact on the screening.

The entire parking lot will be seal-coated, and valet parking services are still proposed.

Mr. Ryan recommended the Board condition approval upon the receipt of a photometric plan.

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Motion: Ms. Turcotte moved to approve the site plan with revisions through May 12, 2023, conditioned upon receipt of a photometric plan. Seconded by Mr. MacDonald.

Vote: Mr. Dennison – Aye; Mr. MacDonald – Aye; Ms. Turcotte – Aye; and Mr. Casagrande – Aye.

Discussion: Questions for Planning Board Candidates

Mr. Ryan reminded the Board that they will be holding a joint-meeting with the Selectboard on Monday, June 5th to interview candidates and appoint a new Planning Board member to fill the vacant seat left by George Wadsworth's resignation. He informed the Board he added a few questions for the Planning Board candidates to his Board Report based on information he received from Human Resources. He suggested that the Board pose the same questions to all the candidates.

The Board discussed the process for interviewing the candidates. They decided, upon the HR Department's approval, to send the questions to the candidates in advance of the meeting, and ask them to answer the questions in their introductory statements to the Boards at the meeting. Members from the Planning Board and the Selectboard can then ask the candidates follow-up questions.

Mr. Dennison inquired about the interviewing process, and whether the Boards could deliberate in an executive session. Mr. Ryan responded that they are required to complete the full process during open session.

Planning Director's Report

Transportation Planning

Mr. Ryan told the Board the Complete Streets project is moving forward, with both the Complete Streets Prioritization Plan update and the Washington Street survey

Mr. Ryan said there will be a series of crews surveying the length of Washington Street for the next few weeks. Mr. Casagrande said he spoke to a crew surveying by his house this week, who said they have been having good luck finding most of the bounds.

Mr. Ryan said the Old Colony Planning Council (OCPC) completed an intersection safety report. He informed the Board that staff created a new "Transportation Planning" page on the Planning webpage that they will continue to update.

MBTA Communities

Mr. Ryan informed the Board that the Town received the final report from their consultant, J.M. Goldson, for MBTA Communities. The report provides three scenarios for compliance with the three potential zoning sites that the Town chose. He said the Town is not required to continue forward with those sites in particular.

Mr. Ryan said he also visited another potential MBTA Communities site proposed by Community Preservation Committee Chair, Holly Morris.

Mr. Ryan informed the Board that staff sent letters to the owners of the parcels they are considering for the MBTA Communities zoning, but have not received any responses yet. He said they are not required to get permission from the property owners, but they would prefer their support going forward to Town Meeting.

Mr. Ryan asked the Board how they would like to proceed with public outreach for the project. He suggested holding a session to deliberate about the three potential sites for MBTA Communities zoning. Mr. Casagrande said they should try to hold a public meeting at the end of the summer. Mr. Ryan said the first attempt at getting the zoning passed is 2024 Spring Annual Town Meeting but if the article fails, they can bring it to a Fall Special Town Meeting.

Mr. Ryan asked the Board if they would rather do the outreach internally, or seek consulting services to assist with public outreach, such as MassHousing partnership. Mr. Casagrande said it is a great idea to accept any help that is available from consulting services.

Adjournment

Motion: Ms. Turcotte moved to adjourn at 6:46PM. Seconded by Mr. MacDonald.

Vote: Mr. Dennison – Aye; Mr. MacDonald – Aye; Ms. Turcotte – Aye; and Mr. Casagrande – Aye.

Materials reviewed at the meeting:

- May 22, 2023 Agenda
- Memo entitled “Dogwood Drive Subdivision – May 22, 2023 Planning Board Meeting”
- Plan entitled “As-Built Plan Dogwood Drive (F.N.A. #1065 Summer Street) Duxbury, Massachusetts,” prepared for USC, LLC; prepared by Grady Consulting, L.L.C., 71 Evergreen Street, Suite 1, Kingston, MA 02364; stamped and signed by Richard J. Grady, Professional Civil Engineer and Timothy R. Bennett, Professional Land Surveyor; dated October 28, 2022; two sheets
- Amory Engineers, P.C. Review Letter RE: Dogwood Drive – As-Built Plan, dated October 31, 2022

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- Environmental Partners Invoice #3585 – Washington Street Survey
- Howard/Stein-Hudson Associates Invoice #2022194.00-5 – Complete Streets Prioritization Plan Update
- Draft May 8, 2023 Minutes
- Parkside Subdivision Continuance Request, dated May 16, 2023
- Bluefish River Tavern Engineer's Response Report, dated May 16, 2023
- Plan entitled "Permit Site Plan #581 Tremont Street Duxbury, Massachusetts," prepared for Milepost 581 Inc., LLC c/o Jeff Sabel; prepared by Merrill Engineers and Land Surveyors, 26 Union Street Plymouth, MA 02360; stamped and signed by Thomas A. Pozerski, Professional Civil Engineer; dated March 7, 2023 and revised through May 12, 2023; eight sheets
- PGB Engineering LLC Report (via email) RE: Bluefish River Tavern Engineering Response Submittal to Planning, dated May 17, 2023
- Director of Planning Duxbury, MA Board Report dated May 22, 2023