



# Town of Duxbury Massachusetts Planning Board

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DUXBURY, MASS.

## Minutes 09/26/18

The Planning Board met on Wednesday, September 26, 2018 at 7:00 PM at the Duxbury Town Hall, 878 Tremont Street, Mural Room, lower level.

Present: Scott Casagrande, Chairman; David Uitti, Vice-Chairman; Brian Glennon; John Bear; and George Wadsworth, Clerk Pro-Term.

Absent: Cynthia Ladd Fiorini, Clerk; and Jennifer Turcotte.

Staff: Valerie Massard, Planning Director; and Ashley MacMillan, Administrative Assistant.

Mr. Casagrande called the meeting to order at 7:00 PM.

### OPEN FORUM / COMMITTEE LIASON REPORTS

Mr. Bear reported that he has heard the grocery store Foodies will give way to become a Roche Brothers subsidiary supermarket on November 1, known as "Brothers".

Ms. Massard said that the Planning Department began the public outreach for the Hall's Corner project. Ms. Massard and Kartik Shah, from Harriman Group, met with several of the property and business owners from Hall's Corner last week. Ms. Massard added that the feedback has been positive so far and she is looking forward to having a Hall's Corner outreach and engagement table at the October 24 Planning Board meeting.

### A.) UPDATED LANDSCAPING PLAN: NASH ROAD; JRM INVESTMENT REALTY

Applicant John Cully presented a finalized version of the landscaping plan for the Nash Road subdivision. Mr. Cully told the board members that a few alterations have been made to the landscape to accommodate the wishes of people in the neighborhood. Mr. Cully said that while certain plants were moved around in the landscape, none were removed.

Motion: Mr. Bear made a motion to accept and approve the revised landscaping plan for the Nash Road subdivision titled "Definitive Subdivision Plan, Nash Road, (F.N.A. #232 Surplus Street), Duxbury, Massachusetts", as revised through September 7, 2018. Mr. Uitti provided a second.

Vote: 5-0, unanimous.

## **B.) ADMINISTRATIVE SITE PLAN REVIEW: POLICE STATION, 155 MAYFLOWER STREET**

Mr. Casagrande explained that the Town of Duxbury is proposing to create an additional twenty (20) parking spaces at the Police Station. Ms. Massard added that the Police Station often hosts trainings and meetings that require more parking needs than it can currently accommodate.

Mr. Patrick Brennan, of Amory Engineers, P.C., presented the dimensions and overall site plan for the proposed parking area. Mr. Brennan explained that the parking lot was designed with a 5% slope down to the back of the parking lot to maximize drainage, and a forebay will be created just past the lot to treat the storm water runoff, which will then spill over a berm into the remaining low point of the area. Mr. Brennan also said that he is proposing a 6-inch PVC overflow pipe, but it would take between a 25 and 50 year storm in order for the water to reach the overflow pipe. Mr. Brennan added that there will be no runoff offsite from this project at all.

Mr. Brennan believes there are good buffers due to existing vegetation between the proposed parking and abutting neighbors. There is currently no proposed additional lighting for the lot, and the top of the existing light pole is below the grade of the abutting properties. Mr. Brennan designed the lot with either a guardrail or concrete car stops for safety. The final design will be based on the budget. The Police Department requested a method of closing off the driveway of the lot at night to avoid parking in that area during off-hours. Mr. Brennan suggested some type of swing-gate at the entrance of the proposed lot, but was open to other suggestions such as a chain for maintenance and snow removal reasons. Mr. Brennan is also proposing a crosswalk from the station to the proposed parking area for added safety.

Mr. Brennan said one goal is to maintain the existing vegetation as much as possible.

Mr. Wadsworth asked about the lot coverage. Mr. Brennan replied that the proposed lot increases the impervious surface by 0.7%, keeping the coverage well under the limit for the 19 acre lot.

Mr. Glennon asked that, of the 54 existing parking spaces, how many are typically occupied. Mr. Brennan responded that of the 54 spaces, some are located behind the police station building, and the officers are currently trying to avoid the public parking at the rear of the building, which is secured for processing and other public safety mandates. Mr. Brennan pointed out that by keeping the public out of the rear of the lot where the police cruisers are, the department will be able to keep public and police uses separate.

Mr. Bear asked where the snow will go during plowing. Mr. Brennan has designed the lot to allow for snow to be pushed right off the back end.

Motion: Mr. Uitti made a motion approve the Administrative Site Plan Review proposed project titled "Duxbury Police Station Parking Lot Expansion" dated August 30, 2018. Mr. Bear provided a second.

Vote: 5-0, unanimous.

### **C.) ZBA REFERRAL: 4 MIDWAY ROAD**

Paul Brogna, P.E. of Southcoast Engineering and agent for the applicant, informed the board that the applicant bought the existing pier (which is 45 years old) in dilapidated conditions and in need of significant repairs. Mr. Brogna reported that the applicant received a Chapter 91 License for the pier earlier this year, and that the pier has gone before the Conservation Commission.

Mr. Brogna said he was advised by town staff to apply for a Special Permit although the pier was preexisting. Mr. Brogna believes that with the proposed demolition and rebuild, the pier would be safer, visually improved, and more environmentally compliant.

Mr. Brogna added that the 288 foot pier is grandfathered in the zoning bylaw. Mr. Glennon asked if the pier will start and end in approximately the same place, and Mr. Brogna answered that it will.

Motion: Mr. Glennon made a motion to recommend deferral to the Zoning Board of Appeals for the Special Permit proposal of 4 Midway Road for the demolition and reconstruction of a residential pier. Mr. Wadsworth provided a second.

Vote: 5-0, unanimous.

### **D.) ZBA REFERRAL: 225 GURNET ROAD**

Mr. Casagrande informed the audience that the property at 225 Gurnet Road currently has an open deck attached to the back of the house; and that the applicant would like to enclose the deck. Mr. Casagrande added that once the deck has a roof, it counts as lot coverage.

Mr. Glennon implied that this is simply a coverage issue, as the setbacks appear to be compliant, and that he does not see any zoning issues with the proposed deck alterations.

Mr. Casagrande reviewed the calculations that the current coverage at 15% the 7,228 sq. ft. lot would be 1,084 sq. ft., and the 3% additional allowable coverage for lots fewer than 20,000 sq. ft. would then allow another 383 sq. ft. for a total of 1,467 sq. ft. allowable by Special Permit. Mr. Casagrande added that this proposal appears to be well under that limit. Mr. Casagrande stated that he does not have any issues with the proposal.

Motion: Mr. Glennon made a motion to recommend deferral to the Zoning Board of Appeals on the Special Permit proposal of 225 Gurnet Road with the aforementioned coverage calculations presented by Mr. Casagrande. Mr. Uitti provided a second.

Vote: 5-0, unanimous.

### **E.) ANR PLAN: MYRTLE STREET**

Ms. Massard said that this ANR proposal is to carve a parcel of land off an existing lot. Ms. Massard informed the board that the lot is a little over 41,000 square feet and has adequate frontage. Mr. Wadsworth asked what the frontage will be for Lot 2, and Ms. Massard replied 489.01 feet.

Doug Bailey, of Grady Consulting, said the existing house will be left on the bigger lot of the ~9 acres. The ANR is proposing to create Lot 2, which will be an open lot that meets all zoning criteria and has more than enough frontage on Myrtle Street.

Motion: Mr. Uitti made a motion to endorse the Approval Not Required plan for Myrtle Street to create a new lot, dated September 17, 2018, as presented by Grady Consulting, LLC. Mr. Bear provided a second.

Vote: 5-0, unanimous.

### **F.) ANR PLAN: DOGWOOD DRIVE**

Ms. Massard said the ANR is proposing to adjust the lot line between lot I2 and J2 on Dogwood Drive to accommodate a septic setback. The only change to the amended plan shown tonight is that the plan makes reference to the Dogwood Drive definitive subdivision plan which was just recorded at the Registry of Deeds. The proposed lot line adjustment does not create frontage or lot size requirement issues.

Motion: Mr. Glennon made a motion to endorse the Approval Not Required plan for Dogwood Drive to adjust the lot line between Lot I2 and Lot J2, dated September 17, 2018, as presented by Grady Consulting, LLC. Mr. Uitti provided a second.

Vote: 5-0, unanimous.

### **G.) ZONING WORKSHOP**

Ms. Massard mentioned that all the amendments made at the 2018 annual town meeting have been approved by the Attorney General.

Ms. Massard said that there are many articles looking forward to the next annual town meeting. From the planning perspective, the board should be focused on these areas:

- Starting the recodification process
- Inclusionary Bylaw
- New FEMA maps
- New Historic Districts
- Demolition Delay Bylaw

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Ms. Massard added that planning staff will be creating and distributing folders for the board members that will contain zoning bylaws, recent amendments, and pertinent information about the upcoming annual town meeting.

Mr. Casagrande said he hopes the Economic Advisory Committee will work with the Planning Board and participate in planning matters for the town meeting.

This was an introductory discussion of the zoning workshop, which is an ongoing conversation that will be discussed more in depth at future Planning Board meetings.

### **H.) OTHER BUSINESS**

#### Minutes

- The minutes from 08/08/18 were accepted as written with a 4-0 vote. (Mr. Uitti abstained due to absence).
- The minutes from 08/22/18 and 09/12/18 were amended and accepted with a 4-0 vote. (Mr. Uitti abstained from the 08/22/18 vote due to absence and Mr. Wadsworth abstained from the 09/12/18 vote due to absence).
- The executive session minutes from various past meetings were released to the public with a unanimous (5-0) vote.

#### Annual Department Report

Mr. Glennon made two minor corrections to the document but said it otherwise looks good. The rest of the Planning Board members were okay with the report and Ms. Massard said she will get it out to be printed next week.

#### Construction Cost Estimates

The construction cost estimates for August 2018 were reviewed by the Planning Board.

#### New Business for the Next Agenda

Ms. Massard pointed out that the next Planning Board meeting will take place on October 24 at 7 PM at the Duxbury Bay Maritime School. The Planning Board and MAPC will be holding a public forum regarding the Envision Duxbury Master Plan and all are welcome to attend.

### **ADJOURNMENT**

Motion: Mr. Uitti made a motion to adjourn at 8:39 PM, and Mr. Glennon provided a second.

Vote: 5-0, unanimous.

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*The next Planning Board meeting will take place on October 10, 2018 at 7:00 PM at the Duxbury Town Hall, 878 Tremont Street, Mural Room, lower level.*

Materials reviewed at the meeting:

- Nash Road Updated Landscaping Plan
- Administrative Site Plan Review: Police Station, 155 Mayflower Street
- ZBA Referral: 4 Midway Road
- ZBA Referral: 225 Gurnet
- ANR Plan: Myrtle Street
- Zoning Workshop Handouts
- Minutes: 8/8/18, 8/22/18, 9/12/18, and past executive sessions
- Annual Planning Department Report 2018
- August 2018 Construction Cost Estimates