

# PLANNING BOARD



19 WASHINGTON STREET  
SHERBORN, MASSACHUSETTS 01770

## MINUTES

September 11, 2013

**Members Present:** Town Planner Gino Carlucci, (Acting Chair) John Stevens, Eric Johnson, Robin Perera, and Associate Grace Shepard

**Remote Attendance:** John Higley

**Absent Member:** Charles Yon

**Others Present:** Joyce Hastings (GLM Engineering Consultants of Holliston)

John Stevens called the meeting to order at 7:10 p.m. in Sherborn Town Hall, Room 204A.

### **OPENING REMARKS** (*Reference document #1 and document #1a*)

John Stevens (Acting Chair) acknowledged that a quorum was present. The meeting was conducted remotely to be able to have John Higley participate. John Stevens found that due to Mr. Higley being out of state and a significant distance away, it would be unreasonably difficult for him to physically attend the meeting.

### **2 KNOLLCREST FARM LANE** (*Reference document #2*)

This was an application for a storm water management permit. The storm water bylaw was established 2-3 years ago. It usually exempts subdivisions, but this subdivision was approved prior to the bylaw.

Joyce Hastings presented a plan with storm water control measures related to proposed construction of a single family dwelling. Erosion controls will be put in place to protect the wetland. The area will be swept and cleaned each day. The septic will be inspected and approved by the Board of Health. Applications for a building permit and a driveway opening permit from the Highway Department are underway.

Eric Johnson moved to approve the permit based on the storm water management erosion controls that have been presented (silt sacks, erosion controls, and stock piling the material on site) and conditioned upon the applicant obtaining all necessary permits needed for the work. In addition, stock piled soil must be placed upgrade of silt fencing and the street must be kept clean. Robin Perera seconded the motion and it was approved 3-0-1.

The roll call vote was as follows:

RP: voted to approve

EJ: voted to approve

JS: voted to approve

John Higley abstained from the vote because he was not able to physically see the plans.

### **MASTER PLAN SURVEY** (*Reference document #3*)

The Board discussed the 2008 Survey.

The 2014 Survey would be offered online and by paper. The goal is to have at least 200 completed. The Board discussed how the results would be tabulated and how to determine who gets which version. Grace Shepard suggested mailing a packet with the option of responding online or by paper. Another option discussed was to send the paper survey to half of the residents and a postcard to the other half inviting them to complete the response online, but there are issues with that strategy. Also, because the survey will be included with the census, it will be difficult to include it in some envelopes but not others.

Each Board member added comments/edits to the draft survey regarding preserving open space, zoning modification, types of additional housing, walkability, promoting residential and business development, etc. There are two versions of the Survey that have been circulated. Gino Carlucci will send the Board a revised, combined version.

### **TOWN CENTER REPORT**

John Higley spoke with Council on Aging representatives and they want to make sure that senior transportation and the Senior Center are included in the Town Center Report. The Maple Street proposed project with associated sidewalk was discussed and it was decided not to include in the Town Center Report. However, the Peace Abbey development should be included. Mr. Higley will circulate an updated draft to review at the next meeting. The Town Center Report will need to include a separate scenario for existing conditions that would involve a PUD, plus a reference to the impact of potential development on property owners' tax bills. John Stevens suggested also adding an appendix and table of contents with an index.

### **POTENTIAL WARRANT ARTICLES FOR 2014**

The Open Space Development Bylaw was circulated.

The SWAP meeting scheduled for Wednesday, September 18<sup>th</sup> may be postponed because the SWAP representative cannot make it.

Grace Shepard suggested that lighting should be an issue in the Planning Board's zoning bylaws. This would help in regulating dome style equestrian riding rings and similar structures. Gino Carlucci will look into appropriate language.

Mr. Carlucci is working on a draft for an article relating to an overlay district in the business district. Mr. Carlucci is looking at a warrant article that would replace the existing district - not

just an overlay. Articles relating to accessory use buildings and special events are also being drafted.

## **OTHER BUSINESS THAT MAY COME BEFORE THE BOARD**

### **Grant Application for a Sidewalk from Village Way to Eliot Street or to Crosswalk:**

*(Reference document #4 and document #5)*

The application is due on Friday. Gino Carlucci will meet with the BOS for an informational session. There is not enough information to provide total costs, though there may be enough information from cost estimates from other towns to come up with a ballpark figure to submit.

A sidewalk inventory document has been distributed.

The Town needs to fix existing sidewalks and make them ADA compliant where needed. In some areas, it might make sense to remove the sidewalk and plant grass, but that would be a difficult project. The Town cannot embark on a large sidewalk construction project, so it needs to spend money and efforts wisely.

## **MINUTES**

Minutes were not reviewed.

The next meeting of the Planning Board will be September 25, 2013.

The meeting adjourned at 9:40 p.m.

Respectfully Submitted,

Jessica Pettit

Clerk

## **DOCUMENTS REFERENCED DURING THE MEETING**

1. Memorandum from David Williams, Town Administrator, to all Town Departments, Committees, and Boards: "Board of Selectmen Remote Participation Advisory," dated August 28, 2013

- 1a. Attorney General's Open Meeting Law Guide (included in above referenced memorandum)
2. Letter from GLM Engineering Consultants to the Sherborn Planning Board: "Stormwater Management and Land Disturbance Bylaw Polymath Development, LLC – 2 Knollcrest Lane (Lot 1), dated September 3, 2013
3. Draft of 2014 Sherborn Residents Survey
4. Town of Sherborn Sidewalk Data, dated August 13, 2013
5. Project plan to construct approximately 1900 linear feet of sidewalk on the east side of North and South Main Streets from Village Way to Eliot Street