

PLANNING BOARD
Meeting Minutes
November 18, 2014
Town Hall, 120 Main Street
7:00 PM

1 Present: J. Simons, M. Colantoni, L. Rudnicki, L. McSherry, D. Kellogg, P. Boynton,

2 Absent:

3 Staff Present: M. Egge

4

5 Meeting began at 7:00 pm.

6

7 J. Simons: The planning board meeting for Tuesday November 18 is called to order.

8

9 **PUBLIC HEARINGS**

10 CONTINUED, “The Glade” Definitive Subdivision: Application for Definitive Subdivision of five (5)

11 lots at approximately 75 Great Pond Road.

12 M. Egge: Provides overview of the project. Applicant has addressed stormwater comments from

13 Eggleston Environmental. Applicant provided site lines detail on Great Pond Road. Discussion of

14 possibility of setting up a revolving fund for the purposes of stormwater maintenance, similar to the

15 existing sidewalk fund.

16 T. Zahoruiko: Clarifies that the HOA would not need to be established until the developer is actually

17 seeking occupancy.

18 D. Kellogg and Board: Requests if anyone investigated establishing a taxing jurisdiction. Discussion that

19 such an arrangement might not be best in this situation.

20 Board and T. Zahoruiko: The wetland crossing will be bridged, without lighting.

21 MOTION: D. Kellogg makes a motion to close the public hearing, seconded by M. Colantoni. The vote

22 was unanimous in favor.

23 Board and M. Egge: Review DRAFT notice of decision. Various corrections within the decision

24 including corrections to the header, spelling error, clarification within the Findings of Fact, numerical

25 references, and other corrections. Board and applicant briefly discuss cul-de-sac island concept. Applicant

26 agrees to evaluate the viability of constructing an island, included as a general condition.

27 MOTION: L. Rudnicki makes a motion to approve the Definitive Subdivision Plan as amended, seconded

28 by D. Kellogg. The vote was unanimous.

29

30 NEW PUBLIC HEARING, 85 Terminal Rd. Site Plan Review Special Permit: Application for Site Plan

31 Review for the construction of one new private airport hangar at the Lawrence Municipal Airport.

32 M. Egge: Provides background on the project. The applicant provided updated plans reflecting

33 stormwater comments provided by Eggleston Environmental. The revised plans adequately address the

34 comments.

35 M. Gooding and Board: Discussion on the volume of available parking. Board determines that the number

36 of parking spaces on-site are adequate for the site, and that consideration of parking should be given as

37 available on the entire airport site, not just the leased portion. Note to specifically state that no waiver will

38 be granted as the Planning Board does not believe a waiver is necessary. D. Kellogg requests clarification

39 on the long-term maintenance of the stormwater infrastructure. M. Gooding references terms within the

40 lease and oversight from airport commission. Ultimately the operator/owner holds the responsibility for

41 the maintenance.

42 MOTION: D. Kellogg makes a motion to close the public hearing, seconded by L. McSherry. The vote

43 was unanimous in favor.

44 Board and M. Egge: Reviews DRAFT notice of decision. Clarify address of applicant, minor corrections,

45 adjust language in findings of fact.

46 MOTION: D. Kellogg makes a motion to approved the DRAFT notice of decision as amended, seconded

47 by L. Rudnicki. The vote was unanimous in favor.

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49 CONTINUED, Bradstreet School: Application for Site Plan Review. Applicant proposes demolition of
50 existing dilapidated school building, construction of a new fifteen unit residential apartment building,
51 construction of a new two-story commercial building and related site and utility work within the
52 Downtown Overlay and General Business Zoning Districts.
53 M. Egge: Provides an overview of the project. Applicant is currently in the process of revising the
54 drainage plans. Planning Board had previously requested the applicant provide information on the façade,
55 site circulation, pedestrian access, aesthetic of the building and building materials, and parking
56 sufficiency.
57 M. Yanowitz and Board: Discussion on revised layout which provides additional parking spaces on-site.
58 Applicant describes architecture as New England style with fiber-cement siding and pvc material.
59 Applicant presents materials to the board. The board expresses support for the parking lot layout and
60 format. Discussion on whether the building should be set back at all, or brought forward to Main street.
61 Applicant expresses intent to bring in a restaurant or food use that would take advantage of the proposed
62 15' small plaza type area between the building and street. Board notes that it is easier to build the building
63 set back and then bring it forward if needed than build it to the edge of the street and then bring it back.
64 Applicant clarifies that the primary residential entrance will be on the side of the building near the
65 Handicapped parking. Discussion on differentiation between bicycle racks and bicycle parking – required
66 number of bicycle racks may be less than proposed.
67
68 NEW PUBLIC HEARING, 100 Dale Street: Applicant proposes to submit revised plans showing a pre-
69 existing pool that will be rehabilitated and retained.
70 M. Egge: Provides an overview of the project. Applicant has submitted a revised plan showing all
71 screening, drainage lines, pool filtration notes, pool, and patio.
72 Board and J. Horne: Added white privacy fence between properties as screening. Slight expansion of the
73 patio. Applicant ensured that when draining the pool, there is sufficient room within the drywell. Added a
74 notation that only cartridge filters shall be used.
75 J. Simons: Directs the Town Planner to draft a notice of insubstantial change for the project.
76
77 **DISCUSSION ITEMS**
78 316 Great Pond Road: The applicant, working under a Watershed Special Permit, is proposing
79 modifications to his plan that consist of taking out a pool, and installing a patio space instead, within the
80 same footprint.
81 M. Egge: Provides background on the project. Applicant has not strictly complied with the approved plan;
82 the modification is intended to correct the deviations.
83 Board and M. Egge: Discussion of proposed activities. Board directs M. Egge to issue a notice to stop
84 work and come before the Planning Board.
85 Bill and Sue O'Brien, 326 Great Pond Road: Expressed concern over the grading being done on-site and
86 grading onto abutting property, possible discrepancy over the actual property delineation, and changes to
87 the proposed plan. Expresses desire to have re-establishment of the property lines.
88 Board: Provides direction to have the applicant return for a formal modification request.
89
90 11 Saunders Street: Discussion of whether to require Site Plan Review for insurance company move and
91 change of use.
92 M. Egge: Provides background on the discussion. The question is whether the Planning Board will make
93 a determination that Site Plan Review is not required for the change in use.

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94 Jim Hanley, applicant: Describes the circumstances. Based on his assessment, the change in use does not
95 substantially change the existing patterns enough to require site plan review. The additional spaces
96 required for this effort does not trigger site plan review.

97 Board and J. Hanley: Discussion on whether the abutters on Saunders will be impacted by street parking
98 here. J. Simons indicates that we should have a hearing in public in order to properly vet the concerns.
99

100 **MINUTES APPROVAL**

101 MOTION: L. Rudnicki makes a motion to approve the meeting minutes from October 21, 2014, seconded
102 by M. Colantoni. The vote was unanimous in favor.
103

104 **ADJOURNMENT**

105 D. Kellogg makes a motion to adjourn, seconded by L. McSherry. The vote was unanimous in favor.