

**WEST NEWBURY PLANNING BOARD
MINUTES OF MEETING**

January 23, 2018

Pursuant to a meeting notice posted by the Town Clerk that was delivered to all Board members, a meeting of the West Newbury Planning Board was held on January 23, 2018 at 7:00pm in the 2nd floor Planning Board Room at the West Newbury Town Offices, 381 Main Street. Board Members Ann Bardeen, Brian Murphey, John Sarkis, Raymond Cook, and Richard Bridges were in attendance. Town Planner Leah Zambenardi and Associate Member Cindy Sauter were also in attendance.

Subdivision Approval Not Required Plan

Dole Place (Map R-1, Lot 580) – Andrew Gage Nichols Realty Trust (Owner); C.W. Collins Corp. (Applicant) – Creation of 1 Building Lot in Residence B Zoning District Tim Collins is the applicant, and the Board reviewed the plans.

Zambenardi stated that Tim Collins re-submitted the ANR plan with the Zoning District Boundary Line having been corrected. The Board reviewed the plans submitted by Tim Collins and asked questions. Sarkis made a motion to endorse the plan as one not requiring approval under the subdivision control law. Cook seconded, and it carried 5-0-0.

Documentation Reviewed – plans

Public Hearing: Site Plan Review per Section 8B of Zoning Bylaw – Demolition of existing water storage tank and installation of a .4-million-gallon water storage tank equipped with solar panels and improvements to the existing access road – Brake Hill on Main Street and Hilltop Circle (Assessors Map R-2, Lots 350, 270 & 1110) – Town of West Newbury (Owner), West Newbury Water Department (Applicant) – Decision documents.

Paul Howard from Tata and Howard, Town's Water Consultant, discussed the new proposed water tank on Brake Hill. The new tank will hold 400,000 gallons, whereas the existing one is 300,000 gallons. The existing tank is a standpipe. The new tank will be steel and the color is to be determined. The life expectancy for the tank is to be over 100 years. The new tank will improve water quality and provide better service for fire protection. The new height of the storage tank will be the same height as the old storage tank. On the access road, 12" of soil will be removed, and 12" of new gravel will be laid down. The access road will be 12' wide. The footing will be concrete, and there will be a new chain link fence placed around the tank. There is a future plan for a new water connection up to Hilltop Circle that will be done by others. The pipe is not drawn out on the plan since it will be done by another entity. There will be small solar panels contained within the fence around the water tank, which serves the purpose of powering the transmitters to submit data back to the water department.

The construction time for the project will be 4 to 5 months, with construction hours being 7am-5pm. This includes the removal of the old tank, and the construction of the new one. During this time concrete trucks for pouring the foundation would come and go, and the crane would stay on site. After construction the only traffic will be the water department monitoring the tank on a daily or weekly basis. Proper required

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testing will be conducted for presence of lead. Topsoil will be removed from the site, and Cook advised that Howard check with the Selectmen on the bylaw for removing the topsoil.

Howard stated that he will specify the gravel, color and materials for the tank, and the sequence of construction.

Bill Simmons, 19 Hilltop Circle, questioned the 70-80 ft. clear cut that was done on Brake Hill. Robert Janes, Chairman of Water Department stated he was unsure.

Forbes Durey, 15 Hilltop Circle, requested clarity for the new gravel that will be laid down. He also stated his concern of debris left on Hilltop Circle from plowing. Howard stated that the current gravel will be removed, and new gravel would be laid down. There is a lot of gravel to be laid down and compacted. He stated the gravel will not be stripped, therefore there shouldn't be any debris from plowing. Durey questioned how many heavy vehicle trips will be made, and if there is a plan for road remediation on Hilltop Circle. Howard stated that there will be 3 to 4 concrete trucks, a crane will come in once and stay onsite until the end of the project. There will be 10 to 12 steel deliveries in total, and the same when removing the old tank. He stated that there will be several gravel trips, as well as a grader, and back end loader. In total, Howard estimated a few hundred trips throughout the duration of the project. Howard is not expecting that the Hilltop Circle roadway will be damaged. Murphey suggested that the road condition aftermath should be discussed with Gary Bill. Sarkis suggested that responsibility for off-site damage be included in the contract. Durey also requested a review of the future connection plan. Howard briefly showed on the plans the existing main and discussed the new connection. Durey is concerned with vehicles being parked along the road during construction. Mike Dwyer, Fire Chief, stated that the Police Chief can put parking restrictions where necessary on the street. He asked when the start date is. Howard stated they are hoping to start in the summer.

Scott Szycher, 17 Hilltop Circle, questioned the construction time frame from start to finish. Howard replied that the whole construction time is 4-5 months.

Zambernardi will draft a decision for the next meeting, and Howard will make the suggested revisions for the next meeting, February 6, 2018.

Sarkis made a motion to continue the public hearing to February 6, 2018 at 7:15. Murphey seconded, and it carried 5-0-0.

Documentation Reviewed: Submittal 1/23/2018, Application 12/11/2017, Trail plans 1/18/18, Zoning and Wetland plans 1/18/2018, Trail location at Brake Hill 1/18/2018

Open Space Preservation Development at 365 Main Street and 34 Meetinghouse Hill Road (aka Drakes Landing) - Cottage Advisors, LLC (Owner/Applicant) - Site Plan Review pursuant to Section 8.B. of the West Newbury Zoning Bylaw

Zambernardi shared with the Board that Meridian signed off on the plans. The Board will wait until the following is completed before the plan is signed: the appeal period, Conservation Commission approval, finalization of Declaration of Restriction, and the Covenant Not to Convey.

Since the previous meeting there were minor changes added to the Certificate of Vote. Plan references, and a note added regarding D and F units was added to the document. The D unit footprint was off a foot

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on the actual drawing. The bump out on the F unit duplex is 1ft further out than what was indicated on the actual drawing. The note simply states the correction, and therefore it will be on record properly. There is a stipulation in the Certificate of Vote that states that the plan can have minor modifications per changes required by the Conservation Commission, and the Board of Health. The Applicant should inform the Planning Board of such changes.

The Board approved the Certificate of Vote at the January 9, 2018 meeting, and tonight they signed it.

Documentation Reviewed: Site Plan Review 1/22/18, Plan and Profile 1/22/18, Declaration of Restriction, Updated Footprint plan 1/22/18, updated elevation plan 1/22/18, Storm water Management Systems and Operation and Maintenance Plan 1/9/2018, Planning Board Covenant not to Convey, Drakes Landing Landscape Set Stamped 1/9/18.

Review of Open Space Preservation Development Bylaw, Section 6.B of Zoning Bylaw

The Board is in the process of modifying the Open Space Preservation Bylaw. Zambarnardi stated that she uploaded two emails from John McGrath on this topic in to the DropBox file for Members' review. The Board plans to define Open Space, and within that modify buffers, what can be in the open space, contiguous space, setbacks and buildings. The Board intends to identify previous issues including defining the location of Open Space in relation to the parcel. The Board intends to better define the incentives, and identify and clarify ambiguity. Within this modification process the Board plans to review the overall philosophy of Open Space. They discussed possibly renaming it Preservation Land rather than Open Space preservation. The Board will also work on administrative processes in the bylaw and rules and regulations.

Documentation Reviewed: McGrath email 1/23/18 and 10/23/17.

General Business –

Updates –

Zambarnardi stated that the Regional Housing Plan by MVPC study is almost completed.

Minutes – December 5, 2017, December 19, 2017, January 9, 2018

The Board will review the minutes at a future meeting.

Vouchers –

The Board had to sign a document from the registry of deeds in which requested signatures for who can sign SANRs.

Correspondence –

Zambarnardi received an email from Dennis Unger discussing his opposition to the sewer treatment plant, which she will forward it to the Board.

Administrative Details –

Zambarnardi stated that SWEB is re-submitting the Zoning Amendment request with the property owner's signature. The Board agreed to hold the required public hearing for SWEB in late March.

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The meeting was adjourned at 10:00PM.

Submitted by,

Lori Dawidowicz
Recording Secretary