

**WEST NEWBURY PLANNING BOARD
MINUTES OF MEETING**

July 17, 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 July 17, 2018 at 7:00pm in the 2nd floor Planning Board Room at the West Newbury Town Offices, 381 Main Street. Board Members, Raymond Cook, Brian Murphey, Ann Bardeen, and Richard Bridges were in attendance. Town Planner Leah Zambenardi was also in attendance. Board Member John Sarkis was not in attendance.

Meetings with Associate Planning Board Member Applicants

Two potential candidates, Kim Monahan and Jennifer Reardon met with the Board to discuss their interest in the open position for the Associate Planning Board member.

Later in the meeting, Cook made a motion to forward the names of both nominees to the Board of Selectmen for their consideration. Seconded by Bardeen and it carried 4-0-0.

Board Members then added a recommendation to their correspondence that Kim Monahan be appointed as the Associate Planning Board Member for FY19 due to her extensive knowledge and background in real estate. They noted that Jennifer Reardon would be an asset to the Town and that she had expressed an interest in serving on the Finance Committee or Board of Appeals.

Documentation Reviewed: Jennifer Reardon application 6/20/18, Kim Monahan application 6/5/17

7:45 p.m. Public Hearing – Site Plan Review Application, New Pump Station to Support New Bedrock Well, Adjacent to Existing Wellfield and Pump Station off Main Street (Map R-27, Lot 20 – West Newbury Water Department (Applicant), Society of Saint John the Evangelist (Owner)

Cook read the legal notice.

Ron Tata of Tata and Howard, discussed the new pump station at the site. He said there will be a new building measuring 16-feet x 20-feet once constructed, and will also provide storage for chemicals. The new building will be built adjacent to the existing building, and will be propane generated. The driveway will remain as is. The design was approved by DEP. Once Tata and Howard obtain Town approval, they will send the project out for bid, and they expect to begin construction in September. The estimated cost is \$450,000.

Zambenardi stated that there were no comments on the site plan from the Fire and Police Department, or any other Town Department Head submitted.

Bardeen motioned that due to the fact that the Board did not have a written decision, they agreed to vote and sign the decision at the following meeting, on August 7, 2018 at 7:15 in the Planning Office. Seconded by Cook, and it carried 4-0-0.

West Newbury Planning Board, Minutes, July 17, 2018. Approved September 4, 2018.

Documentation Reviewed: Design Plans

Review of Large- Scale Ground- Mounted Solar Photovoltaic Installations (LGSPI) Overlay District, Section 5.G of Zoning Bylaw

The Board is in the process of editing Section 5.G of Zoning Bylaw. Since the previous meeting Zambarnardi has done extensive research on Solar bylaws from multiple towns. She provided the Board with an analysis, which summarizes provisions of note and makes recommendations. The Board reviewed setback requirements and agreed to require a setback of 150 ft. from the district boundary line to the boundary of the installation.

The Board reviewed submittal requirements including a landscape plan, certified by a landscape architect and visualizations. They also reviewed recommendations for purpose, applicability, height, scale/maximum capacity, screening, decommissioning and financial surety.

Zambarnardi noted that none of the Bylaws she examined had a maximum capacity for LGSPI. She stated they typically limited the scale through lot coverage and setback requirements. The Board discussed having a maximum of 1 MW DC for the Town of West Newbury, which equates to approximately 4 acres.

The Board reviewed Zambarnardi's recommendation that a special permit and site plan review be required for LGSPI proposals in the Overlay District. After some debate Board Members agreed.

Rose Vetere, 54 Coffin St., recommended that the Board review the law for contiguous lots, to see if applicants can join multiple lots. She referred to the SMART program regulations, in which it states that applicants cannot join lots to build a solar installation. She stated her concern that the bylaw distinguish between by right and designated overlay districts, and that she wants the bylaw to protect residential zones. Vetere asked how the residents will know the definition of the zone. Cook stated that it will have to be defined in the plan that will be voted on by the Town.

Steve Cutter, 44 Coffin St. requested further clarification on the setback. Cook replied that the setback will be 150 ft from the district boundary line to the boundary of the installation.

Steve McCall, 9 Cortland Ln. questioned the rationale of a 150 square foot setback. Cook stated that it is similar to other bylaws, and it gives more room for natural buffers.

Zambarnardi will prepare a draft for the Aug 21, 2018 meeting to review for submission as an article for the Fall Town Meeting.

Documentation Reviewed: Bylaw Comparison Matrix; Bylaw Analysis by Zambarnardi

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

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The Board did not discuss the Open Space Preservation Bylaw. They agreed to review Zambernardi's draft before the August 7, 2018 meeting, and at that time finalize the document so Zambernardi can prepare an article for Town Meeting.

General Business

Updates -

Zambernardi stated that there is a condemned home at 87 Main St. and a developer is interested in tearing it down and splitting the property into 3 lots. The Board reviewed the plans with Zambernardi and discussed the frontage of the property. The Board agreed to invite the developer into a meeting to discuss the proposal.

Zambernardi stated that Brown Spring Farm has a developer interested in subdividing the parcel.

Zambernardi stated that developer Larry Smith from Jay Barrett Company is interested in building 55+ development at 28 Coffin St.

Documentation Reviewed: Design plans for 87 Main St.

Minutes –

The Board agreed to review the minutes at the following meeting.

Vouchers –

Zambernardi had vouchers for Payroll, Payment for the new projector and screen, and a payment to Meridian.

Correspondence –

There was no correspondence.

Administrative Details –

Zambernardi shared that she has discussed the payroll approval policy with Angus Jennings, Town Manager, and was informed that the Board can continue their usual process. The Board can also continue their process on recapping its goals and objectives. She also stated that Jennings will be joining the following meeting on August 7, 2018.

Zambernardi provided an updated recap of the Board's FY18 Goals & Objectives. Cook motioned to send the documents to Angus Jennings. Seconded by Bridges and it carried 4-0-0.

Adjournment -

The meeting was adjourned at 10:05PM

Submitted by,

Lori Dawidowicz
Recording Secretary

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