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Town of West Newbury
Planning Board
Tuesday, October 19, 2021
381 Main Street, Town Office Building
www.wnewbury.org
Minutes of Meeting

Open Session: 7:00 p.m. in-person and by remote participation (see below)

Addendum to Meeting Notice regarding Remote Participation Pursuant to Chapter 20 Of the Acts of 2021, which has extended permissions for boards and commissions to conduct remote meetings, the Planning Board conducted this meeting via remote participation to the greatest extent possible. The meeting agenda included instructions for the public about how to participate remotely. No in-person attendance of members of the public was permitted, but every effort was made to ensure that the public can adequately access the proceedings in real time, via technological means. In the event that it has been unable to do so, despite best efforts, the Board will post on the Town of West Newbury website an audio or video recording, transcript, or other comprehensive record of proceedings as soon as practicable after the meeting.

Vice Chairperson Jake Cormier called the meeting to order at 7:00 p.m. A roll call vote was taken to open the meeting. Members in attendance were Ann Bardeen, Ray Cook, Jake Cormier, and Brian Murphey. Associate Member Deborah Hamilton and Town Planner Leah Zambernardi, were also in attendance. Chairperson Tim Cronin was not in attendance. All participated via Zoom Conference.

Public Hearing: Modification to Site Plan Approval for Pentucket Regional Middle-High School Building Project to allow for a new maintenance building with associated site improvements – - Pentucket Regional School District, 22 Main Street, West Newbury.

Cormier made a motion to open the public hearing. Murphey seconded the motion and it carried 5-0.

Zambernardi read the public hearing notice for the record:

The West Newbury Planning Board will hold a public hearing on Tuesday, October 19, 2021, during a meeting that begins at 7:00 pm to consider a request to modify the Site Plan Approval for the Pentucket Regional Middle-High School Building Project to allow for a new maintenance building with associated site improvements pursuant to Section 8.B.7.d.2. of the West Newbury Zoning Bylaw. West Newbury Assessors Map R1, Parcels 10, 20 & 30, in the Residence B Zoning District and Groveland Assessors Map 2, Parcel 8 in the R-2 Zoning District. Owner/Applicant: Pentucket Regional School District, 22 Main Street, West Newbury. To view the application package visit: <https://www.wnewbury.org/planning-board/pages/current-documents> Interested persons may join the Zoom meeting by calling +1 646 558 8656; Meeting ID: 892 3443 4304; Passcode: 400760; or at <https://us06web.zoom.us/j/89234434304?pwd=MUpLYWNRM2IyTWtTdHUzYlVQSEZLdz09>

Present on behalf of the District were Bob Danforth from Pentucket Regional School District, Brad Dore from Dore & Whittier, and Paul Bergman from Bergman & Associates.

West Newbury Planning Board Draft Minutes, October 19, 2021. Approved May 17, 2022.

Cook displayed the plans on the screen for viewing. Dore reviewed the comments received at the last meeting. He stated the District is putting a maintenance building on a piece of property they acquired from an abutter, and that is being incorporated into the overall parcel. They went through a process with the Conservation Commission and received a negative determination on the RDA. It would be a pre-engineered building in the middle of the site. They considered the suggestions made by the Planning Board at the pre-application stage and which have all been incorporated into the project, including:

- Cisterns – They will use a 2,500 gallon cistern system and the water will be used for washing of equipment, etc.
- Opportunity to integrate a curriculum for the students about approaches to stormwater design. They had an exciting conversation with the Gulf of Maine Institute and the school's Science Department about using the detention basin in the rear of the site as a tool to teach about stormwater, water quality in the Merrimack River as well as the brook between the current Middle School and High School.
- Rooftop Solar – Designed as a solar ready project. Their intent is to have solar panels on the main school building and on this building as well. This is dependent on costs.

Bergman stated that the paved area was pitched down to direct water to a trench drain that treats runoff from the paved area. There is a cistern that collects runoff from the roof drains of the maintenance building. The maintenance building is prefabricated and measures 50' x 100'. A reinforced concrete ramp will allow for maintenance vehicles to enter and exit the building. The snow storage area is in back. Bathroom wastewater will go into a pump chamber that gets pumped up to a sewer manhole that will feed into the main school's new system. There is an overflow from the cistern to the detention basin if needed. They are also supplying fire suppression and potable water from the school property's system. Bergman showed the new water line on the plan. New electrical will be provided overhead and will connect to the street.

Board Members asked questions and made comments. Cormier noted that there are 1 to 2 slopes, and a cut and fill detail section is provided on the plan. Cook asked about the generator on the property. Bardeen made a request about correcting the application form that was submitted. Cormier noted that the rear overhead door should be slid over to where the ramp is shown on the plan and Bergman agreed. The location of the bathroom can change as needed. The back of the building is a bigger door for bigger pieces of equipment. The front overhead door would be smaller. Cormier noted the back corner would be tight for maneuvering equipment as a consideration. Bergman stated that the back graveled area could be extended back if needed. More ideas were discussed.

Cook pointed out the exterior lighting and Dore referred to the lighting cut sheet submitted. Cormier confirmed with Bergman that a light fixture would be placed at the back overhead door. Murphey referred to the color temperature and noted that 5,000K is a bit stark for a residential neighborhood. Murphey asked if it could be made warmer and 3,000-4,000K Dore stated the District would not be opposed to a 4,000K.

Sandra Berkenbush of 23 Farm Lane had a concern about the lighting coming from the school and asked that they be pointed down. Bergman stated that there would be no light fixtures on the side of the building facing her property.

Cormier asked about timing of the lights being on. Bergman stated the plan is that the lights would be controlled with a light sensor.

The height of the building was discussed at different elevations of the site. Dore noted it would be a maximum of 30-feet in height. Zambenardi noted that 35-feet is the maximum allowed by Zoning. The angle to site the drain line, water line, and septic line was discussed. Cormier asked about the buffer. Bergman noted it would be a 6-foot cedar fence, chosen by the direct abutter, who also the colors of the building (fern green for the building, rustic red for the trim, and polar white for the roof).

Zambenardi asked about existing trees that will be taken down. Cormier pointed to the plan where it noted that 5 trees were to be taken down. Cormier stated that the trees to be taken down are native white pines and he asked if that the new plantings be native plants to replace the white pines. He sees that there are shrubs proposed but that the species are not noted. Dore asks for clarification about whether Cormier's intent is to have the trees replaced. Cormier stated no, but that there are 12 shrubs proposed on the southern line and he asked that the plants chosen be native species that fit with the habitat of West Newbury. Dore stated yes, and that he would check with the direct abutter to see if she had any suggestions. Bardeen noted that there are a number of organized groups in Town that could advise on appropriate species. Dore stated they would also look at the landscaping plan for the new school and see if they could use the species noted on it for the maintenance building area for consistency sake. Cook suggested that they approach the West Newbury Tree Committee about trees that they might offer to plant. Danforth stated he would be more than willing to entertain that. Murphey stated he thinks that the plan is terrific and that people will be pleased with it. Cook stated that having this detailed plan makes a difference and that he appreciates the extra efforts that were taken.

After due discussion, Cook made a motion to close the public hearing. Murphey seconded the motion and it carried 4-0.

Cook then made a motion to approve the request for a Modification to the Site Plan Approval for the Pentucket Regional Middle-High School Building Project to allow for a new maintenance building with associated site improvements subject to the following conditions of approval:

- a. There will be four RAB WPLED26 lighting fixtures on light sensors secured to the building: 1 on the front and 1 on the back of the building to illuminate the overhead doors; and 2 on the east side of the building facing Main Street. The color temperature on each fixture will be in the range of 3000K - 4000K.
 - b. Every effort shall be made to select plants and grasses that are native, those that occur naturally in the region.
- Bardeen seconded the motion and it carried 4-0.

General Business:

- Updates: Zambenardi updated the Board regarding Pearson Auto 326-330 Main Street, and a question of whether the repair shop is a legal use of the property. She stated that in 1977 repair shops were allowed by right in the Business District. Sometime between 1977 and 1982 the Zoning changed to make repair shops subject to a special permit. That is within the timeframe that the repair shop opened. She stated that Sam Joslin, the Building Inspector suggested that they might apply to the Planning Board for a special permit to allow for a repair shop to "dot their i's and cross their t's". Zambenardi asked the Board for its thoughts. She stated that it is intended to be sold and used as a repair shop moving forward. Cook's opinion is that they shouldn't have to go through a special permit if the use is ongoing. Sandra Berkenbush reviewed the history of the property, which showed the property changed a number of times without question about a special permit. Murphey stated that opening up a hearing on a new special permit that may not be needed could create a number of new problems and the other Members concurred. More discussion ensued on the matter. Members generally concurred that it most likely is a pre-existing nonconforming use as there is no record of a special permit being issued. They noted it is the Building Inspector's call. They offered that Joslin may come in to talk with the Planning Board. Zambenardi stated that perhaps an affidavit from the then owners attesting to the year of opening the repair shop would suffice.

- Correspondence: No correspondence was noted.
- Minutes: No minutes were available for review.
- Administrative Details: Town Meeting – Murphey asked about who would attend to represent the Board regarding the Floodplain Overlay District Bylaw. Review of Town Planner Job Description – Zambarnardi stated that the Select Board did not include the Town Planner upgrade and wage increase on the Fall Town Meeting Warrant. She stated that if the Select Board, Planning Board and Town Manager support this notion, the Town Manager informed her that there is an option to amend the Town Planner job description with a corresponding wage increase outside of Town Meeting. She stated that she amended the job description to include assisting the Planning Board as the Stormwater Authority, assist with Affordable Housing Initiatives, and administer the Board's role for issuing permits under the Scenic Roads Bylaw. She stated that these three items are ongoing already and are indicative of recent added responsibilities of the Town Planner. She stated she has been advised to draft a request, have the Town Manager review the request and draft job description and then present it to the Planning Board. Cormier stated the Board has addressed and supported this in the recent past and that the Chair, Tim Cronin or he will assist as needed to expedite this. Bardeen asked if otherwise it would have to wait until the Spring and Zambarnardi confirmed.
- Items not Reasonably Anticipated by the Chair 48 Hours in Advance of a Meeting

Adjournment:

Cook moved to adjourn the meeting. Seconded by Murphey.

Roll call vote was taken, and the motion passed 5-0

Respectfully submitted,

Leah Zambarnardi
Town Planner