

WEST NEWBURY PLANNING BOARD
Minutes
Tuesday, November 6, 2019

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 November 6, 2019 at 7:00pm in the 2nd Floor Hearing Room at the West Newbury Town Offices, 381 Main Street. Board Members Ann Bardeen, Richard Bridges, Raymond Cook, Tim Cronin and Brian Murphey were present. Associate Member Wendy Reed and Town Planner Leah Zambernardi were also in attendance.

Call to order

Murphey called the meeting to order at 7:00 PM.

Pentucket School Building Project – Set Public Hearing Date for Limited Site Plan Review and Conduct Pre-Application Conference

Murphey stated that the purpose of this meeting is for the project team to provide the Board with an overview and for the Board to provide informal, non-binding, feedback.

Brad Dore and Maria Fernandez Donovan from Dore and Whittier Associates, Steve Ferrin from Vertex, the OPM for the project, and Jonathan Seymour, High School Principal approached the Board. Town Counsel Michael McCarron was also in attendance. Dore utilized a PowerPoint Presentation and provided an overview of the project, including management hierarchy, site design details and construction sequencing. He noted that the building is expected to be completed in summer 2022, with the balance of the fields to be completed by the end of 2023. Dore stated that the project team hosted a neighborhood meeting on October 30th at the high school and noted some of the comments and questions that were discussed.

Dore stated that Nitsch Engineering, the project engineers, have a traffic unit and performed a traffic flow analysis. Dore stated that there are approximately 425 parking spaces currently and that number is expected to stay the same. He stated that school projections indicated that the current student population of 1120 is projected to decrease to 965 students. He stated that Nitsch's charge was to evaluate onsite circulation, intersections, and the current parking situation. Murphey asked if there were any opportunities for additional parking if needed. Dore described that though it is a 40+ acre site, it is constrained due to the wetlands. He stated that finding space for 425 spaces in the new design has been challenging.

Dore stated that the auditorium currently seats close to 600. Seymour stated that there was more seating but there are now several spots where the seating can't be used. Dore stated that the seating will increase to between 640 and 660 seats.

Cook stated he favors fewer parking spaces. He likes the "quad" concept being used. He noted that using the open area for storm water retention is a positive. He stated that the intersection with Main Street has been troublesome and he asked if any thought had gone into signaling. Dore stated that Nitsch will present its findings, which includes studying the parking, circulation and intersections.

Dore stated that the site will include charging stations for electric vehicles. He explained this was being done as part of the LEED program and that they were designing to achieve Silver status. He stated there is an outside chance of getting to Gold.

Dore shared the architectural renderings. He stated that they will build a 5' high parapet, though that will not completely screen Main Street from RTU's. He stated that they anticipated that the highest point of the building will be 54-feet; noting that the north wing would be 3 stories and that the gymnasium would also be a high space. He also noted that passive bollards would be placed out front for safety.

Murphey asked about security for the back courtyard. Bridges asked about the types of plantings. The retaining wall along Farm Lane was discussed. Dore stated that it would be 8-feet high and 60-feet long, therefore it would be prohibitive for people to park on Farm Lane and enter the site. Murphey stated that the Board's consulting engineer would perform a peer review of the drainage system.

Dore stated that some accommodations would be necessary, pursuant to case law for uses that are exempt from zoning under Mass General Laws Chapter 40A, Section 3, including the height needed for an academic environment and strict interpretation of the parking regulations.

Reed asked about lighting of the stadiums. Dore stated that they would provide a lighting ready accommodation, so lights can be installed in the future. The same would go for rooftop solar panels.

Bridges asked about typical work hours. Dore responded that work hours would likely be 6:30 am to 3:00 pm, 6 days per week, to avoid conflict with morning and afternoon school activity. He said that in the event the work day is extended past 3:00 pm, they would still adhere to the Town's noise restrictions.

Bridges asked that the District be proactive in terms of abutter engagement. Murphey stated that the OPM already has email and phone answering services in place for the residents.

Richard Baker of Middle Street addressed the Board and stated his concerns about traffic circulation and parking on Farm Lane.

At the conclusion of the discussion, the Board agreed to schedule the public hearing date for Tuesday, December 3, 2019 at 7:00 p.m. in the Town Annex.

Documents Reviewed: PowerPoint presentation By Dore & Whittier Associates; Project Plans

Sullivans Court Extension Definitive Plan and Special Permit (Approved 2015)

- Discussion with Town Counsel Regarding Assignment of Permits for 11 Sullivans Court
Town Counsel Michael McCarron and Tom Neve are present for the discussion. McCarron is of the opinion that it seems the McGrath's have an obligation to Neve to finish construction for Lot 3, but that does not absolve Neve from his obligation to the Board to complete the project pursuant to the plans. McCarron also stated that the performance bond is placed to guarantee completion of the project, not just individual line items that were used to create the bond amount. When asked about enforcement authority, McCarron advised that the Building Inspector holds the authority.

- Update on Construction at 11 Sullivans Court (Lot 3)

Zambenardi stated that the new owners of Lot 3, John and Joann McGrath reached out to her and agreed to cover the cost of Meridian's inspections for the lot. She stated that Kelley related that inspections for Lot 3 are estimated at \$1,400. Members request that Zambenardi consult with the Kelley, the Building Inspector and Bert Comins, the Town's Conservation Agent regarding requirements and enforcement options for Lot 3. They also requested that Zambenardi obtain \$2,500 from the McGraths to cover inspection fees performed to date and future inspections. Bridges expressed concerns regarding Lot 3 and the Board asked that Kelley be made aware of Bridges' concerns and respond.

- Update Trail Construction and Construction by Thomas Neve

Members discussed Bridges concerns regarding Lot 6 about the condition of the culvert under the Lot 6 driveway. Members asked that Bridges' concerns be brought to Kelley as well. Regarding trail construction, Neve stated that he would reduce the trail width from 4-feet to 3-feet for that part of the trail that is within 200-feet of the river. Neve will build the trails after April. Reed stated that Neve needs to provide a narrative with the scope of work and construction sequence with the Notice of Intent (NOI). Responsible parties for preparing the NOI and presenting the materials to the Conservation Commission were also discussed.

- Request for Bond Reduction by Thomas Neve

Members of the Board note that Kelley reported that the gravel shoulders have not yet been installed and they accordingly deny the request to release a portion of the bond.

Documents Reviewed: Meridian Inspection Reports, Meridian Recommendation on Performance Bond

Drakes Landing Open Space Preservation Development (Approved January 2018) – Cottage Advisors LLC

- Update on Storm water Management and Erosion Control Following October 23rd Storm Event

Chip Hall of Cottage Advisors approached the Board and discussed the storm event and measures that his team is taking to address the flooding issue. It is noted that final paving will not occur until next fall. Hall stated that straw wattles will prevent sedimentation and runoff until asphalt ramps are put in to direct storm water to the catch basins.

Documents Reviewed: Photographs submitted by Chip Hall; Photographs Submitted by Brad Bucher & Wendy Reed; Meridian Inspection Report

- Request for Minor Modification to D-Unit

Hall explained that he would like the Board's approval to allow another option for the architectural design of the D-Unit. He stated the option would allow for an alternative dormer configuration on the façade. He stated that he had his engineers look at whether there would be any impacts to the storm water calculations as a result of the change. He submitted a letter from his engineer indicating that there would be no negative impact. Architect Scott Brown was also present and he displayed architectural elevation plans of the design.

Bardeen stated that she preferred the option presented tonight. Murphey agreed. Cook confirmed that the building height would not be impacted.

Cook made a motion to find that the request constitutes a minor modification of the approved special permit and site plan. Bridges seconded the motion and it carried 5-0.

Documents Reviewed: Request Letter from Melissa Robbins to the Planning Board; Architectural Elevation Plans for the D-Unit.

Cook made a motion to approve the substance of the request. Bridges seconded and it carried 5-0.

General Business

- Updates - None
- Vouchers – The Board signed off on vouchers for payment to Meridian Associates and payroll.
- Minutes, September 3, 2019; September 17, 2019 & October 1, 2019 – The Board reviewed each set of minutes and made some edits. At the conclusion of each review, Murphey made a motion to accept the minutes as edited and Cronin seconded it. Each time the motion carried 5-0.
- Correspondence - None
- Administrative Details - None
- Items not Reasonably Anticipated by the Chair 48 Hours in Advance of a Meeting - None

Adjournment

Murphey moved to adjourn at 9:45 pm. Bridges seconded. The motion carried 5-0

Respectfully submitted,

Leah Zambarnardi
Town Planner