

**West Newbury Planning Board Minutes
February 4, 2020**

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 February 4, 2020 at 7:00pm in the Town Annex, 381 Main Street. Board Members Ann Bardeen, Richard Bridges, Ray Cook, and Brian Murphey were in attendance. Associate Member Wendy Reed and Town Planner Leah Zambenardi were also in attendance. Member Tim Cronin was absent.

Call to Order

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

Continued Public Hearing: Site Plan Review Application for New Pentucket Regional Middle- High School Building with related parking and athletic facilities. Owner/Applicant: Pentucket Regional School District

Brad Dore and Maria Donovan of Dore & Whittier, and Steve Theron from Vertex – Project OPM were present on behalf of the applicant.

Murphey stated that the previous Public Hearing of December 17, 2019 had limited public attendance and was continued. Murphey read from and explained the Dover Amendment, a section of Massachusetts State Law regarding education facilities that clarifies what a Planning Board may regulate. The Town Engineer's report had been reviewed. It identified a few outstanding items. Meridian identified three outstanding items that Dore had not yet examined. Dore had met with the Conservation Commission which is reviewing the plans. Based on Board questions at the last meeting regarding on-site traffic flow, a memo had been issued. Dore and Whittier will provide the traffic engineer's report to the Board.

Murphey noted abutter concerns about light spill into the neighborhood as identified in a report. Parking lot and perimeter lighting were discussed. The Meridian report noted that while all parking spots are conforming, the total is 4 spaces short of the zoning requirement. Dore explained how the plan meets the defined objective. The Board agreed. Zambenardi suggested specific wording. Dore requested a waiver stating Dore and Whittier is not in violation. Zambenardi will consult Town Counsel about the wording.

Murphey asked about traffic recommendations, specifically a crosswalk with no access across the street. It will be removed as part of the DOT filing. Cook expressed concern over the sidewalk creating a potential future hazard and asked Dore to address this problem. The Farm Lane intersection and its proximity to the proposed two-way traffic driveway opening for the school was also discussed. Murphey asked about the possibility of combining the Farm Lane entrance and school driveway into one curb cut.

Murphey asked members of the public if they had any comments or questions. Mona Jean Berkenbush, 19 Chestnut Lane, West Newbury said that the State had rejected the original plan sharing Farm Lane with the school driveway. She said the current intersection works well only because it is one way, and an officer directs traffic.

Anne McCoy, 78 Main St., West Newbury noted discrepancies in the road's marked speed limits. Dore suggested the West Newbury Planning Board Minutes, February 4, 2020. Approved April 7, 2020.

Town refer the issue to the State. Cook expressed concern about designing a solution that required a police officer during peak traffic hours. He suggested that sidewalk changes be made with attention to traffic flow complexity and pedestrian safety.

Murphey expressed concern about the new two-way school entrance/exit and Farm Lane traffic. Bridges suggested a broader study on vehicular and pedestrian traffic. Dore stated that MassDOT will likely review this. Dore would investigate the issue, check for technical feasibility, then engage others for review. Once West Newbury and Groveland approve the project, the plans will be submitted to MassDOT. Murphey suggested abutters approach the Selectmen regarding a speed limit change. Bardeen asked how the Board's recommendations would be reviewed for compliance. The stormwater pollution prevention management plan was discussed. Solar panel placement was also discussed.

Murphey thanked Dore and Whittier for its work with Meridian. He noted that project documentation and voting language would be prepared for the continued Public Hearing on February 18, 2020.

Murphey moved to continue the Public Hearing until February 18, 2020. Cook seconded and the motion passed 4-0.

Documents Reviewed: Letter via email from Meridian Associates to the Town Planner, dated February 4, 2020.

General Business:

Updates- Sullivans Court Extension (ADA Requirements for Trails & Lot 6 Culvert)

Zambernardi reported that Sam Joslin, West Newbury Building Inspector, believes the trails must be ADA compliant. The Town Manager will speak to Neve prior to any Board action. Reed expressed concern about Neve's unwillingness to conform to permit requirements. Bardeen suggested bringing in Joslin to discuss accessible compliance on trails that are on public land. Town Counsel has not provided comment. The Towns of Lee and Acton, MA have specific documents related to trails and ADA compliance that may be reviewed. This remains an open item for the Board.

Drakes Landing

The Board had received a letter from Mr. James Proventure, 11 Daley Drive, regarding water in his back yard that had entered his crawl space related to grading issues. He will attend the next Planning Board meeting. Chip Hall is aware of the situation. The Building Inspector had written to the owner to arrange a site visit, but had not yet received a reply. Zambernardi described the drawings and had looked at the property.

Documents Reviewed: 1/17/20 letter from owners of 11 Daley Drive

Discuss Site Plan Review Requirements for Playground Project at Page School per request of Town Manager

The Board discussed the information it would require for the project, noting that the current plan provided for the playground is not site-specific. Cook stated that a parking plan should be provided. Bridges noted the high demand for parking as others use the playground. Increased usage was anticipated. A request for \$556,612 for the project will be made at Town Meeting. Murphey asked Zambernardi to inform the Town Manager that the Planning Board

would rather look for a Town vote prior to reviewing details of the plan.

Documents reviewed: Application for funding of the playground with attachments to the Community Preservation Committee

Discussion of Zoning Bylaw Amendments (Housekeeping Amendments) and Placeholder for Spring Town Meeting

The Board had begun discussion of bylaw amendments in November. The Board made suggested changes to some wording, and discussed III 5.A.2.c.i.v. A few definitions were changed and several other definitions were revised for clarity. Zambenardi asked Town Counsel if he would review the proposal. The language will be finalized before the Public Hearing, which is scheduled for March 4, 2020. Zambenardi noted that a draft table of uses could be part of this. Copies will be made available to the Board. The Board thanked Zambenardi for her work.

Documents Reviewed: Draft Zoning Articles

Administrative Details

There were none.

Minutes

The Board reviewed the following draft minutes:

January 7, 2020 – Murphey moved to accept as amended, Cook seconded, and the motion carried 4-0

January 21, 2020 - Murphey moved to accept as amended, Bridges seconded, and the motion carried 4-0

Vouchers

The Chair signed vouchers for the following: Meridian, Recording Secretary, and Payroll.

Correspondence

Abutters notice for a project on Plum Island.

Budget FY21

Zambenardi had submitted the Planning Office budget. No questions had been received.

Other

Chip Hall has made a public records request for information on the Cortland Lane subdivision. Zambenardi had given McCarron an estimate on cost of the Planning Assistant's time and copying.

Items not Reasonably Anticipated by the Chair 48 Hours in Advance of a Meeting

There were no items.

Adjournment

West Newbury Planning Board Minutes, February 4, 2020. Approved April 7, 2020.

Murphy moved to adjourn, Bridges seconded, and the motion carried 4-0.

Respectfully submitted,

Kathryn C. Carr
Recording Secretary