

**Holliston Planning Board
Meeting Minutes of May 3, 2018**

In Attendance: Chairman David Thorn, Karen Apuzzo-Langton, Josh Santoro, Warren Chamberlain, and Jason Santos.

Call to Order: The Chairman called the regular meeting to order at 7:00 p.m. in the Selectmen's Meeting Room #105 of the Town Hall, 703 Washington Street.

General Business:

Approval of Minutes

On a motion by Mr. Santoro, seconded by Mrs. Langton, the minutes of April 12, 2018 were approved as drafted. Mr. Santos abstained as he was not present.

Reserve Fund Transfer - Finance Committee

On a motion by Mr. Santoro, seconded by Mr. Santos, the Board authorized Mr. Thorn to represent the Board on a Reserve Fund Transfer to pay trial costs in the 194 Lowland Street case.

Site Plan Review of StreetWear, Inc., 375 Hopping Brook Road

David Faist, P.E. and Rob Lucia of McClure Engineering were present with Ed Sleboda of StreetWear, Don Chemini, AIA and Andy Rodenheiser, Project Manager to discuss the proposal to construct an additional 14,500 s.f. building addition to provide additional warehouse space for the existing facility. The proposed addition will be located in an area currently used as paved parking. The proposed project is considered a "redevelopment" project under the Mass DEP Stormwater Management Standards and results in no net increase to existing impervious areas. The Applicant is requesting a waiver from providing a Landscape and Lighting Plan, as no new parking areas are proposed and the building addition is being constructed in an area currently occupied by pavement. No additional exterior lighting is proposed.

Mr. Faist noted that the addition backs up to the Town's water tank which is accessed over an easement. Challenges include site work in the rear of the site where a 1:1 rip rap slope is proposed and in addition to a 12' access drive. Mr. Chemini described the addition and the building layout. The construction, to be utilized exclusively for storage, will match the 24' high existing structure. Mr. Faist and Mr. Chemini clarified the external access points and loading docks as well as the overall parking scheme. It was noted that the present use is much less intense than the previous one.

A comment letter was received from the Fire Chief (dated April 27, 2018) stating that the 8' gravel access proposed for the rear of the building should be the required 12' minimum for emergency access.

On a motion by Mr. Santos, seconded by Mr. Chamberlain, the application was approved. (See "Site Plan Modification, #375 Hopping Brook Road, Holliston, MA", prepared by McClure Engineering, Inc., dated April 12, 2018 (revised May 3, 2018), as well as Stormwater Management Report, dated April 12, 2018). The Landscape and Lighting Plan was waived. Approval is contingent upon a clean stormwater review from TetraTech.

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Site Plan Review of Bullard Memorial Farm Association, 7 Bullard Lane

Joyce Hastings, PLS of GLM Engineering Consultants, Inc. was present along with Tara and Doug Hathaway, Director of Membership for Bullard Memorial Farm Association to discuss the proposal to construct a 44' x 18' building with basement to provide for meeting space with kitchen, storage and handicapped bathrooms for educational programs at the farm. Ms. Hastings provided an overall aerial photo of the historic farm site, noting that there is no formalized parking for the uses. The improvements are part of the Association's plan to improve and preserve the historic farm property. Two handicapped parking spaces will be located in close proximity to the building's access with proper signage.

The Applicant is requesting a fee waiver/reduction as it is a 501(c) 3 non-profit organization.

On a motion by Mr. Santoro, seconded by Mr. Santos, the application was approved and the fee was waived (See plan entitled "Proposed Pump Basin, #7 Bullard Lane, Holliston, Massachusetts", prepared by GLM Engineering Consultants, Inc., dated August 18, 2017 and architectural drawings "Bullard Memorial Farm Association, New Out Building/Service Structure, 7 Bullard Lane, Holliston, MA", prepared by Shannon Taylor Scarlett Architects, dated April 22, 2017, revised November 14, 2017).

Brooksmont Meadows (Laurel Glen) of Construction Extension

On a motion by Mr. Santos, seconded by Mrs. Langton, an extension to complete the subdivision was granted to July 31, 2019, as requested by Skip Kelleher of Minglewood Development. (Letter dated April 25, 2018).

White Pine Estates II of Construction Extension

On a motion by Mr. Santos, seconded by Mr. Chamberlain, an extension to complete the subdivision was granted to November 2018, as requested by George Connors of Connorstone Engineering, Inc. (Letter dated April 26, 2018).

Deer Run (Anna Place) of Construction Extension

On a motion by Mr. Santos, seconded by Mrs. Langton, an extension to complete the subdivision was granted to May 30, 2020, as requested by George Connors of Connorstone Engineering, Inc. (Letter dated April 25, 2018).

Maplewood Estates of Lot Release

Mrs. Langton made a motion to endorse the Lot release form for Lots 1 and 2 as prepared by the Applicant. The form will be held until receipt of surety.

Adjournment - The meeting was adjourned at 8:20 p.m. on a motion made and duly seconded. The next meeting was scheduled for May 17, 2018 at 7:00 p.m.

Respectfully submitted,

Karen L. Sherman, Town Planner