

## **Holliston Planning Board Meeting Minutes of March 27, 2014**

**In Attendance:** Chairman Geoffrey Zeamer, Warren Chamberlain, David Thorn, Parashar Patel, Rachelle Finn and Taro Matsuno. Also present was consulting engineer Richard Westcott, PE of Westcott Site Services.

**Call to Order:** The Chairman called the regular meeting to order at 7:30 p.m. in the Selectmen's Meeting Room (#105) of the Town Hall, 703 Washington Street.

### **General Business:**

1. Approval of Minutes of March 13, 2014  
On a motion by Mr. Thorn, seconded by Mr. Chamberlain, the Board voted to approve the minutes of March 13, 2014 as drafted. Ms. Finn abstained.
2. Field Change Request of Indian Circle (Highlands of Holliston)  
Paul Atwood, PLS was present from Guerriere & Halnon on behalf of Holliston Residential Realty to discuss elimination of condition #19 requiring one-way traffic on Indian Circle from the Highlands at Holliston Definitive Subdivision Certificate of Action dated September 30, 1998. In a letter to the board dated March 19, 2014, the Project Engineer describes the alteration to surrounding topography and the current conforming stopping sight distances based on the 2011 American Association of State Highway and Transportation Officials standards. He noted that the pavement width is 24 feet, the same as the other two minor two-way streets in the subdivision. The Fire Chief issued a letter to the Board dated March 24, 2014 expressing no objections to the change to two-way traffic. After some discussion, Mr. Thorn made a motion to accept the proposed change as a field change based on the information received. Mr. Chamberlain seconded with all in favor.
3. Community Preservation Committee (CPC) Appointment of Mr. Chamberlain brought it to the attention of the members that he had been informed that his CPC appointment was expired. Mr. Patel made a motion to re-appoint Mr. Chamberlain to serve as the Planning Board's appointee through May 30, 2015. Mr. Thorn seconded with all in favor.
4. Inclusionary Housing By-Law Update of Mr. Matsuno asked about active implementation of the 2010 Affordable Housing Plan and the recommendations to amend the Inclusionary Housing provisions of the zoning by-laws. Ms. Sherman indicated that the changes had been contemplated by the Housing Trust but that no by-law amendment had been proposed for Town Meeting action because of larger concerns about the implications of the court decision in Wall Street Development v. Town of Westwood. Ms. Sherman was asked to evaluate the costs and level of effort to bring the by-law into compliance for discussion in April.
5. Downtown Parking Study Update of Ms. Sherman provided the members with an update on the planned parking study to be completed with technical assistance from MAPC transportation staff. A draft scope of work and budget has been negotiated and a start-up meeting is being scheduled for early April with field work to occur in early May. The Chairman asked for a clarification of the occupancy and turn-over analysis, suggesting that a shorter frequency should be measured. Mr. Matsuno asked for a clarification of the

## **Holliston Planning Board Meeting Minutes of March 27, 2014**

study area. Ms. Sherman noted that it included Washington Street from Town Hall and St. Mary's Church (Elm St) to School Street (Andrews School) and up Central Street to Railroad Street (Blair Square), including the public lot on Exchange Street.

6. Flood Map Revisions Ms. Sherman also updated the Board on revisions planned for two community floodplain panels located around Lake Winthrop/Winthrop Canal. The Selectmen have sent notices to impacted landowners (140+) and Ms. Sherman and Mr. Tartakoff are providing information. These amended maps will be treated separately from the Middlesex County maps which are on the Warrant for the Annual Town Meeting for adoption and will be effective in July. These two maps will be issued a Letter of Map Revision from FEMA and will be effective upon the end of the current review period.

### **Continued Site Plan Review and Special Permit Public Hearing Solect Energy Development, LLC, 58 Hopping Brook Road**

The Chairman re-opened the public hearing at 8:00 p.m. Present for the applicant were Miguel Linera of Solect Energy Development, LLC, Atty. Peter Barbieri of Fletcher Tilton and Erik Dickinson of GLM Engineering Consultants, Inc. Atty. Barbieri provided an overview of the revisions provided, including revised site plans and additional narrative from GLM Engineering Consultants, Inc. dated March 10, 2014. Items addressed included: staging area identification, provisions of a construction schedule, specification of seed mixture, provisions of warning signage, profile of access road, and revised trail location. He added that a filing has been made to the Conservation Commission and a hearing has been scheduled for April 1<sup>st</sup>. Additionally, the Zoning Board of Appeals has issued a use variance for access to Lot A from Hopping Brook Road and a dimensional variance allow panel and other component placement within the 50' buffer identified in the Zoning By-law at Section IV-B (footnote). A clarification of panel locations was provided. Mr. Linera noted that each row of panels is separated by an 11' aisle. Some panels are still located within 3' of the perimeter fencing.

Mr. Patel asked for additional detail on the construction schedule. It was suggested that provision of monthly reports be included as a special condition of approval. Mr. Thorn asked about the potential for screening the project on Lot A from Route 16. The wetland buffer will be reviewed. Gerry Richards from Griffin Electric asked for panel specifications. Mr. Linera agreed to provide him with the likely product cut sheet.

The members reviewed two draft Certificates of Action for the project dated March 27<sup>th</sup>. Mr. Chamberlain made a motion to continue the public hearing until April 10<sup>th</sup> at 7:45 p.m. Mr. Thorn seconded with all in favor.

### **Continued Definitive Subdivision Modification Public Hearing Summitpointe – Highland Street**

The Chairman re-opened the public hearing at 8:50 p.m. Present for the applicant was D. Bruce Wheeler, Trustee of Summit Pointe Realty Trust and Atty. George Connors of Connorstone Consulting Civil Engineers and Land Surveyors. Plan revisions dated March 18<sup>th</sup> were reviewed in detail, including drainage easements, access easements to adjacent open space (Holliston's Warren Woods), buffer plantings on lots 1 and 2, and water supply. Atty. Connors provided

**Approved: April 10, 2014**

**Holliston Planning Board  
Meeting Minutes of March 27, 2014**

photos of existing conditions with regard to an abutters fence (#50 Highland St), material piles, and existing curbing and catch basin interfaces. He noted receipt of an approval for the subdivision amendment from the Board of Health (dated March 13, 2014) and as a follow-up to the Fire Chief's correspondence of March 11<sup>th</sup>, he had a discussion with the Chief regarding the notation on the prior plans calling for in-home sprinklers. The Chief expressed his desire for installation of a 10,000 gallon cistern and Atty. Connors noted that conceptually it could be installed between lots 5 & 6 in an easement. Atty. Connors also provide a written summary of the drainage design utilized and its partially constructed/partially functional status.

The chairman opened the floor to the audience. Nikki Borman of 50 Highland Street presented the members with some written comments dated 3/27/14. Pamela Murray of 108 Highland Street asked for a clarification of the swale and plantings along her side lot line. Atty. Connors stated that the swale had been placed in a drainage easement and 16 plantings had been added. John Greendale of 215 Highland Street stated that the previous board had been in error to approve the previous design.

Mr. Chamberlain made a motion to continue the public hearing until April 10<sup>th</sup> at 8:05 p.m. Mr. Thorn seconded with all in favor.

**Planning Board Rules and Regulations Amendments**

The Chairman opened the hearing at 10:05 p.m. and waived the reading of the notice. At Ms. Sherman's request, Mr. Patel made a motion to continue the public hearing to April 10<sup>th</sup> at 8:15 p.m. Mr. Chamberlain seconded with all in favor. Materials dated March 12<sup>th</sup> have been circulated for comments.

**Adjournment** - The meeting was adjourned at 10:07 p.m. on a motion made and duly seconded. The next meeting was scheduled for April 10, 2014.

Respectfully submitted,

Karen L. Sherman, Town Planner