

**Holliston Planning Board
Meeting Minutes of June 12, 2014**

In Attendance: Chairman Geoffrey Zeamer, Warren Chamberlain, Taro Matsuno, Nikki Borman and David Thorn. Also present were Highway Superintendent Tom Smith, Tree Warden Mark Ahronian and Selectman Jay Leary.

Call to Order: Mr. Zeamer 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 May 22, 2014 – On a motion by Mr. Chamberlain, seconded by Mr. Thorn, the Board voted to approve the minutes of May 22, 2014 as drafted.
2. Subdivision Construction Extensions:
 - a. Highlands at Holliston – Mr. Chamberlain made a motion to grant a temporary continuance to the subdivision so that the surety may be reviewed in depth at the 7/10 meeting. Mr. Thorn seconded with all in favor.
 - b. Evergreen Square – Mr. Chamberlain made a motion to grant a temporary continuance to the subdivision so that the surety may be reviewed in depth at the 7/10 meeting. Mr. Thorn seconded with all in favor.
 - c. Hopping Brook Park II – Mr. Thorn made a motion to extend the covenant construction deadline for the two "Phase II" subdivision plans approved for Hopping Brook Park and New Hopping Brook Realty Trust as requested by Trustee Jon Delli Priscoli in a letter dated May 21, 2014. Mr. Chamberlain seconded with all in favor.
3. Administrative Site Plan Review of 258 Norfolk Street, Arcadia Farms
Joyce Hastings, PLS was present with Dean Koshivas, Trustee of DK Trust to discuss the farm stand building under construction for Arcadian Farms, presently located at 200 Norfolk Street. The 6,000 s.f. barn-styled building has been designed with two sets of double entrance doors and two overhead doors as well as a wraparound farmer's porch with a 14-foot overhang. The 4-page plan set is prepared by GLM Engineering Consultants, Inc. and is dated May 27, 2014 along with an application package dated June 2nd. Ms. Hastings clarified that the farm stand is located on the house lot at #258 yet is part of a 63-acre farm.

The site has two access points, one at the existing house's driveway and one directly across from Sabina Drive. The applicant's short-term plan is to pave both aprons and have gravel access drives and parking. Parking has been laid out for 24 cars with a single handicapped space (van accessible). The number of spaces has been derived from experience at the present location. Stormwater is directed to the adjacent field to the south via grassed swale. Loading is provided to the rear and right side of the building. No outdoor lighting is proposed. Any sign will be erected in accordance with Section V-B(C)(1) and will likely be placed along Norfolk Street between the two access drives.

The Highway Supt. asked that the existing street opening permit be updated. Mr. Koshivas agreed. Brian Moran of 267 Norfolk Street asked several questions regarding

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expected uses and traffic volumes as well as the potential for food service. Ms. Hastings noted that the approved septic system has limitations on food service but that food sales will continue and may expand.

The Board agreed to issue an administrative site plan review decision with the following special conditions: 1. Update of Highway Dept. Access Permit and 2. Planning Board approval of sign design and location.

4. MetroWest Regional Collaborative (MW) and Downtown Visioning Steering Committee
After some discussion, Mr. Thorn and Ms. Borman volunteered to serve on the Downtown Visioning Steering Committee. Mr. Thorn took the vote 4-1. Ms. Borman agreed to serve as the MW representative. The vote in favor was unanimous.
5. Board Work Program, Staff Evaluation and Planning Updates
After some discussion of the Downtown Visioning process, the Board targeted July for a public meeting on the MAPC parking study as well as draft Design Review Regulations. FY14 Professional Service monies will be utilized for legal services.
6. Field Change ó 136 Fisher Street
The Board reviewed an updated öSite As-built Planö prepared by GLM Engineering Consultants, Inc. dated June 2, 2014 showing an additional 8 parking spaces for the 3-tenant industrial building. No issues were identified and a memorandum will be sent to the Inspector of Buildings with the change.
7. Field Change ó Deer Run Definitive OSRD Subdivision
Mr. Chamberlain made a motion to approve several field changes requested by Vito Colonna, PE of Connorstone Engineering, Inc. in a letter dated June 10, 2014. The motion was seconded by Mr. Thorn with all in favor. Mr. Smith clarified the issue identified with the existing Underwood Street drainage system and encourage approval of the change to infiltration basin 1. The other change involves elimination of a portion of the roadway sub-drain from Sta. 1+00 to 2+00 due to the presence of shallow ledge.

**Continued Definitive Subdivision Modification
Summitpointe-Highland Street**

D. Bruce Wheeler

The Chairman re-opened the public hearing at 8:15 p.m. Ms. Borman recused herself as a direct abutter with an interest in the hearing's outcome. Present were the applicant, D. Bruce Wheeler, Trustee of Summit Pointe Realty Trust and George Connors, Esq. of Connorstone Engineering, Inc. Mr. Connors gave an overview of actions and revisions since the last hearing session including plan revisions dated April 14th, a schematic buildout dated April 16th, and drainage video inspection dated 2014. With regard to the buildout, he noted that lots 3-8 will have walkout basements and lots 11 -14 will be filled to street. He explained the proposed drainage system and easements, including the drainage swales on Lot 10 ó 14 which are piped under Summitpointe Drive (Note: This pipe has been identified as partially damaged and will need to be replaced.). An overview of the detention basin retrofit and usage as sediment basins during construction was given. The proposed fire protection cistern location between Lots 5 & 6 was clarified as were the

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call for off-site traffic warning signage for the roadway entrances and vegetative screening for #91 Highland Street.

The Chairman opened up the hearing for questions. Nikki Borman of 50 Highland, Pam Murray of 108 Highland and John Greendale of 215 Highland were present and raised the following issues: drainage system design and long-term maintenance, traffic safety and the potential for one-way traffic, and construction sequence. Selectman Jay Leary stated that it was his understanding that both the street and the drainage system would become the responsibility of the Town when completed. Ms. Borman submitted a letter on the record dated June 12th.

A draft Certificate of Action (date June 9th) was reviewed in detail with regard to waivers and special conditions. After some discussion and modifications, Mr. Chamberlain made a motion to approve the application for Definitive Subdivision Modification with conditions. Mr. Thorn seconded with the vote in favor as follows: 3 ó aye, 1 ó abstain (Mr. Matsuno was not a voting member for all the hearing sessions). Mr. Thorn made a motion to close the public hearing. Mr. Chamberlain seconded with all in favor.

**Joint Scenic Road and Shade Tree Act Public Hearing
Sorensen-560 Prentice Street**

The Chairman opened the public hearing at 9:45 p.m. and waived the reading of the notice. Present were the applicants, Katy Sorensen and Daniel McCarthy of 560 Prentice Street. Mr. Ahronian noted that he and Ms. Sherman had visited the site, pruned some vegetation and flagged the identified 6 trees. One oak tree is of note with the others pine species. Ms. Sorensen explained that lack of sight distance and speed are the cause of the application and that several alternatives have been considered. Mr. Ahronian noted that the sight line issue is tough all along the roadway and suggested further pruning, installation of a directional mirror across Prentice Street and investigation of driveway relocation as interim measures. The issue of jurisdiction was discussed; Planning Board permission is needed for road work and tree removal and Tree Warden permission is needed for tree removal. Mr. Leary stated that this would be a bad precedent given the number of blind driveways on scenic roads. Mr. Smith agreed to install a "hidden driveway" sign and indicated that mowing and pruning crews would be working on the roadside in the next several weeks in their annual efforts.

The public hearing was continued until July 10th at 8:00 p.m. on a motion by Mr. Matsuno and seconded by Mr. Thorn with all in favor. The Chairman asked for clarification of a re-planting scheme and quantity of materials to be removed. Members will visit the site.

Adjournment - The meeting was adjourned at 10:30 p.m. on a motion made and duly seconded. The next meeting was scheduled for July 10, 2014.

Respectfully submitted,

Karen L. Sherman, Town Planner

Approved: July 10, 2014