

**Holliston Planning Board
Meeting Minutes of November 5, 2015**

In Attendance: Chairman Geoffrey Zeamer, Warren Chamberlain, Nikki Borman, Taro Matsuno and David Thorn.

Call to Order: The Chairman called the regular meeting to order at 7:30 p.m. in Room 105 of the Town Hall, 703 Washington Street.

General Business:

1. Approval of Minutes of October 8, 2015

On a motion by Mr. Thorn, seconded by Ms. Borman, the meeting minutes of October 8, 2015 were approved as written (Mr. Chamberlain abstained as he was not present.).

2. Approval Not Required Subdivision of 1370 Highland Street

Joyce Hastings, PLS was present to discuss this proposed transfer of landlocked land (aka "not a building lot") to Joe Damigella of 1370 Highland Street. On a motion by Mr. Thorn, seconded by Mr. Matsuno, the members voted to empower the Agent to endorse the Approval Not Required Plan prepared by GLM Engineering Consultants dated August 23, 2015.

3. Site Plan Amendment of Rolf and Barbara Briggs, 140 Washington

Joyce Hastings, PLS was present from GLM Engineering Consultants, Inc. along with owner Barbara Briggs to discuss proposed amendments to their parking area and shed associated with Tree Specialists' operation permitted under a Zoning Board Use Variance from 2008. The plan dated October 1, 2015 indicates all site features, including access, existing barn & office and extensive planting areas. The proposed parking area and shed have been relocated to the rear of the site abutting the Upper Charles Trail. The parking area represents an addition of 13 gravel parking spaces. Stormwater management will be accommodated through a super-elevated driveway sloped to a grassed swale and small infiltration basin. The shed has been reduced to 14' x 40'

Ms. Hastings confirmed that no operational conditions have been changed. The number of employees fluctuates but remains under the limit established in the Use Variance.

Mr. Matsuno made a motion to accept the amended site plan dated October 1, 2015. Mr. Chamberlain seconded with all in favor.

4. Site Plan Amendment/Temporary Occupancy of 275 Hopping Brook Road

Rich Gordon was present from Baystate Engineering to discuss utilization of the identified "expansion parking" along the site driveway to accommodate approximately 10 vehicles. An as-built plan prepared by Dunn-McKenzie dated October 22, 2015 was presented for the file. Outstanding items covered by the established performance bond include: final paving, loam & seeding, and finalization of the detention basin. Mr. Gordon noted that he is in the process of exchanging easements with his abutter for access and the detention basin encroachment created by the site work. Mr. Matsuno made a motion to accept the as-built as an interim step to permanent occupancy of the building under the provisions of Section VII(5&6), noting the utilization of a portion of the expansion parking area and the performance bond effective through September 2016. Mr. Thorn seconded with all in favor.

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5. Planning Advisory Board and Downtown Corridor Plan Discussion

The Chairman provided a summary of the discussion with the Board of Selectmen from 10/21 when he and Mr. Matsuno presented an overview of the proposed plan and advisory board. Karen Apuzzo-Langton of 100 Lowland Street was present and expressed an interest in serving on the Advisory Board based on a notice on the Holliston Happy Facebook page. She noted her background in economics as a high school teacher in Westborough. The Chairman noted receipt of a letter of interest from Erika Plunkett of 56 Morton Street. A list of potential volunteers will be compiled and contacted. Members will continue to review previous planning materials (e.g. Safety Audit) and the Downtown visioning materials. A more-detailed work program and potential funding sources will be discussed at the next session.

Continued Site Plan Review/Special Permit Public Hearing: Clean Energy Collective - 128 Fisher Street

The Chairman re-opened the public hearing at 8:00 p.m. Based on a written request from the applicant due to stormwater system review and re-design, Ms. Borman made a motion to continue the public hearing until November 5th at 8:15 p.m. Mr. Thorn seconded with all in favor.

Continued Site Plan Review and Special Permit Public Hearing: Brooksmont Senior Residential Dwelling Development & Inclusionary Housing Pulte Homes of New England, LLC – 415 Concord Street

The Chairman re-opened the public hearing at 8:15 p.m. Present for the applicant were Mark Mastroianni and Reed Blute of Pulte Homes of New England, LLC and Matt Leidner, PE of Civil Design Group, LLC. Mr. Leidner provided an overview of his "Supplemental Information Submission" correspondence dated October 15, 2015. He noted meeting jointly with Planning Board and Conservation Commission staff and the shared peer review engineer (Pare Engineering) to resolve outstanding stormwater management system design issues as well as receipt of final correspondence from Pare Engineering dated October 9th signing off on the revisions. He added that the Conservation Commission was concerned about the physical condition of the Concord Street cross-culverts and that Pulte was working with MassDOT District 3 personnel to inspect and clean them. Additionally, a MEPA Environmental Notification Form has been filed under the state highway access permit and land disturbance/impervious area criteria and the comment period is open until October 27th.

Issues addressed in Mr. Leidner's October 15th correspondence include reclaiming and re-use of stone walls and granite components from the site and existing structures, repair and abandonment of the existing stone well, compliance with Section 7.7.2 Design Guidelines for Senior Residential Developments regarding architectural diversity, screening to abutting residences, public sidewalk standards, and MetroWest Regional Transportation Authority bus route.

The Chairman opened the hearing to the audience. Asking questions and commenting on the proposed screening and re-use of existing site features and architectural components were the following individuals: Chuck and Carmita Baker of 463 Concord Street, Elizabeth Denison of 50 Winsor Drive, Denys and Tetyana Kraplin of 460 Concord Street, and Tony Lulek of 35

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Dalton Road (Holliston Agricultural Commission). The applicant was asked to re-visit the proposed screening along Windsor Drive. Mr. Baker suggested the use of Norway Spruce to provide full screening among the existing dense white pines. Some concern was expressed about the MWRTA flag-down policy and safety at the site drive, especially southbound crossing Concord Street. Mr. Lulek expressed an interest in re-use of the barn components at the town-owned parcel at Rogers Road for the proposed community farm. He suggested the incorporation of garden plots into the landscape as well as a restriction on use of neonicotinoid insecticides, pesticides and fertilizers to protect local bee populations and bee habitat. Mr. Mastroianni noted that he could be responsive on the issue of barn re-location or partial reclamation if a firm plan was put in place. Otherwise, Pulte would simply demolish the structure. Mr. Lulek agreed to pursue the issue further.

Mr. Baker offered some additional comments on landscaping, including the need for 3 x 10 driveway strips to be planted with hardy species. He questioned the procedure for blasting and protection of existing structures. Mr. Kraplin also expressed a concern for blasting. Some discussion of the proposed centralized mail collection followed. Mr. Mastroianni indicated that he would follow-up with the Holliston Postmaster.

On a motion by Mr. Matsuno, seconded by Mr. Chamberlain, the members voted unanimously to continue the public hearing until 8:00 p.m. on November 19, 2015.

**Continued Public Hearing:
Site Plan Review and Special Permit
Michael Brumber – 194 Lowland Street**

The Chairman re-opened the public hearing at 9:50 p.m. Given a written request for continuance Mr. Matsuno made a motion, seconded by Mr. Chamberlain, to continue the public hearing until 8:45 p.m. on November 5, 2015. The vote in favor was unanimous.

Adjournment - The meeting was adjourned at 10:45 p.m. on a motion made and duly seconded. The next meeting was scheduled for November 5, 2015.

Respectfully submitted,

Karen L. Sherman, Town Planner