

Holliston Planning Board Meeting Minutes of April 28, 2016

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

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

General Business:

1. Downtown Corridor Plan Discussion

Joining the members for discussion of today's Mass. Downtown Initiative (MDI) site visit, the pending Town Meeting traffic signal article, and pending scope of services development with MAPC on the Corridor Plan were Karen Langton, Inge Daniels and Mary Greendale.

Mr. Thorn and Mr. Zeamer attended the site visit with MDI staffer Emmy Hahn along with Steve Cecil of the Cecil Group. Inge Daniels and Mark Ahronian were also present, representing Friends of Holliston Trails, Blair Square Committee and Holliston in Bloom. Ms. Hahn outlined the program expectations. Mr. Cecil noted he would be back in touch to finalize his Scope of Services within a week. Work is expected to be completed before October.

Ms. Greendale's compilations of 1999 Master Plan Executive Summary and Implementation sections were given a cursory review and members agreed to review in detail. Revisions will be provided by Ms. Sherman.

2. Approval of Minutes of April 7, 2016

On a motion by Mr. Matsuno seconded by Mr. Thorn, the draft minutes of April 7, 2016 were approved as written.

3. Site Plan Review - Griffin Electric, 116 Hopping Brook Road

Rob Truax from GLM Engineering Consultants, Inc. was present along with Jackie Griffin and Bill Long of Wayne J. Griffin Electric, Inc. to discuss a proposed 22,600 s.f. building to supplement their current education and hands on training as well as prefabrication (i.e. panel assembly) and warehouse operations in their existing 83,000 s.f. facility. Mrs. Griffin noted that there would be limited interaction between the buildings and functions. She noted that the training facility is for their own employees. It was noted that this site abuts the Upper Charles Trail and a fence has been installed to separate the two. Mr. Truax noted that the parking calculation balances weekday employee volume with Saturday apprenticeship training. Parking has been proposed directly abutting the adjacent high tension electric lines. Mr. Truax also noted that he would be filing a Request for Determination with the Conservation Commission that relates only to the proposed drainage overflow within a wetland buffer. Snow storage was discussed briefly.

The Board's vote in favor of granting Site Plan approval for 116 Hopping Brook Road is as follows on a motion by Mr. Thorn seconded by Ms. Borman: Aye of 4, No of 0. It is hereby certified by the Planning Board of the Town of Holliston, Massachusetts, in accordance with the Rules and Regulations of the Holliston Planning Board, Article VII, Site Plan Review, a duly called and properly posted public meeting of said Planning Board was held on April 28, 2016. At a duly posted meeting on April 28, 2016, it was voted to **approve** this site plan application.

Approved: May 5, 2016

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The Applicant filed with the Planning Board the following, which are contained in the records at the Planning Board office and are incorporated into this Decision by reference:

1. Application for Site Plan Review filed with the Planning Board on April 14, 2016.
2. Plans entitled "Proposed Building Expansion, 116 Hopping Brook Road in Holliston, Massachusetts" dated April 6, 2016 (revised through April 29, 2016), prepared by GLM Engineering Consultants, Inc.
3. Undated building elevation and plan prepared by phase zero design for Wayne J. Griffin Electric (Project No. 2316018).

Also received was a comment letter from Steven M. Bouley, EIT of Tetra Tech dated April 27, 2016, peer reviewer for the Board.

FINDINGS

Having reviewed all the Plans and Reports filed by the Applicant and its representatives and the representatives of the Town and having viewed the site, the Planning Board has determined that the Application for Site Plan Review is consistent with the requirements of Section III-A of the Holliston Zoning By-Law and Section 7.3 of the Planning Board Regulations. The Board also finds that the proposal meets the General Conditions for approval specified in Section VII (2)(a-g) of the Holliston Zoning By-Law and Section 7.11 of the Planning Board Regulations.

CONDITIONS OF APPROVAL

The Board's decision to grant the Application for Site Plan Review is subject to the following conditions:

1. **The revised plan set shall be endorsed by the Planning Board and presented to the Inspector of Buildings with the application for building permit.** Unless amended with the approval of the Planning Board, the endorsed plan set shall be the plan of record and construction shall proceed in accordance with the improvements shown on said plan and this Certificate of Action.
2. No corrections, additions, substitutions, alterations or any changes shall be made in any plans, proposals, and supporting documents approved and endorsed by the Planning Board without the written approval of the Planning Board. Any requests for modifications shall be made in writing to the Planning Board for review and approval and shall include a description of the proposed modification, reasons the modification is necessary, and any supporting documentation.
3. A copy of this decision shall be kept on site and shall be made available to all site contractors.
4. Prior to commencement of authorized site activity, the Applicant shall provide to the Planning Board Office the name, address and business phone number of the individual(s) who shall be responsible for all activities on the site. Additionally, the Police and Fire Departments should be provided with an emergency notification sheet.
5. The Board reserves the right to impose additional requirements in the event that the drainage system fails and water overflows, creating a safety issue.
6. During construction the Applicant shall perform daily cleanup of construction debris caused by the site construction, including soil on Town streets.

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7. Prior to the issuance of a Certificate of Occupancy, the Applicant shall submit an as-built plan stamped by a professional engineer certifying that all site improvements are completed in accordance with the approved plan. The Applicant shall submit a statement certifying that all conditions of approval of this decision have been met.

SPECIAL CONDITIONS

1. An adequate guardrail shall be added to the outside of the lower level access drive.
2. Parking lot lighting shall be consistent with the Board's policy of "Dark Sky" fixtures.
3. Retaining wall details to be coordinated with the Inspector of Buildings if a building permit is required or a detail added to the file if not.
4. Proposed pavement thicknesses shall be increased to 2 1/2" base course and 1 1/2" top course to reflect heavy traffic.

4. Highlands at Holliston's Mohawk Path Armored Slope Issue

Ms. Sherman noted that she has received a complaint about the structural integrity and amount of weeping from the armored slope at the rear of Lots 59 & 67 on Mohawk Path in 2011 that has been vetted by both the Building Department and Board of Health. There is also concern being expressed by the Highway Department with regard to the cross-country drain(s) installed to handle surface water from the top of that slope and the tie-in to the existing drainage system. Ms. Sherman was directed to follow-up with a written request for response to FRE Building.

Public Hearing

Zoning By-Law Amendments: Adult Entertainment

The Chairman opened the public hearing at 8:40 p.m. and waived the reading of the hearing notice as there was no one in the audience. Mr. Matsuno made a motion to close the public hearing. Mr. Thorn seconded with all in favor. Mr. Thorn made a motion for favorable action on the article as written with a report to the Town Moderator. Mr. Matsuno seconded with all in favor.

Adjournment - The meeting was adjourned at 9:20 p.m. on a motion made and duly seconded. The next meeting was scheduled for May 5, 2016.

Respectfully submitted,

Karen L. Sherman, Town Planner