

Meeting Minutes
January 16, 2008

Board Members Present: Christine Santoro, Chair; Colin Gillis, Clerk; Walter Johnson, Gregory Strange and Carol Symmons

Staff Present: Alice Savage, Staff Planner; Pamela Almeida, Recording Secretary

Christine Santoro opens the meeting by congratulations Carol Symmons on her appointment as a Member of the Board effective at tonight's meeting. She will complete Alan Weeks term, who resigned last month.

6:30 P.M. Form A Approval – Central St & Lynda Rd – William Kempf

Present: Attorney David Marsan

Staff Planner Recommendation: The plan submitted is dissolving the lot line between two properties. Endorsement recommended.

Colin Gillis motions to endorse plan as proposed, Gregory Strange seconds the motion. Motion PASSES (5-0)

The Mylar is taken by Attorney Marsan for recording. He was informed to return four copies of the recorded plan.

6:35 P.M. WATER AND ITS IMPACT ON FUTURE DEVELOPMENT

Present: Jack Marsh, Operations Manager; Wayne Southworth, DPW Director; David Jacobsen, Emory Engineering

Wayne Southworth begins by giving a brief history of the Town's water supply. He explains that the town is dependent on a ground water supply of which the Town has seven wells; three are located in the Queset Aquifer, three are located in the Canoe River Aquifer and one in the Mulberry Brook Aquifer. He explains that the land around the well sites is controlled by the Water Department for protection of the resource. Though they are constantly presenting education to the public and require odd/even watering, a

Planning & Zoning Board
 Meeting Minutes, January 16, 2008

concern is the growing trend of 40R and 40B projects which may result in a strain on the water supply. At this time, the Town is mandated by the State to pump 65 gallons per person per day, which is attainable with no outside irrigation.

They are asking the Planning Board's continue support and help in preserving the water resource and put into place some guidelines for water conservation and restrictions of usage, such as reduced lawn area, requiring a better depth of loam for maximum water absorption, encourage recycling or recharging of the water in developments for irrigation.

Jack Marsh handed out a graph reflecting the number of gallons used per day over a year's time. He explains that a low impact development can reduce outside irrigation; the density may result in a greater strain on the system with more people living in a smaller area.

Walter Johnson asks if the Town has a water storage tanks. Jack Marsh replies that the Town has two, 2-million gallon storage tanks, which he states is plenty, increasing the amount of water storage, would not help. He explains that the water was intended for consumption and fire safety, not irrigation.

David Jacobsen of Emery Engineering hands out graphs reflecting the projection from 1970 to 2035 comparing a non-traditional development (40B or 40R) to a traditional development (single family homes on 1-acre lots). The specific example compares the proposed Queset Commons 40R project with a full residential development on a 37.5 acre parcel. The handout reflects the following:

<u>Development</u>	<u>Land Area (acres)</u>	<u>Maximum No. of Residential Units</u>	<u>Water Demand (gallons/day)</u>	
			Avg-Daily	Max-Daily
Queset Commons	37.5	280	34,000	68,000
Single Family (1-acre)	37.5	30	<u>8,700</u>	<u>17,400</u>
Net daily increase water demand			25,000	50,000

The handout shows that Queset Commons will demand 4 times more water per unit of land than a traditional residential development.

It was brought up by the Planning Board that Queset Commons is proposing a treatment plant and will recharge the water for irrigation.

Colin Gillis asked if the State credits a Town for recycling or recharging water. David Jacobsen says that no.

Gregory Strange asked about tying into the Aquaria desalination pipeline project. Wayne Southworth says that it is a possible source for the future, but will not solve the problem for the need for developments to using outside irrigation. However, the Town still has to abide by the 65 gallons per capita per day.

Carol Symmons inquired about the percentage of unaccounted water and the possibility of requiring contractors using low-flow appliances. Wayne Southworth says that Jack Marsh does a great job monitoring the water and can notify a user for a spike in usage and potential leak. The Water Department already using odd-even outside watering, bills on a quarterly basis with a step scale.

Colin Gillis asked if encouraging private well usage would help. Wayne Southworth stated it would still put a strain on the water supply.

In summary, the Water Department will continue to work with the Planning & Zoning Board to come up with standards and encourage developers to limit outside irrigation, perhaps down size the lawn area, increase the depth of the loam, reduce the number of trees being taken down, etc.

Requested of the Water Department to point out problems on plans when submitted for review.

7:35 P.M. Form A Approval & Minor Modification to Sub-Division Plan– Sun Terrace - Michael & Jennifer Sullivan

Present: Bruce R. Pilling, Pilling Engineering; Jennifer Sullivan

Staff Planner Recommendation: The Form A plan submitted will not alter the frontage or create new lots lines for lots 3 & 4. Alice recommends endorsing the Form A.

Walter Johnson motions to endorse the Form A as proposed, Colin Gillis seconds the motion. Motion PASSES (5-0)

Staff Planner Recommendation: The Minor Modification to the Special Permit alteration of the rear lot lines does not constitute a modification to a subdivision. Alice recommends approving the Minor Modification to the Special Permit.

Walter Johnson motions to approve the minor modification to the special permit, Colin Gillis seconds the motion. Motion PASSES (5-0)

Alice brought up to the Board the applicant request to waive the fee for the Minor Modification. They have submitted \$300.00 for the Form A.

Colin Gillis motions to reduce the fee for the minor modification to \$200.00 from \$1,000.00, Walter Johnson seconds the motion. Motion PASSES (5-0)

The Mylar is signed by the Board members and taken by Bruce R. Pilling for recording. He was informed to return four copies of the recorded plan.

7:45 P.M. Form A Approval – Cranberry Lane – John & Ruth Campanella

Present: John & Ruth Campanella, Maxine McBride.

Staff Planner Recommendations: The Form A submitted was reviewed and found to be satisfactory by Town Counsel, Ellen Doucette. No frontage is being change and the rear lot is marked “not a buildable lot” in the not on the plan, as required by the Planning Board. Alice recommends endorsing the plan.

Gregory Strange motions to endorse the Form A as proposed, Colin Gillis seconds the motion. Motion PASSES (5-0)

The Mylar is taken by John Campanella for recording. He was informed to return four copies of the recorded plan.

7:50 P.M. GENERAL BUSINESS

1. Release of Surety – Canoe River Estates

Staff Planner Recommendations: Alice requests the Board approve to release surety in the amount of \$37,459.72 or the remaining balance for completion of the Canoe River Road and Sandstone Drive.

Colin Gillis motions to release surety in the amount of \$37,459.72 or remaining balance, Walter Johnson seconds the motion. Motion PASSES (5-0)

2. Form F – Ford Village

Staff Planner Recommendations: Alice reminds the Board this was already voted and approved by the Board at the meeting of December 12, 2007, but the form was not done properly. Only their signature is needed at this meeting for the Form F approving releasing lots 1, 2 and 3.

3. Form F – Lantern Lane

Staff Planner Recommendations: Alice explains that the road was approved in 1967; however, the title for Lot 5 is not clear because it was never recorded at the registry of deeds. She further recommends the Form F state the release of all lots not previously released including, without limitation, Lot 5.

Colin Gillis motion to release all lots not previously released including, without limitations, Lot 5 as proposed by the Staff Planner, Gregory Strange seconds the motion. Motion PASSES (5-0)

4. Approval of Minutes

The minutes of November 28, 2007, previously voted and approved by the Board at the meeting of December 12, 2007 were signed by Board Clerk, Colin Gillis.

Gregory Strange motions to approve the minutes of December 12, 2007, Carol Symmons seconds the motion. Motion PASSES (5-0) The minutes were signed by Board Clerk, Colin Gillis.

8:00 P.M. CONTINUED DISCUSSION

Rules & Regulations Changes

The Staff Planner presented to the Board an outline of suggested changes. The idea is to combine the Rules & Regulations manual with the Site Plan Guidelines manual for one comprehensive book.

The Staff Planner and Board reviewed and discussed the submitted outline as follows:

1. Definitions
2. Fee Schedule
3. Order of Business (for a meeting)
4. Rules for Submitting Documents
5. Forms
6. Rules for Special Permit Applications
7. Plans Believe Not to Require Approval
8. Design Standards
 - a. Objective
 - b. Policies
 - c. Access
 - d. Pedestrian and Bicycle Amenities
 - e. Circulation
 - f. Parking
 - g. Snow Removal
 - h. Lighting
 - i. Signage
 - j. Landscaping
9. Surfacing and Drainage

8:15 P.M. HOUSE OF POSSIBILITIES

Present: Paula Kavolius, Bob Pelaggi, J.K. Holmgren Engineering; Bob Monroe

Paula Kavolius explained this project is a home for children and others with disabilities to be built on 2 acres of land on the grounds of Stonehill College campus, adjacent to Moreau Hall. These candidates are unable to work and the House will provide programs where they can continue to learn everyday skills. Down the road they are looking at the potential for overnight stays and after school programs.

The project is registered with the State (DMR). The suggested population is for 50.

Bob Pelaggi explained the proposal is for a 2 level building with a basement, with a 2-way entrance and round-about, parking and septic with leaching field on 2 acres of land.

Alice Savage asked about the area reflected on the site plan of slanted parking and inquired if they could reverse the slant for back in and nose out parking. Also asked if the large amount of grassy area could be reduced to limit irrigation. She also asked if the 2-way round-about could be narrowed to a 1 lane for a less impervious surface.

Bob Pelaggi stated that they would look into reversing the slanted parking. He also stated they could reduce the number of trees being cut to reduce the grassy area. He felt the 2-way round-about was looked at several ways, and this was the best was for safety, including emergency vehicles.

Walter Johnson asked about the overnight stays and if the septic was sufficient for the number of bedrooms. Bob Pelaggi stated that they number of bedrooms was taken into consideration.

Bob Monroe showed the Board the exterior and interior building designs. The building will be a total of 10,500 s.f., all levels will have sprinklers installed. There will be locked elevators as well as stairwells. The first floor will have living room, library, office, dining room, bedrooms, bathrooms and a mudroom. The second level will have activity rooms, and staff bedrooms. The basement level will have an entertainment room, utility room, exercise room, arts crafts room.

The group is currently preparing the Site Plan for review of the Board and will submit when complete. The projected review of the Board for the project is for the February 13th meeting agenda.

It was asked if they could begin cutting trees. The Board informed them they have no jurisdiction over that, but to be mindful of the number of trees they cut.

9:25 P.M. ANNUAL REVIEW REPORT

Christine Santoro asked if the Board reviewed the submission for the 2007 Annual Report and if there were any suggestions or changes.

Colin Gillis motions to approved submission of the 2007 Annual Report, Walter Johnson seconded the motion. Motion PASSES (5-0)

Planning & Zoning Board
Meeting Minutes, January 16, 2008

Walter Johnson motions to adjourn at 9:30 p.m., Colin Gillis seconds the motion. Motion PASSES (5-0)

Respectfully submitted on January 30, 2008 by, *Pamela Almeida, Board Secretary*

Signed by

Colin Gillis, Clerk

Date