



TOWN OF EASTON
Planning & Zoning Board
136 Elm Street
North Easton, Massachusetts 02356
Tel: (508) 230-0630 Fax: (508) 230-0639

Meeting Minutes
Monday, February 8, 2010

Present: Christine Santoro, Colin Gillis, Walter Johnson, Peter Deschenes, Alice Savage

Absent: Gregory Strange, John Duggan

Ms. Santoro called the meeting to order at 6:30 p.m.

6:30 P.M. BOARD BUSINESS

1. Form A: 670R Washington Street – Dean Mill Complex

Present: Bruce Pilling, Pilling Engineering

Mr. Pilling presented a plan entitled “Plan of Land in Easton, MA”, dated November 17, 2009. The purpose of the plan is to divide Plot 1, into Lots 1 & 2. Lot 1 is proposed to contain an automated car wash and Lot 2 is proposed to contain an office building.

Colin Gillis motions to approve the plan as submitted, seconded by Walter Johnson. Motion passes (4-0-0)

The Board signs the Mylar and a paper copy for the file. Mr. Pilling will forward four recorded copies.

2. Approval of minutes: January 25, 2010

Walter Johnson motions to accept the meeting minutes, with one change on page 2, seconded by Colin Gillis. Motion passes (4-0-0)

3. Request for Bond Reduction: Union Village Extension

Present: Douglas A. King.

Mr. King distributed to the Board a letter dated February 8, 2010 titled Union Village Extension, Emily Lane Bond Release. Also discussed submission of Compaction Test letter that was reviewed at the January 25, 2010 meeting.

Ms. Savage reviewed the updated Road Cost Estimate and Street Inspection Reports dated February 8, 2010. Per the Street Inspection Report the following deficiencies exist:

1. The Planning's Board decision granted a waiver of the landscaped island requirements. The center of the cul-de-sac is not paved and appears to be at a grade to the binder course. Clarification should be provided by the applicant as to his intention regarding the center of the cul-de-sac.

Ms. Savage also asked about the cul-de-sac, what is the intention regarding the center of the cul-de-sac. Mr. King thought the center of the cul-de-sac is to be landscaped.

2. A compaction report for the road base should be provided to this office.

Mr. King feels the Road Cost Estimate dated February 8, 2010 is not correct. He explains the compaction test was complete in March, 2008.

Ms. Savage recommends resetting the bond estimate of \$20,179 pending receipt that the binder course was properly installed.

Colin Gillis motions to hold \$20,179 and release the balance pending release of core samples (3), seconded by Walter Johnson. Motion passes (4-0-0)

7:00 P.M. SUBDIVISION REVIEW: Golden Oaks & Lone Oak Farms

Present: Dennis Welch

Mr. Welch explains that Lone Oak Farms is complete. The engineer is doing the final plans and can be submitted within 2 weeks and plan to submit for street acceptance for Spring Town Meeting.

Mr. Welch asked Ms. Savage if a letter from the Fire Chief regarding the fire alarm box had been received. Ms. Savage explains that yes, the Fire Chief has approved that there is no need for a fire alarm box.

In regards to Golden Oaks, Mr. Welch explains that currently there are too many vacant lots (14) to top coat at this time. He shows the Board a layout of the subdivision; Shannonmarie Way has one lot that is sold, and those that are not, he explains that the beginning portion he can topcoat, and also the sidewalks are installed, and can have complete by the end of summer.

Ms. Savage recommends to the Board to revisit in June.

Walter Johnson motions to revisit in the first meeting in June, 2010, seconded by Peter Deschenes. Motion passes (4-0-0)

Mr. Welch refers to a plan and the last lot in the subdivision. He explains there are 20 ft front, 5 ft on the side and 30 ft in the rear. He is requesting a waiver on the last lot to have a 15 ft side setback. Ms. Santoro asked if this would require a Minor Modification to a Subdivision.

Ms. Savage explains that Mr. Welch should file a Modification to a Subdivision.

**7:15 P.M. PRELIMINARY REVIEW
356 Turnpike Street, Proposed Change of Use**

Present: Peter Narsasian, Henry Narsasian

Letter was received from Peter Narsasian received February 4, 2010. He refers to a plan of the property on which he hand colored indicating the site changes.

1. Requesting a change of use from used car sales to landscaping business.
2. (Regarding Site Plan guidelines requiring screening), asks for a waiver of the proposed stockade fence on the original proposed plan have to be installed. He would propose 4 ft chain link fence. Ms. Santoro suggests if there is going to be a lot of truck activity in the area, to have some sort of screening from the house adjacent to the area. Peter Narsasian explains the trucks would only be there at night, the area would be vacant during the day. He asked about planting hemlock trees, 8 ft apart.

Ms. Savage states her initial concern was about storage. Ms. Santoro asked about the mulch being stored in a concrete holding bin.

Ms. Santoro asked about the lighting, which Mr. Narsasian shows where they are located on the plan and that an engineering plan showing the trees should be submitted.

UPDATE ON NEW OPEN MEETING LAW REQUIREMENTS / CHAIR REPORT

Ms. Santoro went over the new Open Meeting Law requirements received from Jeremy Gillis, Town Clerk. On February 2, 2010:

1. All meeting notices must include a list of topics the meeting chair reasonably anticipates will be discussed. In the case of executive session, if the chair anticipates the need to adjourn to executive session prior to a meeting, the meeting notice should indicate such labeled like "Potential Vote to Enter Executive Session".
2. Posting of meeting minutes – Saturday's no longer count. Will need to make sure the office posts in time; which is 48 hours prior to a scheduled meeting.

3. Walter Johnson asked about video and/or audio taping of a meeting and if a tape is considered official record. At the beginning of a meeting, the Chair must announce that the meeting is being recorded and/or taped for televised broadcast. If the meeting is not being recorded by Town Staff/Comcast, it is recommended that the Chair ask the audience if any members of the audience are using recording devices. Mr. Johnson suggests putting at the end of each agenda, a note that the meeting will be audio recorded, to avoid having to announce it at the start of each meeting.
4. Ms. Santoro asked about deliberation and email. (#2 of email from Town Clerk dated February 2, 2010.) Ms. Savage explains that members should not email each other anything that would not be discussing in a meeting. This can be considered part of the record.
5. Walter Johnson asked about recusing themselves from an agenda item, say a builder on the Board and is in competition with a builder of a project before the Board, does the Member have to recuses himself on every project. Ms. Savage explains is a Board Member stands to gain from a vote, they should recuse themselves.
6. Ms. Santoro asked about the minutes and including a list of all documents used. Ms. Savage explains that yes, all documents, letters, memorandums, plans discussed at a meeting are to be entered into the minutes for the record.

7:30 P.M. CONTINUED PUBLIC HEARING: RULES & REGULATIONS

Ms. Savage distributed Draft #4, dated February 4, 2010. She explains that one major change is putting in a process or definition distinguishing a Minor Modification versus a Major Modification to a Subdivision. Walter Johnson asked if the process or definition could be based on monetary value.

Page 6: deleted a definition of parking space. It is already defined in the Zoning Bylaw.

Page 11: 3.4 Staff Review, remove title and appoint Staff Person

Page 13: 4.2 Mandatory Preliminary Plans in Aquifer Protection District. Ms. Savage proposes removing the words in the section title "in Aquifer Protection District". She further proposes deleting paragraphs 1 & 2 and replace with text.

Page 19: Section 5. Definitive Plan – 5.2 required documents, Reports & Studies: Environmental Impact Report. She proposes removing the Appendix and inserting text.

Page 27: Section 5, Design & Construction Standards. Proposing to taking some information and create it in a table. Walter Johnson asked about any regulations regarding the height and distance of shrubs on properties where the view is obstructed when approaching a roadway. Ms. Savage feels that if there is, it should be part of the Town Code.

Page 30: Proposed table for street design standard.

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Page 31: Proposes, in a residential subdivision, increasing the maximum required roadway grade from 7% to 6%; reduce minimum radius at the edge of the roadway from 25 feet to 10 feet.

Page 32: Proposes changes for sidewalks, currently sidewalks are asphalt, proposes using brick, concrete or concrete pavers or concrete pavers with borders in place of concrete.

Page 37: Proposes adding text to Donated Land section.

Page 39: Proposes adding a Solar Orientation section; if have the option to line up houses to take advantage of solar uses, then should.

Page 54: Section 9, Administration – 9.6 Failure to Begin Work. Proposes to change from 8 years to 2 years. Ms. Santoro asked is there is a State regulation regarding the 8 years. Colin Gillis recommends seeking advice from Town Counsel. Peter Deschenes suggests 5 years and Ms. Savage will verify if can reduce from 8 years to 5 years with Town Counsel.

Ms. Savage concludes and suggests advertising for the March 8, 2010 meeting.

Walter Johnson asked how the fees stand with the current economy and surrounding Towns. Ms. Savage researched last year, and came out on the higher side as compared to surrounding towns.

ADJOURN

Walter Johnson motioned to adjourn at 8:15 p.m., seconded Colin Gillis. Motion passes (4-0-0)

Respectfully submitted by *Pamela J. Almeida*, Recording Secretary.

Signed by *Colin W. Gillis* Date 2/8/10