

MERRIMAC PLANNING BOARD APRIL 5, 2017

APPROVED MINUTES

CALL TO ORDER: Chairperson Sandra Venner called the meeting to order at 7:32 PM.

ATTENDANCE: The Chair, Vice Chair Ronald Barnes, Member Karol Flannery and Alternate Keith Pollman in attendance. Members John Thomas and Dennis Brodie absent. Also Site Plan Review Committee Members Jon Pearson, Conservation and Robert Sinibaldi, Building Commissioner.

APPROVAL OF MINUTES:

1. March 7, 2017 minutes will be held for a quorum of members attending that meeting.
2. March 21, 2017 minutes will be held for a quorum of members attending that meeting.

OLD BUSINESS:

1. 7:35 PM. DOLYPHN MOTORS/ 128 WEST MAIN STREET: Attorney Philip Parry, Legal Representative of the Applicant, requested an extension of determination for the project to the 2nd meeting in May. The engineer is revising the stormwater and researching odor and noise control and will provide reports and other information to the board at that time to answer concerns of the board raised at the last session of the hearing; he feels that the 2nd May meeting would give time to prepare the documents needed. **Motion:** To approve the request for extension for the Special Permit & SPR Modification for Dolyphn Motors to be extended to the May 30, 2017 meeting. **VOTE: 6 Yes/ 0 No**
Motion approved.

2. 8:15 PM. Lily Village Plaza, 118 East Main Street: The applicant through his engineer Robert Blanchette, Cammett Engineer has requested an extension of determination to the next available date, citing the necessary appearance before the ZBA has been extended to April 10th. **Motion:** To approve the request for an extension of the Public Hearing to April 26, 2017 at 8:15 PM. **VOTE: 6 Yes / 0 NO**
Motion approved.

3. ALTERNATIVE THERAPIES/ 17 Broad Street: Legal Representative Philip Parry presented the Board with revised plans and a peer review response to Horsley Witten for the project. He told the Board that he anticipated having more information relative to staff parking on municipal land prior to the scheduled April 26, 2017 continuation of the hearing.

4. PROJECT UPDATES:

- A. Abby Road:** Offsite infrastructure work will begin on Monday April 10, 2017.
- B. Freedom Way:** The last two units have been placed under agreement.
- C. Poplar Hill Circle:** No report
- D. Regency Village:** The pre-construction meeting will held tomorrow April 6, 2017 at Town Hall. The Chair, Vice Chair and the alternate will attend the meeting from the board.
- E. Quail Ridge:** Ralph and Robert Messier have not responded to the emails or the certified letters sent reminding them that the deadlines of April 1, 2017 date for the new construction crew to be announced and of April 7th when the pre-construction meeting was to be held and that if the there was no response then the board would find them in default and take over the surety account and complete the project. The Chair has drafted the letter of declaration and is asking the board to proceed with the process of taking over the project and completing the development for the residents living on Quail Ridge Road. The Town will also need to accept the street, this could be recommended at the October Special Town Meeting and any unused balance and all interest accrued on the account must be returned to the applicant. The Vice Chair made the following motion seconded by Member Karol Flannery.

Motion: To authorize the Chair to send the letter of declaration, by certified mail to Ralph Meissner, Robert Meissner, Managers of Quail Ridge Associates LLC and Haverhill Bank, holder of the cash account. These certificates letter to be posted April 10th after the deadline dates have passed.

VOTE 3 YES / 0 NO Motion approved.

NEW BUSINESS:

1. SITE PLAN REVIEW, PUBLIC MEETING: Playground Committee, Stevens Field, Locust Street.

Kathleen Philip, Committee Chair, presented the plan to the board. The playground geared to ages 2-12 would be located at Stevens Field, just north of the ball field and will occupy approximately 103ft by 52ft portion of the parcel; in the area that contained the batting cages. Off street parking will be provided at the existing parking lot and driveway of the Donaghue School when school is not in session, otherwise, on street parking where legally permitted on adjacent streets. The facility will be open from dawn to dusk. No impermeable surface is proposed and the playground will be enclosed by a 4 foot black, poly-coated chain link fence. The committee cites that this use is in accordance with the Master Plan and the Open Space and Recreational plans which both noted the need for playground and parks. The project will be completed in two phases, #1 this summer, the 2nd next year and will be community built

The abutters at the meeting questioned the parking, citing the large number of cars at the site when a ball game was scheduled. Parking is only allowed on one side of the street and one individual complained that at times he has not been able to access his driveway as cars have blocked access. They fear additional traffic will just make the problem worse. The Committee feels that usage will only increase by 8 to 10 cars based on the research they have done in surrounding communities. Also the problem of cutting through the property of abutters has been an ongoing concern and they also fear that older youth will occupy the area after dark and will become a magnet for gatherings and result in noise, trash and destruction. DPW Director Robert Sinibaldi felt that perhaps some surveillance cameras might be installed and if residents saw this activity that the Police should be notified to deal with the problem and perhaps patrols could also be instituted on a regular basis.

The board recommended that signage be used to clearly direct the users to the proper entrance for the area, without crossing private property (The Site Plan Review package dated received by the Town Clerk March 17, 2017 is part of the record and may be obtained at the Planning Board Office.) The following motion was made: To approve the Site Plan prepared by the Playground Committee for a playground for ages 2-12 to be located at Stevens Field, Locust Street, approving the following waivers and subject to the following conditions:

WAIVERS (NA to this project)

1. 19.8.2. Consistency with Site Development Standards
2. 19.8.3. Consistency with Design Standards for zoning district in which the site is located
3. 19.8.10. Connection to the Merrimac Sewer System
4. 19.9.5. All roadway and driveway designs in accordance with AASHTO requirements
5. 19.9.6. Adequate illumination of parking lots
6. 19.9.9. Utility service transmissions
7. 19.9.10. Surface water runoff from structures and impervious surfaces*

CONDITIONS

1. A parking Lot will be constructed as soon as possible to maximize off street parking and handicap parking spaces as required.

2. A trash policy of "Carry In/ Carry Out", being enforced and removal of any trash left behind will be the responsibility of the Playground Committee. **Vote 6 YES / 0 NO Motion approved.**
3. Waiver # 7, at the request of the DPE Director Sinibaldi, to allow surface drainage for recharge of surface water.

CORRESPONDENCE:

1. WARRANTS:

- a. **Motion:** To approve a payroll warrant in the amount of \$225.84 for Clerk Pat True. **Vote: 3 Yes / 0 No Motion approved.**
- b. **Motion:** To approve Horsley Witten invoice # 40335 in the amount of \$1,760.00 for additional documentation and peer review letter submitted March 6, 2017 for 128 West Main Street. **Vote: 3 Yes / 0 No Motion approved.**
- c. **Motion:** To approve Horsley Witten invoice # 40336 in the amount of \$ 2,240.00 for peer review letter of 2/23/17 and attendance at 2/20/17 meeting for Lily Village Plaza, 118 East Main St. **Vote: 3 Yes / 0 No Motion approved.**
- d. **Motion:** To approve Horsley Witten Invoice # 40337 in the amount of \$ 2,445.00 for peer review letter of 2/23/17 and attendance at 2/28/17 meeting. **Vote: 3 Yes / 0 No Motion approved.**

2. APPEALS BOARD: No petitions or decisions filed.

3. COMMUNICATIONS, NOTICES & ANNOUNCEMENTS.

- a. **Zoning Notices/ Surrounding Towns:** None received.
- b. **Next Meeting Dates:**
 1. April 26th
 2. May 9th
 3. May 30th

ADJOURNMENT: 9:25 PM