



## **PEMBROKE PLANNING BOARD MINUTES**

**MONDAY, JANUARY 29, 2024**

**LOCATION:** Room 6 (Veterans Hall), Pembroke Town Hall

**STARTING TIME:** 7:00 pm

**BOARD MEMBERS PRESENT:** Alysha Siciliano-Perry (Chair), Scott Martino, Heather Tremblay, Andrew Wandell, and James Noone (phone)

**BOARD MEMBERS ABSENT:** Stephan Roundtree (Clerk) and Daniel Taylor (Vice-Chair)

**OTHERS PRESENT:** Sue Glauben (Planning Board/ZBA Assistant), Michael Dokurno, Frank Sullivan, John Slauson, Steve Ciciotti, Scott Chaharyn, Tracy Marino, John Hajjar, Dave Fulton, Dave Williams, and Sue Bollinger

### **OPENING THE MEETING:**

Ms. Siciliano-Perry opened the meeting with the Chairman's statement.

Ms. Siciliano-Perry also read the following: "Board member James Noone is participating via remote participation in accordance with the requirements of 940 CMR 29.10 via speakerphone due to personal illness/emergency/geographic distance/personal disability/military service. All votes during this meeting will be made via roll call."

### **INFORMAL DISCUSSION REGARDING TOMASI NURSERY LOCATED AT 299 OAK STREET**

Members of the project team included Frank Sullivan, John Slauson, John Hajjar and Michael Dokurno.

Mr. Sullivan and Mr. Hajjar, both with (Skinner Overlook Landscape) purchased Tomasi Nursery on June 20, 2023. Tomasi Nursery is a 74-year-old established business. Mr. Sullivan mentioned that Skinner Overlook has been in business for 25 years and Mr. Sullivan himself has been in the landscape business for 45 years. Mr. Sullivan has known Mr. Tomasi for a long time, who wanted to keep the property as a nursery.

The property needs a lot of work. They want to clean up the property and add a lot of things that the property never had before. They want to add bins in the parking lot to sell products and covered bins for materials that need to be left dry (mulch, sand, and salt). They had a man-made pond on the

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property that was leaking, deteriorating and the fountain hadn't worked in 10 years. It has been removed for safety reasons. They also removed 30 dumpsters of brush and debris. They want to keep their property clean and neat.

The property is on 6.2 acres, and they want to add more foot traffic to increase revenue. They would like to add a coffee/pastry bakery within the nursery. The bakery would include a gluten and allergy free menu. It will be inside without adding on to the building. The plumbing in the building needs to be updated, including updating, and relocating the bathrooms. The pastry shop will also include outside seating which will be all landscaped with Skinner Overlook landscaped designs. It would be a live outdoor display for customers to view as well.

The plans will also include selling Chapin Sheds on the property. The sheds will be outside on the property near where the pond used to be. Facilities will be inside the Tomasi showroom to be able to see clients to sell sheds. Mr. Sullivan mentioned that Chapin Sheds have high quality workmanship.

There was a brief discussion on changing the fence to white picket, landscaping the property, paving the parking lot, and adding a stone wall. Also, many updates to the existing building.

Mr. Wandell mentioned that they will need a new site plan with the Planning Board. Special permit for outdoor display of goods and one for opening a restaurant through the ZBA.

#### ***INFORMAL DISCUSSION ON SIGNAGE FOR SP2-23 SELF-STORAGE FACILITY ON OLD CHURCH STREET***

Mr. Williams (SDG Development) met with the Planning Board in March and went through the approval process for the self-storage which is under construction now. There was some discussion on the signage that needed to be approved by the Planning Board. Brief discussion on location and designs of signs. Ms. Siciliano-Perry asked the board if they had any questions or concerns regarding the signage. No questions or concerns from the board. The next step for Mr. Williams is to get his official approval from the building department. The board thanked Mr. Williams for coming in and stated everything looks good.

#### ***VOTE WHETHER TO RETURN AMOUNT OF \$3,185.44 IN ENGINEERING REVIEW ACCOUNT FOR SP5-20 CELL TOWER ON 85 WASHINGTON STREET.***

The cell tower's site plan has been completed including all peer-review inspections. Mr. Wandell made a motion to return the amount of \$3,185.44 in the engineering review account for SP5-20 Cell Tower on 85 Washington Street to applicant; Ms. Trembly seconded the motion, and the board voted unanimously in favor via roll call.

#### ***ROUTINE ADMINISTRATIVE MATTERS***

Mr. Martino made a motion that the board accept the minutes for January 8, 2024. Ms. Trembly seconded the motion, and the board voted unanimously in favor via roll call.

#### ***SP3-22 COUNTRY CLUB CLUSTER HOUSING PUBLIC HEARING***

Ms. Siciliano-Perry explained that the public hearing was to be immediately continued to a future date with no discussion or testimony at this time apart from a vote to extend the decision deadline.

Mr. Wandell made a motion to continue the public hearing for Case #SP3-22 [Country Club Cluster Housing] to February 12, at 7:30 pm. Ms. Trembley seconded the motion, and the board voted unanimously in favor via roll call.

### ***DISCUSSION AND UPDATE WITH THE MASTER PLAN COMMITTEE***

Members of the committee included Steve Ciciotti, Scott Chaharyn, Tracy Marino, and Sue Bollinger.

Mr. Ciciotti (Select Board) read the vision statement for the Master Plan.

Located in the heart of the South Shore, the Town of Pembroke will invest in its greatest assets and continue to be an excellent place to live.

As a community rich in history and with a vibrant population, its distinct quality of life is rooted in its close-knit and welcoming culture.

The Town will be responsible stewards of the land, having long demonstrated a commitment to preserving and protecting its unique natural and open space resources.

To enhance wellness, connectivity, and quality of life, the Town will create community spaces, provide unique recreational amenities and events, and expand programming and services to improve residents' ability to lead active and healthy lives. Pembroke will enhance and encourage walkability and other non-motorized forms of transportation and will focus on creative placemaking.

Citizens will continue to enjoy a feeling of safety and security throughout Town supported by modern and readily available emergency services. Young and growing families will be further provided with a quality education for their children. Seniors will benefit from a robust network of support systems and services.

Throughout the year, Pembroke will conduct, support, or encourage various exhibits, events, and programming that preserves and celebrates its history and culture.

Pembroke will support sustainable and mindful growth in strategic locations, encouraging residential development that responds to local housing needs and commercial development that strengthens the local economy and creates jobs. Hubs of activity like the Town Center and Route 3 Commercial District will be enhanced to support a vibrant, mixed-used environment for residents and visitors.

There will be a visible improvement to Pembroke's public facilities, utilities, and services, and the Town boards will establish new protocols for effective communication and decision-making while considering their effects on future generations.

Mr. Ciciotti mentioned the committee has a few items coming up. He just received verification from Julie, VHB Consultants, on January 30<sup>th</sup> the latest draft of the Master Plan will be uploaded to the website (<https://pembrokemasterplan.com/>) for the public to review. On February 6<sup>th</sup>, Mr. Ciciotti has an interview with PACTV and Julie Thompson for a Q & A with Julie regarding the Master Plan. They will discuss the process, how far they have come and the upcoming public forum event. February 8<sup>th</sup> will be the next Master Plan meeting, as part of their meeting cadence. On February 29<sup>th</sup> a public forum will be held at the Pembroke Public Library from 6:00 to 8:00pm. Babysitting will be available. There will be 7

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stations, a station per chapter. VHB will attend this event and it will be a hybrid meeting for any resident who wishes to attend remotely. At the end of April or May they expect the final plan preparation to be submitted by VHB. It appears to be on track.

Mr. Wandell asked Ms. Marino (Select Board) if they had a date in mind for when the final plan will be presented to the Planning Board for approval. Brief discussion on waiting until after the public forum to set a date to discuss approval.

Ms. Siciliano-Perry asked if there were any items that were major issues or bigger issues than others. Mr. Chaharyn response was ADU's. Discussion on allowing ADU's other than for in-laws. Mr. Wandell suggested the Master Plan Committee provide a list of items that would require Zoning Bylaw changes to the Planning Board. It would point the board in the right direction at some of the places that might need to be changed by a Town Meeting quorum. Mr. Wandell mentioned the Center Protection District Bylaw was a big part of the Master Plan in 2004. There was a bylaw passed but had some issues with multi-use in the Center Protection District. He would like to revisit the multi-use since it was ended. Mr. Ciciotti mentioned each chapter has their own set of goals, action items and best practices. From that people will be able to see which of the goals/action items will need a Zoning Bylaw change.

Ms. Bollinger mentioned the committee had an economic development round table with some area businesses. Their discussion was about bringing new business to town. Many mentioned that the whole process was difficult due to different bylaws, fees more expensive than other towns and the communication between departments was very difficult. Also, there are a lot of restrictions in the Center Protection District. These issues are preventing businesses from even approaching the town with a new business.

Mr. Ciciotti mentioned connecting trails, providing a better network for the trails. More signs around town to highlight major areas in town. Brief discussion on pairing up Conversation and Recreation with open space committee. Finding the funds with grants to maintain our trails, etc. Currently, it volunteers only.

Discussion on the importance of keeping up with the goals and best practices from the Master Plan. The boards and committees should be familiar at least with their own chapter and include it in the culture for the town government.

Discussion on letting developers know what can be done in town. Actively looking for developers who want to invest in Pembroke in the appropriate zones. Also, focusing on affordable housing.

Mr. Chaharyn inquired about implementing the Master Plan once it's completed. Other towns have an implementation committee which is basically the Master Plan committee continuing. They keep track of the goals and objectives. The stakeholders will keep the Master Plan up front and center. Discussion on the importance of town government being committed to referring to the Master Plan as it relates to zoning, development, etc. Mr. Wandell suggested the possibility of the Advisory Committee being part of the Implementing Committee for the Master Plan.

Once the Master Plan has been adopted it will be made available to all on the towns' website.

Discussion on adding the Master Plan link to every page on the website. Easier access for the residents.

Mr. Wandell made a motion to adjourn the meeting. Ms. Trembly seconded the motion, and the board voted unanimously in favor via roll call.