



## **PEMBROKE PLANNING BOARD MINUTES**

**MONDAY, NOVEMBER 19, 2018**

**BOARD MEMBERS PRESENT:** Rebecca Coletta (Chairman), Andrew Wandell (Vice-Chairman), Thomas Irving (Clerk), John Scholl, Daniel Smith, Jr., Daniel Taylor, and James Noone.

**BOARD MEMBERS ABSENT:** None.

**OTHERS PRESENT:** Matthew Heins (Planning Board Assistant), Peter Palmieri (Merrill Engineers and Land Surveyors), Sean Kennedy, Darcy Kennedy, Benjamin Cote, Anthony Vacca, Rian Kearney, Mark Stiles, Kevin Grady, Stephen Kotowski, and others.

Chairman Rebecca Coletta opened the meeting by reading the Chairman's statement.

### **PUBLIC HEARING FOR PROPOSED SITE PLAN #SP4-18 AT 212 SCHOOSSETT STREET FOR DAYCARE AND PRESCHOOL BUILDING**

Ms. Coletta opened the public hearing for proposed Site Plan #SP4-18 at 212 Schoosett Street, to construct a new 5,950-square-foot building for daycare and preschool facilities in the Business B Zone. Sean Kennedy and Darcy Kennedy, the applicants, were present, along with their attorney Benjamin Cote and the project engineer Kevin Grady of Grady Consulting. Peter Palmieri of Merrill Engineers and Land Surveyors, the board's peer review engineer for the project, was also present.

Ms. Coletta, Mr. Cote, and Mr. Grady briefly discussed the requested variances, which have not yet been reviewed by the Zoning Board of Appeals.

Mr. Grady introduced the project and went over the design. He explained that the constraints of the site, its small size in particular, make it necessary to request waivers and variances. The parking area and traffic circulation were described, and Mr. Grady went over the drainage and utilities. He explained that placing the building toward the rear of the site made for a better layout.

The board, Mr. Grady and Mr. Palmieri discussed the percentage of the lot coverage by buildings and paving versus greenspace. Mr. Grady described the waivers being requested, and discussed the adjacent land uses. Waivers are requested for the traffic study, development impact statement, granite curbing at access drive radii, 24-foot width for access drives, 3-foot landscaping strip along foundation walls, curbing along all paved edges, access connection spacing, width of access location, and 40-foot depth between property line and parking areas.

Mr. Scholl, Mr. Grady and Ms. Kennedy talked about traffic, especially drop-off traffic, and snow removal. Mr. Palmieri recommended that, given the movement through the parking area is designed to be one-way, the parking spaces be angled.

Mr. Noone and Mr. Grady discussed the amount of parking needed, and whether it is appropriate for the distance between the road and the parking area to be so small. Ms. Kennedy and Mr. Kennedy explained that they need significantly more parking than at their current location.

Ms. Coletta asked about the possibility of angled parking spaces, and Mr. Grady noted this would cause the loss of four spaces. The option of using signage and arrows to guide drivers' movement and prevent them from going in the wrong direction was discussed. Mr. Palmieri emphasized that angled spaces would be preferable.

The board briefly discussed when the Zoning Board of Appeals will consider the project's variances, and agreed to continue the public hearing to December 17.

Mr. Taylor made a motion to continue the public hearing to 6:30 pm on December 17, 2018, Mr. Wandell seconded the motion, and the board voted unanimously in favor.

#### **DISCUSSION ABOUT POSSIBLE CREATION OF NEW BUILDABLE LOT AT 39 HOLMES AVENUE**

Engineer Stephen Kotowski came before the board to discuss the possible creation of a new single-family buildable lot at 39 Holmes Avenue. Such a lot would be created through the subdivision of the 39 Holmes Avenue property, and previously at the board's meeting on October 15, 2018, Mr. Kotowski had presented a Form A (approval not required subdivision) application for this purpose. At that time, several board members had expressed doubts about the adequacy of the way, and had noted the board's previous history with the property and the road.

Mr. Kotowski and the board discussed the property and the road, and went over the history of how the Planning Board dealt with the situation in the past when the previous property owner sought to create a new buildable lot. It seems that the covenant on the property was released on the understanding that another buildable lot could only be created if the appropriate drainage improvements were made. These improvements were specified by the board in the past, but have not been carried out. The key issue is to meet the standards for adequacy of the way, given that the road and properties were not originally developed as an approved subdivision.

Mr. Palmieri described his recollection of having reviewed the proposed drainage design about ten years ago. The board, Mr. Palmieri and Mr. Kotowski discussed how the project could move forward, either as a full subdivision application, a determination of the Adequacy of the Way, or a Form A accompanied by other documents. The conversation also encompassed the current condition of the site, its history, and the surrounding areas. Mr. Palmieri noted that when the project was considered before, the road's condition was fairly good but the area's stormwater drainage needed improvement.

#### **REVIEW OF ROUTINE ADMINISTRATIVE MATTERS**

The board, Mr. Palmieri and Mr. Heins talked about the 260-280 Oak Street site (Site Plan #SP2-17), where construction is ongoing. The Pembroke D.P.W. believes this construction is causing flooding at the bend of Oak Street on the road itself, and Mr. Palmieri agreed. The board, Mr. Palmieri and Mr. Heins discussed the project, the site, and how building and zoning inspection enforcement can be done.

The board members agreed that Mr. Palmieri will do further site inspections. It was also agreed that a letter would be sent from the board to George Verry, the Building Inspector, requesting that no

certificates of occupancy be issued for the two buildings under construction until all the site work is done in conformance with the approved site plan.

Mr. Taylor made a motion that the board authorize Ms. Coletta to sign said letter, Mr. Noone seconded the motion, and the board voted unanimously in favor.

Mr. Irving made a motion that the board approve the minutes for November 5, 2018, and Mr. Wandell seconded the motion. Ms. Coletta, Mr. Wandell, Mr. Irving, Mr. Scholl and Mr. Noone voted in favor, Mr. Taylor and Mr. Smith abstained, and the motion passed.

The board and Mr. Heins discussed the schedule of upcoming board meetings.

The board and Mr. Heins talked about the upcoming deadlines for completion for certain subdivisions and site plans that have been ongoing for many years.

Mr. Heins and the board discussed a minor discrepancy between the version of the Site Plan Rules and Regulations displayed on the town's website versus the official version of the Registry of Deeds, and the board agreed that Mr. Heins would correct the website version to make it identical to that of the Registry of Deeds.

The board examined a one-page draft of information about the town's scenic roads, which Mr. Heins created for the purpose of being posted on the board's web page. Mr. Taylor suggested a small change, and the board members approved the document for posting.

The board members talked about the mixed-use project at 204 Center Street, for which a variance is being requested from the Zoning Board of Appeals. This led to a further conversation about the Center Protection District and the uses allowed there. The board discussed the possibility of attending the Zoning Board of Appeals' public hearing for the 204 Center Street project.

Ms. Coletta mentioned that she had been invited to a meeting of the Pembroke Housing Authority's board, and said she would report back to the Planning Board regarding what was discussed.

Mr. Irving made a motion to adjourn the meeting, Mr. Noone seconded the motion, and the board voted unanimously in favor.

Respectfully submitted,

Matthew Heins, Planning Board Assistant