

PEMBROKE PLANNING BOARD MINUTES  
MONDAY, JANUARY 11, 2016

**PRESENT:** Daniel Taylor (Chairman), Rebecca Coletta (Vice-Chairman), Thomas Irving (Clerk), Brian VanRiper, Paul Whitman, Edwin Thorne (Town Administrator) Peter Palmieri, Donald McGill, Brad McKenzie, Robert DeMarzo, Jennifer Smith and Adam Doucette.

**PLANS:**

Meeting with Town Administrator Ed Thorne  
Site Plan #SP3-15-590 Washington Street-Informally  
476 Center Street-Smith Informally  
Center Street-DeMarzo-Informally

Chairman Daniel Taylor opened the meeting by reading the Chairman's statement.

**Meeting with Town Administrator Ed Thorne:** A meeting was held with Mr. Thorne to discuss the procedure is when the assistant retires in July after 20 years in the job. The position will have to be advertised and it could take at least two months to fill the position. This could be the opportune time to upgrade the position with a town planner if this is what you are thinking about. One possibility is a part time town planner and an assistant. Mr. Thorne stated that he is working on 2017 budget and we have time to consider how the Board wants to go filing the position. By upgrading the position, you can keep the position non-union. Also, more and more towns are going to town planners to help with getting grant money for the town. The Board has to consider and should have everything in place at least one month before town meeting. Mr. Thorne stated that he would meet with the Board on a regular basis. The Board will be looking at all the options and will be ready for town meeting.

**Site Plan #SP3-15-590 Washington Street-Informal:** Mr. McGill and Mr. McKenzie came before the Board to discuss Merrill Corporation letter dated January 8, 2016, concerning items that have to be addressed before the public hearing to be held on Monday, January 25, 2016 at 7:30 p.m. They already have the variances for the two foundations that are going in now and a permit has been issued. A concern of the Board was the entrance to the condos, the developer met with D.O.T today and they are going to review what was submitted. The Board then reviewed the comments on Merrill Corporation letter. More information will be provided concerning the landscaping, additional trees and a six foot stockade fence will be installed. A Notice of Intent has been filed with the Conservation Commission. The plans have been forwarded to the MA-NHESP Priority Habitat. The septic system design plans and application will be submitted this week. The developer has met with the Fire Department and Department

of Public Works. All items will be addressed and any waiver requests will be submitted before the public hearing in two weeks. The public hearing will be held on Monday, January 25, 2016 at 7:30 p.m.

**476 Center Street-Smith Informal:** Jennifer Smith came before the Board to discuss the possibility their property at 476 Center Street to be subdivided. They own two properties C-19, 476 Center Street where their home is located consists of 5.398 acres. The second property, C-17, 476R Center Street, consists of 3.368 acres, which has the Reed Hollow Antique shop on it which has now been closed. They would like to convert the antique store, which is C-17 Lot 4, to a home and sell the property to their nephew. Lot C-17 was originally Lot 4 of the Henrich Development Trust plan dated August 15, 1966. A right of way was placed on Lot 3's deed currently owned by David Butterworth "subject to a right of way 15 feet along the northeasterly side of Lot 3, for the benefit of Lot 4." The Board would like to talk to Town Counsel to see if this can be done with just a 15 foot right of way to the house. Another way would be to design a 50 foot layout not constructed with a cul-de-sac and use the cul-de-sac for frontage. This would have to be draw by an engineer and recorded at the registry of deeds. The Board will be talking to Town Counsel to see which way would be easier for the homeowner.

**220 Center Street-DeMarzo-Informal:** Mr. DeMarzo came in before the Board about his Center Street project. He submitted a new plan and has withdrawn his other plan that is before ZBA. He stated that he had entered into a purchase and sales agreement with the Housing Authority to sell them the parcel that he owns on Kilcommons Drive. The Housing Authority was going to build more housing on the parcel. The Housing Authority was informed by the state that there would be no more money this year for building. I have now added that parcel to the property in the front. I will submitting a new plan based on the same concept that I had before. Now that this parcel is added to the other parcel, Otis Hawthorne is working on a new plan. As a result, I do not need the extra variance. The total coverage is still at 45%. A lengthy discussion concerning the by-law and special permits in the Center Protection District are under the authority of the Planning Board. A special permit is to allow development that is consistent with the intent of the by-law. Also, a discussion concerning the first project that was submitted and not completed, the commercial portion of the project was not done and only the residential units were completed. The Board stated that this is the same situation. A condition of approval will be the commercial building will be done prior to any residential. Another issue that was talked about was the traffic on Center Street. This project has a lot of residential density and the goal to find and little more of a mix. The developer stated that he was told to go to the ZBA for a variance. The Board stated that the issue was for the frontage is why he was told to go to ZBA. A concern of the Board was the number of bedrooms per unit, as this was a change in what is stated in the by-law the developer stated that two bedrooms per unit

were more marketable. A suggestion was office condos might be good for the site. The developer will be looking at all the suggestions and will be back with a plan.

A motion was made and seconded that the Planning Board meeting be adjourned at 9:01 p.m.

The next regular meeting of the Board will be held on Monday, January 25, 2015 at 7:30 p.m.

Respectfully submitted,

Marilyn A. Zechello-Planning Board Assistant