

Palmer Planning Board

Planning Board Meeting Minutes

Monday, October 1, 2018

18 OCT 30 AM 10:30
TOWN OF PALMER, MA
TOWN CLERK'S OFFICE

I. Call To Order

Chairman Michael Marciniec called the meeting to order at 7:09PM on Monday, October 1, 2018 in the Town Administrative Building, Meeting Room. Present were members Norman Czech, Paul Burns-Johnson, Kathy Burns. Tom Skowyra was absent. Also present was Town Planner, Linda Leduc, and Gillian Davis recording minutes.

II. Public Hearing

7:00PM –Seasonal Cottage Resorts – Forest Lake, Continued June 18th, July 9th, July 23rd, & August 6th

The following members were present on behalf of the application:

Rick Licht, Professional Engineer, of Licht Environmental Design LLC.

Steve O'Connell, of Andrew's Survey & Engineering, Inc.

Leslie Fanger, of Bohler Engineering

Land Owner, Joseph Paolini and investor, Steve Lopes.

John Furman, of vhb, was present on behalf of the Planning Board.

R. Licht went over his presentation to the Board to show the various plan updates and responses to questions from the last meeting.

R. Licht discussed the changes to site plan. At the northern boundary with the sales office, there has been a reduction in parking behind the sales office building. This building will now be two stories instead of a walkout in the rear. The lower level will be used by construction and sales staff. He continued, this change will increase the buffer between the abutters.

R. Licht stated with specifics to the cottages along Forest Lake Road, they have removed two units for a Stormwater basin, making this a 220 unit project. Additionally, pump stations have been moved back toward the residential units and away from River Road.

L. Fanger went over buffering plantings. She said additional buffering will be added between the sales office and the abutting property owned by the Pike's on River Street. She said the plantings would be selected from a list of native plants, a mix of evergreens and other deciduous trees. Additional plantings will be established along River Street which will also come from the native plantings list, including matured evergreen trees, shrub massing, and other deciduous trees.

L. Fanger explained the berm along the solar project towards the south, evergreen trees are said to be planted by the solar company as a buffer. She continued, along the Hitchcock property line, additional plantings of evergreen trees of various sizes will be planted.

L. Fanger then went over circulation and parking of the project. She stated each cottage has its own driveway with approximately two spaces each. The applicants would like to retain flexibility as to which side of the unit the driveway may be on. Throughout the plan, there is approximately 330 total visitor parking spaces and golf cart parking dispersed throughout.

S. O'Connell reviewed the Stormwater for this project. He reminded the Board this site is a former gravel pit with sufficient infiltration of the soils. He added the site is geographically, bowl shape due to the former gravel site. He stated there are eight Stormwater infiltration basins scattered around the site and four chamber systems being proposed in this application. He continued, the Stormwater infiltration basins will be used within the open land and the four chamber systems will be used along the community center, sales office, and beach and pool areas.

S. O'Connell explained, with a large Stormwater basin located at the entrance of the site, there will be a drain pipe to manage overflow and the discharge will go to Forest Lake. He said this will be as an emergency provision for a more than 100 year storm event. He continued a second pipe to manage overflow and discharge into a basin in the wetlands, again for flood control in an emergency situation.

S. O'Connell stated the Stormwater will be conveyed to basins via chambers, man holes, roadside swales, and county drainage. There is a net decrease in runoff at 4 analysis points.

R. Licht explained to the Board, the realignment of Forest Lake Road, which was a topic of discussion at the previous meeting. He showed the Board the existing location as well as the proposed new location of the road. He addressed, to the northern portion of the road will be owned by the applicant, however maintained by the residents, beyond the gate. He continued, the southern portion of the road will be both maintained and owned by the applicant.

R. Licht went on to address the Stimson Street and Route 32 intersection. He said the applicant will implement changes to the intersection.

R. Licht gave a brief overview of the phasing plan for the project. Phase one, will consist of construction of the community center, sales office, three to four model units, beach area, and gateway, which will be served by temporary wells. He said temporary holding tanks will be used before sewer is connected. Lastly, the well will become an irrigation well once public water is connected. Phase two will consist of the construction of approximately thirty cottages and the connection to sewer and water on River Street will begin. During phase three, the completion of water and sewer connection as well as construction of approximately forty units. Phase four and five, will consist of the construction of forty to forty-five cottages per year and the relocation of Forest Lake Road will begin. Phase six will add approximately forty-five more cottages. Phase seven, will add fifteen to twenty more cottages.

R. Licht stated that construction access will be temporary for phases two through five. During the last two phases, Forest Lake Road will be used as access for construction.

M. Marciniac spoke on the private status of Forest Lake Road and because there is no subdivision of land under Chapter 81, the applicant's attorney should provide language stating that it is not within jurisdiction of the Board or will have status as a public way.

R. Licht added, Forest Lake Road will be used as emergency access only for the project.

J. Furman went over second memo, dated October 1, 2018.

J. Furman stated he has already review the site plan approval and special permit application and that this memo is a complete review of Stormwater.

J. Furman began his review stating, the exterior elevations and floor plans of the units are not stamped by and architect however, they are said to be forth coming. He continued, at the late meeting there was a request to have a generic model to display generic detail or the driveway and landscaping. On the generic unit plan, a tree is shown which is not on the plan. He asked for the applicant to clarify if there will an additional 220 trees than what is identified.

L. Fanger confirmed that there will be an additional 220 trees. She re-stated the applicants would request flexibility with location of said trees, however they will be selected from the native species list and will be identified on the construction level drawings.

J. Furman stated a separate review memo from vhb contained seven comments. Those comments has been addressed at the last meeting on July 23, 2018. He stated a follow up traffic report will be submitted. He noted the Board should make a condition of approval including the commitment by the developer to design and permit the improvements to the Route 32 and Stimson Street intersection.

J. Furman explained the applicant has requested the Board to consider allowing the water services to the cottages be allowed to remain active, so that owners could clean/paint the units during the off-season when they should be vacant. He then said, if the Board considers this, an approval condition should be added that allows the water to stay active, but prohibits overnight stays during the off-season. The Board still needs to make a decision on how this issue will be monitored.

J. Furman said the applicant has stated that the copy of the Home Owner's Association document will be provided prior to building permit. Section N-1 required the Agreement be provided to the Planning Board and their Attorney for review to assist the Board in the Final Approval of documents. A condition of Approval should be included which requires the document be submitted and approved prior to the pre-construction meeting.

J. Furman made clear, a request has been made to install a private well and sewage holding tank to service the sales office and community center during the first year of construction. He continued, the well cannot be more than 100-feet of the infiltration basin. If the Board approves the use of a well for this first year, vhb recommends an approval condition which sets a limit in the use of both the sewer holding tank and well. Also, the Applicant should determine if he well required permitting through the Massachusetts Department of Environmental Protection as a public water system. A Public Water System means a system for the provision to the public of piped water for human consumption if such system has at least 15 service connections or regularly serves an average of at least twenty-five individuals daily at least sixty days of the year.

J. Furman stated Erosion and Sediment Control Plan and Operation, Maintenance, Inspection agreement has not yet been provided.

J. Furman said a specific written timeline is required as part of the submittal for inspections occurring at the following intervals:

- Inspection of Erosion and Sediment Control measures after clearing, rough grading, and final grading.
- Bury Inspections prior to backfilling of underground drainage components.

- Final inspection of completed project, including televising of installed stormwater piping of each phase.

J. Furman continued, the Erosion and Sediment Control plan needs to be updated to address new access road for construction. A pre-construction meeting should be conducted before each phase and with that, stormwater and erosion and sediment plan be updated too.

J. Furman went over the Stormwater Management Standards:

1. No untreated discharge or erosion to wetland
A review of the stormwater management system shows no new discharges to the resource areas. All collected stormwater is directed to either an infiltration system or detention basin for disposal through infiltration.
2. Peak Rate Attenuation:
 - The existing and proposed condition models area don't match. The proposed condition is 12,927square feet less than the existing conditions model. These numbers should match between both models.
 - The Open Space Table reports impervious at 18.12 acres. The stormwater model reports total impervious at 16.05 acres, for a difference of 2.07 acres. The applicant should verify that the proposed driveways and walkaways shown on sheet C-6.1 are included in the proposed model. Vhb estimates those are to total 1.9 acres for 220 unites, which may be the cause of the difference.
 - The current analysis reports a very small increase in post development runoff. While vhb agrees the increase is extremely small. The designer should evaluate each BMP to develop small improvements which would eliminate the increase.
3. Stormwater recharge:
Recharge volume need to be shown for each re-charge area
4. TSS removal calculations need relabeling
5. Land Use with Higher Potential Pollutant Loadings, this project is not classified as a LUPPL. S. O'Connell added, 4' separation has been maintained.

J. Furman included a spreadsheet which totaled the components within the project. For a 5-year bond, the amount would equate to \$201,000.

M. Marciniec opened to the public for comments.

Christina Pike, 631 River Street, asked the distance from the sales office to her property boundary. She also asked what the distance was from the northern border of the site to her property line.

R. Licht responded 70-feet between the sales office to the property boundary. He measured on the site plan, stating it is approximately 40-feet from the north border to her property line.

Lori Hinkel, 624 River Street, brought up concern with the traffic study. She stated in the report used traffic counts from 1975-1985. She feels as though this study is outdated and requested an updated traffic count. She mentioned the traffic study did not consider her travel route, from Route 32 to High Street.

R. Licht responded the traffic study used the ITE standard numbers. An updated traffic study used the tenth edition, which is most current. Stimson Street peak hour rates used for this type of development.

J. Furman further explained, the numbers within the original traffic study were based on the 9th edition. The applicants have re-worked the traffic study to comply with the 10th edition which is using 2018 data.

Glenn Hitchcock, 279 Gates Street, stated privacy barriers along his property line needs to be enhanced. He continued, the driveways to approximately ten cottages fall directly into his back yard. He issued concerns regarding the lights coming directly into his property.

R. Licht replied the buffer can be enhanced with a fence to block the lights along his property line.

G. Hitchcock added issues he has with the use of Forest Lake Road pertaining to construction access. He stated the road is going to be gated to limit the amount of cars, but yet there has been no discussion regarding emergency vehicle access.

R. Licht explained the plantings are substantial and the evergreens will not lose their leaves in the winter, which will be a constant buffer. He added that this section of the project will be in the last two phases of construction. Thus, allowing for additional growth before that phase is built.

L. Fanger stated the applicant has agreed to put up a solid board fence along the property line.

Michael Warren, 44 Forest Lake Road, concerned with the maintenance of Forest Lake Road. He would like to see the applicant maintain the entire length of the road.

Lisa Beaudry, 40 Forest Lake Road, is worried about moving Forest Lake Road to the wetlands. She also asked if the applicant, what the buffer will look like for residents on the ridge.

S. O'Connell measured and explained the proposed Forest Lake Road is approximately 100-feet outside the wetland line.

L. Fanger showed on the plan set of what the buffer would look like along the ridge.

Rachel Johnson, 32 & 36 Forest Lake Road, asked if a MEPA application has been submitted to Conservation Commission.

R. Licht responded the application will be submitted shortly.

Lori Hinkel, 624 River Street, stated she was concerned with the wildlife not being able to get through the fences.

L. Fanger explained there are no fences anywhere, except the entrance points and if Glenn Hitchcock prefers the fence.

Ralph Hitchcock, 1587 Ware Road, asked how resort residents will be restricted from using Forest Lake Road.

L. Fanger replied Home Owner Association documents will restrict the use of Gates Street.

J. Paolini added, the condo association document draft versions are being complied and can be a condition of approval.

Christina Pike, 631 River Street, asked how the construction period will affect their well water.

R. Licht replied there will be very few people on site to use the well water and tight tank, before the second phase is complete when the system will be connected to town water and sewer.

Mary Pike, 635 River Street, asked if her water levels will be affect, she continued her well is well is only 220-feet deep.

M. Marciniec stated this will most likely be addressed at the Conservation Commission meeting.

R. Licht mentioned comments regarding the requirement that the domestic water must be disconnected during the off season, which the applicants would like to keep on to allow residents to do maintenance throughout the year.

M. Marciniec replied that he thinks the Board should get an opinion from the Fire Chief, before making a decision.

R. Licht stated all waivers will be submitted in writing.

A motion to continue the hearing to October 29, 2018, at 7:30 was made by P. Burns-Johnson, seconded by N. Czech. The motion passed (4:0).

III. New Business

Quaker Lane Subdivision Plan

Don Frydryk was present on behalf of the applicant.

The applicant, Paul Les was also present.

D. Frydryk went over a letter dated September 26, 2018, requesting a one year extension.

J. Furman asked to conduct a site visit and further, provide a recommendation to the Board.

The Board will vote on November 26, 2018, for the one year extension.

SANR – 4 Lot Division, Emery Street, Roger Barnes

M. Marciniec went over the SANR plans and discussed with the Board members.

A motion to approve the ANR for Roger Barnes, Emery Street was made by P. Burns-Johnson, seconded by N. Czech. The motion passed (4:0).

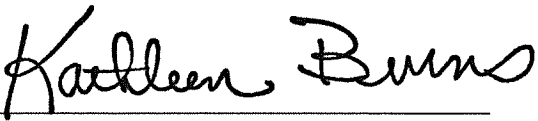
Meeting Minutes

A motion to approve the September 24, 2018, meeting minutes as written was made by K. Burns, seconded by P. Burns-Johnson. The motion passed (4:0)

Abutting Town Notices and Monthly Interest Allocation Reports were distributed.

IV. Adjournment

A motion to adjourn at 9:30 pm was made by P. Burns-Johnson, seconded by N. Czech. The motion passed (4:0).

A handwritten signature in black ink that reads "Kathleen Burns". The signature is written in a cursive style with a horizontal line underneath it.

Kathleen Burns, Clerk