

PLANNING BOARD
MEETING MINUTES
December 18, 2018

7:00PM

Memorial Hall

Members Present: John Michalak, Robert Ricker, Scott Carlson, Otto Lies, Michael Krikonis, Jacquelyn Baum

Members Not Present: Jeff Head,

Others Present: Pam Harding, Director of Planning, Isabel McCauley, DPW Senior Civil Engineer

J. Michalak called the meeting to order at 7:06 PM.

PUBLIC HEARING –7:00 p.m. PUBLIC HEARING © SPECIAL PERMIT © VILLAGE AT WESTMINSTER PLACE © EXTENSION OF TIME Jeffrey Roeloffs, Attorney gave an update to the Board. The applicant created a construction staging area, installed check dams and silt sacks within the catch basins, installed waddles around the perimeter of disturbed lots and created a construction staging area with a storage units and stockpiles. Mr. Roeloffs informed the Board the as-builts were a work in progress and the Applicant was still collecting data for completion of the plan. A three Phase plan was also submitted. Mike Harrington, site manager was there to and responded to a December 5 memo. There is an infiltration basin interior to the site that is still collecting runoff from the site, the pond has not been maintained and DPW would like to see proof of maintenance bi annually. S. Carlson stated that he thought it was ridiculous no one knew where any of the utilities were. I. McCauley stated she knew where utilities were but the exact location of laterals were not known, After so many year of construction field changes and plans have gotten lost in transition so this has resulted in her asking for in progress as-builts, which are not a typical requirement. The Applicant has agreed to complete these as-builts but needed a little more time. The Board discussed keeping the hearing open until the as-builts and pond were maintained. R. Ricker stated it seemed reasonable to place time requirements on the conditions and if the work was not completed the project would have to come before the Planning Board. The Applicant agreed binder replacement was necessary. J. Roeloffs stated he would be willing not continue if that is what the Board preferred, he gave the Board notice that amendments were to the unit layouts and make-up were likely he was just not aware of what they were. The site has made great improvements since filing. R. Ricker voted to close the public hearing, M. Krikonis seconded the motion, all were in favor. R. Ricker made a motion to grant the extension of time for year until December 18, 2019 and incorporate all conditions noted in the December 5, 2018 memo from the Department of Public Works as follows;

CONDITION #60 SHALL BE ADDED: *Street sweeping shall be performed before significant rain fall events and at the beginning of Spring and Fall.*

CONDITION #61 SHALL BE ADDED: *Erosion Control Barriers (ECB) shall be installed securely long the edge of Tea Party Circle road in areas that have been disturbed and around the perimeter of any material stockpiles. The ECB's shall be maintained daily and sediment shall be removed when accumulation reaches one-half the height of the ECB.*

CONDITION #62 SHALL BE ADDED: *Silt sacks shall be installed in all catch basins and drainage lines shall be free of sediment.*

CONDITION #63 SHALL BE ADDED: *Catch basins shall be cleaned in the Spring and Fall and/or when sediment reaches one-half of the sump height. Copies of cleaning certificates shall be retained as proof of cleaning.*

CONDITION #64 SHALL BE ADDED: *Detention basins shall be inspected and maintained routinely. The overgrowth in Detention Pond #2 must be cleared in the Spring. Cleaning shall be performed in the Spring and Fall, proof must be provided to the Planning Board.*

CONDITION #65 SHALL BE ADDED: *The Contractor shall determine appropriate locations for stockpiles, equipment and material storage that will not be detrimental to existing residents.*

CONDITION #66 SHALL BE ADDED: *Seeding and loaming shall begin as soon as possible in all areas that will not be further disturbed.*

CONDITION #67 SHALL BE ADDED: *Binder course shall be pulverized and replaced with new binder material prior to the installation of the top course. The replacement section shall begin at House #98 and continue to the section of road that has not been deteriorated by equipment and sediment. The exact location where replacement shall occur will be determined in the field with the Town at the time of replacement.*

CONDITION #68 SHALL BE ADDED: *The Applicant must provide a progress as-built layout which shall field locate and map any underground utilities in reference to building foundations and other permanent structures. These shall include, but not be limited to, all sewer, water, gas, CATV, and any other utility that has been installed. The plan shall include locations, depths, materials, final swing ties, water and sewer stubs. The deliverable shall include D-size drawing set, electronic PDF and GIS electronic file. The as-builts must be provided in a manner that is acceptable to the Department of Public Works by January 31, 2019.*

CONDITION #69 SHALL BE ADDED: *This extension incorporates the Phasing Plan received on December 17, 2018.*

M. Krikonis seconded the motion, all were in favor.

**SITE PLAN/SPECIAL PERMIT – 661 MAIN STREET ☉ QUINNS BLUE PLATE ☉
DEMOLITION AND CONSTRUCTION OF A NEW RESTAURANT** J. Michalak opened the public hearing at 8:00 p.m. by reading the public hearing into record. The applicant is proposing to demolish the existing blue plate and construct a new restaurant of approximately 3,940 square feet referred to as Quinn's Blue Plate. Comments and plans are included in the packet.

VILLAGE DISTRICT BYLAW REVIEW As we proceed with the review the major points of discussion are:

- a. Should this be a stand alone district specific to the Jefferson Mill
- b. If this is a standalone district should the area be expanded?
- c. Should the existing Mixed Use Bylaw be left as is, amended, or replaced?

DRAFT BUILDOUT AND FISCAL IMPACT ANALYSIS – Will try and get Ron Barron to come in and present a summary of the study.

MASTER PLAN UPDATE STEERING COMMITTEE – STATUS REPORT The Master Plan Committee is working on finalizing the goals of the Master Plan and CMRPC is working on creating 80% drafts for each chapter.

APPROVAL NOT REQUIRED – R-1 Zoning District - 121 South Road - Wingspan Properties LLC – The Applicant is proposing to create one building lot on South Road, the lot has the required area and frontage of the R-1 Zoning District.