



PLANNING BOARD
TOWN OF NORWELL

Post Office Box 295
Norwell, Massachusetts 02061
(781) 659-8021

**Norwell Planning Board Meeting Minutes
November 30, 2016**

The meeting was called to order at 7:05 P.M. with Vice Chair, Donald Mauch, Sr. presiding. Also present were Board Members Ken Cadman and Scott Fitzgerald. Unable to be present were Chair, Jamie Crystal-Lowry and Patrick Campbell. The meeting was held in the Planning Office.

Agenda

After a motion was duly made by Ken Cadman and seconded, it was unanimously voted to approve the agenda as submitted.

Bills

The following invoices were presented for approval:

Stantec Consulting – Complete Streets	Invoice #1119187	\$2,601.65
Chessia Consulting – Wildcat Lot 23 Review Fee	Invoice #1643	\$ 230.00
Chessia Consulting – Wildcat Lot 32 Review Fee	Invoice #1644	\$ 230.00
Chessia Consulting – 103 Washington Street	Invoice #1647	\$ 747.50
Chessia Consulting – Bay Path Ln. Ext. Rev. Fee	Invoice #1642	\$ 345.00
Chessia Consulting – Wildcat OSRD Review Fee	Invoice #1639	\$1,086.00

After a motion was duly made by Ken Cadman and seconded, it was unanimously voted to approve the invoices as submitted.

Minutes

Minutes for the October 12, 2016 PM Meeting are awaiting certification and approval and the minutes for the October 26, 2016 and November 9, 2016 PB Meetings were unavailable.

Updates

Vice Chair Mauch then informed the Board that the PB's Administrative Assistant, Jeanne Cianciola's request for a five week personal leave of absence pursuant to Article 13 of the S.E.I.U. 888 contract had been approved by Town Administrator Morin effective immediately and is expected to last until January 4, 2017. Ms. Cianciola anticipates being available for work on a flexible basis and is to provide Department Head, Nancy Hemingway with 48-hour notice of her availability for scheduling purposes.

Mauch further informed the Board that he had expressed on the Board's behalf to TA Morin, major concerns over missing deadlines that could result in default approvals on applications and over a number of issues that required expertise beyond the PB's abilities. These included technical responses to Mr. Chessia's application reviews. Mr. Morin concurred and as a result, was going to contact Hull's TA and request former Town Planner, Chris DiIorio's temporary assistance to address several unresolved issues during the Board's search for a permanent town planner replacement.

Mauch then reviewed Chris DiIorio's October 12, 2016 "Transition Memo," informing PB members that outstanding issues with respect to the Birchwood and Henry's Lane subdivisions had been completed and that Bay Path, Forest Ridge, 103 Washington Street, and Wildcat Hill were being attended to.

Joint Meeting with the Norwell Bylaw Review Committee ("NBRC")

PB Members then welcomed members of the NBRC including Chair, Sally Turner, Vice Chair, Lois Barbour, and Members John Litchfield, Spencer Joseph, and Robert Woodill for an update of their Committee's work followed by a joint discussion.

Chairperson Turner provided PB Members with a review of the NBRC's timeline of activities from April 2015 to present citing a time-consuming, labor-intensive effort to codify initially the Town's Zoning Bylaws Table of Contents ("NZBL"), in accordance with the Board of Selectmen's ("BOS"), request. Turner stated that in June the BOS authorized the merger of the General Bylaw Review Committee with NZBL, which became the NBRC that included the additional codification of the General Bylaws as well.

Vice Chair Barbour summarized for PB Members the need for PB involvement in the next stages of their work, identifying and drafting desirable reforms of both zoning and general bylaws, explaining that several of them including those dealing with OSRD's, common driveways, floor-to-area ratios (FAR), limitations of

building to lot size ratios, height restrictions, lighting, noise ordinances, transitional zoning districts, clear-cutting site preparations and resulting drainage issue, etc., would require PB reviews, public hearings, approvals, and eventually, articles drafted for Town Meeting consideration. NBRC Member Joseph agreed, though stated that there were some that could be moved along quicker than others or "low fruit," as he described in which their Committee could even provide the PB with the suggested reform wording.

Mauch emphasized to NBRC Members that following previous PB discussions regarding possible OSRD reforms, there did not appear to be a strong sense of urgency amongst his PB colleagues who preferred to take a more pragmatic approach – one that seemed to be shared by the BOS after his conversations with their Chairperson, Jason Brown. Mauch further stated that there would have to be broader support from the community for OSRD reforms beyond his own or a few individuals before the PB elevated them to a higher priority.

PB Member Fitzgerald expressed his feeling that OSRD reforms based largely on aesthetics, as was his understanding of suggestions previously discussed by the PB, did not necessarily provide a sufficient enough rationale for making reforms to the existing bylaw. NBRC Member Joseph responded by emphasizing the longer-term economic impact versus aesthetics of higher-density housing on the Town's infrastructure including its schools, etc., and that eventually the growth of OSRD's throughout Norwell, he believed, would likely result in an adverse impact on the Town's tax rate. Concern was expressed over the likelihood of homeowners converting their houses to multi-family housing if owners became unable to afford their continuing housing costs. Chairperson Turner, PB member at the time OSRD's were passed in Norwell, encouraged PB members to revisit the original purpose of OSRD's as written in the Bylaws, which should be kept in mind on all future submissions.

Following further discussion, Vice Chair Mauch requested that the NBRC provide the PB with a specific and comprehensive, prioritized list of desirable reforms requiring PB action including if possible their accompanying wording. Upon receipt, Mauch stated that the PB could then develop a "roadmap," from which to schedule reviews, engage additional resources if needed, iron out concerns with further joint meetings with their Committee and other committees/departments, schedule public hearings where required, and move forward towards the drafting of town meeting articles for consideration. He stated further that this approach would help the PB organize the process and enable them to move forward in the temporary absence of a town planner but also in anticipation that one will likely be on board by late January or early February. Both PB and NBRC Members jointly

acknowledged that the origination of any such reforms while perhaps submitted by the NBRC, would require PB approval irrespectively.

Forest Ridge Subdivision – Update – D. Mauch

Vice Chair Mauch apprised Board Members of his discussions with the Forest Ridge subdivision developer, Noah Rowe and updated them as to the progress being made with respect to the remaining punch list items. The developer's action is being taken to hasten the road's petition for acceptance at the request of the residents to enable them to be placed on the Town's plow list. A number of unfinished items are now in the process of being resolved including as-built's from Rowe's engineer, and site and landscaping completion in accordance with the special permit. Unresolved questions will need to be addressed by either John Chessia and/or former town planner Chris DiIorio if he becomes available.

103 Washington Street – Discussion

PB Members were informed that the Norwell Zoning Board of Appeals has scheduled a public hearing with developer Hajjar, et al, on December 7, 2016 and that the outcome of that meeting would determine the PB's next steps with respect to Hajjar's application.

Committee Liaison Position Discussion and Updates

This agenda item was postponed pending full Board attendance.

427 Main Street OSRD Special Permit Timeline

PB Members were provided by Administrative Assistant, Cianciola, with a list of critical dates by which a number of comments, hearings, reviews, recommendations and approvals are required to avoid default approvals. The question arose as to what constituted a, "start date versus the deadlines" – whether it was from the date of receipt of all of the required documents (complete package) or otherwise. Ms. Cianciola said that she would try and seek further clarification for the Board and report back. PB Members were also told that the applicant had added two or three additional houses to the pre-application plans and that Engineer Chessia had submitted his comments to the PB for their review. Vice Chair Mauch indicated that this would be a priority for former Town Planner DiIorio's review if he became available.

Kopacz Winter/Cross/ Old Oaken Bucket Pre-Application OSRD Timeline

Administrative Assistant, Cianciola has been in the process of trying to schedule a site visit with Mr. Kopacz, et al, but due to scheduling conflicts, has not been able to do so. A site meeting has been re-scheduled for 10 A.M. Saturday, December 10, 2016.

Vice Chair Mauch inquired as to whether or not a sufficient number of copies of the developer's pre-application documents had been provided and, since Mr. Kopacz's attorney, Walter Sullivan, Jr. was in attendance, he stated that he would deliver several extra packets by the end of Thursday, 12/12/2016.

Active Subdivisions

Administrative Assistant, Cianciola reported no new applications had been received since the last PB meeting.

Meeting Cancellation Request

After further discussion, a motion was duly made and seconded and it was unanimously voted to cancel the December 28, 2016 Planning Board Meeting while reserving the right to schedule an interim meeting if necessary.

Adjournment

Prior to adjournment, it was noted that Norwell Highway Director, Glenn Ferguson failed again to attend the meeting as had been previously requested to provide an update with respect to his Department's Scenic Road Violation.

There being no further business, after a motion was duly made and seconded, it was unanimously voted to adjourn the meeting at 8:25 P.M.

I certify that the above minutes were reviewed and approved by a majority vote of the Planning Board on January 25, 2017.

Scott Fitzgerald, Clerk