

TOWN OF NORWELL
 Norwell Town Offices, Room 112
 345 Main Street
 Norwell, Massachusetts 02061
 (781) 659-8021

Office of Planning Board &
 Town Planner

Norwell Planning Board Meeting Minutes
3/28/2018

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 2018 APR 12 AM 9:00
 TOWN OF NORWELL
 TOWN CLERK

The meeting was called to order at 7:01 P.M. with Chair Donald Mauch, Sr., presiding. Also present were Vice Chair Jamie Crystal-Lowry, Board Members Patrick Campbell and Brendan Sullivan, and Town Planner Kenneth Kirkland. Unable to attend was Scott Fitzgerald. The meeting was held in the Planning Office.

CALL TO ORDER/AGENDA

Motion by Mr. Campbell to open the meeting. Duly seconded and approved by a 3-0 vote, Ms. Crystal-Lowry having been absent from the vote.

APPROVAL OF MINUTES

The minutes of the February 28, 2018 meeting were distributed and reviewed.

Motion by Ms. Crystal-Lowry to approve the minutes of the February 28, 2018 meeting as submitted. Duly seconded and approved by a 3-0 vote, Mr. Campbell having recused.

BILLS

The following invoices were presented for approval:

Christopher Sullivan	Meeting Minutes	\$150.00
Chessia Consulting	Old Oaken Bucket Estates	\$60.00

Motion by Ms. Crystal-Lowry to approve the invoices as submitted. Duly seconded and unanimously voted.

At the suggestion of Chair Mauch, the Board members agreed to move the May 9 meeting to before the start of Town Meeting on May 7 and 8 (if applicable).

SUBDIVISIONS AND LAND DEVELOPMENTS

600 Longwater Drive - Jumbo Capital Management LLC
 Assessor's Map 17B, Block 18, Lot 60

Chair Mauch advised that this matter had originally been on the agenda for the canceled March 14 meeting.

Mr. Kirkland advised that the request involves closing in a lobby/courtyard area which will be flush with the existing exterior wall. As it technically triggered a site plan review despite its limited scope, the Zoning Board of Appeals asked the PB to review in the usual manner. He advised that the request met the site plan criteria for approval set forth in the bylaws and recommended the issuance of a positive recommendation to the ZBA.

Chair Mauch asked whether there was any provision in the bylaws for fee or review waivers for minor modifications; Mr. Kirkland advised there was presently no such relief for administrative modifications, and a bylaw change approved at town meeting would be required to establish one.

Motion by Ms. Crystal-Lowry to adopt the findings of fact set forth in the Town Planner's report and recommend approval to the Zoning Board. Duly seconded and unanimously voted.

181 Mount Blue Street - Residential (ANR)

Assessor's Map 8A, Block 42, Lots 29 & 30

Mr. Kirkland advised that the proposal involved a land swap between the applicants and an adjoining Nature Conservancy property. Staff had reviewed the submitted documentation and determined it to be complete, consistent with the ANR criteria for endorsement, and in compliance with state and local regulations. He therefore recommended endorsement.

Motion by Ms. Crystal-Lowry to adopt the Town Planner's findings of fact and approve the ANR for 181 Mount Blue Street. Duly seconded and unanimously voted.

EXTENSIONS OF TIME

Old Oaken Bucket Estates - 27-Lot Residential Subdivision

Assessor's Map 9D, Block 49, Lots 1, 35, 62, & 65

Applicant John Kopacz; Greg Morse, Morse Engineering; Attorney Walter Sullivan; Erin Fredette, McMahon Associates; and PB Engineer John Chessia present. Also present were about 15 area residents.

Motion by Ms. Crystal-Lowry to open the continued public hearing. Duly seconded and unanimously voted.

Chair Mauch advised all present that the scope of this hearing would be limited to the traffic impact study prepared by McMahon Associates for the Applicant. Ms. Fredette would discuss the study, and Mr. Chessia would then offer comments. Questions would then be entertained from the PB and the public in that order. Other issues related to the project would be discussed at a later date.

Ms. Fredette, who conducted the traffic impact analysis, briefly discussed her methodology and findings, which included taking peak period counts on Old Oaken Bucket Road at the Winter/Maple and Cross Street intersections, and the Winter and Cross Street intersection; conducting a motor vehicle crash analysis based on MassDOT crash rates for similar intersections; and projecting traffic volumes in the area over a seven-year period, taking into account site-specific growth as well as possible additional development.

The report estimated that 25-30 additional trips would be generated by the proposed development during peak hours, but that traffic within the study area would move well even with these additional trips.

Mr. Chessia advised that the peer review of Ms. Fredette's study had been done by Jeffrey Dirk, Vanasse & Associates, as a consultant to Chessia Consulting. He characterized the potential traffic issues as minimal as presented, as the proposed through road would spread out the traffic load such that no nearby intersections would be stressed.

At Chair Mauch's request, Ms. Fredette briefly responded to several of the issues raised in the peer review, indicating they would provide additional information on public transportation services, stopping sight distances, and plantings to be removed. They will also provide their backup-crash rate worksheet, and Ms. Fredette indicated they had reached out to the Norwell Police Department for additional crash data.

Mr. Chessia also indicated that an easement would be needed at one corner in order to maintain sight distances, or the subdivision road could be realigned to eliminate the need for the easement. Mr. Kopacz indicated that the property owner had already granted them the easement, and they will be providing documentation to the Planning Office.

At this point, Ms. Fredette entertained questions from the Board. Ms. Crystal-Lowry noted the proposed development was close to the Vinal Elementary School and there were concerns as to traffic delays and safety; she asked whether there was any analysis as to the impact of school buses. Ms. Fredette advised that they accounted for this by starting their evening peak period traffic counts at 3 PM, shortly after the school lets out. They believed bus volume, at 1-2 trips per hour, would not have a significant impact.

Ms. Crystal-Lowry then asked whether they had accounted for the slower transit time of a school bus, which might in turn increase the impact of the increased car volume. Ms. Fredette acknowledged that the school buses will still cause delays, but the additional traffic will not further increase those delays.

Mr. Campbell asked about the report's reference to 12 trips per household per day. Mr. Chessia indicated that this was a fairly common figure currently, and Ms. Fredette added that this figure included delivery vehicles.

Mr. Campbell also noted there were many bikers on Cross Street, who tended to slow down on the upgrade, and traffic tended to back up behind cyclists, especially on weekends. He suggested that they consider the impact of the new intersections on this dynamic. Ms. Fredette felt this was a potential matter for Mr. Morse, but noted that traffic flows would return to normal after the bikers had passed the intersections.

At this point, the hearing was opened to questions from the public. Lisa Doherty, 300 Old Oaken Bucket, asked whether they studied accidents at the corner where Old Oaken Bucket turns. Ms. Fredette advised that they studied all accidents in the roadway segments nearby; all but one of these involved a single vehicle. They are requesting local crash data from the Norwell Police Department, and anticipate that most crashes were the result of excessive speed. Ms. Doherty noted that this would be a concern with the subdivision entrance because the sight lines were not good. Ms. Fredette responded that the minimum required sight distances allow drivers time to see and

react to cars entering the intersection, and the MassDOT data did not show cars being hit as they exited existing driveways.

Ms. Doherty also asked whether they took heavier summer traffic into account. Ms. Fredette advised they reviewed volumes for an average month, and these were not adjusted all the way up to July or August levels. However, she felt that somewhat higher summer volumes would not by themselves create issues.

At this point, Ms. Crystal-Lowry asked whether they had taken the actual speeds people drove into account. Ms. Fredette clarified that their projections were based on the 85th percentile speed, or what 85% of the traffic actually drives. The tubes they placed on the road captured the actual vehicle speeds over a 72-hour period, and they avoided days with weather events that might have impacted speed. They measured from Tuesday to Thursday, as weekdays typically have heavier traffic. Mr. Campbell followed up, asking whether they had counted trucks and buses versus cars. Ms. Fredette indicated they did, and Old Oaken Bucket had the highest heavy vehicle percentage.

Susan Solis, 32 Satuit Meadow Lane, asked why they had used 2011-2015 data. This was the most recent data that MassDOT had available; the Norwell Police Department probably has more recent data. Two residents asked where the tubes were placed; Ms. Fredette did not know the exact location, but noted that all tubes were out at the same time.

Bob McDonald, 275 Cross Street, noted that some safety issues might be alleviated if they moved the subdivision entrance a bit to the east, further from the hill on Old Oaken Bucket where people tend to speed. He also asked Ms. Fredette whether she had done traffic studies in other communities like Norwell. She stated she frequently worked on the South Shore; the figures in the study are based on standards put out by MassDOT and were peer-reviewed by Mr. Dirk for verification.

In response to a question from Kathy Pouch, 285 Old Oaken Bucket, Ms. Fredette advised that their report did discuss pedestrian usage and amenities. She did not anticipate any impact on existing pedestrian or cyclist activity, and noted that sidewalks within the subdivision would provide additional places to walk or bike.

After all questions had been answered, Chair Mauch thanked all present for their participation.

Motion by Ms. Crystal-Lowry to continue the public hearing to April 25, 2018 at 7:30 PM. Duly seconded and unanimously voted.

MISCELLANEOUS

Final Review - 2017 Planning Board Report

The Board reviewed the updated PB report, which had incorporated suggested edits from members.

Motion by Ms. Crystal-Lowry to accept the 2017 Planning Board Report as submitted by the Town Planner. Duly seconded and unanimously voted.

Committee Liaison Reports

CPC

Ms. Crystal-Lowry advised that the CPC attended the previous night's Advisory Board meeting, at which the Town Meeting article for the purchase of the Carleton property was discussed. After

a presentation by Alison Demong from the Board of Selectmen and some limited discussion, the Advisory Board voted unanimously to recommend the article.

Complete Streets

Mr. Campbell advised that the Advisory Board also discussed the Town Meeting article to fund the Main Street sidewalk extension last night. The article requests a \$200,000 transfer from Free Cash to fund 40% of the cost; the remaining funding will come from a MassDOT matching grant that is contingent upon the article's approval at Town Meeting, as well as the \$100,000 transfer from the Pedestrian Enhancement Fund authorized by the PB at its January 28 meeting. After a presentation by Selectman Demong and Town Administrator Peter Morin, the Advisory Board voted 7-0 to recommend the article.

Economic Development

Mr. Campbell advised that the Economic Development Committee would be meeting late next month, and that the MAPC economic development forum had been rescheduled for April 26. It will likely be a six-month consulting process.

A discussion ensued as to why the MAPC collaboration had been initiated by the Selectmen and not the Planning Board. Chair Mauch noted that the PB was ultimately responsible for the town's Master Plan from a statutory viewpoint. Ms. Crystal-Lowry pointed out that there were different elements to the Master Plan, some of which were not owned outright by the PB. Ms. Crystal Lowry confirmed that at the present time, the Planning Board is not directly overseeing the MAPC consultation and analysis and this confirmation was agreed upon by the Board.

Mr. Campbell clarified that the Economic Development Committee was originally formed by the Board of Selectmen because previous planning boards had formulated economic development proposals that did not come to fruition. He additionally noted that it had been asked that the Town Planner be made available to assist with Committee proposals and initiatives as needed. Some discussion ensued as to distinguishing which projects the PB had responsibility for and which it was merely being consulted on.

Also briefly discussed was the extent of the PB's authority over the matters under its jurisdiction. Chair Mauch felt that, as an elected rather than appointed board, the PB acted in a quasi-judicial capacity. However, Mr. Kirkland pointed out that the Board had no fining capacity as did the Conservation Commission. Ms. Crystal-Lowry observed that the PB's authority seemed to occupy a gray area, with the power to recommend but not enforce.

Bylaw Review:

Chair Mauch advised that the Bylaw Review Committee met last week and decided to defer recommending any bylaw changes to Town Meeting, as it was discovered that changes put into the Town Charter were not carried over into the rewritten bylaws. Additionally, as the proposed zoning changes for this year's Town Meeting carry citations of the existing instead of the new bylaws, the committee voted to defer recommending these changes.

The committee did vote to support an article tightening up regulations regarding freestanding utility panels; Mr. Campbell noted that there had been issues with developers installing temporary panels and leaving them in for years in anticipation of their developing additional lots.

The committee also voted to support an article establishing a road collateral damage surety fee, which would be levied on developers whose equipment would damage an existing town asset such as a road. Highway Surveyor Glenn Ferguson is working on this article. Mr. Kirkland pointed out that it was already possible to condition a surety release upon a developer setting up a maintenance fund, and that it seemed redundant to require an additional surety.

Pathway Committee

Member Sullivan briefly advised that there had not been a recent Pathway Committee meeting. Emily Rowe, 5 Central Street, asked for an update regarding the pathway from Norris Reservation to First Parish. Member Sullivan advised that they were working with Highway Surveyor Ferguson to get a bid package out, and were also looking to coordinate its construction with the development of senior housing at the former police station property.

The Board briefly discussed possible alternate routes for the Norris section of the pathway, or breaking the project into components. Member Sullivan and Planner Kirkland will raise the issue at the next Pathway Committee meeting. Ms. Crystal-Lowry suggested that Ms. Rowe follow up with Pathway, as they were more directly involved with the project.

TOWN PLANNER'S REPORT

Mr. Kirkland advised that he will start working soon on updating the town's Master Plan. He noted that the updated plan only had to be approved by the PB and not other bodies, but he considered it a best practice to get the approval of the Board of Selectmen and Town Meeting, as the plan will have more buy-in with approval on multiple levels.

Ms. Crystal-Lowry noted that there had been a delay in minutes being posted to the Town Website after being approved, and asked about the online posting process. Mr. Kirkland explained that he had been posting PB and subcommittee agendas and minutes online when he first started, and had been told sternly by Town Clerk's Office to give copies of agendas and minutes to them for posting. Months later, he became aware that approved minutes were not being posted to the site and, upon following up with the Clerk's Office, was told that he was in fact responsible for posting minutes. He has since made a significant effort to clear the backlog.

The Board then discussed Chair Mauch's letter to the Pathway Committee asking that minutes of their meetings be taken and posted. Member Sullivan pointed out that putting the request on PB letterhead, with cc to Town Administrator Morin and Town Counsel Galvin, made it look like it was officially coming from the entire Board. Chair Mauch clarified that the intent of the letter was to establish a record of the PB making such request, and to provide documentation in support of any clerical help Pathway might need in preparing the minutes. Ms. Crystal-Lowry suggested that in the future a discussion be held as a Board before such letters were sent out on official letterhead.

Chair Mauch added in closing that agendas for canceled meetings should be marked as such and posted in the same manner as meeting minutes in order to provide a record of the cancellation.

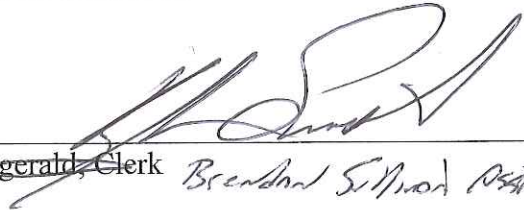
NEXT MEETING

April 11, 2018 – Town Hall, Room 112, 7 pm

ADJOURNMENT

There being no further business, a motion was made to adjourn at 9:14 P.M. Duly seconded and unanimously voted.

I certify that the above minutes were reviewed and approved by a majority vote of the Planning Board on April 11, 2018.



~~Scott Fitzgerald, Clerk~~ *Brendan Simon Asst Clerk*

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