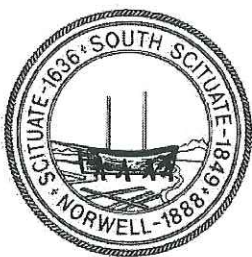


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**TOWN OF NORWELL**  
Planning Department  
Norwell Town Offices, Room 112  
345 Main Street  
Norwell, Massachusetts 02061  
(781) 659-8021

**Norwell Planning Board Meeting Minutes  
11/8/2017**

The Planning Board (PB) meeting was called to order at 7:00 P.M. with Chair, Donald Mauch, Sr. presiding. Also present were Vice Chair, Jamie Crystal-Lowry; Board Members Scott Fitzgerald, Patrick Campbell, and Brendan Sullivan; and Town Planner, Kenneth Kirkland. The meeting was held in the Planning Dept. Office.

**CALL TO ORDER/AGENDA**

*Motion by Mr. Fitzgerald to open the meeting. Duly seconded and unanimously voted.*

**APPROVAL OF MINUTES**

The minutes of the October 25, 2017 meeting were distributed and reviewed. Mr. Kirkland edited the minutes to eliminate ambiguity between Board member Brendan Sullivan and Attorney Walter Sullivan.

*Motion by Ms. Crystal-Lowry to approve the Minutes of the October 25, 2017 meeting as amended. Duly seconded and unanimously voted.*

**BILLS**

The following invoices were presented for approval:

Christopher Sullivan	10/25/17 meeting minutes	\$150
WB Mason	Supplies	\$81.12

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

**SUBDIVISIONS AND LAND DEVELOPMENTS**

**Kopacz / Webster Cranberry Farm (ANR)**

Applicant John Kopacz, Attorney Walter Sullivan, and Engineer Greg Morse (Morse Engineering) present, along with about 12 area residents.

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Mr. Mauch noted that the Form A application included a notice of voluntary withdrawal of land from the Land Court Department of the Plymouth County Registry of Deeds that had been notarized by Mr. Fitzgerald, acting as an attorney for Applicant Kopacz. He advised those present that recusal was not required in this case, but members generally do so as a matter of course when they have any involvement with a plan before the Board. Ms. Crystal-Lowry added that, per Town Counsel Galvin, it was the obligation of Board members to put the needs of the town above all other considerations, and it was generally better to recuse to avoid any appearance of a conflict. Mr. Fitzgerald noted that he had only been in charge of withdrawing property from land court jurisdiction and had no involvement with the plans under consideration, but recused himself from this discussion.

Mr. Kirkland advised that the plan had been date-stamped and timely filed, and that it splits the property into two lots. He noted that the ANR filing was the first step in the process of separating the proposed land for development from the farm the Applicant wants to keep. He further advised those present that the purpose of the ANR meeting was to verify that a proposed lot has the required frontage, and the plan must still be reviewed by multiple other town entities, including the Conservation Commission, Board of Health, and Zoning. Mr. Mauch reiterated that the Board was not voting to approve the subdivision at this meeting.

Mr. Morse advised those present that the plan for development had not yet been submitted to the town but would be in the future. They are proposing to develop Lot A, consisting of three upland bogs of 28.5 acres and 198.94 foot frontage on Cross Street, into a traditional subdivision; Lot B, consisting of 48 acres including a reservoir, will be kept as a working farm. A third parcel would be cut off as a non-buildable lot. He further advised that all wetlands on Lot A had been verified through an ORAD filed with the Conservation Commission.

Member Sullivan requested that additional details be added to the plans, including a "North" arrow for orientation. Mr. Campbell asked whether the development would still have a through road. Mr. Morse advised that was their intent, but this would involve several abutting properties. Attorney Sullivan added that their intent tonight was simply to get endorsement of the ANR.

*Motion by Mr. Campbell to accept the ANR application. Duly seconded and approved by a 4-0 vote, Mr. Fitzgerald having recused.*

At this point, Mr. Mauch asked if there were any questions from those present. There being none, Mr. Kirkland advised that the ANR met all the requirements for endorsement.

*Motion by Mr. Campbell to grant endorsement of the ANR submitted by Kopacz Family Realty Trust for parcels 49-1 and 49-3. Duly seconded and approved by a 4-0 vote, Mr. Fitzgerald having recused.*

#### **Norwell Estates - Stormwater Basin Restoration Plan**

Mr. Kirkland advised that Toll Brothers (TB) has asked to be on the December 13 meeting agenda with regards to Lot 4, which has a temporary stormwater basin. In order for them to remove the basin and proceed with the restoration plan of the permanent rear basin, the Board needs to obtain comments from the Conservation Commission and then forward them to TB. Following the Board's decision at the December 13 meeting, Mr. Kirkland will forward the plans with a request for comments to Conservation Agent Nancy Hemingway.



## **MISCELLANEOUS**

Mr. Mauch briefly noted he had sent Board members a copy of Town Counsel Galvin's comments regarding modifications to the plan for 103 Washington Street; it is on the Zoning Board's agenda for November 15. He also advised that the trees were down and work was underway at the new location for Natale's, at 370 Washington Street.

### **New Form A-4**

Mr. Kirkland circulated a draft of a newly created Form A-4. The new form routes ANR Applicants directly to the Assistant Town Assessor to verify abutters indicated on ANR plans before completing and submitting said plans; this helps avoid procedural holdups due to omission or inadequate indication of abutters on plans. Mr. Kirkland created this form to correct abutters improperly indicated on plans.

### **Subdivision Rules and Regulations**

Mr. Kirkland is still working on changes to the language regarding As-Built Plan specifications, and is seeking input from consulting engineer John Chessia and others.

The Board discussed the desired level of detail in As-Built Plans, with Mr. Campbell noting that issues with submitted As-Built Plans are ultimately the responsibility of the party that drafts them. Mr. Mauch briefly noted that changes to the Subdivision Rules and Regulations will require a public hearing and vote of approval from the Board.

### **Subcommittee Liaison Reports**

Mr. Sullivan advised that there had been no Pathways Committee meetings since the last PB meeting. Mr. Kirkland added that the Committee had awarded a contract to Horsley Witten, and they are starting their delineation and survey for the Wompatuck State Park Entrance & Parking Lot project off Grove Street. Once the delineation is finished, a meeting will be held for all interested parties to review plans and provide comments.

Mr. Campbell advised that the Complete Streets Committee was waiting to hear back from MassDOT on its sidewalk grant application. The most recent Economic Development Committee meeting had been rescheduled.

Ms. Crystal-Lowry advised that the Community Preservation Committee had received two additional grant applications, and the deadline for filing had now passed. One application was from the Housing Trust, which will require additional information to evaluate; the other concerned funds for the purchase of the Whiting Fields, on Main Street. Mr. Mauch added that the ultimate usage of the property—recreation, affordable housing, or farming—would determine how the purchase gets funded. Ms. Crystal-Lowry noted that the application did not specify a use but rather gave several options, and more public discussion would be needed. She added that there were several options to fund the purchase depending on the plan, but there were sufficient funds available to do so.

Mr. Kirkland advised that the Bylaw Review Committee was approving a final draft of updates at its meeting tonight. He had found additional corrections in a recent review.

**Adjournment**

*There being no further business, motion was made by Mr. Campbell to adjourn at 7:56 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 December 13, 2017.

\_\_\_\_\_  
Scott J. Fitzgerald, Clerk

*Brendan Sullivan, Asst. Clerk*

Copy filed with: Office of the Town Clerk  
Post to Planning Board Webpage

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