



**Halifax Planning Board
Meeting Minutes
June 6, 2019**

Official

A meeting of the Halifax Planning Board was held on Thursday, June 6, 2019, at 6:30 p.m. at the Halifax Town Hall, Board of Selectman's Meeting Room, 499 Plymouth Street, Halifax, Massachusetts.

Members Present: Gordon Andrews, Mark Millias, Jonathan Soroko, Amy Troup
Absent: Karlis Skulte

The meeting was called into session at 6:33 p.m. and the agenda was read into the minutes by Gordon Andrews
Motion to accept the agenda as read

MOTION: Mark Millias

SECOND: Amy Troup

All in favor

Chairman Andrews welcomes new member Amy Troup.

Appointments:

Form A: Webby Engineering: Pratt, Thompson 7 River St.

Divide 1 parcel lot into 3 lots map 107 lot 4. Members discussed the division of the lot and requirements for ANR. Chairman Andrews stated that Planning Board is only concerned with if it meets the Town requirements of subdividing and meeting an ANR. Briefly discussed if wetlands are delineated and confirmed by Conservation Commission. It was noted that it is not a requirement for ANR to confirm wetlands, that will be determined at a later time thru the Conservation Commission.

Motion to approve Form A at Thompson, Pratt and River St., being Map 107 lot 4, applicant being Mark Briggs At 153 N. Main St. Middleboro, plan provided by Webby Engineering, dated Feb. 9, 2019.

MOTION: Mark Millias

SECOND: Jonathan Soroko

All in favor

Discussion:

Cesar Calouro – IT:

Chairman requested discussion for (Town) email addresses for the board. Mr. Calouro advised that can be worked on and the members will have to go thru a Halifax site training, can be over the phone, or in a meeting. Sign a policy and confidentiality form. Will be using Office365 and OneDrive. Discussions regarding information to be used on website and how it can be searched [town bylaws]. E coding will be brought into town in a couple years, but easier to use and can hold prior bylaws as opposed to installing new information and taking out old. Chairman is also looking to get a laptop, has a projector and screen. Mr. Calouro has options for the board, can hook up projector. Or can get an interactive TV. Touch screen, display. Propose to replace Town projector with interactive display, and all town boards & committees can use. As for the laptop, Mr. Calouro advised the Council on Aging will be getting a new one, and he can rebuild that for the Planning Board.

Mainly just want it for the bylaws and put up on a screen and any other use for the Board. Wants to try to get digital filings and reduce some paperwork. Anyone that want to do a presentation, etc. Also wants to do

something in the Selectman's meeting room and the Board may want to start meeting in that room. Mr. Calouro advised he has requested different quotes for different equipment the board would be interested in. All members are in favor of getting something set up to get into digital plans and having better resources for meetings. He also advised the COA will be releasing a laptop and it could be repurposed for the planning board. It would be cleared of data and reset up for the board. He will also set up a planning board email that everyone can submit to as a general email account. Digitalizing plans will be started as soon as he can get templates designed and those can be submitted to the email and downloaded for our use. "the board" email, everyone will have access to. Should be able to get the laptop couple weeks of the new fiscal year. He will also be available to come to a meeting to do the training for the group.

Discussion: Pasture Lane

Resident Andrea Alencar present: street has not been finished for about 12 years. Builder has not put in topcoat, sidewalk and trees. Just wants the street repaired, snowplows tore up (not accepted street at this time) manhole cover and around them its deteriorating. Concerned with safety for children. Driveways are getting ruined, black gravel everywhere, road is a mess.

Chairman Andrews explained the process, town held lot for bond for road, the developer walked away due to economy. Discussion about finishing the road, but not been before the board and hasn't started work.

Mr. Adam Murray (builder/developer now owning Pasture Ln.) announced himself as present: He is not the original builder. He explained the original owner did not give him fully disclosure of work remaining on subdivision. With engineer review (Amory) advised cost to finish was \$156,000. Did not know how much work was involved to finish. Does plan on doing it, however, paving companies are booked. Try to get a plan together and her (Ms. Alencar) issues addressed and get to point of paving the road. Work on manhole covers and son on. Get the gravel off the road.

Mr. Andrews: The road has deteriorated so badly that the base coat is gone. The basins were never done correctly.

Mr. Murray stated they intend to do it but has to talk to his partner.

Members also asked to get the safety issues completed first. Manholes up to the right and pave around them until road can get completed.

Ms. Alencar again stated how bad the road is. The danger of the road in the wintertime, as its only 1 car width.

Mr. Millias requested a time frame from the builder. Mr. Soroko reiterated that the safety issues need to be completed as soon as possible. Mr. Andrews requested the road be swept to get a good assessment of the road.

It was discussed that there is a section of the road that needs to be taken out and redone (according to Amory) Not enough of base to use as the base. Another issues, is the original builder , one of the properties (first one right hand side) was to take off all of his farm animals, now it is back on the property. Town does not get involved with civil matters.

Discussion continued with time frame to get this started and completed, Mr. Murray advised he has to talk with his partner Mark Comeau and get back to the board next week. Also requested to attend the next meeting for an update. Again, Mr. Andrews wants to see something get started immediately, sweep the road, take assessment, cut out road that is unrepairable, redo the base. Mr. Murray agreed to contact us next week and get something started. MR. Andrews advised that if they cut the pavement out, they will have to get in touch with Amory Eng. to have them inspect/verify what they are doing. In two weeks, we should be able to get an update and follow up periodically. Mr. Murray agreed to come back on June 20. Ms. Alencar would just like to see this get completed as the other builder was not held responsible to complete 10+ years later.

Discussions:

Casey Burch – Solli Engineering for 330 Plymouth St.

Just a discussion to Process with ZBA and what has been present, trying to defend the parking ratio and thru 73 spaces, only need 34, (14 with all the studies) Consulted with the Institute to Transportation Engineering parking manual. Own independent study 1 year and still same. Presented to 14 -15 spaces in peak hour. Manual breaks all specific uses for all different retail, office and personal services. Consider O’Reilly’s Auto Parts Store an automobile parts sales store, different from retail classification of shopping centers and general retail. Just wanted to come to planning board because they did read a bylaw 167-14K, in section have uses and parking ratios.

Mr. Burch read the bylaw: therefor if they consider themselves auto parts sales store and not retail. Should be able to have the reduces parking. Going forward with ZBA and variance. If they don’t get the variance, what is the process with Planning Board to amend the site plan, with this consideration of the parking requested. Wants to have a backup plan.

Mr. Millias is in favor of the reduced parking of 34 spaces. Mr. Andrews stated there would be no change in a site plan that was approved. Reduction of parking spaces would e required. Mr. Millias said we [planning board] already approved the plan with that number of spaces.

Possibly ask board for a specific use with specific number of spaces required under 167-14K
Amendment to site plan and note on the plan.

Come in with new site plan without verbiage and get determination letter from Planning Board.

Just want dialog with the board and will be getting feedback from the attorney. Just want process and how long it will take with amendment to plan.

Mr. Andrews reiterated the plan has been approved and was based on they need a variance from ZBA.

However, since the applicant did not ask for any determination under 167-14K they approved under the current requirements for retail space. [167-14F]

Mr. Casey also noted the retail is not defined and is very generic. Doesn’t want to apply the same rate that “Wal-Mart” has to an auto parts store. There are 31 different types of business services. Generates a different parking demand and make the standards. It would fall under a different standard.

Members were in an agreement that he would resubmit [with change] not full set of plans. But would still have to get a variance from ZBA in the end. Possibly have planning Board make determination of the specific use and parking schedule requirement adjusted accordingly.

Secretarial:

Motion to pay Plymouth County Registry of Deeds for \$77.00 to record signatures

MOTION: Jonathan Soroko

SECOND: Mark Millias

All in favor

Members again discussed that the new equipment to receive digital plans, screens and projectors will be a great addition to the board for review purposes.

Motion to approve meeting minutes for February 7, 2019

MOTION: Mark Millias

SECOND: Jonathan Soroko

All in favor

Motion to approve meeting minutes of April 18, 2019 with correction noted [J. Soroko was present]

MOTION: Jonathan Soroko

SECOND: Mark Millias

All in favor

Discussion Wal-Mart complaint:

Members briefly discussed draft letter, determined letter good to send.

Motion to accept the letter to send to Wal-Mart.

MOTION: Mark Millias

SECOND: Amy Troup

All in favor

Members briefly discussed the Autumn Lane Subdivision "As-Built" received. Asked for copy of final review for next meeting and try to contact developer to come in for update.

Discussion

Chairman Andrews asked about the Zoning determination regarding 395 Plymouth St., and if the board did a site plan. Mr. Millias noted that we did complete a Form A. Chairman stated that it was a change and would then kick it in. He also noted there is a regulation stating can't have more than 4 families on 1-acre lot. Ms. Troup noted she was at one of the meetings and the applicator asked for an increase from a 4 to a 6 unit. Mr. Millias then noted it was already a 4 unit, but using as a 6 unit, further stating when properties are around for so long, no one knows what they are doing. Mr. Andrews feels it needs a site plan review [167-28] and suggests a letter be sent to the Zoning Board. Mr. Millias read from chapter 203-4 [Board of Health requirement]. Members discussed interpretation of that particular by law. The property is only 40,000 and chairman doesn't believe that they can have more than 4 units. Question of grandfathered use would come into play. Members requesting a letter stating there was no site plan on file and the planning board has not approved under 167-28. Also noted under chapter 203-4 only 4 families on one acre [dwelling intensity]

Motion to send a letter the Zoning Board to alert them to 167-28 and need for site plan, and under 203-4 Halifax Code Art. 2, for a family under one acre if its on an unsewered area for dwelling intensity.

MOTION: Amy Troup

SECOND: Mark Millias

All in favor

Motion to adjourn

MOTION: Jonathan Soroko

SECOND: Mark Millias

All in favor

It was unanimously voted to adjourn the meeting at 8:35 p.m.

Respectfully submitted,

Date Approved: _____

Terri Renaud
Planning Board Secretary