



TOWN OF WILMINGTON, MASSACHUSETTS

PLANNING & CONSERVATION
DEPARTMENT

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**Planning Board Minutes
July 12, 2016**

The Planning Board met on Tuesday, July 12, 2016 at 7:30 p.m. in Room 9 of the Town Hall. The following members were present: Michael Sorrentino Chair; Randi Holland; Terence Boland; David Shedd; and Sean Hennigan. Valerie Gingrich, Director of Planning & Conservation and Carolyn Cronin, Assistant Planner were also present.

Minutes

The Planning Board did not review minutes from June 7, 2016.

Form A

There were no ANR plans to review

Matters of Appointment

Continued Public Hearing - Definitive Subdivision #16-02 and Stormwater Management Permit #16-02 for Nelson Acres - Map 57 Parcel 54E- James Brothers & George Brothers, Applicant

A request to extend the action deadline and continue the public hearing was received.

MATERIALS CONSIDERED:

PLANS "Ava Lane, Wilmington, MA" dated January 19, 2016
DRAINAGE REPORT dated February 4, 2016
ELEVATIONS dated December 31, 2015
LETTER from Richard W. Stuart dated February 23, 2016
COMMENTS from DPW dated March 7, 2016

Upon motion duly made and seconded, it was unanimously

VOTED: To extend the action deadline to August 31, 2016

Upon motion duly made and seconded, it was unanimously

VOTED: To continue the Public Hearing for Nelson Acres Definitive Subdivision and Stormwater Management Permit to August 2, 2016 at 7:30 p.m. in Room 9 of the Town Hall.

Board of Appeals

At its meeting on Tuesday, July 12, 2016, the Planning Board voted to recommend as follows:

Case 16-16: 21 Pomfret Road

As the project is still under review, the Planning Board has issued no comment at this time.

The Planning Board closed the public hearing on the 81G Roadway Improvement Plan and Stormwater Permit and will review a Draft Decision at the July 12 Planning Board meeting.

Case 17-16: 18 Brentwood Ave.

The Planning Board defers to the Board of Appeals on this case.

Old Business

There was no Old Business to discuss.

New Business

Stormwater Management Permit #16-05 for 120 Main Street - Map 45 Parcel 142 Deborah C. Dillon for the Archdiocese, Applicant

PRESENT IN INTEREST – Michael Juliano, Eaglebrook Engineering & Survey, LLC

MATERIALS CONSIDERED:

PLANS “St. Dorothy’s located in Wilmington, Massachusetts prepared for Saint Dorothy Church, 120 Main Street, Wilmington, Massachusetts” dated June 23, 2016 and last revised July 11, 2016

STORMWATER ANALYSIS & CALCULATIONS dated June 23, 2016 and last revised July 11, 2016

LETTER from Michael Juliano dated July 11, 2016

M. Juliano told the Board he is representing St. Dorothy’s and they are looking to rehabilitate the existing parking lot. He said originally the proposal was for an expansion, but now their proposal is to keep the same configuration. M. Juliano showed the Board a reduction of pavement and said the runoff will flow in a southerly direction. He said catch basins will be installed and there will be an underwater infiltration trench. M. Juliano said handicap parking will be defined and individual parking spaces will be striped. He said the egresses will not change.

Upon motion duly made and seconded, it was unanimously

VOTED: To issue a Stormwater Management Permit for St. Dorothy's Church parking lot expansion

**Decision for 81G Application #16-02 and Stormwater Management Permit #16-04
21 Pomfret Road – Map 84 Parcel 50 – Clifton and Elena Hall, Applicants**

MATERIALS CONSIDERED:

PLANS "Roadway Improvement Plan, Pomfret Road, Wilmington, Massachusetts" dated March 14, 2016 and last revised May 24, 2016

DRAINAGE CALCULATIONS dated March 2016

REVIEW LETTER from the Planning Director dated April 26, 2016

COMMENTS from DPW dated May 2, 2016

There was a brief discussion and the Board considered the draft decision.

Upon motion duly made and seconded, it was unanimously

VOTED: To approve with conditions 81-G application and plan entitled: "Roadway Improvement Plan, Pomfret Road, Wilmington, Massachusetts" dated March 14, 2016 and last revised May 24, 2016; Scale 1"=20' prepared by Luke J. Roy, PE of LJR Engineering, Inc., 234 Park Street, North Reading, MA 01864 concerning the property located at 21 Pomfret Road, and shown on Assessor's Map 84, Lot 50 subject to the Findings and Conditions below.

MATERIALS:

The following materials in addition to the Road Improvement Plan were submitted into the public record:

1. Drainage Calculations, Pomfret Road Roadway Improvements, Wilmington, MA, dated March 2016.

FINDINGS:

1. The Project includes roadway improvements to Pomfret Road from Bernstein Road through the frontage of 21 Pomfret Road, Map 84 Lot 50. Paving includes the entirety of Bernstein Road.
2. The Roadway Improvement Plan contains a design that is sufficiently developed to provide the basis for the Board's determinations regarding the provisions, requirements, standards and guidelines of Chapter 41 Section 81-G of the MA General Laws.
3. The Applicant satisfactorily addressed the comments made or submitted by the general public and various Town of Wilmington departments except as contained in specific conditions that follow.

CONDITIONS:

1. Roadway improvements shall be constructed in accordance with any other applicable regulations of the Town of Wilmington.
2. Roadway improvements shall be constructed within one year from the date of this approval, unless an extension is granted by the Planning Board.
3. Any modification to the approved plans must receive the prior approval of the Planning Board.

PRIOR TO THE ISSUANCE OF A BUILDING PERMIT/CONSTRUCTION:

4. At least one week prior to the commencement of earth moving activities, the applicant or designated authority shall schedule a pre-construction meeting with the Department of Planning & Conservation and the Engineering Division.
5. Prior to the issuance of a building permit for the dwelling, the roadway shall be completed through binder course and an acceptable form of surety shall be provided for the completion of the roadway improvement project.

PRIOR TO THE ISSUANCE OF CERTIFICATE OF OCCUPANCY:

6. The Applicant or designated authority shall give reasonable notice (at least 24 hours) to the Engineering Division for inspection prior to installation of the proposed roadway section and prior to backfilling any proposed stormwater management system.
7. Prior to the release of surety and the issuance of a Certificate of Occupancy for 21 Pomfret Road, final As-Built Plans for the roadway improvement project and the construction of 21 Pomfret Road, in form(s) and format(s) acceptable to the Town Engineering Director shall be submitted to the Engineering Director and Director of Planning and Conservation.
8. The Operation & Maintenance Plan shall be recorded.

POST OCCUPANCY:

All maintenance responsibilities for any drainage structures installed for this project will remain with the Owner of 21 Pomfret Road.

Upon motion duly made and seconded, it was unanimously

VOTED: To issue Stormwater Permit #16-04 for 21 Pomfret Road.

**Request to endorse plans for 81G Application #16-01 – 8 Dunton Road – Map 31
Parcels 40 & 41 – Jill Elmstrom for Asset Redevelopment Corp., Applicant**

A request to endorse plans was received.

MATERIALS CONSIDERED:

PLANS "Site Plan for Asset Redevelopment at 8 Dunton Road, Map 31 Lot 40, Wilmington, Massachusetts" dated December 30, 2015
DRAINAGE CALCULATIONS dated January 28, 2016
REVIEW LETTER from the Planning Director dated April 1, 2016
COMMENTS from DPW dated March 31, 2016

Upon motion duly made and seconded, it was unanimously

VOTED: To endorse plans for 81-G application and plan entitled: " Site Plan" for Asset Redevelopment at 8 Dunton Road, Map 31 Lot 40, Wilmington MA, dated December 30, 2015; Scale 1"=20' prepared by Professional Engineer: Clayton A. Morin, ESS, 70 Bailey Court, Haverhill, MA 01832 concerning the property located on 8 Dunton Road and shown on Assessor's Map 31 Parcels 40 & 41.

Request to Endorse plans for Garden of Eden Definitive Subdivision #16-01 & Stormwater Management Permit #16-01- Map 2 Parcels 201-206, 223-225 and Map 3 Parcels 207-222, Joseph Langone, Applicant

A request to endorse plans for the Garden of Eden Definitive Subdivision was received.

MATERIALS CONSIDERED:

PLANS "Site Development Plan, Garden of Eden, Wilmington, Massachusetts" dated January 7, 2016 and last revised March 21, 2016, "Sketch Plan in Wilmington, Massachusetts" dated June 11, 2015 last revised August 13, 2015

Upon motion duly made and seconded, it was unanimously

VOTED: To endorse plans for Garden of Eden Definitive Subdivision, plan entitled: "Definitive Subdivision Plan, Garden of Eden, Wilmington, Massachusetts" dated: January 7, 2016 and last revised March 21, 2016, prepared by Professional Land Surveyor: Douglas E. Lees: Land Engineering & Environmental Services, Inc., 130 Middlesex Road, Tyngsboro, MA 01878.

Request to Endorse plans for 81G Application #16-02 and Stormwater Management Permit #16-04 - 21 Pomfret Road – Map 84 Parcel 50 – Clifton and Elena Hall, Applicants

A request to endorse plans for 21 Pomfret Road was received.

MATERIALS CONSIDERED:

PLANS "Roadway Improvement Plan, Pomfret Road, Wilmington, Massachusetts" dated March 14, 2016 and last revised May 24, 2016

Upon motion duly made and seconded, it was unanimously

VOTED: To endorse plans for 81-G Application, plan entitled: "Roadway Improvement Plan, Pomfret Road, Wilmington, Massachusetts" dated March 14, 2016 and last revised May 24, 2016.

Planning Director's Comments

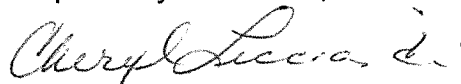
V. Gingrich provided the Board with a handout for the Facility Master Plan. She told the Board the Cecil Group is doing a study for the Town. She explained to the Board that the Town spends a significant amount of money on public buildings and the study is to identify the best use of Town funds on buildings over the next 20 years. She told the Board that cost will be an important aspect and a baseline alternative keeping existing buildings will be considered. V. Gingrich told the Board that the Town is looking at consolidating functions and may be able to sell some surplus land to offset costs. She said at this point, the Town is looking at alternatives to study in more detail. She explained the alternatives for the schools. She told the Board that schools have specific standards they use for space allocation and the consultant has pointed out that Wilmington has smaller schools than typically thought of as efficient. V. Gingrich pointed out that children are in one school for kindergarten then another for grades 1 through 3, then another for 4 and 5, then the middle school which goes from 6 to 8 and then the high school. She stated that the educational consultant pointed out that the number of transitions may not be beneficial for the students. V. Gingrich explained that several alternatives involve reducing the number of schools by having K-5 or grades 1-5 schools. S. Hennigan asked how many people would lose their job with school consolidation. V. Gingrich said she understands that staffing may change a bit but not much since most staffing is based on number of students, which would not change overall. She told the Board the consultant identified the Wildwood School as most in need of work. R. Holland commented that the options are interesting. T. Boland asked if there were additional alternatives. V. Gingrich explained that the original list had been narrowed down. V. Gingrich explained the alternatives for non-school municipal buildings. There was a lot of talk about things other Towns have around their Town Common. One thing that kept coming up is the possibility of combining the Town Hall with the School Administration building since both share similar needs. She told the Board that they have looked at Senior Housing and thought a possibility is the site next to Saint Dorothy's Church. She said this would help our 10% affordable housing goal. V. Gingrich told the Board that by 2020, the Town will be under 10% and would be susceptible to 40B projects. D. Shedd asked if there was any discussion of adding more fields at the locations where buildings would be closed. M. Sorrentino said the Senior Center should not be placed in an area where seniors cannot get around. R. Holland pointed out the great Senior Center that Tewksbury has. R. Holland said the biggest hurdle is how much it is going to cost and when it will be implemented. V. Gingrich said it will be a long term plan over the next 20 years or more. V. Gingrich explained some of the survey results. She told the Board that 400 people answered the survey. V. Gingrich asked for the Board's input regarding the proposed alternatives that they would be studying in more detail.

There being no more business to come before the Board, it was unanimously

VOTED: To adjourn the meeting at 9:00 p.m.

NEXT MEETING is August 2, 2016

Respectfully submitted,



Cheryl Licciardi
Recording Clerk