



TOWN OF WILMINGTON  
121 GLEN ROAD  
WILMINGTON, MASSACHUSETTS

PLANNING & CONSERVATION  
DEPARTMENT

(978) 658-8238  
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**Planning Board Minutes  
August 1, 2017**

The Planning Board met on Tuesday, August 1, 2017 at 7:30 p.m. in Room 9 of the Town Hall. The following members were present: Michael Sorrentino Chair; Randi Holland; Terence Boland; Sean Hennigan and David Shedd. Valerie Gingrich, Director of Planning & Conservation and Carolyn Cronin, Assistant Planner were also present.

**Minutes**

The Planning Board reviewed the May 9, 2017 minutes.

Upon motion duly made and seconded it was

VOTED: To approve the May 9, 2017 minutes as written, with four in favor and one abstention (R. Holland)

The Planning Board reviewed the June 6, 2017 minutes.

Upon motion duly made and seconded it was

VOTED: To approve the June 6, 2017 minutes as written with four in favor and one abstention (D. Shedd)

The Planning Board reviewed the July 11, 2017 minutes.

Upon motion duly made and seconded it was

VOTED: To table the July 11, 2017 minutes, with four in favor and one abstention (D. Shedd)

**Form A**

There were no ANR plans to review

## **Matters of Appointment**

### **Public Hearing – Site Plan Review #17-11 & Stormwater Management Permit #17-10 for 730 Main Street – Map 39 Parcels 8 & 8A – Steven Savage for DSM Coating Resins, Applicant**

PRESENT IN INTEREST: Alex Pawlowski, SPEC  
Chris Remick, DSM  
Jym Bagtaz

#### **MATERIALS CONSIDERED:**

PLANS "Polyol Tank Upgrade, DSM Coating Resins, 730 Main Street, Wilmington, MA 01887", dated December 12, 2016 and last revised May 30, 2017, "Security & Locker Building Plans"

Engineering memo dated July 31, 2017

A. Pawlowski told the Board they are adding storage tanks for one of the liquids they use. He said the pavement will be cut for the relocation of the drain line. A. Pawlowski said the plan has been revised to include two manholes where the drain line bends.

J. Bagtaz said the berm walls around the tanks are included as well. R. Holland said a Locus should have been included on the plan. T. Boland asked if there are two other expansion tanks like this and C. Remick told the Board the other two have been there for 20 years. D. Shedd asked if the existing tanks will be removed and C. Remick said no. C. Remick said there is a small pump house with two pumps.

M. Sorrentino read comments into the record.

Upon motion duly made and seconded, it was unanimously

VOTED: To close the public hearing for Site Plan Review #17-11 for 730 Main Street and issue a decision September 5, 2017.

### **Public Hearing – Site Plan Review #17-12 & Stormwater Management Permit #17-11 for 375 Ballardvale Street – Map R3 Parcel 50A - Mark Beaudry for FedEx Ground, Applicant**

PRESENT IN INTEREST: Mark Beaudry, Meridian Associates  
Jamie McMannus, Howland Development  
Michael Cameron, Dacon

#### **MATERIALS CONSIDERED:**

PLANS "Site Plan Review Submittal, Fedex Ground – Site Improvements, 375 Ballardvale Street, Wilmington, Massachusetts 01887", dated July 6, 2017,

LETTER from Mark Beaudry dated July 6, 2017

Engineering memo dated July 28, 2017

M. Beaudry, told the Board this project involves improvements to the parking lot and construction of a security building and he showed the Board the existing building. He said the loading doors are in the back. He said there is a slope that goes up towards 377 Ballardvale Street. He showed gates and said FedEx Ground will increase the size of the security building in the location of the existing parking lot. It will be single-story and there will be a locker shelter

for temporary use. It will be 120 sq.ft. M. Beaudry said the pavement is being replaced and an underground drain installed at the edge of the pavement. The applicant will also make stormwater improvements. He said everything being done will improve the area. He said they have filed with the Conservation Commission and will meet with the Town Engineer Thursday.

M. Sorrentino read comments into the record.

M. Beaudry said he received the Engineers comments and is planning to meet with P. Alunni Thursday.

R. Holland asked if drivers are screened with metal detectors. M. Cameron said there are minimal customers entering the site. R. Holland asked if the lockers are not weather tight. M. Cameron said he is not sure if drivers even take advantage of the lockers. D. Shedd asked if the facility will remain open while the pavement work is being done and M. Beaudry said yes. He said the work will be done during the slower season. D. Shedd said the machine to grind pavement is large and asked what they have in place to control the dust. M. Beaudry said they will put a management plan in place. D. Shedd asked for street cleaning on Ballardvale Street and M. Beaudry said there will be. M. Sorrentino asked if all the parking spaces are needed and the M. Cameron said yes.

Upon motion duly made and seconded, it was unanimously

VOTED: To extend the deadline for action to SMP #17-11 to September 10, 2017

Upon motion duly made and seconded, it was unanimously

VOTED: To continue the public hearing to September 5, 2017 at 7:30 p.m. in the Town Hall Auditorium.

**Continued Public Hearing – Site Plan Review #17-06 and Stormwater Management Permit #17-07 for 319A Andover Street - Map R1 Parcel 118 - Gregg Roberts, Applicant**

A request to continue the public hearing was received.

**MATERIALS CONSIDERED:**

PLANS "Proposed Industrial Building, 319 Andover Street", dated May 11, 2017 and last revised July 17, 2017, "Existing Drainage Divide" dated April 24, 2017 & "Existing Drainage Divide" dated July 17, 2017, "Conceptual Building Plan" dated July 17, 2017

STORMWATER MANAGEMENT PLAN dated June 12, 2017

LETTER from Andrew Pojasek dated June 19, 2017 & July 17, 2017

HYDROLOGICAL ANALYSIS – EXISTING CONDITIONS

Upon motion duly made and seconded, it was unanimously

VOTED: To continue the Public Hearing to September 5, 2017 at 8:45 p.m. in the Town Hall Auditorium.

**Continue Public Hearing – Conservation Subdivision Design #17-01 - Highland Estates Map 10 Parcels 5, 5A, 6, 36, 37, 38, 39, 40, 50, 51 & 52 – Lily Oak Hill, LLC, Applicant**

A request to continue the public hearing was received.

**MATERIALS CONSIDERED:**

PLANS “Highland Estates, Subdivision of Land in Wilmington, Massachusetts” dated May 16, 2017

LETTER from Jack Szemplinski dated June 9, 2017

Engineering memo dated July 10, 2017

Upon motion duly made and seconded, it was unanimously

VOTED: To continue the public hearing to September 5, 2017 at 9:00 p.m. in the Town Hall Auditorium.

**Continued Public Hearing – Site Plan Review #17-10 – Stormwater Management Permit #17-09, and Sign Special Permit #17-03 for 212 Main Street - Map 44 Parcel 178C – Bohler Engineering for McDonald’s USA, LLC, James Meehan, Trustee of D.J. and J. W. Realty Trust, Applicant**

PRESENT IN INTEREST: Eric Debrule, Bohler Engineering  
Rhona Murray, McDonald’s

**MATERIALS CONSIDERED:**

PLANS “Site Development Plans for proposed McDonald’s with drive-thru, 212 Main Street”, dated May 8, 2017

STORMWATER MEMO dated June 14, 2017

E. Debrule told the Board the building is being upgraded to ADA compliance. The revised plans are based on Town Engineers comments. He said the trash was relocated and the ADA spots were shifted so they will not be blocked. The proposed site will have 12 stacking spaces and the current has the same. Three spaces were added where cars can pull in.

E. Debrule said they will have clapboard for the building. D. Shedd asked about the landscaping in the front and E. Debrule said they will mimic what is already there.

M. Sorrentino asked about the clapboard and changing the roof. E. Debrule said they will be keeping the clapboard painted grey. R. Murray said the operator usually chooses the colors used but she said she will allow the Board to choose. R. Murray said they are moving away from the mansard roof. She said the inside will be upgraded to be ADA compliant as well. R. Holland asked how wide the canopy is at the drive thru window and E. Debrule said about 4 feet. R. Holland said the tile says black but it appears to be brown, which is good. E. Debrule said it is Brown.

M. Sorrentino read comments into the record.

Upon motion duly made and seconded, it was unanimously

VOTED: To close the Public Hearing and issue a decision September 5, 2017.

**Public Hearing – Amendment Over 55 Housing Special Permit #17-02 401 Andover Street - Map R3 Parcels 8 & 10 – Stephen Wright, Applicant**

PRESENT IN INTEREST: Michael J. Newhouse, Esq.  
Luke Roy, LJR  
Stephen Wright

**MATERIALS CONSIDERED:**

PLANS "Site Plan, Over 55 Housing, Spruce Farm"; dated March 6, 2017 and last revised April 24, 2017

Engineering memo dated July 31, 2017

S. Wright said he spoke with Mrs. Dicecca but her lawyer advised her not to sign the easement. He told the Board they will put up the recommended speed.

M. Sorrentino read comments into the record.

M. Newhouse said he represents the Chisholm family. He said the sight distance easement has always been plan A. M. Newhouse said the sight line easement would have made everyone comfortable but the traffic engineers recommendation is that signage would be appropriate. He feels the Board should consider what the Traffic Engineer recommended. M. Newhouse told the Board that in 2011, the town adopted an Inhabitation Bylaw that allows the town to cut trees and charge the owner (Section 35). R. Holland mentioned that Drury Lane has a mirror on a pole to see what is coming so you can make a left hand turn. V. Gingrich said this is a condition for endorsement of plans. She asked if S. Wright spoke with Mrs. Dicecca about an easement and he said she was okay with an easement until she spoke with her attorney. V. Gingrich said DPW went out to the property and said there is not much in the way of trees but mostly overgrown shrubs along the roadway. She said it may be the word easement that is causing concern to the Dicecca's. She asked if the Board would consider just keeping the area cleared. V. Gingrich said signs are not helping slow people down. She said the new driveway is almost a roadway so you want to treat it as a corner of an intersection with clear sight lines. .

M. Newhouse referred back to the traffic engineer's report. He pointed out there were not many accidents and the ones that were, were people going off the the road not collisions with other cars. D. Shedd asked if S. Wright would offer a post and rail fence to Mrs. Dicecca and then he could maintain what comes over it. S. Wright said he could try. The Board made traffic sign suggestions. D. Shedd suggested the signs that show the speeds you're traveling, like the one on Glen Road could be used and they are solar powered. M. Sorrentino told the applicant to move forward with the signage and maybe change the word easement to agreement. M. Newhouse suggested issuing a license that can be revoked at any time. He talked about the attorney that is probably a friend thinking he is looking out for her best interest. He said it makes sense for S. Wright to receive written permission but he needs to do something to move forward. D. Shedd suggested to have a conference call with Dicecca's attorney. M. Sorrentino said the conditions of the original approval need to be amended. He suggested using documented best efforts to secure an agreement to clear the sight distance easement area. S. Wright said once he gets out there and talks to her, she may allow him to trim so that you can see clearly while pulling out of the driveway. V. Gingrich asked if S. Wright would clear within the right-away. M. Newhouse told S. Wright to put Mrs. Dicecca on notice that he has the Town's permission to clear and perhaps she would want her land cleared as well. V. Gingrich asked what type of sign should be used and D. Shedd suggested

to use whatever is on Glen Road. V. Gingrich will work on wording for signage, clearing in the right away and improve site distance.

Upon motion duly made and seconded, it was unanimously

VOTED: To close public hearing and issue a decision September 5, 2017.

### **Board of Appeals**

There was no Board of Appeals to review.

### **Old Business**

There was no Old Business to review.

### **New Business**

#### **Request to waive Site Plan Review for 300 Ballardvale Street – Map R3 Parcel 29A Joseph Rodriguez, Vantage Builders**

PRESENT IN INTEREST: Joseph Rodriguez, Vantage Builders

#### **MATERIALS CONSIDERED:**

PLAN "Interior Renovations for: Hub International" dated July 13, 2017

J. Rodriguez told the Board they will be constructing a patio for employees to have lunch. There is mulch and landscaping that will be the patio area and all walkways and parking will remain.

Upon motion duly made and seconded, it was unanimously

VOTED: To approve the request to waive Site Plan Review and filing fees for 300 Ballardvale Street for construction of an exterior patio adjacent to the new lunch room and installation of a new exterior door. The proposed outdoor seating area will not disturb any existing walkways or parking spaces.

#### **Request to endorse Site Plan for 40-50 Fordham Road - Map 91 Parcels 131 & 131A Kangkui Wu, Applicant**

A request to endorse plans was received.

PRESENT IN INTEREST: Tom Wu, Invaleon  
Christopher Melville, Invaleon

#### **MATERIALS CONSIDERED:**

PLAN "Wilmington Kearsarge Solar, 40 & 50 Fordham Road, Wilmington, MA" prepared by Richard A. Volkin, PE; dated August 1, 2017.

Upon motion duly made and seconded, it was unanimously

VOTED: To endorse the plan entitled, "Wilmington Kearsarge Solar, 40 & 50 Fordham Road, Wilmington, MA" prepared by Richard A. Volkin, PE; dated August 1, 2017.

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

VOTED: To adjourn the meeting at 9:28 p.m.

NEXT MEETING is September 5, 2017

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Cheryl Licciardi".

Cheryl Licciardi  
Recording Clerk