

**Foxborough Planning Board
Meeting Minutes
April 28, 2011
Town Hall**

Members Present: Kevin Weinfeld, William Grieder, Scott Barbato, Gordon Greene, Ron Bressé, Alternate John Rhoads

Also Present: Planner Marc Resnick

7:00 p.m. Old Business/New Business

Design Review Committee Appointment

William Grieder read a request from Building Commissioner Casbarra requesting that the Board reappoint a member to the Design Review Committee. Gordon Greene stated that he has served in the Design Review Board in the past and would like to be reappointed.

Motion by John Rhoads to appoint Gordon Greene to represent the Planning Board in the Design Review Board. Seconded by Ron Bressé. Unanimous Affirmative Vote (5:0)

“Fox Woods” subdivision

Marc Resnick stated that site inspector Norm Mullaney met with the developer and the paving contractor in the fall to finish items in the subdivision but nothing was done. He recommended that a letter be sent to the developer setting July 1st, 2011 as a deadline to finish the work in the subdivision and then the Board could proceed with acting on the bond. Outstanding items are: top course of pavement, sidewalks, installation of a street sign and street trees.

Motion by G.Greene to send letter to developer Karen Freitas with a deadline of July 1, 2011 to finish the subdivision. Seconded by R.Bressé. Unanimous Affirmative Vote (5:0)

“Autumn Valley Estates” subdivision

M.Resnick recommended that a letter be sent to the developer setting June 6th, 2011 as a deadline to finish the work in the subdivision and the Board would review progress on June 9th meeting.

Motion by W.Grieder to send letter to developer Phil Moore with a deadline of June 6, 2011 to finish the subdivision. Seconded by G.Greene. Unanimous Affirmative Vote (5:0)

“Highlawn Farm” subdivision

M.Resnick informed the Board that the drainage easement has been submitted and that the developer has filed a Building Permit for lot B-15. Kevin Weinfeld stated that Mr. Shelmerdine should be asked to attend the May 12th meeting to give an update on the list of items to be completed.

Review of minutes

The Board reviewed the minutes of February 17, 2011. W.Grieder, R.Bressé and John Rhoads were present. There were no comments on the minutes.

Motion by W.Grieder to approve the minutes of February 17, 2011 as submitted. Seconded by J.Rhoads. Unanimous Affirmative Vote (3:0)

**7:15 p.m. Request for Waiver of Site Plan Review
“Ancient Marinere”
9 Mechanic Street**

K.Weinfeld stated that a letter was sent to Building Commissioner Casbarra requesting a waiver of site plan approval to construct an outdoor seasonal bar that is approximately 500 sq.ft. Mr. Casbarra has forwarded the letter with plans. K.Weinfeld read the request letter and the Board reviewed plans that were submitted. W.Griender stated that given the proximity to the neighbors, he is personally not inclined to grant the waiver. The Board concurred.

Motion by W.Griender to deny request for waiver of Site Plan Review for 9 Mechanic Street. Seconded by R.Bressé. Unanimous Affirmative Vote (5:0)

7:25 p.m. General Business

PWED Grant

M.Resnick informed the Board that plans for the Payson/North portions are being finalized. He stated that the plans for Payson and North are being prepared separately in case extra funds are not secured from MassDOT. Engineer William Buckley stated that they can have plans to be bid by the end of May, expect bid deadline would be August 1st. M.Resnick stated that the water line and drainage could be done this fall.

**7:30 p.m. Public Hearing – Site Plan Review
“Boyden Library”
10 Bird Street**

K.Weinfeld explained the procedure of the public hearing. He stated that members of the Town’s Design Review Committee are in attendance.

Motion by W.Griender to waive the reading of the public hearing notice. Seconded by R.Bressé. Unanimous Affirmative Vote (5:0)

Attorney Jeffrey Lovely, Chairman of the Library Trustees began the presentation. He stated that the project is for the expansion and renovation of the Boyden Library. Funding for the project was approved by Town Meeting. The library is a pre-existing non-conforming building, there are variances in place from 2010 and the Zoning Board of Appeals approved more variances at their meeting last week.

Engineer William Buckley gave an overview of the site. He stated that the property is a 38,000 sq. ft. parcel with a 20,000 sq. ft. building and two access points. He stated that they are proposing an addition of 16,000 sq ft. The site slopes west to east with a 4 ft. drop, there’s also a drop from Baker St. towards the parcel creating a bowl effect. One of the issues of the project is trying to handle infiltration. The amount of impervious in the parcel is 64% currently and after the improvements, it will be 1% less. The library is served by municipal water and sewer; there’s no sprinkler system. Water service will be upgraded to accommodate sprinkler, sewer will remain but may have to add another connection. Currently, stormwater management needs to be improved, but the rate of run off will not be increased. A storm captor drain will be added to improve water quality. Roof drains will be connected to a manhole. The required number of parking spaces is 54, there are 25 spaces on site but zoning allows counting spaces within 500 ft.

which are present around the Town Common. A number of the onsite parking spaces will be under the building, the parking lot will be 2 ft. lower than the current lot. The two driveways will be in the same approximate location; however northern driveway will be 25' wide, with 90° parking spaces. Landscaping has been beefed up, especially facing residences. The lighting plan was submitted, will be using bollard lighting, two light poles that are dark-sky compliant, not shoe box style.

W.Grieder asked about setbacks and relief granted by the ZBA. W.Buckley stated that the lot is split between two zoning districts, the majority of the lot is in the General Business zoning district and part is in residential.

J.Lovely stated the setback relief granted were: on westerly side 23.9', also allowed 17' for bridge connecting children's section with adult section; easterly 18' where 50' required; parking 8.8'; westerly parking buffering 2.8'. A variance for height was also granted.

K.Weinfeld asked if the existing larger vegetation will be kept. Landscape Architect Erik Bednarek responded that it would be kept.

Architect Drayton Fair discussed the photometric plan, noting that the plan shows typically < 0.1. Bollards are LED fixtures which will be dimmable. K.Weinfeld asked the amount of light provided will be enough for safety purposes. D.Fair responded that there will be more lighting than there is now, but will be shielded. W.Grieder asked about the type of fixture for the lights on poles. D.Fair responded that they are small LEDs. W.Grieder asked if the lights would have timers. D.Fair responded that they will have a photocell system as well as timers that the library can override if necessary, also parking garage will have lights on the ceiling. J.Rhoads asked if the lights in the parking area with bollards can be programmed. D.Fair responded that they can be programmed.

K.Weinfeld asked about the safety of the platform on Bird Street. D.Fair responded that it would be an emergency egress only and door will be alarmed. W.Grieder asked about facilities for bicycles. D.Fair responded that a bike rack will be located by the handicapped parking spaces.

D.Fair showed building elevation drawings, he stated that the committee wanted the children's area to be like a tree house. Major materials to be used are curtain wall system; glass; aluminum; fiber cement system. Windows are scaled to be similar to existing, and the scale of the addition respects the existing building and neighbors. Existing building floor to floor height is only 10'; main building to mezzanine is 9'; new height for the 2nd floor is 14'. He showed rear access between building and a rendering of new entry.

J.Rhoads asked if the drainage problem is runoff or groundwater. W.Buckley responded that they think it's runoff since the inlet is very small.

J.Rhoads asked if there will be roof mechanicals. D.Fair responded that there will be boilers, air handling unit, chiller and condenser. J.Rhoads asked what is being done about noise. D.Fair responded that they will meet DEP requirements, will have a 3' parapet around the building that will help.

J.Rhoads asked if the structure parking would require water & oil separation. Building Commissioner Casbarra responded that the parking is not considered enclosed, so not necessary.

W.Grieder asked about what is being done to assure the safety of patrons after dark. D.Fair responded that the parking structure will be well lit; security cameras in building and parking area.

K.Weinfeld read comments from Boards and departments:

- Fire – only concern is the ability to access via aerial ladders. Approved addition and renovation plan.
- Water & Sewer – requested that a PIV valve be installed outside the building for the 8-inch water main.
- Site Inspector Norman Mullaney – had several technical comments.
- Building Commissioner Casbarra – explained the variances for dimensional setback and building heights granted by the ZBA.

Comments from the public:

Cathy Hickey, 14 Baker Street – stated that she is concerned about lowering the parking lot, water is already going into the library and neighbors' properties. W.Buckley responded that the main issue is that the main drains are very small, the lot would be graded so water is pushed away from the entrance, the pipes going out are too small which will be fixed. Also, foundation drains and pipes will have stone around them that will lead water out to the drain system.

Kristian Smith, 8 Baker Street - stated that her house is most impacted. Her family has owned property on Baker Street for 40 years and purchased 8 Baker 28 yrs ago. She is very concerned about what's going on. After this year's snow, the fence is in bad condition, asked about a snow removal plan and buffering to ensure privacy; also concerned about lighting and vehicles idling in the lot. K.Weinfeld stated that the buffer will be reduced by 4', understands that she is concerned about snow removal, lighting and noise. K.Smith stated that access is also a concern, would prefer not to have the fence. She is concerned about access to the rear of her property since the only access is through the gate on fence. W.Buckley stated that there is a significant amount of plantings, can modify the landscaping. E.Bednarek stated that evergreens will get 10'-15' tall, junipers can handle the salt and snow, also deciduous trees will be among the evergreens. K.Weinfeld asked if they are preparing a snow removal plan. W.Buckley responded that they will have to change the method of plowing. K.Weinfeld asked the team to ensure that Ms. Smith's concerns about access are addressed. J.Rhoads asked that they consider giving 12' trees or a little more green which could be denser. J.Lovely responded that they will look at increasing the individual size. The Board discussed the location of parking spaces in the rear of the property. W.Buckley stated that they could consider giving up a parking spot so movement in the rear parking spaces is improved.

Jeff Davis, 13 Baker Street – stated that he feels that the proposed plan doesn't provide a great library. He submitted a letter from the neighbors to the Board of Selectmen stating that the neighbors were not notified of the hearings by the ZBA. He requested that the Board require an independent traffic review and parking review; since traffic will increase dramatically. Asked if a study has been done to determine how property values will be affected, especially due to the Historic District. He would like to see a rendering from the architect showing the view from the Smith home and the corner of Bird and Baker streets showing existing homes. Screening and buffering must be substantial, would like to see sketches of plantings with mature trees. The architectural firm can build a neighborhood friendly design; the addition will compound on a mistake; would like to see the addition height lowered, building re-design, lighting system to be reviewed; proper buffering; proper proportion and proper mass of structure.

Roger Smith, 8 Merigan Way – stated that people will not park on the Common to go to the library, a crosswalk signal should be installed. K.Weinfeld stated that people currently park at the Common and cross the street with children for events at the Orpheum Theater. R.Smith stated that it's a very dark area; also noted that the building is too big for a small lot. C.Hickey agreed with R.Smith because people currently double park on Baker Street when the parking lot is full.

Tom Kraus, 9 Baker Street – stated that the equipment on the roof is shown higher than the parapet. D.Fair responded that zoning allows equipment to be higher, parapet will be 3' which is no different than what is there now. He added that the view of the rendering is a flat drawing, can do a model rendering to show that the equipment will not be visible. T.Kraus stated that the main entrance is through the garage. D.Fair responded that the new main entrance is handicapped accessible and sheltered by the building above.

Building Commissioner Casbarra – stated that the Design Review Committee is present. He stated that the committee's purview has to do with non-residential buildings within a certain area of the Town. He stated that the building has to meet the standards, but seems that by-law has been ignored adding that he cannot look at the design and agree that it abides by the standards in the by-law; therefore, he could not recommend this project to the Planning Board.

Maureen Kraus, 9 Baker Street – stated that if the goal is to expand in the current site, there needs to be some compromise. She asked if there is some way to look at the interior use of the space and the outside of the building. She stated that setbacks and limitation on size are there for a reason, would like to see the expansion done respecting the neighborhood.

T.Kraus asked where construction equipment and materials would be stored during construction. W.Buckley stated that Baker Street will not be closed; will have to confine contractor to a small area, specifications will have limitations for the contractor.

J.Lovely regarding comments about design review process: materials will be submitted to Building Commissioner Casbarra and will have the maximum feasible compliance. He stated that they cannot switch building to something that it is not adding that the project has been published around Town. Stated that there was a change in the exterior but it is smaller footprint than the original proposal. He stated that they will address traffic concerns and screening, but cannot change the height of the building.

C.Hickey asked about the role of the Design Review Committee. K.Weinfeld read the standards to be reviewed by the Committee.

Lisa Davis, 13 Baker Street – stated that they don't have expectations that a historic building would be added to a modern building.

There were no more comments from the public.

Motion by W.Grieder to continue the public hearing to May 12, 2011 at 7:30 p.m. Seconded by G.Greene. Unanimous Affirmative Vote (5:0)

9:30 p.m. Discussion concerning the Town Planner position

The Board discussed the process of hiring a new Planner. A type of criteria has to be set to cull applicants. The Board felt that the following requirements be considered:

10 years experience as Community Planner
Bachelors' degree in land use or related field
Master's degree or post-graduate work
AICP
Large project management experience

M.Resnick stated that he would prepare a set of criteria to use when the applications are reviewed.

10:00 p.m. Meeting adjourned.

Approved by: Kevin Weinfeld, Chairman

Date: August 25, 2011