

Planning Board – Town of Spencer

Minutes

Regular Planning Board Meeting
Tuesday, January 17, 2012 at 7:00 PM
McCourt Social Hall
Memorial Town Hall



The meeting was called to order at 7:00 p.m.

Planning Board Members Present: Shirley Shiver Chair, Robert Ceppi, Ralph DiChiara, James Whalen

Planning Board Member Absent: Mary Stolarczyk

Staff present: Michelle Buck, Town Planner

Old Business:

A. Continued Public Hearing – Major Site Plan Review, Cistercian Abbey of Spencer, Inc., 167 North Spencer Road

[Note: Member Ralph DiChiara missed the December 6, 2011 Spencer Brewery hearing, but listened to an audiotape and filed certification with the Town Clerk.]

Revisions were made to the site plan. The Board reviewed the revisions. Ms. Buck asked if the Stormwater report had also been revised. Mr. Doyle said there had been revisions to that as well which will be submitted tomorrow. Ms. Buck had submitted a draft decision for the Board's review. She added a condition that says the applicant shall conduct confirmatory soil testing at the Stormwater Basin location prior to the start of construction. Mr. Doyle said two rounds of soil testing have been done.

Ms. Shiver asked the Board if there is a motion to vote on the waiver of Section 7.4.5.K (development impact analysis). A detailed development impact analysis is not needed since development impacts for this project are expected to be minimal

MOTION: Mr. Whalen made a motion to approve a waiver of Section 7.4.5.K, Mr. Ceppi seconded the motion

VOTE: 4-0 (in favor)

A new condition was added (condition #16) the applicant shall conduct confirmatory soil testing at the Stormwater Basin location and submit to the town for review prior to the start of construction.

Ms. Buck asked the applicant if they have any questions about the conditions. The Board discussed conditions in which the applicant had questions about.

Mr. DiChiara asked what the building will be made of. Mr. Doyle explains it will be a metal frame under the height limit.

Ms Shiver asked about traffic and size of the trucks. Fr. Isaac explains the trucks are smaller box trucks and traffic would be similar as it is for the Trappist preserves. There will be three loading docks to accommodate deliverers from larger trucks and fire department access if needed.

Ms. Shiver asked if there is a motion for the site plan certificate of decision.

MOTION: Mr. DiChiara made motion to approve the site plan certificate of decision, Mr. Whalen seconded the motion.

VOTE: 3-0 (in favor) (Mary Stolarczyk absent; Robert Ceppi had recused himself and was not present at this session of the hearing

Ms. Buck noted that the Applicant will need to provide 1 hard copy and a .pdf version of the final stormwater report.

B. Continued Public Hearing - Sunoco, Inc., c/o Michael Grendal, 73 West Main Street, Spencer (Minor Site Plan Review & Special Permit for Sign)

Mr. Ceppi arrived.

Applicant representatives went over changes made to the plans, then asked the Board if they have any questions.

Mr. Ceppi asked if the waste container was above ground and double-walled. Applicant confirmed that it is. Mr. Ceppi also asked about the new diesel dispenser and fire safety system. The applicant explains the safety system. The system will need to be approved by the state fire Marshall.

Ms. Buck asked what will be involved with the trench from the diesel tank to diesel pump. Applicant explains they will have to excavate from the tank to the pump. They will test all pipes and tanks before and after.

Mr. DiChiara asked about easement. The applicant explains the easement will stay basically the same as it is now.

Ms. Buck asked if there are any other comments on this site plan review. The public voiced no comments or concerns. Public Hearing was closed.

MOTION: Mr. Ceppi made a motion to approve this plan as described in the written decision. Mr. DiChiara seconded the motion, adding condition number 16 stating Parking spaces 12 and 13 will only be added if necessary to accommodate customer traffic.

VOTE: (4-0 in favor)

Special Permit for Sign: A condition was added to certify that the existing sign foundation will support the increased size of the new sign. The applicant shall submit a letter stamped by a structural engineer to the town for review.

MOTION: Mr. Whalen made a motion to approve the special permit for the sign, with the added condition. Mr. Ceppi seconded the motion.

VOTE: (4-0 in favor)

C. Continued Public Hearing – Amendment to a Definitive Subdivision Plan, Deer Run Phase 2, Funari Site Development

The applicant asked for another continuance. The Board wants to see plans or some kind of commitment by the next meeting, to show they are sincerely committed to this project.

Ms. Shiver asked the public if they have any concerns. A resident expressed concern about trespassing and hunting on the property, resident asked if the town can post No Trespassing/Hunting signs. Ms. Shiver suggested that the resident contact Adam Gaudette, Town Administrator, to see if signs can be posted.

MOTION: Mr. Ceppi made a motion to continue the public hearing to February 21, 2012 and extend the deadline to file a decision to February 29, 2012.

VOTE: (3-Approved) (1-Opposed, James Whalen)

New Business:

A. Appointment of Planning Board Representative to Capital Improvement Planning Committee

The Board discussed this and decided to wait until next meeting when Ms Stolarczyk is present to appoint a representative.

MOTION: Mr. DiChiara made a motion to table this until the next meeting. Mr. Ceppi seconded.

VOTE: (4-0 in favor)

Approval of Minutes: Minutes for December 6, 2011 and December 20, 2011

MOTION: Mr. Ceppi made a motion to except the Minutes for 12/06/2011 Mr. DiChiara seconded.

VOTE: (4-0 in favor)

MOTION: Mr. Ceppi made a motion to except the Minutes for 12/20/2011 Mr. DiChiara seconded.

VOTE: (4-0 in favor)

Ms. Shiver asked the Board if they have any questions before they adjourn. There was a discussion regarding the planning Board Budget. Ms. Buck will look into it and get copies for the Board to review.

Adjournment:

MOTION: Mr. Ceppi made a motion to adjourn the meeting. The motion was seconded by Mr. DiChiara

VOTE: 5-0 in favor.

Submitted by: Brynn Johnson, Jr. Clerk

Approved by the Planning Board on: ____5/22/2012____

List of Documents used on January 17, 2012

Sent to Planning Board prior to Meeting:

- Agenda
- Minutes of 12/6/2011 & 12/20/2011
- Memo from Michelle Buck, Town Planner, dated 1/12/2011
- Deer Run:
 - Letter from Quinn Engineering dated 12/30/2011
 - Two Letters from Steven Tyler, Superintendent, Spencer U& F Office, both dated 12/20/2011
 - Email from Lori Funari to Michelle Buck dated 1/17/2012 (request for continuance)
- Spencer Brewery:
 - Letter from Graves Engineering dated 12/29/2011
 - Letter from Doyle Engineering dated 1/11/2012
 - Plans dated 11/15/2011, revised through 1/11/2012
 - Draft Site Plan Review Decision
 - Email from Steven Tyler Steven Tyler, Superintendent, Spencer U& F Office, to Jeff Walsh, Graves Engineering dated 1/12/2011 (re: as-built plans)
 - Email from Jeff Walsh (Graves Engineering) to Michelle Buck dated 1/13/2012 with attached letter from Graves Engineering to the Planning Board also dated 1/13/2013
- Sunoco:
 - Draft Certificate of Decision on Sign Special Permit
 - Draft Certificate of Decision on Site Plan Review application
 - Letter from Bergmann Associates dated 1/11/2012
 - Email from Yelann Momot, Bergmann Associates, dated 1/11/2012
 - Email from Yelann Momot, Bergmann Associates, dated 1/12/2012, with 3 attachments:
 - Revised development site plan dated 1/9/2012
 - Development site plan with wellhead protection area shown
 - Letter from structural engineer, Robert Zupcak, regarding freestanding sign, dated 1/12/2012

Submitted at Meeting:

- Revised Plan, Sunoco (revised through 1/9/2012)
- Revised Plan, Spencer Brewery (revised through 1/11/2012)