

Approved 8/5/14

CITY OF ROCKLAND
PLANNING BOARD
Minutes of Meeting
July 22, 2014

Board Present: Chairman E. Laustsen, W. Bodine, C. Jordan, A. Knickelbein, and P. vanVuuren

Board Absent: None

Staff Present: Code Enforcement Officer J. Root, City Attorney K. Beal, and Secretary D. Sealey

The Chair called the meeting to order at 5:28 P.M. and reviewed the agenda.

Public Comment: None

Communications: None

Old Business:

Orchid LLC – 24 Lincoln Street – Drainage/Parking Plan for Lincoln Street Center Approved Plan – Tax Map #22-D-4: Applicant Mario Abaldo and Lincoln Street Center building manager Abraham Knight appeared before the PB. Mr. Abaldo had submitted the drainage plan required as a condition of the plan's 4/29/13 approval. He said the landscaping plan, also required as a condition, was prepared but had not been seen by abutters Charles and Robin Jordan. Chair Laustsen told the applicant to work that out with the Jordans before presenting it to the board.

Mr. Abaldo said plan C-1 showed an additional catch basin necessary because 1-1/2 parking spaces in the northwest corner of the property were within 8' of the abutter's line. He asked if the elimination of those spaces would allow elimination of the catch basin. After some discussion, Mr. Abaldo said he would stick with the approved parking plan and C-1 would be used as a grading plan only.

Chair Laustsen read aloud the two conditions of 4/29/13 approval, as follows:

1. That an agreement between neighbors Charles and Robin Jordan and the applicant for a retaining wall and landscape buffer between the properties be established. Alternatively, if an agreement is not reached, a plan will be submitted to the Planning Board for review and approval.
2. An engineered stormwater drainage plan, as well as a parking plan, be prepared and submitted to the Planning Board for review and approval.

ACTION: Ms. Knickelbein made a motion to approve the drainage plan with the condition that a final parking plan, with or without the proposed additional catch basin, be presented to the CEO. Carried 3-0-1 (Mr. Jordan abstained)

Ms. vanVuuren joined the meeting at 5:52 P.M.

New Business:

305 State Street, LLC – 18 Talbot Avenue – Site Plan Review Application – Change of Use From Single Family Dwelling to Office Space – Tax Map #4-A-1: Eric Allyn of Allyn & Russillo Architecture and applicant Chad Cloutier appeared before the board. Mr. Allyn distributed an amended plan, which included the placement of a handicap ramp. CEO Root said the handicap ramp was necessary to meet code. Mr. Allyn said the change of use to an office building required 10 parking spaces and 11 were

proposed. There would be a one-way traffic driveway, accessed by turning left when traveling south on Union St.

Mr. Allyn said drainage currently flowed toward Union St. and no changes were expected, even with the addition of new pavement. CEO Root noted that the Public Works director had signed off on the plan without comment. Mr. Cloutier said there would be no other exterior changes to the building. There would, he said, be no vendors or trucks accessing the building. The building would serve as a central administrative office for The Davis Group, a health care facility management company that owned 13 residential care facilities across the state. Mr. Root said the building was not designed to attract customers, which was reflected in the small number of parking spaces required.

Chair Laustsen asked if landscaping along the property line would prevent headlights shining onto residential properties. Mr. Allyn replied that there was random landscape screening and a fence owned by the abutters. Mr. Cloutier added that the office would only be used from 8:00 A.M. to 4:30 P.M.

The board reviewed the Elements. CEO Root requested the placement of a "Do Not Enter" sign by the driveway exit. There was an existing sidewalk and no additional exterior lighting was proposed.

ACTION: Mr. Bodine made a motion to accept the application as complete.
Carried 5-0-0

The board reviewed the Standards. Mr. Bodine asked if there were any concerns about more plantings on the southern property boundary. Mr. Jordan and Mr. Root thought the vegetation was pretty thick in that location. Mr. Allyn explained the existing vegetation in more detail.

ACTION: Ms. vanVuuren made a motion to approve the Standards.
Carried 5-0-0

Chair Laustsen read aloud 23 proposed Findings of Fact.

ACTION: Mr. Jordan made a motion to approve the Findings.
Carried 5-0-0

ACTION: Ms. Knickelbein made a motion to approve the application with the condition that a one-way traffic sign be erected.
Carried 5-0-0

Other Business:

1. Discuss Planning Board By-Laws and Policies Regarding Public Comment: City Attorney Kevin Beal, Acting City Manager Tom Luttrell, and Mayor Larry Pritchett were present to discuss this issue. Chair Laustsen read aloud Mr. Beal's draft of changes to the By-Laws' Article VI (Public Comment). Mayor Pritchett wanted to be sure that written comment would be accepted during public comment. There was discussion of the deadline for submission of such written comments and whether the Chair should allow them to be read aloud.

The board asked that the word "correct" be changed to "appropriate" in the next to last sentence of Article VI, Section 1. They also changed the first line of Section 2 to read, "Written Public Comment about a pending application received by the Code..." and added the word "relevant" between "members" and "packets" in line three.

ACTION: Mr. Jordan made a motion to accept the changes to Article VI (Public Comment), as amended, before us this evening.
Carried 5-0-0

ACTION: Ms. vanVuuren made a motion to accept the submitted paper titled "What Does the Rockland Planning Board Do?"
Carried 5-0-0

2. Discuss Two Pending Ordinance Amendments Relating to the Design Standards and the Architectural Review Standards in the Tillson Avenue Area Overlay Zone: Chair Laustsen asked if a separate meeting should be convened to discuss this issue. The board decided to discuss it at the August 5 meeting.

Approve Minutes: 6/3/14 & 6/10/14

ACTION: Mr. Jordan made a motion to approve the minutes of the 6/3/14 and 6/10/14 meetings.
Carried 5-0-0

Adjournment: Ms. Knickelbein made a motion to adjourn the meeting at 7:15 P.M.
Carried 5-0-0

Respectfully submitted,

Deborah Sealey
Recording Secretary