

Call to Order:

The meeting was called to order at 7:30 p.m. in the 3rd Floor of the Town Offices. Present were Chairman Zach Bergeron, Members Jay Doherty and Ann Knowles and Associate Member Austin Simko; also present were Paul Materazzo, Director of Planning and Jacki Byerley, Town Planner.

459 River Road:

Mr. Bergeron opened the public meeting for 459 River Road, an application for Site Plan Review – Dover Use filed by Melmark, Inc.

John Cusick of Bohler Engineering, the applicant's engineer stated that this application is to construct 4 educational units each 2 stories high with an 1,800 s.f. footprint. These units will house students with special needs from the Melmark School. The two front units are 220 ft from River Road and two rear units are 700 ft from River Road. Access will be from the existing boulevard on the Melmark property. The existing parking lot will remain and an additional parking lot will be provided in the rear for staff. The units have been placed in previously disturbed areas. New utilities will be placed onsite and 26 acres of land is being set aside for a purchase by AVIS with a conservation restriction.

Ms. Knowles asked if the footprint or total area of each unit is 1,800 s.f. Mr. Cusick stated that the footprint for each unit is 1,800 s.f. and the total area for each unit is 3,600 s.f. He noted that an IDR was held and the comments received will not be problematic to resolve.

Mr. Simko asked if the two units closest to River Road would be using the existing parking and the rear units using the new parking lot. Mr. Cusick stated that he was correct and that each unit will have an access and dropoff area. Mr. Bergeron questioned if the new parking lot was necessary. Mr. Cusick stated that they wanted to provide parking for the staff of the two units in the rear of the property. Mr. Bergeron asked if Melmark has any other plans for this site in the future. Peter Troy of Melmark stated that this is the only plan for this site, which is why land is being sold to AVIS.

Ms. Knowles stated that she would like to see screening/landscaping around the entirety of the parking lots. She noted that they have done a wonderful job with the landscaping on the Melmark property and she would like to see the same look and feel on this property. She encouraged them to discuss this with the Planning staff. Mr. Cusick agreed to speak with staff in regards to additional landscaping. Mr. Troy added that Melmark is a proponent of screening and noted that when Christian Way was built, Melmark, not the developer, lined the roadway with trees. He added that in the future Melmark plans to file an application for a 4-lot subdivision on land located directly to the east of the Pulte Homes site. One lot will be retained by Melmark for a home for adults over the age of 22 and the other 3 lots will be sold.

Ms. Byerley reviewed the IDR comments for the Board. She noted that the property contains many easements and more easements are needed for the utilities. She has requested a separate easement plan with both existing and proposed easements. A maintenance and repair agreement is needed for the sewer force main because it crosses into the Andover Woods property. This will be to be in place before the Board of Health issues a foundation permit. If the Board

459 River Road (cont'd):

chooses to issue a conditional approval, a deed restriction will be necessary. These units are being allowed on a single lot because they are for educational purposes. A deed restriction is necessary so that these units cannot be sold as single family homes in the future. The DPW had comments regarding gate valves, water lines and the sewer. They have requested a peer review of the stormwater report which has been initiated with Horsley Witten Group. The Health Department has requested generators for the force main or provide 48 hours of storage if power is lost. The Fire Department would like an existing hydrant to be moved closer to the rear units. Each unit will also need to be sprinkled.

Mr. Cusick asked the Board if they would be amendable to a condition that would allow the outstanding comments to be addressed by staff in order to avoid an additional hearing. He noted that the IDR comments were very minor and they are not concerned about being able to satisfy them. He added that this would assist Melmark with moving the closing process on the property along quicker. Mr. Bergeron asked Ms. Byerley if this was something that the Board has entertained in the past. Ms. Byerley stated that the Board usually places conditions on any approval, and the conditions are voted on by the Board. Draft conditions have not been prepared for the Board and two members are absent tonight so she does not recommend that the Board take a vote this evening. Mr. Troy stated that if the Board did not have what they needed to make a conditional approval tonight, they were agreeable to continue the hearing to the next meeting in July.

On a motion by Mr. Doherty seconded by Ms. Knowles the Board moved to continue the public meeting for 459 River Road Melmark Educational Housing Units Site Plan for Dover Use until July 26, 2016 at 7:30 p.m. **Vote:** Unanimous (4-0).

Other Business:**Newport Circle Bond Release:**

Ms. Byerley stated that Newport Circle was a private way that was accepted as a public way at Annual Town Meeting. All of the required documents have been signed and recorded at the Registry of Deeds. The Board can now vote to release the remaining funds in the developer's performance guarantee which totals \$41,200.00.

On a motion by Mr. Doherty seconded by Ms. Knowles the Board moved the performance guarantee for Newport Circle be reduced to a zero balance. **Vote:** Unanimous (4-0).

Meeting Minutes:

On a motion by Mr. Doherty seconded by Ms. Knowles the Board moved to approve the minutes of March 8, 2016, March 29, 2016, April 12, 2016, April 26, 2016. **Vote:** Unanimous (4-0).

The Planning Board and Planning Staff thanked Mr. Jay Doherty for his many years of dedicated service to the Planning Board and the Residents of Andover as this was his last meeting with the Board.

Adjournment: The meeting was adjourned at 7:54 p.m.