

## **Meeting Minutes**

### **Planning Board**

Wednesday, June 12, 2019

Newbury Municipal Offices

**APPROVED**

**Members Present:** Rachel McManus, Chair; Larry Murphy; Leslie Matthews; George Morse; Martha Leahy (Associate Member)

**Members Absent:** Peter Paicos

**Staff Present:** Martha Taylor, Town Planner

The Conservation Commission joined the Planning Board.

**Members Present:** Doug Packer, Chair; Dan Streeter, Brian Colleran; Bill Lord; Rachel McManus

**Members Absent:** Ben Gahagan; Kevin Stromski

At 7:05 Rachel McManus, Planning Board Chair, opened the Planning Board meeting and Doug Packer, Conservation Commission (CC) Chair, opened the Conservation Commission meeting and announced that they would open the public hearings to consider the Site Plan Review Application (Planning Board) and the Notice of Intent (Conservation Commission) for the proposed new Police Station at 7 & 7R Morgan Ave., but would delay starting discussion on the applications for 15 minutes due to the location change for the meeting.

#### **A. Public Hearing – Site Plan Review Application, Newbury Police Station, 7 & 7R Morgan Avenue, Map U06, Lots 2 & 3; Applicant/Owner: Town of Newbury**

At 7:06, R. McManus opened the Planning Board's Site Plan Review public hearing. L. Murphy read the public hearing notice. D. Packer opened the Conservation Commission's public hearing for the Notice of Intent.

Bob Connors, Chair of Building Committee, thanked the Board and the Conservation Commission for holding this public hearing jointly.

At 7:15 they started the hearing. R. McManus reviewed the parameters and procedure for the hearing.

Jeff Shaw, Context Architecture, Principal in Charge, introduced himself and the others working on this project. Zeljko Tonicic, Context Architecture, project manager; and Nathan Ketchel, Garcia, Galuska, Desousa, Inc., project engineer, were present. J. Shaw introduced the project. He gave a brief overview of the proposal. The building is roughly 9,400 square feet with two floors and an attic. He listed the different functional spaces in the building. J. Shaw went over the location of the building on the lot.

N. Ketchel came before the Board and CC to present the project in more detail. He said he would first go over the site and then go over the changes. He presented the Board and Commission with updated plans based on the comments received from Joseph Serwatka, Engineering Review. N. Ketchel said this is a proposal to put the 4,750 square foot print, 2 story, Police Station on the 7/7R Morgan Avenue. The driveway entrance will be at the western corner of the lot. The Parking lot has 41 parking spaces including two ADA (Americans with Disabilities Act) parking spaces. The Lot wraps around the back of the building where there is more parking as well as the garage space. There is an antenna pad, dumpster pad, generator proposed, and a pad for the HVAC equipment, there is a

pad mounted transformer with oil containment. All areas that are not paved will become a grass surface or remaining existing woods. N. Ketchel then went into more detail about the types of utilities that will be necessary for the building and where and how they will be set up.

N. Ketchel then went on to describe the drainage systems, including deep sump catch basins which will tie to a hydrodynamic water separator that removes suspended solids, then is discharged to a sealed detention chamber system. This system is used because there is a high groundwater table and the site consists of 17 feet of fill, which varies in material. If they were going to infiltrate, they would have to excavate the 17 feet of material and back fill with Title V free flowing sand, then place the system in and meet the separation requirements for seasonal high ground water.

They are proposing a new gas service for gas fired equipment in the building. The generator will be diesel, to allow for 72 hours of operation.

As part of placing the building on the site there is going to be a certain amount of filling that will need to occur, to accommodate the elevation at the driveway. This will equate to three feet of fill at the building and then it tapers off to the grade of the site. With that they do need a retaining wall that varies in height from zero to eight feet.

There will be an oil/water separator in floor drains of the garage area to keep the oil from discharging. When the Fire station was connected to the sewer on High Road they installed a six inch Y with this project in mind. That is where the sanitary waste will be connecting to which then connected to a manhole on High Road.

The existing gravel parking lot will be removed where the new Police Station will go. The system for runoff from the Fire Station parking lot will be maintained.

G. Morse asked where the storage for the diesel fuel would be.

N. Ketchel said that there would be a concrete pad where the generator would sit and the diesel tank would sit below it. The tank would be a double wall tank, meeting state regulations.

D. Packer said that the plan shows snow storage and planting areas in the same footprint – that is not going to work, especially in the back. In the side area he would like to see some checks to slow it down a little bit.

R. McManus said that the planting would be more important on the other side where there are abutters. D. Parker said that he would agree.

B. Colleran asked how that would work when snow needs to be plowed.

D. Packer said that he doesn't have too much of a concern about that. The Department of Public Works (DPW) is good at what they do and take direction well.

B. Colleran explained that there is knotweed on the sight and it has been know to grow through concrete and buildings, so it may be worth while to come up with a plan for that.

B. Connors asked if the recommendation would be to eradicate it.

B. Colleran said yes but it may not be that simple.

D. Packer said it is most likely on abutters' property. It probably will not make it to the building if there is consistent lawn care that will outcompete it. It is a good idea to deal with it where you can.

B. Colleran said you could still have it come up through the pavement if there is a stand behind the grass.

J. Shaw said that area is where we are going to transition from grass to wildflower mix and where it starts to get into a more wet area.

B. Colleran said that once the neighbors figure out what it is, they will probably want to eradicate it as well. He also asked if there were some other ways to improve the drainage with such a large parking lot.

D. Packer said that he thought they have made some significant improvement above what is required.

J. Shaw said that if it doesn't drain as is and we are trying to get it to drain faster to where is draining anyway he said he is not sure if they are actually solving a problem. If we are not changing where it drains to, would we be doing harm to that resource by flushing it out too quickly.

B. Colleran asked at what point does the storm overwhelm the system.

N. Ketchel said that the grate capacity is designed for a 100 year storm.

B. Colleran asked how it would handle a 500 year storm.

N. Ketchel said one of the peer review comments was asking why we can't combine these systems. The system is maxed out as it is.

B. Colleran asked what numbers they are using.

D. Packer said Cornell.

N. Ketchel said that they used Cornell's numbers and that he pushes Cornell because it is the most conservative. Cornell provides the highest intensity rates. He said that they can look at other NOAA numbers.

B. Colleran said that he is concerned that a 100 year storm is not that big of a deal and 500 year storms could come around more often. It might be good if there was extra space. If there is no space then it doesn't matter how many calculations you do, there is no place to put it.

N. Ketchel asked what the direction is.

B. Colleran said he is asking them to max out the capacity. If they can't make it to a 500 year storm, but you can make it to a 250 year storm – that's better than a 100 year storm. I know it is not a normal specification.

N. Ketchell said that he would take a look at what they could do.

M. Leahy asked if it would be necessary to have a separate process for the communications tower that is part of the project.

J. Shaw said that the tower is for emergency purposes only, so to his understanding there is an exception for that in the Bylaw.

L. Murphy asked if the applicant could talk about the light and sight buffering on the east side of the property.

N. Ketchel said that each of the lights will have a shield that will significantly reduce the output on the back side. At the property line it is ranging from 0.1-0.0 lumens. The lights have the ability to be dimmed.

L. Murphy mentioned vegetative screening.

N. Ketchel said they are proposing white pines.

L. Murphy asked how tall they grow.

N. Ketchel said that they will be 12 feet tall and will get bigger.

L. Murphy asked how tall.

M. Taylor said that they tend to get leggy. Something else may be more appropriate for long term.

R. McManus said it seems like they are suggesting a chain link fence on top of the retaining wall. She asked if they could find something more attractive.

N. Ketchel said that they discussed switching it to a wood panel.

R. McManus listed the waivers that they applicant requested. They were traffic impact assessment, environmental impact assessment, community impact assessment, drainage, and the slope of the parking lot.

N. Ketchell reviewed the comments from Joe Serwatka. Most of them were easy to explain or revise. The first comment was that the town does not require global fill. The second comment was whether the guide rail around the parking lot met Mass DOT guidelines.

G. Morse asked what the dimensions of the wooden rail would be.

N. Ketchel said each of the rails are four inch by ten inch and eight feet long.

The third comment was on the retaining wall and the stamping of it. With the public bid process a contractor can submit alternates to what is specified, so they put the ownership of providing the stamped drawings on the contractor.

N. Ketchel said that they were asked to add a minimum depth of cover for utility trenches. The next comment was regarding the outlet control structures and the steel plates that are within them. They went with steel plates because the customization that is possible allows them to get the storm water attenuation to work the way they need it to. They are continuing to look at other options.

The next comment from J. Serwatka was a request that a detail tag to be added to the concrete sidewalk on the west side of the building. The next comment was regarding a sidewalk protrusion that they have extending from where parking area and the sidewalk from the building converge. That section of the sidewalk was added in case the town were to install a sidewalk on the north side of Morgan Avenue. There were two comments regarding the termination of the granite curving. N. Ketchel said that within the limits of the site on Morgan Avenue a notation has been added that calls for a flush to six inch reveal on that curbing at either end, which will be helpful to prevent plows from going into the end pieces.

The snow storage will be looked at to see what the options are. In reference to comment number 11, they changed it to a concrete pad.

The sewer line will have to cross over the water line, they can either separate the two by 18 inch or wrap the sewer in a mechanical joint sleeve pipe, they will do the latter.

The next comment referenced a conflict between the downspout drain and the sewer in a specific area in the back, it was reviewed and corrected.

The “EP” symbol on the utility pole does appear in the legend, N. Ketchel pointed out where it was located.

The next comment presented a concern at the sewer crossing at the existing 12” corrugated metal pipe. J. Serwatka pointed out that there may be dips or deviations in the existing drain pipe, so they have included instructions for the contractor to do a test pit here.

N. Ketchel said that they looked at combining the two systems but unfortunately it is a tight space.

There was a comment about the TSS removal credits that are available and whether the Stormceptor could be eliminated from the plans. N. Ketchell explained that they need to provide 80% TSS removal prior to discharging. The catch basins can get 25% and up to 75% with the water quality pretreatment unit that they are installing.

There was a comment regarding a catch basin that the town requested may conflict with proposed water services to the site. N. Ketchel looked at it again and found that there are six inches of separation.

There was a comment suggesting that there should be a more formal channel for runoff from the fire station. N. Ketchel said that he would address that.

There was a concern about potential erosion between the grass channel on the east side that may erode and scour the base of the retaining wall. N. Ketchel has added an erosion control blanket in this area to assist in the development of grass or wildflower mix, as well as a check to reduce the velocity of the runoff.

There was a comment about the absence of an erosion control line and stabilized construction entrance. N. Ketchel said that generally they put this on their demolition and preparation plan so they are on those drawings.

There was a comment asking if they needed to include the portion of runoff coming from off the site. N. Ketchel said that they do because that runoff is coming on to the police station site and is discharging in the resource area on the police station site.

The next comment was regarding the fill material and the engineer's request not to infiltrate.

The final comment was that the engineer should identified the grass channels on the plans, they identified them.

R. McManus opened the hearing up to the public.

Fred Thurlow, 26 Marsh Avenue, commented that the property used to be underwater in the 50s, Meeting House pond used to be a lot larger, it has been constricted by fill. He said that he is very concerned by the drainage because where does it go, the natural drainage from here goes to Johnson's Pond to Gas House Pond and out to the Merrimack river. What do we have for capacity now to handle what we are doing to add to it?

N. Ketchel said that he has not done an overall watershed analysis. He has reviewed what the volumetric difference between the existing and proposed conditions and it is approximately, during a 100 year event, two and a half inches difference.

F. Thurlow asked if he knows what they drainage system really is?

N. Ketchel said how it goes from pond to pond underground? He said no I don't. The only means to deal with a volume change is to infiltrate it and then it would flow into the pond.

F. Thurlow said his second concern is the lighting – he asked if the location of the lighting structures could be described.

N. Ketchel apologized and went through the various lighting. There are five pole mounted that are 16 feet high. There are four 12 foot round fixtures along the sidewalk, as well as various egress lighting.

F. Thurlow asked if the tall ones are peripheral and are they directed internally. N. Ketchel said yes they are directed inward toward the site.

F. Thurlow asked if the other ones are directed down. N. Ketchel said he would have to ask his electrical engineer.

F. Thurlow said that there are residential abutters across the street and in back. There also is a natural area in the back that you don't want to disturb with a lot of light.

His third question was if the dumpster would be fenced in. N. Ketchel said yes. F. Thurlow asked if it would be shared with the fire department.

J. Shaw said that may be a question for the building committee to handle.

B. Connors said that would be handled internally, but it is a good thought.

F. Thurlow asked what the purpose of the landscaped strip between the fire station and the police station.

J. Shaw said that it is currently required under the parking lot section of zoning bylaw. We were just attempting to comply.

F. Thurlow said that they could have asked for a waiver. He said he does not like the parking layout and if the strip wasn't there they wouldn't have to go as far back into the swamp.

N. Ketchel said that there are a couple of factors that go into this. If we start sharing a parking lot and storm water then you will have to comply with Mass DEP in the fire lot as well. He has looking into adding addition spots for the fire station. With the steep pitch you cannot come into compliance with the requirements.

F. Thurlow said what do you mean the steep pitch? What is the parking requirement for grade?

R. McManus said 1-2%.

F. Thurlow said that is ridiculous and unreasonable.

Bryan Milliren, 21 High Road, he said he is right next door. He said that he agreed that the parking lot seems to be going back too far. N. Ketchel said that it is more or less 50 feet away from the vegetated wetland.

B. Milliren said that he is concerned about the lights. N. Ketchel assured him that the lights are all directed down and toward the site and there are shield on the backs so that there is no light spillage outside the property.

B. Milliren said his last concern is the police vehicles are sometimes left on with the lights shining, where will the police vehicles be parked?

J. Shaw said that the intention is for the police vehicles to be parked against the building so that the lights would be shining toward the building.

B. Milliren asked about the generator that would make noise. N. Ketchel said that because this is the emergency dispatch for Newbury it is required.

B. Milliren asked where the dumpster will be. N. Ketchel said it will be in the northwest corner.

B. Milliren asked what will happen with the building the Police are in now.

B. Connors said that the Selectmen are forming a subcommittee to look at how to best reutilize the building to relocate the town hall back to that building.

R. McManus read a comment from the Fire Chief. He said to remember that the sprinkler connection should be a five inch connection.

R. McManus read a letter from Jim Moran that was addressed to the Selectmen. In this letter he describes how he thinks the building orientation should be changed and why.

B. Colleran asked how the number of parking spots required was reached.

J. Shaw said that it is taking into consideration police cruisers and personal vehicles. The number of employees and shift change as well as the use as a training facility.

**Motion:** A motion was made by D. Streeter and seconded by B. Colleran to continue the public hearing Notice of Intent Application, Newbury Police Station, 7 & 7R Morgan Avenue, Map U06, Lots 2 & 3; Applicant/Owner: Town of Newbury to June 18, 2019 at 7:00 p.m., in the Fire Hall, 3 Morgan Ave. The motion passed unanimously.

**Motion:** A motion was made by G. Morse and seconded by L. Matthews to continue the public hearing Site Plan Review Application, Newbury Police Station, 7 & 7R Morgan Avenue, Map U06, Lots 2 & 3; Applicant/Owner: Town of Newbury to June 19, 2019 at 7:15 p.m. in the Fire Hall, 3 Morgan Ave. The motion passed unanimously.

On a motion made by L. Murphy and seconded by G. Morse, the Planning Board meeting was adjourned at 8:50 p.m.

Respectfully Submitted,

Emily Noble  
Planning Board Administrator