



## **PEMBROKE PLANNING BOARD MINUTES**

**MONDAY, March 25, 2024**

**LOCATION:** Room 6 (Veterans Hall), Pembroke Town Hall

**STARTING TIME:** 7:00 pm

**BOARD MEMBERS PRESENT:** Alysha Siciliano-Perry (Chair), Scott Martino, Heather Tremblay, Andrew Wandell, and James Noone (phone)

**BOARD MEMBERS ABSENT:** Daniel Taylor (Vice-Chair) and Stephan Roundtree (Clerk)

**OTHERS PRESENT:** Sue Glauben (Planning Board/ZBA Assistant), Deborah Keller, Kevin Grady and Bruce Sylvester

### **OPENING THE MEETING:**

Ms. Siciliano-Perry opened the meeting with the Chairman's statement.

Ms. Siciliano-Perry also read the following: "Board member James Noone is participating via remote participation in accordance with the requirements of 940 CMR 29.10 via speakerphone due to personal illness/emergency/geographic distance/personal disability/military service. All votes during this meeting will be made via roll call."

### **PUBLIC HEARING FOR #SP1-24 345 WASHINGTON STREET**

Ms. Siciliano-Perry opened the public hearing. The applicant proposes the construction of a 3,830 SF Addition. The addition is proposed to include a portion with a full foundation and enclosed walls and another portion that will only

include a roof overhang with no walls or enclosure. The enclosed portion of the addition is intended to be 40x55' of storage space and the other 28x55' roofed portion will also be for parking vehicles and storage. The exterior of the site will continue to be utilized for parking and landscape. The exterior of the addition will match the style of the existing building. There will be 67 exterior parking spaces left after the addition which covers up 7 spaces (52 required). The property is located at 345 Washington Street, Pembroke, MA 02359, in Residential-Commercial District and Historic District Overlay, as shown on Assessors' Map E12, Lot 44. A copy of the application is available in the Office of the Planning Board at Pembroke Town Hall.

Members of the project team, including Kevin Grady and Bruce Sylvester, were present.

The board's peer review engineer for the project, Deborah Keller (Merrill Engineers and Land Surveyors), was also present.

Mr. Grady (Grady Consulting, L.L.C.) introduced himself along with Mr. Sylvester (Applicant). The project is for an addition to the existing commercial use building in the Business B District and Historic District Overlay. The applicant owns YES Electrical and has been at their current location for 6 years. The applicant is currently storing materials in temporary storage containers. The goal is to move the supplies inside the new addition. There is no change of use proposed or additional employees being added to the location. Portion is fully enclosed, and a portion will have an overhang where they can back in to load up with supplies. The look of the building will not change. They will not be going over any zoning threshold. They did a parking analysis for both buildings and there will be plenty of parking. The septic system is sized adequately. Waivers were requested for traffic study, landscaping plan and drainage design.

Mr. Wandell asked if the applicant had spoken to the Historical Commissioner. They haven't but will do so in the future.

Discussion with Mr. Noone regarding parking spaces in the front of the building if Washington Street was ever widened. Mr. Grady stated the applicant would still have enough parking spaces. They have 11 spaces over what is required.

Ms. Kelleher had been working with Mr. Grady regarding her revised comments from the original site plan. Ms. Kelleher mentioned the applicant's waivers, and the parking layout has been changed to 63 available spaces. Also discussed, where the new dumpsters will be placed. Ms. Kelleher discussed adding the registry block to revised site plans. Also, discussed adjusting all accessible parking spaces to be ADA complaint.

Mr. Wandell made a motion to close the public hearing. Ms. Trembly seconded the motion and the board voted unanimously via roll call.

Mr. Wandell made a motion to approve the waivers as presented. Mr. Martino seconded the motion and the board voted unanimously via roll call.

Mr. Wandell made a motion to approve site plan #SP1-24, 345 Washington Street and to issue conditions. Mr. Martino seconded the motion and the board voted unanimously via roll call.

Mr. Grady briefly went over the list of conditions.

### ***ROUTINE ADMINISTRATIVE MATTERS***

Mr. Wandell made a motion that the board accept the minutes for March 4, 2024, as presented. Mr. Noone seconded the motion, and the board voted unanimously in favor via roll call.

Discussion on action items for the Planning Board from the Master Plan. The action items up for discussion are to better serve the town as set forth in the Master Plan going forward. The action items are, (1) the length of Cul-de-sac in a subdivision and (2) are for Accessory Dwelling Units (ADU's).

Mr. Wandell believes the reason for the length of the cul-de-sacs is the means of risk for fire and public safety. Another reason was preservation of open space. Mr. Noone confirmed those reasons for the length of the cul-de-sac. Also, stated it was more for safety and to find a way to loop a road around. Ms. Siciliano-Perry mentioned from speaking to members of the fire department safety isn't an issue. They just need a turnaround in a cul-de-sac. This rule was created approximately 15 years ago. New features have been added to homes to increase everyone's safety. Further discussion is to be had with the Fire Department. The goal is to

come up with a logical approach to increase the length of the cul-de-sac. We have a low inventory of homes in town and would like to see growth in homes. Mr. Wandell mentioned we should investigate the inventory of developmental land. Also, discussed the possibility of making zoning changes for square foot requirements for lot sizes. Need to follow up with the water department on adding hydrants when adding a street.

Discussion on regulations for ADU's. One regulation is the existing detached one family house shall be occupied for greater than a year before an ADU is added. This regulation increases the cost for the homeowner. Including, when engineering a lot, you can have the setbacks done correctly at that time. Mr. Noone also mentioned an issue with the regulation of the ADU being attached. It cuts back on the flexibility of the existing dwelling. Discussion on having two dwelling issues could be an issue with parking and utility usage. Ms. Siciliano-Perry also mentioned the regulation of only having a family member occupy the ADU. Discussion on creating a sub-committee to discuss both items in more detail. The sub-committee will be Mr. Wandell, Ms. Siciliano-Perry and Mr. Martino.

Mr. Wandell made a motion to adjourn the meeting. Mr. Martino seconded the motion, and the board voted unanimously in favor via roll call.