

TOWN OF DARTMOUTH PLANNING BOARD



REGULAR MEETING MINUTES

June 1, 2020
Teleconference

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DARTMOUTH TOWN CLERK

Present

Kevin Melo, Vice Chairman
Stephen Taylor, Clerk
John Sousa
Margaret Sweet

Christine O'Grady, AICP – Planning Director

Absent

Lorri-Ann Miller, Chairman

Chairman Miller experienced technical difficulties and was not present for this meeting. Vice-Chairman Melo became Acting Chairman.

Chairman Melo opened the meeting at 7:00 p.m. and took the agenda items out of order.

Continued Public Hearing

- (2) **Definitive (OSRD) Subdivision Plan entitled "Penelope Lane"**
Proposed 4-lot subdivision located to the easterly side of Chase Road
(Map 50 Lots 6, 10 & 11)

The Planning Director stated that the applicant emailed and requested a continuance until a meeting date in August.

John Sousa motioned to continue the public hearing to August 10, 2020. The motion was seconded by Margaret Sweet and unanimously voted by roll-call (4 yes; 1 absent). Lorri-Ann Miller was not present.

- (4) **Request for Surety Reduction (Req. #4 & 5) – Westview Estates**
21-lot subdivision located off of Tucker Road

Margaret Sweet recused herself.

The Planning Director explained that the two surety reductions have been confirmed by the DPW.

John Sousa motioned to release \$60,840.00 (Req.#4). The motion was seconded by Stephen Taylor and voted by roll-call (3 yes; 1 abstain; 1 absent). Margaret Sweet abstained and Lorri-Ann Miller was not present.

John Sousa motioned to release \$349,016.03 (Req.#5 revised). The motion was

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seconded by Stephen Taylor and voted by roll-call (4 yes; 1 abstain; 1 absent). Margaret Sweet abstained and Lorri-Ann Miller was not present.

(5) Minutes

- Public Hearing of September 10, 2018
 - Amendment / Enclave at the Reservoir
- Regular Meeting of October 22, 2018
- Public Hearing of October 22, 2018
 - Carol Brown, Shore Acres Road

Tabled.

Regular Meeting Minutes of April 6, 2020

John Sousa motioned to approve the regular meeting minutes of April 6, 2020. The motion was seconded by Margaret Sweet and unanimously voted by roll-call (4 yes; 1 absent). Lorri-Ann Miller was absent.

- Public Hearing of April 6, 2020
 - Penelope Lane

John Sousa motioned to approve the public hearing minutes for Penelope Lane. The motion was seconded by Stephen Taylor and unanimously voted by roll-call (4 yes; 1 absent). Lorri-Ann Miller was absent.

Regular Meeting Minutes of April 13, 2020

John Sousa motioned to approve the regular meeting minutes of April 13, 2020. The motion was seconded by Margaret Sweet and unanimously voted by roll-call (4 yes; 1 absent). Lorri-Ann Miller was absent.

- Public Hearing of April 13, 2020
 - Zoning Articles / Spring Town Meeting

John Sousa motioned to approve the public hearing minutes for the Spring Town Meeting Zoning Articles. The motion was seconded by Margaret Sweet and unanimously voted by roll-call (4 yes; 1 absent). Lorri-Ann Miller was absent.

Regular Meeting of April 16, 2020 (Joint Mtg. w/ FinComm)

John Sousa motioned to approve the regular meeting minutes of April 16, 2020. The motion was seconded by Margaret Sweet and unanimously voted by roll-call (4 yes; 1

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absent). Lorri-Ann Miller was absent.

Regular Meeting of April 27, 2020

John Sousa motioned to approve the regular meeting minutes of April 27, 2020. The motion was seconded by Margaret Sweet and unanimously voted by roll-call (4 yes; 1 absent). Lorri-Ann Miller was absent.

(6) Invoices

Dartmouth Week – Legal Ads for Zoning Articles \$992.00

Stephen Taylor motioned to approve the above-referenced invoice. The motion was seconded by John Sousa and unanimously voted by roll-call (4 yes; 1 absent). Lorri-Ann Miller was absent.

(7) Correspondence

Legal Notices from Dartmouth Conservation Commission

John Sousa motioned to acknowledge and file the above-referenced correspondence. The motion was seconded by Stephen Taylor and unanimously voted by roll-call (4 yes; 1 absent). Lorri-Ann Miller was absent.

(8) For Your Information/New Business

Chairman's Report

Priority List

Chairman Miller was not present due to technical difficulties. Brief discussion ensued regarding potential priority list topics, which will be added to the list for board review.

Planner's Report

Master Plan Draft Materials

The Planning Director requested that the board review the draft materials and forward her any comments they may have. The board will have time to review all comments on June 15th.

Town Hall Staff

The Planning Director stated that staff has been asked to return to work full-time in Town Hall. She noted that Town Hall will not be open to the public, but offices will be staffed.

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Acting Chairman Melo stated that Chairman Lorri-Ann Miller is still unable to connect to this meeting due to technical difficulties. He addressed agenda item #1 at this time.

Since there are only 4 board members present, Chairman Melo asked the applicant if he wanted to proceed with the continued public hearing for "Windsong Acres" or request a continuance.

The Planning Director stated that the next meeting date is June 15, 2020.

Continued Public Hearing

- (1) **Definitive (OSRD) Subdivision Plan entitled "Windsong Acres"**
Proposed 5-lot subdivision located off of Jason Drive
(Map 125 Lots 19, 19-1 thru 19-7)

Present: Steve Kohm, P.E., Prime Engineering

Mr. Kohm requested a continuance to June 15, 2020.

John Sousa motioned to continue the public hearing to June 15, 2020. The motion was seconded by Margaret Sweet and unanimously voted by roll-call (4 yes; 1 absent). Lorri-Ann Miller was absent.

Apointment

- (3) **Donat Aubuchon 718 Realty, LLC / Steve Gioiosa SITEC, Inc.**
Discussion: Big Value Property Concept
718 Dartmouth Street (Map 128 Lot 204)

Present: Steve Gioiosa, P.E., SITEC, Inc.
Donat Aubuchon, Owner of Subject Property

Mr. Gioiosa explained that he was seeking the board's input on a concept plan for the Big Value Property located at 718 Dartmouth Street. He stated that his client is looking to upgrade the building façade and evaluate the option for an underutilized section of the property for proposed pad site development.

Mr. Gioiosa reviewed the conceptual design, which showed a 2,250 s.f. maximum structure for a fast-food use, with 50 seats and a drive-thru. The conceptual plan shows landscaping, dumpster location, parking layout, and vehicular circulation. He also explained that Mr. Aubuchon is seeking approval of the concept with the understanding that he will need to come before the board for Site Plan Review and

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all other formal Town approvals. He explained that if the board is agreeable with the concept, Mr. Aubochon will have an easier time marketing the property.

Discussion ensued. Board comments included the need for sidewalks and pedestrian circulation. It was also suggested that the applicant not use a lot of signage on the property and be mindful of the architectural review guidelines.

Mr. Donat noted that he is trying to develop a marketing brochure, and was seeking to use the word "approved" for the bullet points. The four bullet points are: maximum building square footage, drive-thru, capacity of 50 seats, and an acceptable parking ratio for the entire plaza. He understood that detailed plan will need to be formally submitted and approved once a tenant is found.

In general, the board was agreeable with the concept. Mr. Gioiosa asked for a summary letter with the board's position, to assist Mr. Donat with marketing the property.

Stephen Taylor motioned to authorize the Planning Director to write a summary letter for the applicant. John Sousa seconded for discussion.

Mr. Sousa requested that the Planning Director forward a copy of the letter to the board.

Chairman Melo called for a roll-call vote. (4 yes; 1 absent). Lorri-Ann Miller was absent.

With no further business to discuss, Chairman Melo called for a motion to adjourn.

John Sousa motioned to adjourn the meeting. The motion was seconded by Stephen Taylor and unanimously voted (roll-call vote). 9:00 p.m. Meeting adjourned.

Respectfully submitted,
Jane Kirby, Planning Aide

APPROVED BY: The Dartmouth Planning Board <i>Christine O'Hara, AICP</i> <i>(Planning Director)</i> <i>(during COVID-19)</i> Date of Approval: <i>6/29/20</i>
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