|  |  |  |
| --- | --- | --- |
|   | **TOWN OF WESTPORT****856 Main Road****Westport, Massachusetts 02790**PLANNING BOARD |  **Tel. (508) 636-1037** **Fax (508) 636-1031** |

**PLANNING BOARD/SCHOOL BUILDING JOINT MEETING MINUTES**

**December 20, 2018**

Chairman James T. Whitin called the meeting to order at 6:01 pm with Vice Chair, Robert Daylor and members Marc De Rego, James Watterson, and Town Planner James Hartnett. David Cole was absent.

1. **Call to order 6:00 p.m.**
2. **Westport Middle-High School (18-008SPA)**

Request by Applicant on the Low Impact Development and Site Plan Applications of the **Town of Westport** for property owned by the Town of Westport located at **380-400 Old County Road**, Assessor’s Map 35, Lot 35, pursuant to Westport Zoning By-Laws Article 15 Site Plan Approval and Article 20 Low Impact Development. The Town proposes to construct a new co-located Middle/High School, parking, and access ways, athletic facilities, landscaping improvements and related site infrastructure.

The Town of Westport has submitted a Site Plan Application and a Low Impact Development application. The drainage has been reviewed by Byron Holmes at S.W. Cole Engineering and the plans have been distributed to Town Departments for review.

Hartnett stated that at the last Planning Board meeting, the Board requested that the School Building Committee (SBC) look into addressing drainage on the east side of the Elementary School. The Board also stated they wanted to meet with the Library Trustees to discuss the possibility of moving the tennis courts southerly to reduce costs. Hartnett commented that the Planning Board chair and the SBC met with the Library Trustees and requested a second meeting but the Library Trustees were unable to meet until January so no decision was made regarding the relocating of the tennis courts with the SBC. Hartnett read the department reviews and S.W. Cole’s report dated November 21, 2018 into the record.

**Department Reviews**

Building Department – Approval with modifications – *Recommend that the water run off issue from the site to the Gifford Road properties be addressed.*

Board of Selectmen – No Comment

Board of Health – Recommend Approval

Assessor’s Department – Recommend Approval

Matt Brassard and Sandy Brock were present from Nitsche Engineering. Brassard stated that the drainage runoff issue from the Elementary school will be an add alternate for the cost and it will be in the final contract. Whitin asked where the discharge will exit. Broussard said they will be using the existing discharge points. Whitin questioned how much water would come off the site if the Elementary School wasn’t there. Broussard said they did not run that scenario. Daylor suggested that by dividing collection points two and three into two systems that would drain toward the middle, it would alleviate a pipe and save money. Sandy Brock suggested some requirements that could be included in the conditions. Watterson asked if this has been value engineered. Hartnett replied yes. Watterson questioned if alternates were decided upon. Barron responded that a vote was taken at the SBC December 19th meeting and will be revisiting that vote at their next meeting.

Shauna Shufelt was present from the Board of Selectman and asked why the SBC should incorporate the drainage cost into the school budget. Whitin suggested that it is Westport’s problem and action should be taken during construction of the new school while working in the area to fix the drainage problems. Daylor agreed.

David Cass was present from the SBC and agrees with fixing the drainage problems on Gifford Road but also feels that it should not be included in their budget.

Jonathan Levy was present from Levy Architects and went over the Add Alternative list.

Hartnett clarified that the Add Alternates were included in the $79 million budget and does not add to the cost. The alternates are included for flexibility if bids come in high. Whitin asked if the items cost more than if they were part of the base. Levy responded no.

Cynthia Anderson of 783 Gifford Road was present. She asked how the drainage is going to be different than it is now. Brassard responded that the filtration design system that is proposed will decrease the amount of run off significantly due to the size of the field. He also added that another option would be individual fields to spread out how the systems impact the ground water table.

Shana Shufelt commented that she will bring two questions to the BOS at their January meeting regarding the funding for the drainage add on; 1. Should the BOS direct the $9000 from the special town meeting to the study and, 2. If they could pursue a place holder article for the construction on the warrant. Shufelt is concerned about where the funding will come from.

Antone Vieira was present from the SBC expressed that he is confident in the plan that was presented.

Tony Viveiros, chairman of School Committee and member of SBC, was present and is empathetic towards the neighbors of the new school drainage issue was but concerned about what would be sacrificed in the project.

Mark Carney, School Committee member, was present. He agrees the drainage should be on the Add Alternate but asked that it isn’t the first Add Alternate.

Brassard addressed the concern of the westerly intersection one lane exit and modified the exit to include a left and right exit turning lane. The revised tennis court location was reconfigured, eliminated parking spots and moved the courts 30’ closer to the school.

Ms. Barron asked the Board if they would allow the SBC to use its judgement in the placement of the walking track project on the Add Alternate list because it was very important to the community.

Hartnett read the Sample Findings of Fact into the record.

Site Plan

**Sample Findings of Fact**

1. The project as presented protects adjoining premises by avoiding adverse effects on the natural environment and abutters. Buffer for abutters has been adequately addressed &/or provided as required under Zoning By-law §15.4.2.
2. The project as presented provides for convenient and safe vehicular and pedestrian movement and that the locations of driveway openings are convenient and safe in relation to vehicular and pedestrian traffic circulation, including emergency vehicles, on or adjoining the site. Provisions have been made for off-street loading and unloading as required under Zoning By-law §15.4.3.
3. The project as presented provides an adequate arrangement of parking and loading spaces in relation to proposed uses of the premises.
4. The project as presented provides adequate methods of disposal of refuse or other wastes resulting from the uses permitted on the site.
5. The project as presented complies with all applicable requirements of this By-Law, the Rules and Regulations of Site Plan Approval, and the Rules and Regulations Governing the Subdivision of Land (to the extent applicable), unless explicitly waived by the Planning Board.

Hartnett read the sample Conditions into the record.

**Sample Conditions**

1. The applicant shall, as a condition of this approval, shall install and maintain the stormwater system at all times. In addition there shall be no negative impacts off-site resulting from the proposed stormwater system.
2. The applicant shall submit copies of the plan included with the school construction bid package, any substantial changes to the approved site plan shall require Planning Board approval.
3. The applicant shall submit a lighting plan meeting the requirements of Section 20.9 of the Site Plan Regulations to the Planning Board for review and approval.
4. Upon completion of the construction, the applicant shall submit an as-built plan to the Planning Board for review and approval.
5. The control of stormwater runoff from the two outlet pipes to be labeled EL-1 and EL-2 shall be designed to meet the minimum design requirements listed in the Planning Board’ Rules and Regulations Governing the Subdivision of Land Section V, D. Design Standards, paragraphs 1 through 5. Daylor stated that the wording of the conditions should be changed and simplified.
6. The control of stormwater runoff from outlet pipe to be labeled EL-3 shall be designed to meet the minimum Massachusetts Stormwater Design Requirements. Daylor stated that the wording of the conditions should be changed and simplified.
7. The proposed stormwater upgrades at outlets EL-1, EL-2 & EL-3 shall be constructed as part of the school building project provided funding is available and the design is recommended by Town Counsel. This work shall be included in the school base bid package or as an add-alternate.
8. The westerly exit to the school shall include dedicated left and right hand turn lanes.
9. Drainage from the Northeast corner of the soccer field shall be infiltrated or redirected into the storm drainage system.

Daylor moved to close the public hearings for the Low Impact Development (LID) and Site Plan Approval for the **Town of Westport** for property owned by the Town of Westport located at **380-400 Old County Road.** Seconded by De Rego with all four in favor.

Daylor moved to approve the Site Plan application for the **Town of Westport** for property owned by the Town of Westport located at **380-400 Old County Road**, Assessor’s Map 35, subject to findings and conditions to be adopted by the Planning Board at the next regular meeting. Seconded by De Rego with all four in favor.

Daylor moved to approve the Low Impact Development (LID) Site Plan Approval for the **Town of Westport** for property owned by the Town of Westport located at **380-400 Old County Road**, Assessor’s Map 35, Lot 35 as the plans presented meet the intent and purpose of the LID By-law by reducing the adverse impacts of soil erosion, sedimentation and stormwater runoff. LID site design standards were utilized to the maximum extent feasible as defined in section 20.5 of the Zoning By-law. Seconded by De Rego with all four in favor.

**ADMINISTRATIVE ITEMS**

Hartnett updated the Board of the three future solar projects.

MS4 (NOI) – Westport was one of 19 communities in the state that received approval for their Notice of Intent.

**MATTERS NOT REASONABLE ANTICIPATED**

None

**MINUTES**

None

**INVOICES**

None

**ADJOURNMENT**

Members unanimously adjourned at 8:45p.m.

Respectfully submitted,

James K. Hartnett, Town Planner

Nadine Castro, Town Planner II