



## PLANNING BOARD MEETING MINUTES

**Date/time of Meeting:** September 5, 2023, at 6:00 p.m.

**Place:** Town Hall Annex, 856 Main Road

**Call to order:** The regular meeting of the Westport Planning Board was called to order at 6:07 PM by Vice-Chairman, Robert Daylor.

### **ATTENDEES**

Vice-Chair Bob Daylor, and members, Manuel Soares, Mark L. Schmid, Town Planner, Michael Burris, and Assistant Town Planner, Ms. Messier.

### **Late attendance**

Chairman Whitin arrived at 6:16 p.m.

**Chair's Announcement** – Under M.G.L. Chapter 30A, section 20(f) – The meeting was recorded.

### **1. Administrative Items**

a. **431 Fisher Road (20-002C)** – Form E, Modification to Definitive Subdivision Plan

#### **Motion**

Bullard moved to approve the modification to the Definitive subdivision plan. Seconded by Soares. 4-0-0

b. **431 Fisher Road (20-002C)** – Request to release lots (Form O Partial Release)

The applicant is requesting the release of lots 7,8,9,11,12, & 13 Stacy Lane, with lot 10 remaining.

#### **Motion**

Bullard moved to release lots 7, 8, 9, 11, 12, and 13 from the restrictions of the **Form F Covenant** dated: July 8, 2021, for the Definitive Subdivision Plan entitled: "Definitive Residential Subdivision "Stacy Lane" Off Fisher Road Westport, Massachusetts." Seconded by Soares. 4-0-0

c. **Pacheco – 0 Gifford Road (22-002SP)** – Closeout and release the Consultant Review balance of \$470 plus interest.

#### **Motion**

Bullard moved to release the inspection funds of \$470 + interest for Plat 29, Lot 22C. Seconded by Schmid. 4-0-0.

d. **Plat 29 Lot 22C RRL - Pacheco (23-013B)** – Closeout and release the Consultant Review balance of \$1500 plus interest.

**Motion**

Bullard moved to release the inspection funds of \$1500 + interest for Plat 29 Lot 22C. Seconded by Schmid. 4-0-0

e. **Inheritance Lane (23-010C-RRL):** Endorse Mylar for Definitive Subdivision

**Motion**

Bullard moved to endorse the Mylar for the definitive subdivision. Seconded by Schmid. 4-0-0

f. **Brookwood Solar (19-005SP-S)** – Full release (Form O) of performance surety for landscaping/vegetation (\$50,000.00)

**Motion**

Bullard moved to grant the release of the surety of \$50,000 plus interest, and the release of the balance of construction inspection funds after payment of the final invoice to S.W. Cole. Seconded by Schmid. 4-0-0

*Jim Whitin joined the meeting at 6:16 p.m.*

g. **Pre-Application Consultation (23-029PAC):** Request by Richard Burke to discuss adolescent education and housing facility at 435 Old Harbor Road.

Jon Connell of Northeast Engineering & Consultants, Inc., Attorney James Burke, and Ken Webber were present. They provided a concise overview of the project and are looking for input and feedback from the Board. The project aims to establish a residential facility for adolescents aged 13-17. The facility will offer on-site education, mental health counseling, and support for substance abuse disorders. The students will be housed on the premises as well. It was noted that there will be 24-hour staff with four to nine employees per shift, and a maximum of 12 students would reside there. The adolescents would participate in simple farming such as vegetable growing and raising small barn animals like chickens.

Whitin stated that filing a Site Plan Approval is required because there are more than five parking spaces. He also noted that the applicant must address stormwater issues from the driveway.

Daylor recommended implementing a water quality swale to address the runoff issue in the gravel parking areas and installing a basin and a small swale to capture runoff from the steep hill and direct it towards the basin at the end of the drive. He added it is crucial to find the most effective way to prevent runoff from flowing onto Old Harbor Road and ensure that water is not dumped onto the roadway, given that the road is sloping downwards.

Soares commented if they return with a filing, he would like to see the Building Department and the Board of Health's comments that address the septic system requirements because of the nitrogen-sensitive area.

According to Whitin, the primary purpose is for educational use, with farming as a secondary focus. However, since farming is not the main use, they may not be exempt from zoning requirements. As a result, the Board is requesting proposed plans for signage, parking, and lighting.

## **2. Assistant/Planners report**

a. Assistant Planner's report

Ms. Messier presented her report to the Board, which included the following information.

### **Harbor Water Study:**

- Weston & Sampson provided a Memorandum on 8/24/23 the Summary of 755 River Road Hydro geologic Evaluation. A follow-up meeting is scheduled for Wednesday 9/6/23 with staff and stakeholders for Frank Getchell to go over the findings and potential next steps.

### **Tickle Rd./ Watuppa Pond Stormwater System:**

- This project has been turned over to the Planning Board at the request of Manny Soares. Ms. Messier was in contact with Lindsey Wilcox of Woodard & Curran who provided her with the following update which she read into the record:  
A stormwater retrofit has been designed to collect and treat one inch of runoff from the residential area adjacent to 149 Plymouth Blvd. This location was selected because the 2.2-acre drainage area has a large amount of impervious area, untreated runoff is conveyed directly to the Pond in the existing condition, there is room within the right-of-way to install the system, and there is a desire by the property owners to improve the existing stormwater infrastructure in the area. Phase 1, which has progressed to completion of construction level design, includes a proprietary bio-retention structure, hydrodynamic separator, and detention system within the Plymouth Blvd. right-of-way. Phase 2, which needs further design and approval services, includes improvements to the existing impervious swale and outfall on private properties 147 and 149 Plymouth Blvd. The design approach includes the installation of a hydrodynamic separator, a drain manhole with a high flow bypass, two 6x12 non-filtration subsurface proprietary bio-retention systems in series, and a subsurface detention system within the right-of-way of Plymouth Blvd to provide TSS and phosphorous removal to an area that was previously unrelated. Additionally, improvements will be made to the existing conveyance infrastructure, including the installation of new curbing, catch basins, a subsurface detention system, and upgrades to the existing swale.
- Woodard & Curran is a consulting firm specializing in water and environmental projects.
- Ms. Messier contacted Jim H. and Lindsey for guidance on the next steps and how it would be funded.

### **Rte. 6 Re-Zoning Update:**

- The working group met with Russ Burke of BSC Group on 8/29/23 to follow up on the last meeting and make the necessary edits previously discussed. Additional edits were made to the slide presentation and one last follow-up meeting is set for 9/13/23 at 10 AM before we hold the first public forum which will be either at the end of September or early October.

### **Short-Term Rental Committee:**

- This item was not on the 8/21/23 Selectboard agenda, therefore it is on the next available agenda on 9/11/23 to be approved and for the committee members to be appointed.

#### **b. Planner's report**

Burris presented his report to the Board which included the following:

- Municipal Vulnerability Preparedness (MVP) 2.0  
Vendor request for proposals issued in mid-August and due on September 15. We will select a vendor by September 20, in time for the MVP 2.0 Cohort kick-off meeting on September 21. Ms. Messier and Burris will be attending.
- Emerging contaminants in Small and Disadvantaged Communities Grant  
Kleinfelder submitted a grant survey on behalf of the town to address PFAS in the drinking water at Westport Plaza, Lickety Splits, and the Macomber School. This project would extend the existing water main from Route 6 and provide service lines for adjacent properties to connect. This was a preliminary submission.
- Housing Production Plan (HPP)  
The Housing Production Plan survey period has been closed out. SRPEDD has prepared an overview of the survey results, an existing housing conditions assessment, and a demographic report. Next, they

will prepare housing goals and strategies for the town and present them to the Planning Board at the September 19 meeting.

### **3. Correspondence**

- a. ConCom Agent's email - Westport Lakes proposed development – *Noted.*

Gerry Coutinho was present and expressed his concern about the filing procedure with departments.

- b. Zoning Board of Appeals notice – *Noted.*

### **4. Minutes**

- a. June 13, 2023
- b. June 27, 2023
- c. July 11, 2023

*These minutes were approved at the August 8th meeting, but due to improper advertising, they must be approved again.*

### **Motion**

Daylor moved to re-approve the minutes of June 13, 2023, June 27, 2023, and July 11, 2023, as previously approved. Seconded by Schmid. 5-0-0

### **6. Short/Long-term Planning Discussions**

None

### **ADJOURNMENT**

The Board unanimously voted to adjourn at 7:36 p.m.

NOTE: Agenda is subject to change

### **NEXT MEETINGS:**

Planning Board: October 3, 2023, at 6:00 p.m.  
Public Hearings: 6:15 p.m. – 146 State Road  
6:30 p.m. – Plat 21 Lot 8 formerly Stoneridge