



DOVER PLANNING BOARD

Meeting Minutes

7:00 PM

September 11, 2023, Approved, as Submitted, October 2, 2023
Dover Town House

Members Participating: Carol Lisbon, Jody Shue, Bill Motley, George Sidgwick, and Scott Freedman

Associate Member: Val Lin.

Others Participating: Town Planner Jasmin Farinacci, Planning Assistant Sue Hall, Attorney John Connolly from Hinckley Allen Law Firm, Kurt Petrini, Petrini Corporation, and Joseph Feeney, 124 Farm Street, Dover

Opening: Chair Carol Lisbon called the meeting to order at 7:00 PM.

I. New/Special Business:

a. Introduction of Jasmin Farinacci as New Town Planner

Ms. Lisbon welcomed Ms. Farinacci. Ms. Farinacci thanked the Board for the opportunity to work with them and is very motivated and eager to get started.

b. Site Plan Review, 130 Farm Street

Present were Attorney John Connelly, Kurt Petrini, and property owner Joseph Feeney. Ms. Farinacci reported that Mr. Feeney is proposing to construct a 60' x 40' barn for a total of 3,800 s.f. in their rear yard for year-round use with electricity, insulation and ½ bath, and heat. The barn will replace one currently on site. The barn building is 60 feet long by 40 feet wide. It is a total of 3,800 square feet with the first floor having 2,400 square feet, and the second floor 1,400 square feet. The barn will have eight dormers and one cupola all having copper roofs. The siding is proposed to be clapboard on the gable ends, Board and Batten on the eave ends. As of right now, the barn is to be white with Essex green doors and a copper roof. The interior is proposed to have 3 stalls and a tack room. The interior post and beam will have a combination of

rustic wood finishes and wrought iron for the stalls. The barn will be heated. There will be standard interior barn lighting. Light fixtures on the exterior of the barn will not penetrate onto neighboring properties. The plan is to tie into the existing septic system that has been discussed and approved by the Board of Health. The barn will have one ½ bathroom, with a few exterior and interior water spigots. The existing well that serviced the original house which has been razed, will be connected to the new barn. The area of impervious surface on the property after the original residence was torn down has been reduced considerably. The Dover Stormwater Management and Erosion Control Bylaw is not applicable to this project, and the Conservation Commission did not require any stormwater upgrades in their review and approval of the project. There will be three structures on the property: the proposed barn, the existing cottage and an existing garage.

Ms. Lisbon made a motion to approval the Site Plan by Kelly Engineering Group, stamped and signed by Steven Horsfall and last dated 7/21/23, as well as the undated plans and elevations, by Scott Melching Architect, LLC, last dated 7/26/23, subject to the following conditions:

- 1. Prior to the issuance of a building permit, minor modifications to the site plan may be approved administratively by the Planning Board Chair.**
- 2. No exterior lighting serving the accessory structure shall cast onto neighboring properties.**
- 3. The accessory structure shall not be used for human occupancy.**

Seconded by Ms. Shue. The motion passed by a voice vote of 5-0.

a. II. General Town Business

b. Approval of Minutes

Ms. Lisbon made a motion to approve the August 14, 2023 minutes as submitted; seconded by Mr. Motley. The motion passed by a voice vote of 5-0.

III. FY24 Planning Board Priorities and Action Plan Discussion

a. Short-term Projects

- Pulte Homes, Junction Street**

The Pulte Company has submitted an ANRAD Wetlands Delineation application that will be acted upon at the Conservation Commission's September 13 meeting. Ms. Lisbon has been in communication with Medfield Town Planner Maria De La Fuente, and Medfield Selectmen Pete Peterson. Pulte has met with Medfield regarding the possibility of a connection to the Town's water and sewer.

- **Hale Partnership Task Force**

The Conservation Restrictions that are being drawn up for both Dover and Westwood are still in draft form.

- **Trout Brook (40B)**

The application for 4 single-family homes, one of which would be affordable, is currently before the Zoning Board of Appeals. The second hearing for this application is scheduled for September 12. It is recommended that the Board familiarize themselves with the project.

- **81 Tisdale Drive (40B)**

Mass Housing is currently reviewing an application for a Comprehensive Permit submitted by Paul McGovern (the applicant). The proposed development will consist of 42 units of rental housing on approximately 5 acres of land located at 81 and 85 Tisdale Drive. A site walk is scheduled for September 14, 2023, that will include Planning Board Chair Ms. Lisbon, Town Planner Ms. Farinacci, Planning Board Member Ms. Shue, Town Engineer Mike Angeri, Board of Health Inspector Jason Belmonte, Building Inspector Walter Avallone, and Fire Chief Paul Lutazzi. The Town requested an extension to submit comments from the original September 27, 2023 deadline.

- Open Space Committee Chair Amey Moot has informed Ms. Lisbon that the committee may need some assistance with the maps associated with the latest draft of the Open Space Plan that is currently being worked on.

- a. **Bylaws**

- A Stormwater Bylaw is currently being drafted by the Director of Public Works Kevin McCabe with assistance from Tata and Howard Engineering. Ms. Lin is working with Mr. McCabe to incorporate appropriate portions of The Conway School's report recommendations and best practices from other towns' bylaws.
- Mr. Motley reported that the Village Center Zoning and Design guidelines continue to be worked on with the assistance of Mr. Sidgwick. They will meet with Ms. Farinacci to discuss their progress and future aspirations.
- The new Floodplain Maps are expected to be available for acceptance at the May 2024 Town Meeting.
- The Town is awaiting approval from the Attorney General's office of the Accessory Dwelling Unit bylaw passed in May. It will be official 90 days after approval.

b. Housing

- The MBTA Communities Act is being worked on to identify applicable areas in Dover. Ms. Farinacci and Board Member Ms. Shue will work with MBTA consultant Jeff Davis on an Economic Feasibility Study. Mr. Davis's contract expires September 30, 2023. The Town is requesting an extension of his contract.

c. Chapter 40B

- The Board will work on verifying State data of safe harbor numbers and also review procedures for state housing inventory designation and safe harbor applications.

d. Systems

- The Planning Board supports the idea of an online permitting system.
- Ms. Farinacci will work to create a more efficient paper-based inter-department permitting process checklist with other land use departments.
- The Planning Board office will continue digitizing the office files.
- The Planning Board office will keep the department's page on the website updated.

e. Grants

- Ms. Farinacci will search for additional grants to supplement the Planning Board's bylaw initiatives.
- Ms. Farinacci will work with Mr. McCabe on Complete Street grant opportunities in support of the Village Center Project.
- The Planning Board is waiting for verification of our FY24 Planning Assistance Program grant application.

f. Education

- An education plan will be developed for the training of Planning Board members.
- The Planning Board will hold a public education session on Housing including 40B and MBTA Communities.
- The Planning Board will continue to participate in the Town's monthly newsletter with articles related to planning.

Adjournment:

At 7:30 PM Ms. Lisbon made a motion to adjourn; seconded by Mr. Sidgwick. The motion passed by a voice vote of 5-0.