



**BOXBOROUGH PLANNING BOARD**  
29 Middle Road, Boxborough, Massachusetts 01719  
Phone: (978) 264-1723 • Fax: (978) 264-3127  
www.town.boxborough.ma.us

James Faulkner, Chairman   Eduardo Pontoriero, Clerk   Owen Neville   John Markiewicz   Nancy Fillmore

**Meeting Minutes**  
**November 18, 2013**  
**7:30 p.m.**

Members present:

James Faulkner, Chair  
Eduardo Pontoriero, Clerk  
Owen Neville, Member  
Nancy Fillmore, Member  
John Markiewicz, Member  
Elizabeth Hughes, Town Planner

**Planning Board Meeting Schedule**

The Board set their meeting schedule for January to June, 2014.

**Planning Board Meeting Minutes**

Mr. Neville moved to approve the minutes of the October 21, 2013 as amended. Mr. Pontoriero seconded the motion with all voting in favor.

Ms. Fillmore moved to approve the minutes of the October 28, 2014 as written. Mr. Markiewicz seconded the motion with all voting in favor.

**MAPC Build-out Analysis Presentation**

The Board discussed when to have MAPC return to do the final presentation and determined January 13, 2014 would be appropriate.

**Next Intersection Project**

The Board discussed which intersection to focus on next, noting that altering Picnic Street and Middle Road would not be easy to fix and would require additional engineering to correct the drainage. The Town Planner recommended the intersection of Pine Hill Road and Burroughs Road because that would only require the removal of pavement to make it more of a "T" intersection. Ms. Hughes further suggested that the Board could also look at the intersection of Pine Hill Road and Summer Road and possibly have the stop signs on Summer Road removed.

Mr. Neville asked why the 3-way stop at Chester Road and Burroughs Road has not been removed. Ms. Hughes stated that is was a determination by the Police Chief to keep the sign, but that she would send a request to the Police Chief asking to clarify his reason.

The Chair postponed discussion on this topic until later in the meeting.

**Emanuel Woods Definitive Subdivision Plan Public Hearing**

The Chair reconvened the public hearing at 7:45 pm. The applicant's engineer Gary Shepard from David E. Ross Associates, Inc. gave an overview of the following changes made to the

plans since the last public hearing; alteration of the fire cistern cover at the request of the Fire Department, relocation of the catch basin in front of the Bieber's driveway, a note that any stones removed from the stone wall be reused in another portion of the wall, a note regarding the location of the trailhead for the future trail, a note that any excavated large boulders be used to delineate the edge of the wetland buffer, the straightening of the limit of disturbance line at the rear of the lots, removal of the monuments along the road right-of-way and placement along the edge of the roadway easement, a note regarding the planting of additional landscaping within the detention basins, additional street trees along the private roadway, and a note regarding the planting of 4 Mountain Laurel for each abutter in a location to be determined by property owner at the time the road and driveway are built.

Mr. Shepard informed the Board that the developer may wish to have the driveway for Lot 1 come off of the private roadway instead of the cul-de-sac, noting that this alleviates issues with the homeowner's association and the maintenance of the roadway. The Board discussed the location of the driveway for Lot 1. Mr. Neville thought the driveway should be off the cul-de-sac because the Town had determined that for a common driveway there should be a maximum of three houses and the private roadway was going to be built to the standards of a common driveway. Ms. Fillmore added that it may also look better than having one driveway at the end of the cul-de-sac and may be easier to build.

Mr. Shepard explained that having the driveway for Lot 1 off of the cul-de-sac makes it difficult to determine how the four lots would be required to divide the maintenance cost for the road and the drainage system and how that language gets reflected in the homeowner's association documents. He acknowledged that it might be the Board's preference to have the driveway off the cul-de-sac, but for the long-term maintenance and ability for the four homeowners to have an equal share in the cost of the private roadway; it was more practical to have the driveway off the private roadway.

The Board had a discussion regarding the legal issues with the driveway location. Mr. Markiewicz stated that having the driveway off the private roadway legally removes any questions regarding the maintenance with everyone paying an equal share and this was better in the long run. Mr. Faulkner agreed. Mr. Neville asked whether the driveway could be located just off the private roadway so that the remaining portion of the roadway would continue to look and function like a common driveway with only three houses. Mr. Shepard replied that would not be a problem. Ms. Fillmore did not have any issues with this solution.

The Town Planner pointed out that the need for street trees in the Subdivision Rules & Regulations was typically required for fully compliant subdivision roads that were 24 feet wide and that there didn't seem to be a practical reason to have a line of 10 street trees along the private roadway given the fact the houses would be located in the woods. Ms. Hughes suggested that those 10 trees could be grouped together elsewhere on the site to help further screen the project from the abutters. Mr. Shepard agreed that this would be a great alternative.

Paul DePalo, 312 Joseph Road asked for clarification on the number of trees that would remain in front of the lots. Mr. Shepard referred to the plan showing the location where the private roadway would require the removal of all the trees in that location, but that on the individual lots it would not be known whether some trees could remain or not until construction.

Jennifer Shade, 96 Joseph Road did not believe that the buffer in the location of their house was greater than about 25 feet, much more narrow than other location, which takes away from the rural landscape. Mr. Shepard did note that the buffer was the narrowest in that location, but by

then it was for one house lot and a 10-foot wide driveway. The Chair commented that this might be a potential location to group additional landscaping instead of more trees. The Town Planner explained that should the Board move forward and approve the project, they could require additional landscaping be shown in this location, but that it was probably better to determine this after construction. Mr. Neville thought waiting until after construction was more appropriate.

Larry Shade, 96 Joseph Road asked whether the driveway for Lot 4 could be shifted further east to allow for a greater buffer. Mr. Shepard replied that everything was possible; it was just a matter of trying to balance the cutting and filling required for the roadway so that it followed the existing contour and didn't require the removal of additional vegetation. Mr. Shepard also noted he was limited on the height of the house to the septic system and how to get the driveway to the house. The Town Planner commented that the Board could have a condition that the applicant at least explores the possibility of shifting the driveway for Lot 4 further from the abutting property line. Mr. Shepard replied that he would look into it by possibly shifting the location of the house and flipping the garage to the other side.

Tom Bieber, 151 Emanuel Drive asked if the septic systems for the houses would require pump systems. Mr. Shepard stated that each house would have a gravity feed system.

Ms Hughes questioned whether the Board wishes to further discuss the need for a public trail to be shown on the plan or whether having the designated trailhead parking and the commitment from the BCT that a trail would be installed in the future was sufficient. Mr. Neville felt that it was sufficient that the parking and trailhead are established, but questioned if there was any potential to access the open space land from Depot Road. Rita Grossman with the BCT replied that it would be nice to make a connection to Depot Road, but there was more work and planning that needed to be done because of slope and wetland issues.

With no further questions from the Board or the public, Mr. Markiewicz moved to continue the public hearing to December 2<sup>nd</sup> at 7:45 pm and direct the Town Planner to draft a decision for approval. Ms. Fillmore seconded the motion with all voting in favor.

### **Next Intersection Project**

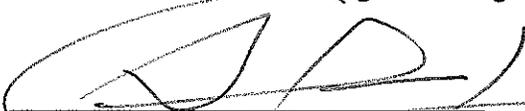
The Chair asked the Board if they had any objections to postponing discussion on this item until the next meeting. The Board agreed.

### **Planning Board Draft FY2015 Budget**

The Board reviewed the draft budget prepared by the Town Planner. Mr. Markiewicz moved to recommend to the Board of Selectmen and the Finance Committee the budget as drafted. Mr. Neville seconded the motion with all voting in favor.

With no further business, Mr. Neville moved to adjourn the meeting at 8:57 pm. The motion was seconded by Ms. Fillmore with all voting in favor.

On Behalf of the Boxborough Planning Board



Eduardo Pontoriero, Clerk