



PLANNING BOARD  
DOVER, MASSACHUSETTS

**DOVER PLANNING BOARD MINUTES**

December 1, 2008, Approved as Amended, December 15, 2008

Chair Jane Remsen called the meeting to order at 7:30 PM in the Dover Town House. Also present were Board members Mark Sarro, Henry Faulkner, Greg Sullivan, and Consulting Planner Gino Carlucci.<sup>1</sup>

**1. ATWOOD CIRCLE BOND**

Present were Kris Kolligian, Jeff Atwood and Jay Morton on behalf of the applicant. Mark Sarro recused himself from the proceedings because he is an abutter. Kris Kolligian reviewed the itemized list of tasks remaining. Town Engineer Bob Homer had submitted an itemized cost estimate totaling \$136,683. Kris also distributed a list which showed his cost estimate of items remaining totaling \$80,600. The list indicated that the applicants had contracts in place for the amounts indicated for most of those items. In addition, some of the items on the Town Engineer's list had already been completed, including the wetland restoration and many of the bounds. Also, there was a line item of \$10,000 for the purchase of loam fill but there was an amount for loam borrow of \$10,000, there is actually more loam stockpiled on site than will be needed so none will need to be purchased. Gino Carlucci stated that the Town Engineer's estimate is based on what it would cost the Town to complete the work based on prevailing wages. Greg Sullivan suggested that they needed a cushion, especially with regard to the paving cost. He suggested a bond amount of \$90,000. Henry Faulkner moved and Greg Sullivan seconded a motion to approve a bond amount of \$90,000. The vote was 3-0 in favor of the motion.

Gino Carlucci then explained that the applicants would need to open a passbook savings account in the name of both Friends of Colonial Road (FOCR) and the Town of Dover with signatures needed from both FOCR and the Town Treasurer. They would then present the passbook and a withdrawal slip signed by the FOCR representative to the Town. As items are completed, they can request reductions of the bond amount. The Planning Board would need to approve the reductions, withdraw the amount and then process a check in the name of the applicants. Thus, withdrawals may take 30 days or so.

**2. UPDATE ON KRAW DRIVE EASEMENT**

Gino Carlucci reported that he had received an easement document from the attorney representing the Billers. It looked OK to him, but he sent it to be reviewed by Town Counsel. He said he has heard back from Town Counsel that a marked up version would be arriving shortly.

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<sup>1</sup> Charles Ognibene was unable to attend due to other commitments.

### **3. ZONING BYLAW REVISION**

In the ongoing effort to revise the Zoning Bylaw by eliminating inconsistencies and making clarifications, Gino Carlucci presented a rewritten draft section pertaining to site plan review. He noted that there are currently two sections of the bylaw that address site plan review and that they have some conflicts and some repetition. He has combined them into a single section that flows better and is easier to understand. He said that there are no substantive changes but that there are some clarifications that need to be made. For example, some parts of the bylaw refer to site plan review as a special permit while another part says that site plan review requires no legal notice or abutter notices. Also, the bylaw requires that all applications be submitted as a preliminary (or minor) site plan and then the Planning Board will decide whether to approve it as is or require a full site plan review. He suggested that an applicant be allowed the option of going directly to full site plan review when it is clear that it will be needed. He also suggested that preliminary site plan be conducted without legal and abutter notices and full site plan follow the procedures of a special permit for notice and hearing requirements. A threshold level to trigger full site plan review is needed.

Gino Carlucci then relayed a few other inconsistencies and unclear provisions that needed to be worked on. Some of these included adding definitions that are currently within the Table of Uses, moving the section on windmills to Special Regulations instead of Dimensional Requirements, moving the special districts to the same section as main districts, streamlining the wireless communications provision by moving some of the detailed requirements out of the bylaw and into rules and regulations, making the section on rivers and streams consistent with the Rivers Protection Act, etc.

It was the consensus that a rewrite would be vetted over the course of next year and presented to Town Meeting in 2010. Jane Remsen also suggested that Gary Lilienthal had volunteered to participate in this process so he should be contacted as to how he wishes to participate. It was suggested that he might wish to review sections as they become ready.

### **4. OTHER**

Chairman Jane Remsen reported that an all-chairs meeting is scheduled for January 29<sup>th</sup>. She would like a list of Planning Board accomplishments over the past year to report.

An updating of the master plan was also discussed. Gino Carlucci stated that there is no state requirement to update it in any specified time period, unlike Open Space and Recreation Plans which need to be updated every five years. However, on the Commonwealth Capital application, which is now a requirement for many state grants, credit is given for master plans that are less than 10 years old.

The meeting was adjourned at 8:15 PM.

Respectfully submitted

A handwritten signature in cursive script, appearing to read "Gino Carlucci".

Gino Carlucci, Consulting Planner