

**Hopkinton Planning Board**  
**Minutes**  
**May 11, 2010**

Chairman Bruce Ellsworth opened the Hopkinton Planning Board meeting of Tuesday, May 11, 2010, beginning at 7:00 PM in Hopkinton Town Hall. Members present: Bethann McCarthy, Christopher Lawless, Michael Wilkey, Jane Bradstreet, Edwin Taylor and Cettie Connolly. Members absent: Timothy Britain and Celeste Hemingson.

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**I. Review Minutes and Notice of Decision of April 12, 2010.**

***Mrs. McCarthy, seconded by Mr. Taylor, moved approval of the Minutes with a correction to the motion concerning application #2010-2 of Pat Buckley representing YBP Library Services (page 4, item #1 should read as follows: "The landscaping treatment to treat run-off from the impervious area and its increase, if any, in negative impact of water quality." Motion carried unanimously (McCarthy, Lawless, Wilkey, Bradstreet, Taylor, Connolly and Ellsworth).***

***Mr. Wilkey, seconded by Mrs. McCarthy, moved approval of the Decision with the same correction as made to the Minutes (correction to the motion concerning application #2010-2 of Pat Buckley representing YBP Library Services). Motion carried unanimously (McCarthy, Lawless, Wilkey, Bradstreet, Taylor, Connolly and Ellsworth).***

**II. Conceptual Consultation(s).**

Tim Bernier of T. F. Bernier, Inc. addressed the Board on behalf of the owners of Columbia Hall, Chuck and Joyce Rose. Mr. Bernier discussed the owner's efforts in trying to restore the building and their findings that the building is unsafe and must be razed. He presented an existing conditions plan, along with two other plans marked Concept A and Concept B. Concept A was of a new building constructed basically on a similar footprint as the current building; however, with a 22-foot wide common drive that would be utilized by the Methodist Church and the tenants of the Rose building with parking located along side of the new building. Mr. Bernier stated that he has approached the Church to discuss the concept; however, the Church is in the process of having an architect complete a feasibility analysis of their facility, so at this time they are not able to commit to any proposal offered by the Roses. Mr. Bernier noted that in any case the Roses would have to work with their neighbors in designing the site.

Mr. Bernier stated that he had discussed the design concepts with architect Eric Palson who prepared the architectural designs for the downtown during the charret. Mr. Palson preferred Concept A with the parking located to the side of the building with potential green space as the streetscape.

The anticipated use of the new building would be to have retail space on the first floor and apartments on the second.

Mrs. McCarthy questioned whether Concept A could be designed without a common driveway. Mr. Bernier did not believe so, because of the limited side property available to the Roses.

Mr. Bernier then presented Concept B which showed the building being setback from the street enough so that a small parking lot would be constructed in the front. Mrs. McCarthy suggested that parallel parking would be better, rather than having head-in parking in front of the building. At this time, the Board reviewed the concept and different approaches that may or may not be

available in redesigning the parking. In most cases, Mr. Bernier believed that with the limited square feet available and the need for a turning radius that it would be difficult to completely redesign the parking, noting that he tried many designs before coming up with the concept presented.

Mr. Taylor noted that there are discussions in Town with respect to Safe Routes to school and their goal for sidewalks. He suggested that it would be beneficial if a sidewalk could be included in the design for the building to be constructed towards the front of the property.

Lastly, Chairman Ellsworth asked the Board to provide Mr. Bernier with guidance as to which concept is most preferred. All members recommended Concept A as presented.

### III. Application(s) – Public Hearing.

Application #2010-2 Pat Buckley/YBP Library Services - General Manager George Regal and Human Resource Manager Amy Popielarz addressed the Board to present a request for Site Plan Review approval to expand the parking lot of YBP Library Services on their property located closest to Cressy Brook Road. Access will be via the existing entrance off Maple Street. This is a continuation of the April 12, 2010 hearing.

Mr. Regal noted that Mr. Buckley was unable to attend the meeting, so he and Mrs. Popielarz are present to review the requested revisions to the site plan. Mr. Regal explained that in order for the parking lot to be constructed the house, owned by YBP Library Services, located off Cressy Brook Road will be razed. YBP proposes to construct a four foot berm along Cressy Brook Road with evergreens planted six to eight feet apart on top of the berm as a buffer. The type of evergreens proposed call called Green Giants, which are approximately ten feet tall when planted. The berm is proposed to be 12 feet wide with a light pole located on the inside of the berm (parking lot) that will be 14-feet in height. The light fixture will face downward into the parking lot. The existing gate off Cressy Brook Road will be reutilized, but moved closer to the street. The gate will remain closed, except for during the winter months when plowing of the parking lot is necessary.

Mr. Regal then reviewed that portion of the site plan showing drainage, explaining that the existing guardrail will be extended with a curb along side it to direct the water flow from the parking lot to the existing drainage system. Additionally, a snout will be installed as part of the drainage system. The snout is intended to capture oil, residue and any other debris so that it does not enter into the drainage system. A stone berm level spreader will be installed in order to eliminate any possibility of erosion.

Abutter Michelle Serazin of Cressy Brook Road presenting various photographs of her property, Cressy Brook Road and the property of YBP Library Services. Ms. Serazin reiterated her concerns expressed at the April meeting with respect to traffic, screening and drainage.

Chairman Ellsworth questioned whether for screening purposes it would be possible to erect a fence in place of the evergreen trees. In response, Mr. Regal stated that it would be his preference for aesthetics to plant the evergreens, noting that he has been told that the Green Giant evergreens are very tall and full at the time of planting. He believed that the evergreens would be a more suitable buffer.

Mr. Taylor questioned whether the proposed parking lot would be paved. In response, Mr. Regal replied yes.

Mr. Regal explained the need for approximately 40 to 50 additional employees at their Hopkinton facility. With the two shifts operating, Mrs. Popielarz explained how there would be a cross-over of employees parking at the property at various times.

Brian Newell on behalf of Ms. Serzan questioned whether the lighting proposed would be sufficient to light the proposed parking lot. Furthermore, he questioned who would be responsible for enforcing requirements imposed by the Board. In response, Mrs. Bradstreet stated that the Board of Selectmen would be responsible.

Mr. Newell inquired about the road drainage, suggesting that the excavation for the parking lot and berm might have a negative impact on the existing drainage problem for Cressy Brook Road. Mrs. Robertson suggested that the Board could condition approval of the site plan subject to review and approval by the Public Works Director.

Discussions ensued concerning the location and size of the gate to YBP's property, with Mr. Regal noting that the plan needs to be revised to correct the location and size of the gate.

Mrs. McCarthy suggested that the Applicant extend the tow of the berm to within 10 feet of the proposed gate. The reason that the proposal is to be no closer than 10 feet is so to allow for adequate site distance.

Ms. Serzan expressed concern with the burning of the building by the Fire Department and questioned the timing. Chairman Ellsworth suggested that Ms. Serzan discuss her concerns with the Fire Chief and/or Board of Selectmen.

***Mrs. Bradstreet, seconded by Mr. Wilkey, moved approval of the application with the condition that the berm be proportionally vegetated relative to its increased length, so to achieve full screening. Motion carried unanimously (McCarthy, Lawless, Wilkey, Bradstreet, Taylor, Connolly and Ellsworth).***

## II. Other Business.

The Board briefly discussed the need to finalize the revisions to the Site Plan Review Ordinance and to begin the process of reviewing revisions to the Sign Ordinance. Mrs. Robertson is to present a proposed time line for revisions to the Sign Ordinance. It was noted that the final public hearing concerning the revisions should occur in September/October so that there would be sufficient time for petitions to be submitted.

## III. Adjournment.

With no other business to come before the Board, Chairman Ellsworth declared the meeting adjourned at 8:15 PM. The next regular scheduled meeting of the Planning Board is Tuesday, June 8, 2010, at 7:00 PM in the Town Hall.

Karen L. Robertson  
Planning Director

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In accordance with RSA 677:15, any person(s) aggrieved by any decision of the Board concerning application(s) may present to the Superior Court a petition, duly verified, setting forth that such a decision is illegal or unreasonable in whole or part and specifying the grounds upon which the same is claimed to be illegal or unreasonable. Such petition shall be presented to the

court within thirty (30) days after the Board's final decision regarding the application in question has been filed and becomes available for public inspection in the Planning Office.