



**Halifax Planning Board  
Meeting Minutes  
Thursday, March 7<sup>th</sup>, 2024**

A meeting of the Halifax Planning Board was held on Thursday, March 7<sup>th</sup>, 2024, at 7:00pm in the Selectmen's Meeting Room Halifax Town Hall 499 Plymouth Street, Halifax, MA.

These minutes are an abstract of the Planning Board meeting held Thursday, March 7<sup>th</sup>, 2024, which are on file with the Planning Board Department and posted on the Town of Halifax website and Area58 Halifax's YouTube page.

Members Present: Thomas Millias; Chair, Robert Gaynor; Vice-Chair, Amy Troup; Clerk, Richard Merry; Member, and Brendon Elliot; Member.

Members Absent: None

**Location:** Selectmen's Meeting Room, Halifax Town Hall, 499 Plymouth St, Halifax, MA

**Time:** 7:00pm. **Requested by:** Planning Board

*\*\*The listings of matters are those reasonably anticipated by the Chair, which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may be brought up for discussion to the extent permitted by law\*\**

Chair Millias calls the Halifax Planning Board meeting into session, states members present and reads agenda into record.

Millias asks the Board if they have had a chance to read over the agenda as presented.

Troup states she would like to make a motion to add Pasture Lane as a discussion item on the agenda. Millias states that he has an issue with that if everyone who should be involved in the discussion is not present at the meeting (i.e. attorneys, other parties of interest) and informs Troup that there has been an issue with getting in touch with the contractor etc. Gaynor states that if Troup makes a motion to discuss Pasture Lane, he will second it.

**MOTION** to discuss Pasture Lane

**MOTION:** Troup

**SECOND:** Gaynor

**All in favor (5-0)**

**Appointments/ Hearings:**

- **24-SPR-240 -- 650 Industrial Drive;** Matthew Ferreira- Site Plan Review for adding office units to the second floor of an existing storage building
  - Applicant Matthew Ferreira is present at the meeting to discuss his application for Site Plan Review. He informs the Board that they are adding office units to the second floor of the building. Millias asks him what they have added for parking. Ferreira states that they have added 45 additional parking spaces to accommodate employees. No additional

paving will be done. HVAC is currently present upstairs, and the building is already sprinkled/ plumbing is done.

Millias asks if this is for “in house use” or if the space will be rented out. Ferreira states that it will be used for in-house use only.

The Board has a few questions for the applicant, and they engage in a brief Q&A.

It is noted that another handicap parking space will need to be added, as only one is present currently on the plans. The Board has decided that they would be able to grant an approval contingent on compliance of handicap parking requirements.

**MOTION** to approve Site Plan Review application #24-SPR-240 with the condition that revised plans are submitted showing compliance of CMR-521-handicap parking requirement.

**MOTION: Troup**

**SECOND: Gaynor**

**All in favor (5-0)**

- *Form A Application -- 111 River Street; V.S Haseotes with Silva Engineering Associates*
  - Rebecca from Silva Engineering is present at the meeting to present the Form A Application to the Board. They are looking to carve out another piece of a very large parcel owned by Haseotes.

**MOTION** to approve Form A Application for 111 River St #24-A-239

**MOTION: Troup**

**SECOND: Elliot**

**All in favor (5-0)**

- *24-SPR-241 -- 416R Plymouth Street; Valdomiro Barbosa- Proposed shed manufacturing in unit*
  - *Applicant Valdomiro Barbosa is present at the meeting to present his Site Plan Review Application to the Board and gives some information about what he would like to do. Millias states that in the past, they have had a hard time obtaining a Site Plan for the entire building, which has made it difficult for new businesses to come in. Where the owner of the building has divided some of the space inside, a Site Plan is necessary to show an updated configuration of the building as well as the number of parking spaces that will be needed to accommodate the businesses. Millias suggests tabling the discussion until the applicant can contact the owner of the property and try to request the Site Plan the Board is looking for. The Board advises Barbosa to bring the updated Site Plan of the building to the meeting on April 4<sup>th</sup>, 2024.*

#### **Discussions/Action to be Taken:**

- 285 Holmes Street- Liddell & Okerfelt – Compliance with the Site Plan that was approved on June 17<sup>th</sup>, 2021, needs to be revisited and discussed. Letters went out to both parties on March 4<sup>th</sup>, 2024, requesting their presence at the meeting tonight.



- *Ann Sobolewski, representative for Liddell, is present at the meeting as well as resident Jake Okerfelt. Merry informs the Chairman that he needs to recuse himself from the meeting and takes a seat in the audience.*  
*Okerfelt introduces himself to the Board. Millias asks him what his concerns are. Okerfelt gives the Board an outline of why he requested the meeting, and what his concerns are with the Liddell's property. Okerfelt states that the exterior lights on the building have been turned on on several occasions directly affecting his property, there are drainage issues, and the building is being used for something other than what the original Site Plan stated. Okerfelt informs the Board that he has provided pictures/videos showing that the Site Plan is not in compliance.*  
*Sobolewski informs the Board that she is unaware of a lot of the information that was shared by Okerfelt. She states that there would be a plan to come back before the Board for a new Site Plan Review once the new use of the building is determined by the owner.*  
*Okerfelt states that as a neighbor, he is asking that Liddell be respectful of the fact that they are now located in a residential area (apart from their one parcel that is zoned industrial) and not in the industrial park as they once were.*  
*A brief discussion between Board members commences.*

**MOTION** to request that the Zoning Enforcement Officer see that all applicable Zoning By-Laws are being adhered to, and the original Site Plan approval is being accurately enforced. Action to be taken if it is found to not comply.

**MOTION: Millias**

**SECOND: Elliot**

**All in favor (5-0)**

*Merry returns to the Board.*

- **Pasture Lane**

- *Resident Monica Anderson of 5 Pasture Lane is present at the meeting to inquire about the work that needs to be done to finish the road. Gaynor explains that it has been an ongoing struggle to arrange a time between attorneys of both parties to attend a Planning Board meeting to discuss everything at length and hopefully come to a resolution suitable for everyone involved. Gaynor states that Town Counsel has been attempting to get in contact with the developer's attorney for quite some time with no success.*

*The resident states that the drainage is on her property, and there are piles of debris and brush that have been present for 3+ years.*

*The Board discusses their recollections of what has transpired regarding this subdivision and the work that needed to be done.*

*Elliot suggests that the Board ask Town Counsel if they can ask the Highway Department if they would be able to aid in removing at least the brush off the resident's property as an "act of good faith".*

**MOTION** was made that a formal request be submitted to Town Counsel to ask the Highway Department to remove the brush on the resident's property located at 5 Pasture Lane per the Planning Board.

**MOTION: Millias**  
**SECOND: Gaynor**  
**All in Favor: (5-0)**

**Meeting Minutes:**

- December 7<sup>th</sup>, 2023
- February 1<sup>st</sup>, 2024

**MOTION to accept the minutes of 2/1/24 as written.**

**MOTION: Gaynor**

**SECOND: Merry**

**All in Favor: (5-0)**

**MOTION to approve the minutes of 12/7/23 as written.**

**MOTION: Troup**

**SECOND: Merry**

**All in Favor: (5-0)**

**Bills:**

- *PGB Engineering Invoice #24-105* for services at 314 Plymouth Street in the amount of \$280.00
- *W.B. Mason Invoice #244073941* in the amount of \$29.83 for office supplies
- *W.B. Mason Invoice #244811884* in the amount of \$44.08 for office supplies

**MOTION to pay PGB Engineering Invoice for \$280.00**

**MOTION: Troup**

**SECOND: Elliot**

**All in Favor: (5-0)**

**MOTION to pay W.B. Mason Invoice #'s 244073941 & 244811884.**

**MOTION: Troup**

**SECOND: Elliot**

**All in Favor: (5-0)**

*Millias reads mail correspondence into record.*

**MOTION to accept correspondence from surrounding towns.**

**MOTION: Gaynor**

**SECOND: Elliot**

**All in Favor: (5-0)**

**Adjournment:**

**MOTION to adjourn.**

**MOTION: Troup**

**SECOND: Gaynor**

**All in Favor: (5-0)**

**Next scheduled meeting:** March 21<sup>st</sup>, 2024

**Documents:**

1. Agenda 03/07/24
2. SPR Application for 650 Industrial Drive
3. Form A Application for 111 River Street
4. SPR Application for 416R Plymouth Street
5. W.B. Mason Invoice #244073941
6. W.B. Mason Invoice #244811884
7. Meeting Minutes 12/7/23
8. Meeting Minutes 2/1/24
9. Mail Correspondence

**Respectfully typed and submitted by:** Danielle Akeke

Date Submitted: 03/21/2024

  
\_\_\_\_\_  
Thomas Millias, Chair

\_\_\_\_\_  
Robert Gaynor, Vice-Chair

\_\_\_\_\_  
Amy Troup, Clerk

\_\_\_\_\_  
Brendon Elliott, Member

\_\_\_\_\_  
Richard Merry, Member

The Halifax Planning Board