

PLANNING BOARD

Calendar year 2013 proved to be an extremely productive year for the Lancaster Planning Board. During the course of the Board's 20 meetings, a wide range of activities occurred ranging from site plan reviews, stormwater management reviews, special permit reviews, ANR plan reviews, as well as a major re-zoning project and other zoning amendments. The Planning Board reviewed several significant applications in 2013, the highlights of which are listed below:

Subdivision Plans

- Winsor Heights II Subdivision, off of Winsor Road
Amendment to subdivision plan, addition of open space parcels
Amended Subdivision Plan Approved: 2/25/13
- Eagle Ridge Subdivision, off of Sterling Road
Project Reviews were held on: 11/25/13

There were continued reviews and inspections at several sites that were approved in previous years, including:

- Eagle Ridge Subdivision, off of Sterling Road
- Applebrook Farm Subdivision (formerly Runaway Brook) Subdivision, off of Chase Hill Road

Site Plans

- Borrego Solar, Brockelman Road
Site plan for solar array facility
Approved: 1/28/13
- Nationwide Auto Recycling, Lunenburg Road
Site plan for relocation of business to adjacent property
Approved: 5/20/13
- Main Street Auto, 214 Main Street
Site plan for gas station
Approved: 6/24/13
- UGT Solar, Former Shirley Airport, Shirley Road
Amended site plan for lot size reduction and layout change
Approved: 7/8/13

- ABC Composting, Shirley Road
Site plan for composting facility
Approved: 8/12/13
- North Lancaster LLC, Lunenburg Road
Site plan for FC Stars soccer field complex
Approved: 8/12/13
- Nationwide Auto Recycling, Lunenburg Road
Amendment to site plan for outdoor storage containers
Approved: 8/12/13
- North Lancaster LLC, Lunenburg Road
Site plan for gas station/convenience store/coffee shop
Approved: 8/26/13
- Nationwide Auto Recycling, Lunenburg Road
Amendment to site plan for fencing and hours of operation
Approved: 9/9/13
- North Lancaster LLC, Lunenburg Road
Amendment to site plan for office building and storm shelters
Approved: 9/9/13
- North Lancaster LLC, Lunenburg Road
Site plan for Agway business relocation
Approved: 9/9/13

There were continued reviews and inspections at sites that were approved in previous years, including:

- Mass. Youth Soccer Association, Old Union Turnpike

Special Permits

- Winsor Heights II Subdivision, off of Winsor Road
Special Permit for Flexible Development
Approved: 2/25/13
- Michael Favreau, 2250 Main Street
Special Permit for Extended Driveway
Approved: 6/10/13
- North Lancaster LLC, Lunenburg Road
Special Permit for Coffee Shop Drive-up Window
Approved: 9/30/13

- North Lancaster LLC, Lunenburg Road
Special Permit for Soccer Complex Extended Driveway
Approved: 9/30/13
- North Lancaster LLC, Lunenburg Road
Special Permit for Soccer Complex Lighting
Approved: 9/30/13
- North Lancaster LLC, Lunenburg Road
Amendment to Special Permit for Soccer Complex Extended Driveway
Approved: 12/9/13

Stormwater Management Permits

- Borrego Solar Array, Brockelman Road
Stormwater Management Permit
Approved: 1/28/13
- McGovern Brook LLC, Lunenburg Road
Stormwater Management Permit
Approved: 5/20/13
- UGT Solar Array, Former Shirley Airport, Shirley Road
Amendment to stormwater permit for reduction in impervious surface
Approved: 7/8/13

Approval Not Required (ANR) Plans

- William Putnam
225 Kaleva Road, 2 building lots
Approved: 3/11/13
- Lancaster Technology Park
Old Union Turnpike, 3 building lots
Approved: 4/8/13
- Daniel Florio
Former Shirley Airport, Shirley Road, 1 building lot, 1 non-buildable lot
Approved: 4/22/13
- James Cichy and Maribeth Pochini
2029 Lunenburg Road, 2 building lots
Approved: 4/22/13
- Donald Siver
582 George Hill Road, 1 building lot
Approved: 7/22/13

- North Lancaster LLC
Lunenburg Road, 6 building lots, 17 non-buildable lots
Approved: 8/12/13
- Jonathan and Ann Smith
Schumacher Road and Ponakin Road, 3 building lots
Approved: 8/26/13
- North Lancaster LLC
Lunenburg Road, 5 non-buildable lots
Approved: 11/4/13
- Town of Lancaster
2121 Main Street, 2 building lots
Approved: 11/25/13
- Paul and Jeanne Rich
281 Mill Street Extension, 3 building lots
Approved: 12/9/13

As-Built Plans

- None submitted in 2013.

61 (A, B) Option to Purchase Land

- None submitted in 2013.

Road Acceptance / Discontinuation

- Discontinuation of a portion of South Bolton Road
Recommendation Approved: 8/26/13

Transportation Projects

- Intersection Remodeling at Lunenburg Road (Rt. 70) and Old Union Turnpike – proposed roundabout design, in FY12 Regional Transportation Improvement Plan
Project Completion: November 2013
- Intersection Remodeling at Five Corners – proposed merger of Bolton Road and Centerbridge Road, in FY13 Regional Transportation Improvement Plan
Project Start: March 2014

Zoning Bylaw Amendments

- Adoption of Enterprise Zoning District (EZ) and EZ-A Retail Sub-district

Elimination of the Limited Office (LO) District

Approved at Town Meeting: 5/6/13

- Adoption of Medical Marijuana Moratorium

Approved at Town Meeting: 5/6/13

- Adoption of Poultry Bylaw Amendment

Approved at Town Meeting: 5/6/13

- Zoning Bylaw Clean-up

Approved at Town Meeting: 10/28/13

Other Business

In June 2013, the Board re-organized and re-elected Jeanne Rich as Chair, Francis Sullivan as Vice-Chair and Philip Lawler as Clerk.

Master Planning

The Board continued to carry out the implementation of the ten-year roll-out plan that will amend our zoning bylaws and create new programs in the areas of land use, economic development, housing, transportation, open space and natural resources, recreation and historic preservation. It is the vision of the Board to treat the Master Plan as a working document and a blueprint for planning.

In 2013, the Planning Director partnered with the Montachusett Regional Planning Commission to introduce the second phase of the Zoning District Study. This phase will propose to introduce two new Village Districts (Center Village and South Village), and to create the appropriate uses in each district. Several public information sessions and public hearings will be held in 2014 to educate residents, business owners and land owners on the proposal, have a dialogue on the options, and solicit input will be incorporated into the final plan. The final zoning package will be voted on at the Annual Town Meeting in May 2015.

Another product from our relationship with MRPC is the creation of a Housing Production Plan (HPP). The make-up of Lancaster's population, except for the Town's unusually large institutional population, departs little from the pattern of demographics in nearby and similarly situated communities elsewhere regarding age distribution, ethnicity, typical household size, and other housing-related characteristics. Lancaster shares a similar demographic future with those others as projected by State and regional organizations: household size continuing to drop, small growth or possible decline in the school-age population, stability or slow growth in the working age population, and very a sharply growing senior population, as the baby boom generation reaches that age. These projections suggest a growing need for relatively small housing units to serve smaller households, a continuing need for housing serving starter households, and an accelerating need for senior housing. A crucial part of this strategy is to pursue approval of a Lancaster Affordable Housing Plan under the Mass. Department of Housing and Community Development's Planned Production Regulations and subsequent certification of compliance with

that Plan. This plan was completed in 2013, and we will now seek approval from the Board of Selectmen in 2014, and then submit to the State for certification.

Tech Team

Under the direction of the Planning Director, cross-communications between the Planning Board and other departments and boards in the community have improved with the introduction of the *Tech Team*. The *Tech Team* is comprised of representatives from several town boards, commissions and departments and meets monthly to review projects that come before the Planning Board and provide critical comment from their various perspectives. This feedback is directed back to the applicant and incorporated into the plans so that the final product is a useful and supportable project for the Town.

Montachusett Regional Planning Commission

The Board continues to work closely with the Montachusett Regional Planning Commission (MRPC) who is chartered to carry out comprehensive regional planning. MRPC is a Regional Planning Agency (RPA) that was created by and is responsible to its 22 member municipalities. MRPC offers technical and professional services to its members, including planning in the areas of community development, economic development, transportation, housing, environment, and geographic information systems. Specifically, the Lancaster Planning Board has worked with MRPC on the following items this year:

- Regional transportation planning
- Route 117 Corridor Study
- Regional trail planning
- Zoning District Study – Phase 1 completion and Phase 2 introduction
- Housing Production Plan
- GIS mapping services

Victor Koivumaki is the current Chair of the MRPC and Lancaster representative from the Planning Board. Noreen Piazza (Planning Director) is the town's representative to the Montachusett Joint Transportation Committee and on the Metropolitan Planning Organization (MPO) as a regional representative for Lancaster, Clinton and Sterling. As Chair of MRPC, Victor Koivumaki is also a member of the MPO, which is responsible for approving projects in MRPC communities to be placed on the Massachusetts Transportation Improvement Plan (TIP). We will continue to work very closely with MRPC to insure that Lancaster is well represented in our regional planning efforts.

Planning in 2014

The Board anticipates that 2014 will be equally as productive as the work of the Master Plan implementation continues. Village District zoning and adoption of a Medical Marijuana Overlay District will be the main focus areas this year, along with continued development of the Route 2 and Route 70 business corridors.

The Planning Board wishes to thank the community and the Board of Selectmen for their continued and future support of the Board's efforts to plan for the future enjoyment and well being of our community.

The Lancaster Planning Board is a five-member elected board whose charge is to ensure compliance with a wide array of land use regulations in Lancaster. The Planning Board meets on the second and fourth Mondays of each month at 7:00 PM in the Town Hall Auditorium. All citizens are welcome to join the Board for these meetings and public involvement is always encouraged.

The Community Development and Planning office coordinates all meeting schedules and is open Monday through Thursday, 9:00 AM to 4:00 PM. As always, this office welcomes citizen's questions, comments or suggestions. Please feel free to contact us at 978-365-3326 x1311, npiazza@lancasterma.net or jgalliardt@lancasterma.net. For more information on Planning issues in Lancaster, please visit us on the Town's web site: www.ci.lancaster.ma.us.

Respectfully submitted,

Jeanne Rich, *Chair*
Francis Sullivan, *Vice-Chair*
Philip Lawler, *Clerk*
Victor Koivumaki
Tom Christopher

