

## **PLANNING BOARD**

Calendar year 2014 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 2014, the highlights of which are listed below:

### **Subdivision Plans**

- McGovern Place Preliminary Subdivision Plan, off of Lunenburg Road  
*Preliminary Subdivision Plan Approved: 1/27/14*
- McGovern Place Definitive Subdivision Plan, off of Lunenburg Road  
*Definitive Subdivision Plan Approved: 2/24/14*
- Eagle Ridge Subdivision, off of Sterling Road  
*Project Reviews were held on: 6/9/14*
- Poras Realty Trust Subdivision  
*Preliminary Subdivision Plan Approved: 11/10/14*

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

- Eagle Ridge Subdivision, off of Sterling Road
- Devonshire Estates Subdivision, Devonshire Way

### **Site Plans**

- Agway, Lunenburg Road  
Amended site plan for store relocation  
*Approved: 1/27/14*
- Shirley Road Solar Facility, Shirley Road  
Amended site plan for construction schedule  
*Approved: 2/24/14*
- Agway, Lunenburg Road  
Amended site plan for outdoor storage and landscaping  
*Approved: 4/14/14*
- J.B. Hunt Transportation, Lunenburg Shirley Road  
Site plan for office building and parking areas  
*Approved: 6/23/14*

- J.B. Hunt Transportation, Lunenburg Road  
Amended site plan for hours of operation and traffic mitigation  
*Approved: 7/14/14*
- North Lancaster LLC, Lunenburg Road  
Amended site plan for FC Stars soccer field complex – change in sidewalk composition  
*Approved: 7/14/14*
- North Lancaster LLC, Lunenburg Road  
Amended site plan for FC Stars soccer field complex – hours of lighting operation  
*Approved: 11/24/14*
- Kalon Farms, Seven Bridge Road  
Amended site plan for change in business  
*Approved: 12/22/14*
- Clean Energy Collective, George Hill Road  
Site plan for solar array facility  
*Status: Continued into 2015*
- Cumberland Farms, Main Street  
Site plan for relocation of gas station/retail store  
*Status: Continued into 2015*
- EDF Renewable Energy, Shirley Road  
Amended site plan for fencing  
*Approved: 12/22/14*

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

- FC Stars soccer facility, off of Lunenburg Road
- Shirley Road solar facility, Shirley Road
- Brockelman Road solar facility, Brockelman Road

### **Special Permits**

- Graves Construction, Fort Pond Road  
Special Permit for Outdoor Storage  
*Approved: 3/24/14*

### **Stormwater Management Permits**

- Clean Energy Collective, George Hill Road  
Stormwater Management Permit  
*Status: Continued into 2015*

- Cumberland Farms, Main Street  
Stormwater Management Permit  
*Status:* Continued into 2015

#### **Approval Not Required (ANR) Plans**

- James and Kimberly Lavallee  
222 Bolton Road, 2 building lots  
*Approved:* 7/28/14
- Marjorie Corbley  
113 Sterling Road, 2 building lots  
*Approved:* 8/25/14
- Daniel Florio  
0 Shirley Road, 2 building lots  
*Approved:* 10/20/14
- Donald Siver  
582 George Hill Road, 2 building lots  
*Approved:* 11/10/14
- Donald Siver  
582 George Hill Road, 2 building lots  
*Approved:* 12/22/14

#### **As-Built Plans**

- Shirley Road Solar Array facility, Shirley Road

#### **61 (A, B) Option to Purchase Land**

- None submitted in 2014.

#### **Road Acceptance / Discontinuation**

- None submitted in 2014.

#### **Transportation Projects**

- Intersection Remodeling at Five Corners – proposed merger of Bolton Road and Centerbridge Road, in FY13 Regional Transportation Improvement Plan  
*Project Completion:* September 2014

#### **Zoning Bylaw Amendments**

- Adoption of Neighborhood Business (NB) Zoning District at Five Corners

Elimination of the Highway Business (HB) Zoning District  
Reconfiguration of Light Industry (LI) Zoning District  
*Approved at Town Meeting: 5/5/14*

- Adoption of Medical Marijuana Overlay District (MMOD)  
*Approved at Town Meeting: 5/5/14*

### **Other Business**

In June 2014, the Board re-organized and re-elected Jeanne Rich as Chair, Francis Sullivan as Vice-Chair and Philip Lawler as Clerk.

In September, it was with great pleasure that the Community Development and Planning and Board of Health offices welcomed our new Administrative Assistant and Office Manager, Heather Hampson. Heather brings a wealth of municipal administrative experience to the Town. She has recently worked as an Administrative Assistant in the towns of Maynard, Shirley and Littleton supporting the Conservation Commission, Board of Appeals, Board of Health and Building department.

### **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 2014, the Planning Director partnered with the Montachusett Regional Planning Commission to introduce the third 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 were held in 2014 to educate residents, business owners and land owners on the proposal, have a dialogue on the options, and solicit input that will be incorporated into the final plan. The final zoning package will be voted on at the Annual Town Meeting in May 2015.

### **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
- Regional trail planning
- Zoning District Study – Phases 1 and 3
- Lancaster Economic Development 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 2015**

The Board anticipates that 2015 will be equally as productive as the work of the Master Plan implementation continues. Village District zoning, along with continued development of the Route 2 and Route 70 business corridors will be foremost. The Board is also looking to create a new solar bylaw for the community.

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 Community Center. 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](mailto:npiazza@lancasterma.net) or [hhampson@lancasterma.net](mailto:hhampson@lancasterma.net). For more information on planning issues in Lancaster, please visit us on the Town's web site: [www.ci.lancaster.ma.us](http://www.ci.lancaster.ma.us).

Respectfully submitted,

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

