

APPROVED APRIL 25, 2022
PLANNING BOARD MEETING MINUTES
VIA ZOOM

March 14, 2022

Present: Russ Williston, Chair, Tom Christopher, Carol Jackson, Roy Mirabito, and Peter Christoph

Staff Present: Jasmin Farinacci, Planning Director Planning

List of Documents:

- Planning Board Agenda for March 14, 2022
 - 21-256 Lan CC Lancaster VP Contract
 - Bylaw Jurisdiction and Mitigation Plan-580 Fort Pond Road
 - Eco Tec Inc. letter to Lancaster Conservation Commission dated December 9, 2021
 - Haley Ward Drainage Analysis letter dated March 10, 2022
 - Hannigan Engineering Inc. McGovern Place Peer Review Comment Response dated March 14 2022
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The Chair called the meeting to order at 7:00PM.

Attendance Roll Call:

Administrative

1. **Attendance Roll Call: Roy Mirabito here, Carol Jackson here, Tom Christopher here, Peter Christoph here, and Russ Williston here.**

Public Hearing

2. **Continued Hearing: North Lancaster, LLC for approval of an Amended Definitive Plan-Phase 2 entitled "McGovern Boulevard Phase II: Roadway Construction in Lancaster Mass,** relative to the roadway construction for the approved Definitive Subdivision (Continued from 7/7/2021, 7/26/2021, 9/27/2021, 12/13/202, 1/24.2022, and 2/28/2022)-Tom Christopher recused himself and was placed in the waiting room.

Present: Scott Miller, Haley and Ward, Chris Anderson, Hannigan Engineering

Chair Williston said they received a response from the applicant. Chris Anderson went over their responses from comments received from Haley and Ward. He said all the comments have been addressed. Scott Miller suggested condition for approval for require stamped drawings for the culvert and the retention wall.

Roy Mirabito said he would like coordination of the traffic synchronization in the crosswalks. The Board discussed the following conditions: detail sheet showing erosion control and resource restoration, signaling of all intersections and crosswalks on McGovern Boulevard and Route 70.

Roy Mirabito made a motion to close the hearing and Carol Jackson seconded the motion. No

discussion. Roll Call Vote: Roy Mirabito yes, Carol Jackson yes, Peter Christoph yes, and Russ Williston yes.

Roy Mirabito made a motion to approve the Amended Definitive Plan Phase 2 entitled “McGovern Boulevard Phase II: Roadway Construction in Lancaster Mass with conditions discussed. and Carol Jackson seconded the motion. No discussion. Roll Call Vote: Roy Mirabito yes, Carol Jackson yes, Peter Christoph yes, and Russ Williston yes.

Tom Christopher returned to the meeting.

- 3. Fort Pond LLC seeks a Special Permit under the requirements of the Lancaster Zoning Bylaw Section 220-39, Stormwater Permit** under the requirements of Lancaster Stormwater control Regulations Ch 170, and Site Plan Approval under the requirements of the Lancaster Zoning Bylaw Section 220-34. The applicant proposes to construct a 211,200 SF addition to the existing building for increased manufacturing and production capacities with related parking, loading and other site improvements at a property located at 580 Fort Pond Road and within the Enterprise Zone zoning district, the Integrated Planning Overlay District, and the Water Resource Protection Overlay District. (Continued from 12/13/2021 and 1/10/2022)
Present: Justin Dufresne, Civil Engineer at VHB for the applicant

Justin Dufresne gave the Board a brief project update. He said they are waiting for the peer review on the traffic, and he said they are working with the Conservation Commission. He said they received a comment letter from CEI on just the civil engineering items and stormwater items and they are in the process of reviewing.

Chairman Williston read a public comment that was received from Cara Sandford.

Justin Dufresne asked for a continuance until March 28, 2022.

Roy Mirabito made a motion to continue the public hearing until March 28, 2022. Carol Jackson seconded the motion. No Discussion. Roll Call Vote: Roy Mirabito yes, Carol Jackson yes, Tom Christopher yes, Peter Christoph yes, and Russ Williston yes.

Public Meeting

- 4. Follow-up discussion on proposed 40R district and bylaw with member(s) of the Lancaster Affordable Housing Trust: schedule zoning bylaw public hearing date if bylaw to be proposed at town meeting is ready.**

Present: Victoria Petracca, Lancaster Affordable Housing Trust

Victoria Petracca went over the eight points that the Planning Board had sent to them on January 10, 2022. She went over changes that were made to the plan which was removing a parcel that has the soccer fields which removed 377 units from future capacity. She said they removed the gas station parcel which took out fifty-two of the substantially developed. She said

they removed the Dunkin Donuts parcel and the vacant parcel at the back. She said with the zoning capacity we have dropped from 1129 to 509 and working on dropping it lower.

- 5. Review Violations and Active Orders:** Review and respond as appropriate to any new information received by meeting time and consider assessing fines where applicable for new or ongoing stormwater violations at:

201 Hilltop Road (Cease & Desist delivered, Stormwater Permit Application in progress)

2038 Lunenburg Road (Cease & Desist delivered, resolution in progress)

Old Union Turnpike, Assessors Map 3 Parcel 4 (Cease & Desist delivered, town counsel engaged)

6. Discuss Planning Board Articles for Annual Town Meeting

Review the remaining meetings, schedule for completing articles and what the board would like to accomplish. Annual Town Meeting would typically be on 5/2/2022 this year. Proposed bylaws under review include:

- a. Amendments to the Lancaster Zoning Bylaws Article XVII: Solar Energy Systems
- b. Correction to Use Schedule, possibly scrivener's errors
 - i. 220-8.4 A (use schedule grid merged with the next use)
 - ii. 220-8.1G (Chickens use "asterisk text" has gone missing.)
- c. Stormwater Bylaw Amendment, proposed by Tom Christopher and Roy Mirabito
- d. Agricultural Tourism and Farm Business Bylaw: chair intends to recommend tabling this.

The Board members discussed these and said that a final version of the Solar Energy Systems bylaw article will be available on the 28th for review and a finalized copy reviewed by Town Counsel by April 20th public hearing.

7. Discuss and approve a Report for the "Proposed Amendment to Town of Lancaster Zoning Map" zoning article proposed by the Lancaster Select Board

The board held a public hearing for this North Lancaster rezoning article on 1/18/2022. The chair intends to distribute a draft report to consider at this meeting. (Continued from 1/24/2022, 2/9/2022 and 2/28/2022) Chair Williston said he will put something together pertaining to this for the next meeting for the Board to review.

8. Correspondence

- a. **Any correspondence received by meeting time.**
Jasmin Farinacci said Mr. Jeff Nutting, Town Manager wants to have a discussion item for Hawthorn Lane to discuss with some of the residents to get this process moving forward. Hawthorn Hills will be placed on the next agenda.

9. Vouchers-Tom Christopher made a motion to pay \$242.50 to CEI for review work done at 50 Duval Road and Carol Jackson seconded the motion. No discussion. Roll Call Vote: Roy Mirabito yes, Carol Jackson yes, Tom Christopher yes Peter Christoph yes, and Russ Williston yes.

10. Review and Approve Minutes

- a. Minutes for Planning Board meeting on January 18, 2022 @ 7PM-**Carol Jackson made a motion to approve and Roy Mirabito seconded the motion. No discussion. Roll Call Vote: Roy Mirabito yes, Carol Jackson yes, Tom Christopher abstained, Peter Christoph yes, and Russ Williston yes.** Kendra Dickenson asked if it is common for the Chair to write the minutes. Chair Williston said there has been many different people doing minutes.
- b. Minutes for Planning Board Meeting on January 24, 2022 @ 7PM-This was tabled until the next meeting.

11. Chair Williston reviewed the following upcoming meetings

(Special Town Meeting, 3/21/2022 @ 7PM)
3/28/2022 @ 7PM, via Zoom
4/11/2022 @ 7PM, via Zoom
4/25/2022 @ 7PM, via Zoom

Adjourn

Tom Christopher made a motion to adjourn. Peter Christoph seconded the motion. No discussion. Roll Call Vote: Roy Mirabito yes, Carol Jackson yes, Tom Christopher yes, Peter Christoph yes, and Russ Williston yes.

The meeting was adjourned at 8:43 pm.

Respectfully submitted

Debra Dennis