

TOWN OF LANCASTER
PLANNING BOARD
Lancaster Community Center
Monday, May 23, 2016

Present: Jeanne Rich, Chair, Frank Sullivan, Phil Lawler, and Tom Christopher

Also Present: Noreen Piazza, Planning Director

Chair Jeanne Rich called the meeting to order at 7:02 PM.

Chair Rich opened the meeting with a moment of silence for long time Planning Board member Victor Koivumaki.

Site Plan Review, FC Stars McGovern Blvd

Present: Bill Hannigan, Hannigan Engineering

Mr. Frank Sullivan stated that he had been contacted by Mr. Bill Hannigan to do work on the site for a well. Mr. Sullivan stated that there is no contract at this time to do work but did want to disclose the information.

Mr. Hannigan stated that he had no issue with Mr. Sullivan sitting on the Board for the Site Plan Review.

Mr. Hannigan went over the plans for the site, stating that the plans will include a clubhouse with garage. The clubhouse will have offices along with a gift shop and concession stand and restrooms. The garage will have floor drains and house equipment. In between the garage and clubhouse there will be a storm shelter.

Mr. Hannigan stated that the town's engineer, Scott Miller from Haley and Ward, Inc. has reviewed the site plan and drainage calculations. Mr. Hannigan stated the Mr. Miller had a few comments on the plans and they have addressed the comments in Mr. Miller's letter.

Mr. Phil Lawler asked if the building would be visible from Route 70.

Mr. Hannigan said that it would not be.

Mr. Thomas Christopher asked how many employees would there be.

Mr. Hannigan stated that there would be about 3-5 full time employees for the offices and several coaches that come in for games and training.

Mr. Christopher asked how many parking spaces would be added to the site.

Mr. Hannigan stated that there will be 11 additional parking spaces added to the front of the proposed clubhouse.

Ms. Noreen Piazza asked what materials the building would be constructed from.

Mr. Hannigan stated that those details have not been decided at this time.

Chair Rich asked if the building will be on existing septic.

Mr. Hannigan stated that a new septic system is planned for the site.

Chair Rich asked how large the property is.

Mr. Hannigan stated the lot is 20 acres. Mr. Hannigan went on to state that the previous plan for the site included two additional fields. Only one of those fields will be constructed on the site due to septic and well placement on the property.

Mr. Hannigan went over his comment letter which was in response to Mr. Miller's review of the site plan.

Mr. Hannigan stated that quite a few of Mr. Miller's comments refer to the water supply for the project. Mr. Hannigan stated that fire suppression is not needed for the site due to size of the building. Mr. Hannigan also stated that they are in the process of getting a public water supply well permit through DEP. A local water supply permit has also been applied for with the Board of Health. The clubhouse will remain closed to the public until the public water supply permit is in hand.

Other review comments from Mr. Miller included notes on plans Maintenance and Operating plan and minor changes to plans.

Mr. Hannigan stated that he will address all the items and send Mr. Miller and the Board revised plans for review.

Ms. Piazza asked if there would be any lighting, landscaping or additional signage for the property with this plan.

Mr. Hannigan stated that there will be no additional signage but there will be lights on the side of the building and additional landscaping but those plans are not finalized at this time.

Mr. Miller stated that the Board should add a condition to the site approval that all lighting and landscaping meet the Board's Bylaws.

Chair Rich asked why the project is proposed in two separate phases. Phase 1 being the construction of the building, well and septic; and phase 2 being all paving on the site.

Mr. Hannigan stated that the owner is trying to save money and informed them that the Board may not allow the project to be completed in phases.

Mr. Lawler stated that he was not in favor of allowing the project to be done in phases.

Chair Rich stated that she would like to see the sidewalk, parking area and driveway be at least gravel at the time of occupancy.

Mr. Hannigan stated that he will inform his client of the Boards thoughts regarding the paving of the property.

At 7:55 PM Mr. Phil Lawler made a motion to grant the Site Plan Approval for FC Stars pending the final review from Haley and Ward, Inc., the lighting meets all bylaw requirements and the all work pertaining the construction of the clubhouse will be done in a single phase including paving which will have at least a binder coat at time of occupancy with final paving within 3 years. Mr. Frank Sullivan seconded. No discussion. VOTE: 4-0-0.

Discussion, Devonshire Estates As-built plans

Present: Greg Roy, Dechaume and Dillis, Inc. and Elliot Schneider, Developer, Blaine Alvarez-Backers, Resident

Mr. Greg Roy stated that he had prepared the as-built plans for the road as well as the as-built road profile and the street acceptance plan.

Mr. Roy stated that the Town Engineer, Mr. Scott Miller reviewed the plans and had a few comments. Mr. Roy stated that he has addressed those comments on new plans and with a response letter.

Mr. Roy went over Mr. Miller's comments in his review letter one by one. Comments 1 through 5 and number 7 were all addressed on the new plan set. Comment number 6 on Mr. Miller's letter is concerning the bounds on the plans.

Mr. Miller stated that he went out to the site today and found about 90% of the bounds they just need to be added to the plans.

Chair Rich stated that once Mr. Miller does his final review then the Board can approve the plans.

Mr. Blaine Alvarez-Backers asked the Board how he would go about getting the road accepted by the town as a public way.

Chair Rich stated that a letter along with the a complete set of the as-built plans need to be sent to the Board of Selectman along with a request to be placed on the town warrant.

Mr. Miller stated that there are still items that need to be complete before the road can be accepted.

Mr. Elliot Schneider asked if the remainder of the bond money could be released.

Ms. Piazza stated that a formal letter needs to be submitted to the Board requesting that the money be released, as well as verify all items have been completed.

Mr. Schneider stated that he will send a letter to the Board with the request.

Discussion, Eagle Ridge

Present: Judy Elwell, Hans Kivijarv and Bill Flynn, all residents of Eagle Ridge and Scott Miller, Haley and Ward

Mr. Hans Kivijarv stated that the Homeowners Association at Eagle Ridge would like to know if the special permits hearings could be reopened to allow for the roads to become public ways.

Ms. Piazza stated that she asked the question to town council and they stated that once the special permit hearing is reopened the Board could vote for an amended special permit

Chair Rich stated that each special permit hearing would need to be reopened.

Chair Rich asked if the Board could amend a special permit for a Zoning Bylaw that no longer exists.

Ms. Piazza stated that the permits are still valid.

Mr. Scott Miller asked if the permits were reopened and the roads were voted into public ways would the restriction of 55 and over on the subdivision be eliminated.

Ms. Piazza stated that she will ask town council the questions on the 55 and over and the amended a Zoning special permit for zoning that no longer exists.

Chair Rich stated that the Board cannot stop the Homeowners Association from applying for an amendment to the three special permits, but stated that she cannot guarantee the outcome of the hearings and wither or not the over 55 restriction will stay in place.

Ms. Piazza stated that the Board will need to know what specially is being asked to amend in the special permit.

Ms. Kivijarv asked if the pump station was removed from the request if that would help.

Chair Rich stated that the Department of Public Works needs to agree with taking the roads as well as the Planning Board and at the moment they agree with the Board to keep them private.

Mr. Lawler stated that it is a two step process. The public hearings need to get reopened and the Board needs to vote to agree to amend the special permit. Then the town will need to vote on accepting the roads at town meeting.

Ms. Piazza stated that she will ask town council the question regarding amending a special permit for zoning that the town no longer has.

Chair Rich stated that Ms. Piazza should also ask town council regarding the over 55 restriction on the development.

Chair Rich stated to those representatives of the Homeowners Association that they will ask town council the questions regarding the zoning and the over 55 restriction. Once they heat back from town council and if they are allowed to move forward the Homeowners Association would need to apply for an amended special permit to all 3 special permits that where granted along with an amendment to the definitive subdivision plan.

Discussion, Complete Streets Survey

Ms. Piazza stated that the Complete Streets Survey is a MassDOT program that gives money to towns to once they become a complete streets town. The funds given to the town can be used for bikes and pedestrian for sidewalks or widen roads for bike paths, for example. The funds are available to any town that becomes a complete street community.

Ms. Piazza stated that in order to become a complete streets community the town needs to adopt a complete street policy to allow the town to get money for improvements. The policy needs to get a score higher than 80; once that is done the town will receive \$50,000 to create a priority plan.

Ms. Piazza stated to speed up the process she submitted a letter of intent to MassDOT which was done on behalf of Selectman to allow the town to get the \$50,000 for the priority plan.

Ms. Piazza stated that becoming a complete street community will open the town up to other grants as well.

Mr. Sullivan asked if the money given to the town could be used for any development.

Ms. Piazza stated that the funds are designated for street improvements.

Ms. Piazza told the Board to look over the materials she provided and will place the item on the agenda again in June.

Discussion, Self-Assessment Tool

Ms. Piazza stated that she handed out information regarding the Self-Assessment Tool at the last Planning Board meeting on April 25th. Ms. Piazza stated that there is grant money available from DLTA to pay for \$500 towards the total \$4,500 for the tool. The remaining money will come from the Planning Board revolving account.

Chair Rich asked if the Self-Assessment tool could help the town.

Ms. Piazza stated that it would help assess areas that are available for development and look at items that the town can do to help bring in business.

At 9:24 PM Mr. Phil Lawler made a motion to allow for the \$4,000 to be used from the Planning Board revolving account for the purchase of the Self-Assessment Tool. Mr. Frank Sullivan seconded. No discussion. VOTE: 4-0-0.

General Business

The Board reviewed the following information, (1) Voucher from Kopelman and Paige and (2) Minutes from the March 28, 2016 meeting

The Board reviewed the invoice from Kopelman and Paige

At 9:25 PM Mr. Frank Sullivan made a motion to approve the voucher from Kopelman and Paige in the amount of \$1275.00 for Town Council review. Mr. Phil Lawler seconded. No discussion. VOTE: 4-0-0.

The Board reviewed the minutes from the March 28, 2016 meeting

At 9:26 PM Mr. Frank Sullivan made a motion to accept the minutes as written. Mr. Phil Lawler seconded. No discussion. VOTE: 4-0-0.

New Business

Reimbursement, Planning Conference

Ms. Piazza stated that she attended a Planner's conference and is looking for a reimbursement of \$527.72 out of the Planning Board revolving account.

At 9:27 PM Mr. Frank Sullivan made a motion to approve the reimbursement of \$527.72 from the Planning Board revolving account for the planner's conference Ms. Piazza attend. Mr. Thomas Christopher seconded. No discussion. VOTE: 4-0-0.

Adjourn

There being no further business the meeting adjourned at 9:30PM

Respectfully submitted,

Heather Hampson
Office Manager