

TOWN OF LANCASTER
PLANNING BOARD
Lancaster Community Center
Monday, June 13, 2016

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

Absent: Tom Christopher

Also Present: Noreen Piazza, Planning Director

Chair Jeanne Rich called the meeting to order at 7:01 PM.

Review, ANR Plan Runaway Brook Road, 2 Lots

Present: Mark Wheeler, David E. Ross Associates, Inc.

Ms. Noreen Piazza stated that she has the original subdivision plan for the Board to review.

Mr. Mark Wheeler stated that he is representing the owner, David Chandler who owns lot 18 on Runaway Brook Road. Mr. Wheeler stated that Mr. Chandler is looking to cut off a parcel of land to sell to his neighbor making a non-buildable lot. The proposed ANR is for lot line change only to make Mr. Chandler's lot and his neighbors a better shape.

Chair Jeanne Rich stated that in the original subdivision approval only allowed for 18 lots.

Mr. Wheeler stated that the ANR is creating an non buildable lot.

Mr. Phil Lawler asked if the new larger lot could be subdivided.

Mr. Wheeler stated that there is not enough frontage to subdivide either of the lots.

Chair Rich asked if the new lot meets all the ANR requirements for lot shape, frontage and acreage.

Mr. Wheeler stated that lot 18A does and makes the existing lot a better shape and the lot A is a non-buildable lot.

At 7:08 PM Mr. Phil Lawler made a motion to approve the ANR plan as submitted with Lot A being a non-buildable lot. Mr. Frank Sullivan seconded. No discussion. VOTE: 3-0-0.

Discussion, Parking Area 111 Mill Street Unit 7

Present: Brendon Aylward

Ms. Piazza stated that Mr. Brendon Aylward is starting a new business at the business park on Mill Street. The business park has a special permit from the Zoning Board of Appeals and Zoning Enforcement Office, Peter Munro and Zoning Chair Scott Miller reviewed Mr. Aylward business plan and found it to be within

the scopes of the permit. Ms. Piazza stated that Mr. Aylward is opening a fitness center and asked him to come before the Board to have an informal discussion regarding the business and parking.

Mr. Aylward went over the proposed fitness center and what services that he will be offering. Mr. Aylward had a drawing of the parking lot at Business Park showing an example of how many cars can park at the facility at one time. Mr. Aylward stated that some of his customers will be dropped off via special service vans which will help with parking at the facility. Mr. Aylward stated that he spoke to the other tenants at the business park as well to get an idea of parking.

Mr. Lawler asked what the square footage of the unit was.

Mr. Aylward stated there is about 2400 square feet that he will be leasing.

The Board discussed the parking spaces for the property, and stated that they have no concerns with the proposed business.

Discussion, Winsor Height Subdivision, Bruce Warila

Present: Bruce Warila, Owner

Mr. Bruce Warila went over the original plans for the property which included a permitted flexible subdivision. Mr. Warila stated that the cost to build the entire infrastructure for the subdivision is too expensive to make the project. Mr. Warila is now looking into what the options are for the property.

Mr. Warila stated that the subdivision approval was recorded for the property is deeded as a subdivision with a town road that is only constructed till the existing house's driveway.

The Board and Mr. Warila went over the details of the property and what was approved as part of the flexible subdivision.

The Board then discussed if it would be possible to place two lots on the property in addition to the existing house.

Chair Rich suggested to Mr. Warila that he contact the engineer that drafted the subdivision plans to see if they can come up with any ideas on how to create building lots on the property without doing the subdivision.

Vote, Definitive Subdivision Extension Poras Realty Trust

Ms. Piazza stated that she received a letter from Mr. Brian Milisci from Whitman and Bingham requesting an extension on the Definitive Subdivision approval. Ms. Piazza stated that there are still some outstanding items on the endorsed plan.

At 7:53 PM Mr. Frank Sullivan made a motion to extend the Definitive Subdivision for Poras Realty Trust for six months. Mr. Phil Lawler seconded. No discussion. VOTE: 3-0-0.

Discussion, Devonshire Estates As-built plans

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

Ms. Piazza stated at the last meeting there were some outstanding items that needed to be added to the plans. Ms. Piazza stated that Mr. Scott Miller from Haley and Ward has revised and reviewed new as-built plans and all outstanding items have been addressed.

Ms. Piazza stated that there are two sets of plans. A three page as-built plan and a three page street acceptance plan.

Ms. Piazza also stated that the developer is looking to have the remaining performance guarantee funds released. Ms. Piazza stated that there is nothing left outstanding for the project and has no concerns with releasing the funds.

At 7:55 PM Mr. Phil Lawler made a motion to approve the as-built plans and street acceptance plans for Devonshire way as presented. Mr. Frank Sullivan seconded. No discussion. VOTE: 3-0-0.

At 7:56 PM Mr. Frank Sullivan made a motion to release the remain performance guarantee funds. Mr. Phil Lawler seconded. Ms. Piazza stated that there was \$100,000 left in the account. VOTE: 3-0-0.

Discussion, Devonshire Road Acceptance

Present: Blaine Alvarez-Backers, Resident

Ms. Piazza stated that since the last meeting Town Council has given examples on who can apply for road acceptance at town meeting, including the DPW, Board of Selectman or one or more residents all can apply for road acceptance.

Mr. Blaine Alvarez-Backers asked since the road was always going to be a town road can the petition come from the Planning Board.

Ms. Piazza stated that typically a petition will come to the Board of Selectman and then the Selectman will pass it on to the Planning Board to hold a public hearing and make a recommendation to the Selectman on wither to accept the road.

Chair Rich suggested to Mr. Alvarez-Backers that he should send a letter to the Selectman requesting the road be accepted by the town.

Mr. Alvarez-Backers asked about the requirements for a town road.

Chair Rich stated that the road must meet all the requirements for a subdivision road as listed in the Subdivision Regulations.

Discussion, Complete Streets Survey

Ms. Piazza stated at the last meeting she gave the Board a few handouts regarding the survey. Ms. Piazza stated that she has received some comments from Mr. Christopher, which were mostly grammatical.

Mr. Lawler stated that he had no issues with the draft Ms. Piazza submitted.

Ms. Piazza stated that the Complete Streets survey requires a committee to review projects. Ms. Piazza suggested that the committee include the DPW, Police, Fire, Board of Health, Planning, Commission on Disabilities, Trail and Bike Committee and Town Administrator.

Mr. Sullivan asked if there is a need for another committee.

Ms. Piazza stated that the review committee is part of the application and if it is not included to hurt the Town's score on the plan.

Chair Rich asked if the committee could be made up of citizens and over seen by the existing tech team.

Ms. Piazza stated that she will make the changes and send it back out to the Board to review, once the Board approves the plan it will go before the Selectman for approval as well.

At 8:24 PM Mr. Phil Lawler made a motion to approve the Complete Streets Plan with the discussed changes to the review committee. Mr. Frank Sullivan seconded. No discussion. VOTE: 3-0-0.

Vote, Mass Regional Planning Committee Appointments

Ms. Piazza stated that Mr. Victor Koivumaki was the Board's representative to MRPC, which meets once a month. Ms. Piazza stated that a full member and an alternate need to be voted for at the meeting tonight.

Ms. Piazza stated that she does not mind being an alternate for the Board.

At 8:29 PM Mr. Frank Sullivan made a motion to appoint Mr. Thomas Christopher as the Planning Boards representative to MRPC. Mr. Phil Lawler seconded. No discussion. VOTE: 3-0-0.

General Business

The Board reviewed the following information, (1) Minutes from the March 14, 2016 and April 25, 2016 meeting and (2) Vouchers from Haley and Ward, Inc. (2) Voucher from Kopelman and Paige

The Board tabled the meeting Minutes from March 14, 2016 and April 25, 2016 due to a lack of quorum present to vote on the minutes.

The Board reviewed two (2) invoices from Haley and Ward, Inc.

At 8:35 PM Mr. Phil Lawler made a motion to approve a voucher from Haley and Ward, Inc. in the amount of \$1,176.44 for final review of the Devonshire as-built plans. Mr. Frank Sullivan seconded. No discussion. VOTE: 3-0-0.

AT 8:36 PM Mr. Phil Lawler made a motion to approve a voucher from Haley and Ward, Inc. in the amount of \$1,628.91 for review of the FC Stars Site plan. Mr. Frank Sullivan seconded. No discussion. VOTE: 3-0-0.

The Board reviewed the invoice from Kopelman and Paige

At 8:37 PM Mr. Phil Lawler made a motion to approve the voucher from Kopelman and Paige in the amount of \$1,207.50 for Town Council review. Mr. Frank Sullivan seconded. No discussion. VOTE: 3-0-0.

Adjourn

There being no further business the meeting adjourned at 8:39 PM

Respectfully submitted,

Heather Hampson
Office Manager