

TOWN OF LANCASTER
PLANNING BOARD
Lancaster Community Center
Monday, March 13, 2017

Present: Jeanne Rich, Chair; Phil Lawler, Vice-Chair; Thomas Christopher, Frank Sullivan, and Russ Williston

Also Present: Noreen Piazza, Planning Director

Chair Jeanne Rich called the meeting to order at 7:00 PM

Discussion, Off-Site Vehicle Parking, Bouchard Automotive

Present: Chad Bouchard

Mr. Chad Bouchard stated that one of their franchises has the opportunity to take more cars from the manufacturer. Mr. Bouchard stated that they looked in to options for parking additional vehicles; including parking those at their Fitchburg location but want to keep the vehicles off the road as much as possible. Mr. Bouchard stated that he had talked to Mr. Steve Boucher about a parcel near the soccer fields on McGovern Boulevard to park the vehicles.

Ms. Piazza stated that she mentioned the parking along McGovern Boulevard to the Conservation Agent and his only comment was to make sure all activity stays outside the 200 foot buffer zone of McGovern Brook and suggested that the area be staked to sure there is no encroachment on the buffer zone area.

Mr. Bouchard stated that he will be out on the site when they are moving the vehicles and stated that the area that they are using for parking is level enough that there is no need to grade the site.

The Board stated that they had no concerns with allowing the vehicles to be parked on the lot on McGovern Boulevard and thanked Mr. Bouchard for speaking with the Board.

Discussion, Request for Public Road Acceptance Fort Pond Lane

Ms. Noreen Piazza stated that the as-built plans for Fort Pond Road are not complete at this time. Ms. Piazza stated that she had received an email requesting a continuance of the discussion from the residents on Fort Pond to the next meeting.

At 7:06 PM Mr. Phil Lawler made a motion to continue the discussion for the Request for Public Road Acceptance for Fort Pond Lane to the Boards next meeting on March 27th. Mr. Frank Sullivan seconded. No discussion. VOTE: 5-0-0.

Discussion, Request for Public Road Acceptance Eagle Ridge Subdivision

Chair Rich stated that at the Board of Selectman's meeting on March 7th they voted to refer the public road acceptance to the Planning Board. Chair Rich stated that there was also a letter from the

Department of Public works director, Kevin Bartlett, Chair Rich read his letter dated February 22, 2017 into the record which stated that he was not in favor of the Town accepting the roads.

Chair Rich also stated that she had contacted Town Council with a few questions regarding the acceptance of the road way as it was written in the citizen petition. Chair Rich read into the record her correspondence with council that went over the legal questions regarding the town taking over the roads.

Chair Rich stated that she is not in favor of the Town accepting the roads stating that the subdivision was approved by the Board with the understanding that the roads would stay private in perpetuity. Chair Rich also stated that the developer requested smaller lots sizes and more houses in the subdivision which the Board allowed knowing the roads would remain private.

The other Board members stated that they agree with Chair Rich for the same reasons that the developer was granted smaller lot sizes and more houses in the development in exchange for keeping the roads private.

At 7:16 PM Mr. Phil Lawler made a motion to send a letter to the Board of Selectman stating that the Board is not in favor of public road acceptance for Eagle Ridge and will draft a report for Town Meeting stating that the Board is not in favor of road acceptance. Mr. Russ Williston seconded. No discussion. VOTE: 5-0-0.

Discussion, IPOD Overlay District

Ms. Piazza stated that the proposed changes to the existing Zoning Bylaw include an increase from 1 residential unit per acre to 15 and increase the amount of auto trips from 15 to 20. Ms. Piazza stated that the reason for the change to the Bylaw come from a proposed development of the Lancaster golf center from the property's owner and part from the State that is looking to have all cities and towns to have a zoning of 14 units per acre to increase affordable housing.

Ms. Piazza stated that she did some research regarding the auto trips and stated that the increase amount is right with the increase of units per acre. Ms. Piazza stated that she used the same calculations that were used when the bylaw was drafted.

At 7:27 PM Mr. Thomas Christopher made a motion to accept the changes to the bylaw as proposed and move forward to public hearings. Mr. Phil Lawler seconded. No discussion. VOTE: 5-0-0.

Discussion, Center Village Overlay District

Present: Amol and Jon Wing

Ms. Piazza stated that has three items in the Boards packet for the proposed new Bylaw. The first part goes over the amendments to the existing bylaw and adding the overlay. The second part went over details of parking required in the bylaw. The third section went over the use allowed and what is allowed with a special permit.

Ms. Piazza stated that at the last meeting a few of the area residents requested that one of the people interested in the building come in and go over their business plan.

Ms. Amol Wing went over her plan to open a coffee shop in the vacant building next to the post office. Ms. Wing stated that she would like to have the coffee shop also carry local goods and be more like a co-op to help support local small businesses.

Chair Rich went over the details of what an overlay district will do to the zoning in the area.

Ms. Piazza went through the proposed bylaw with the Board and suggested that they look over all the details and send any comments to her before the next meeting in order to hold the public hearing on April 10th.

Discussion, Inconsequential Lot Changes

Ms. Piazza stated that she has made no changes to the Bylaw from the last meeting, and asked the Board if they would like her to send the proposed Bylaw to Town Council for review.

Chair Rich told Ms. Piazza to send the Bylaw on to council for review and to schedule the public hearing.

Vote, Stormwater Revolving Account Release

Ms. Piazza stated that the Environmental Protection Agency, through the Department of Environmental Protection is requiring all cities and towns update their Stormwater Permits. Ms. Piazza stated that the state is not helping towns fund the update but is mandating that it be completed. Ms. Piazza stated that the update requires some more detailed items than what can be handled by the Department of Public Works so a Request for Proposal was sent out and Haley and Ward, Inc. came in with a quote for \$6,000. Ms. Piazza asked if the Board would allow for the existing Stormwater Revolving Account be used to pay for the update to the Stormwater Permits.

At 7:55 PM Mr. Phil Lawler made a motion to allow for the funds in the Stormwater Revolving Account be used to help implement the update to the Towns Stormwater Permits. Mr. Thomas Christopher seconded. No discussion. VOTE: 5-0-0.

Discussion, Open Space and Recreation Plan Mailing

Ms. Piazza stated that as part of the Town's update to the Open Space and Recreation Plan a survey needs to be sent out to the entire town. Ms. Piazza stated that she had received a quote for \$3,000 from a local printing shop that will print and prepare the survey for mailing. Ms. Piazza stated that she is requesting the Planning Board to pay for mailing out of the Planning Board Revolving Account.

At 8:01 PM Mr. Thomas Christopher made a motion to all the funds for the mailing to be taken out of the Planning Board Revolving Account. Mr. Russ Williston seconded. No discussion. VOTE: 5-0-0.

General Business

Minutes February 27, 2017

The Board reviewed the minutes from the February 27, 2017 meeting.

At 8:05 PM Mr. Phil Lawler made a motion to approve the minutes from the February 13, 2017 meeting as amended. Mr. Frank Sullivan seconded. No discussion. VOTE: 4-0-1, Mr. Thomas Christopher abstained.

Vouchers

The Board reviewed (1) vouchers from Mead, Talerman & Costa, LLC

At 8:06 PM Mr. Phil Lawler made a motion to approve the voucher for \$200.00 from Mead, Talerman & Costs, LLC to be paid from the Jones Crossing Escrow account. Mr. Frank Sullivan seconded. No discussion. Vote: 5-0-0.

Next Meeting

Ms. Piazza stated at this time there is nothing for the next agenda other than approving the final draft of the Center Village Overlay District overlay to move forward to public hearing.

Adjourn

There being no further business the meeting adjourned at 8:36 PM

Respectfully submitted,

Heather Hampson
Office Manager