

TOWN OF LANCASTER
PLANNING BOARD
Lancaster Community Center
Monday, May 21, 2018

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

Also Present: Noreen Piazza, Planning Director

List of Documents:

- Planning Board Agenda: May 21, 2018
- Planning Board Draft Minutes: April 23, 2018
- Rules and Regulations Governing the Stormwater Management Bylaw
- Town of Lancaster, General Stormwater Management Permit Letter of Intent
- Typical Home Site Stormwater Runoff General Application for the Planning Board
- Lancaster Planning Board Stormwater Management Permit Application
- Stormwater Management Plan Application Contents
- Draft Letter from Russ Williston concerning Goodridge Brook Estates
- Montachusett Regional Planning Commission (MRPC) Appointment 2018-2019 Form
- Worcester District Registry of Deeds Planning Board Recording of Plans Signature Form

Chair Phil Lawler called the meeting to order at 7:01 PM.

Discussion, Change in Use-Unified Health and Performance

Noreen Piazza informed the Board that the applicant has requested to be placed on the June 11, 2018 agenda.

Review, Approval Not Required (ANR) Plan -2 Lots, Lots 4A and 5A Cleverly Cove Road

Present: Larry Sabeen, Hannigan Engineering

Mr. Sabeen presented an overview of the plan proposal. He said this is an exchange of two parcels of property to accommodate setbacks. There is no change to the frontage. Frontage for Lot 5A exceeds 300 feet on Fire Road 11 and lot 4A exceeds 165 feet.

Jeanne Rich moved to approve the ANR plan for Domenic & Deidra Zarrella, prepared by Hannigan Engineering Inc., Job No. 2665, Plan No. C-13-35, dated March 20, 2018, for Lot #5A owned by Damon Realty Trust, Jeanette L. Damon Trustee, containing 2.02± acres with adequate frontage on Fire Road 11 and Lot #4A owned by Domenic & Deidra Zarrella, containing 2.16± acres with adequate frontage on an access easement off of Cleverly Cove Road. Tom Christopher seconded the motion. No discussion. VOTE: 5-0-0.

Public Hearing, Amendment to Stormwater Management Regulations

Present: Scott Miller, Haley and Ward

At 7:18pm Chairman Lawler read aloud a Notice of Public Hearing thereby convening a public hearing for the purpose of considering amendments to the Stormwater Management Regulations.

The following documents were circulated:

- Rules and Regulations Governing the Stormwater Management Bylaw
- Town of Lancaster, General Stormwater Management Permit Letter of Intent
- Typical Home Site Stormwater Runoff General Application for the Planning Board
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Scott Miller presented a set of revised regulations pertaining to a Stormwater General Permit which would allow land disturbance in between one (1) and two (2) acres in the Residential Zoning District.

There was general discussion about the process for filing the general permit. There was suggestion that the wording in Section 305-6 (A) (5) be clarified that any land disturbance over one (1) acre but under two (2) acres has to file a general permit. The Board agreed with this suggestion.

At 7:35 PM a motion was made by Jeanne Rich to close the hearing. Russ Williston seconded the motion. No discussion. VOTE: 5-0-0.

At 7:36 PM a motion was made by Jeanne Rich to approve the changes to the Stormwater Management Regulations with changes to Section 305-6 (A) (5) and acceptance of all associated documents as submitted. Tom Christopher seconded the motion. No discussion. VOTE: 5-0-0.

Discussion, Planning Board Letter, Goodridge Brook Estates Development-Sterling Road

The Board discussed the letter Russ Williston drafted regarding the Chapter 40 development, Goodridge Brook Estates. The Board decided not to issue the letter, and to support the Zoning Board of Appeals in their role of being the Special Permit Granting Authority for the Comprehensive Permit.

Discussion, Site Plan Fee Application, Nationwide Auto Recycling-1340 Lunenburg Road

Noreen Piazza explained Nationwide has submitted a site plan application and they asked about the fee which is typically based on the number of parking spaces. Since Nationwide does not really have formal parking spaces, the Board determined that the \$200 application fee was sufficient with this site plan

Discussion, Construction Oversight, Portuguese Seventh Day Adventist Church-357 Sterling Road

The Portuguese Seventh Day Adventist Church will be starting construction in June. Their architect asked if the Board would be providing some construction oversight on this project. The Board determined they would authorize Hamwey Engineering to provide oversight on this project.

Jeanne Rich made a motion to authorize Hamwey Engineering to provide construction oversight for the Portuguese Seventh Day Adventist Church. Frank Sullivan seconded the motion. No discussion. VOTE: 5-0-0.

Appointment, Montachusett Regional Planning Commission Representative

The Board needs to appoint a representative from the Planning Board to serve on the Montachusett Regional Planning Commission for 2018-2019. The current representative from the Planning Board is Tom Christopher. **Jeanne Rich made a motion to appoint Russ Williston as the Planning Boards representative to the Montachusett Planning Board Commission. Tom Christopher seconded the motion. No discussion. VOTE: 5-0-0.**

The Board of Selectmen recently re-appointed Noreen Piazza to be the Alternate representative.

General Business

Board Reorganization

Jeanne Rich made a motion to re-appoint Phil Lawler as the Chairman of the Planning Board. Tom Christopher seconded the motion. No discussion. VOTE: 4-0-1 (Phil Lawler, abstaining).

Tom Christopher made a motion to re-appoint Jeanne Rich as the Vice-Chairman of the Planning Board. Frank Sullivan seconded. No discussion. VOTE: 4-0-1 (Jeanne Rich, abstaining).

Jeanne Rich made a motion to re-appoint Frank Sullivan as Clerk. Tom Christopher seconded. No discussion. VOTE: 4-0-1 (Frank Sullivan, abstaining).

Minutes

Jeanne Rich made a motion to approve the minutes of April 23, 2018 as presented. Tom Christopher seconded the motion. No discussion. VOTE: 4-0-1 (Frank Sullivan, abstaining).

FC Stars

Noreen Piazza said she was notified by the Conservation Agent that two new fields and paving of the parking area had been completed at the FC Stars site at 70 McGovern Boulevard. The Board normally would want construction oversight by their consultant. After some discussion, the Board decided to have the Building Inspector act as their agent, and present a Cease and Desist to FC Stars and request that they attend an upcoming Planning Board meeting in order to provide an update on their construction and subsequent occupancy and operation of the new soccer fields and parking areas, and to determine if their engineer, Haley and Ward, should be conducting an inspection.

Jeanne Rich made a motion to have the Building Inspector act as their agent and present a Cease and Desist of all construction operations at the FC Stars site at 70 McGovern Boulevard. Tom Christopher seconded the motion. No discussion. VOTE: 5-0-0.

Adjourn

At 7:56 PM, Jeanne Rich made a motion to adjourn the Planning Board meeting. Phil Lawler seconded the motion. No discussion. VOTE: 5-0-0.

Respectfully submitted,

Debra Dennis, Office Manager