

Approved: July 8, 2019

MINUTES OF THE PROCEEDINGS OF THE
PLANNING BOARD OF THE TOWN OF LANCASTER
Nashaway Meeting Room, Prescott Building
Monday, June 10, 2019

Present: Phil Lawler, Chair; Jeanne Rich, Vice-Chair; Thomas Christopher, Russ Williston, Carol Jackson

Absent:

Staff Present: Michael Antonellis, Director of Planning and Community Development

List of Documents:

- Planning Board Agenda: June 10, 2019
- 807 Sterling Road Site Plan; prepared by MVA Engineering
- 807 Sterling Road Site Plan Planning Staff Memo
- 807 Sterling Road Site Plan Application & Cover Letter
- 807 Sterling Road Stormwater Calculations, prepared by MVA Engineering
- Environmental Notification Form (ENF); McGovern Boulevard
- Email From Bohler Engineering regarding Meeting time for Listening Session for ENF
- May 20, 2019 minutes
- Memo from Michael Antonellis regarding 438 Old Union Tpke Site Plan approval
- Email from Russ Williston regarding Planning Board Rules and regulations.

Chair Phil Lawler called the meeting to order at 7:00 PM.

Public Meeting - New Business

1. 807 Sterling Road – Site Plan

Present to be heard were Mike Hodgeman, representative for the applicant and Mike Maloney, Engineer.

Mr. Hodgeman presented the plan to the board and requested conditional approval based on staff comments.

Mr. Antonellis asked if the parking spaces in gravel will be denoted. Mr. Hodgeman stated yes.

Ms. Rich and Ms. Jackson questioned how many spaces will be added, total, including gravel spaces. Mr. Hodgeman stated there will be 26 spaces that are gravel.

Mr. Maloney stated that the stormwater will be recharged.

Ms. Jackson asked that the sewer be noted at public sewer. Ms. Jackson inquired about employee shifts.

Ms. Rich asked about additional employees. The applicant responded that no new shifts will be added but there will be an additional 8 employees.

Ms. Rich asked if the applicant is agreeable to all Mr. Antonellis's comments within the staff memo.

Ms. Rich asked about screening. Mr. Hodgeman stated there is existing vegetative buffer. Mr. Antonellis stated that a site visit revealed the adjacent neighbor already has a 6-foot stockade fence.

Ms. Rich asked if it's appropriate to hire a consulting engineer.

Mr. Christopher and Mr. Lawler stated that this shouldn't require engineering review.

Mr. Antonellis stated that only if the project triggered stormwater approval would he recommend an engineering review.

Mr. Maloney gave an overview of the stormwater report submitted.

Upon a motion by Ms. Rich and seconded by Mr. Williston, the board voted 5-0-0 to approve the site plan with conditions outlined in the staff memo.

Victoria Petracca, resident, present to make comment requested to be heard. The board did not allow public comment.

Other Business

2. New Correspondence

Mr. Antonellis discussed the Environmental Notification Form that was submitted for McGovern Boulevard and stated that there is no action that is needed by the board and this is a part of a MEPA review process. If the proposed development discussed in the ENF were to come to be, then the board would have ample opportunity to opine through Special Permits and Site plans. Also, Mr. Antonellis discussed that a listening

session had been scheduled by the proponents of the project for June 19, at the Dunkin Donuts on Lunenburg Road, 8:30am.

Mr. Antonellis discussed an email that was sent by Russ Williston to Mr. Antonellis commenting on the desire for Planning Board Rules and Regulations.

3. Discussion

a. Summer Meeting Schedule

The board discussed meeting July 8, and August 12 for its next regularly scheduled meetings.

4. Election of Officers – Clerk

Upon a motion by Ms. Rich and seconded by Mr. Christopher, the board voted 4-0-1 to elect Russ Williston to Clerk.

5. Signing decisions –

The board endorsed decisions from its previous meeting.

6. Minutes: May 20, 2019

Upon a motion by Ms. Rich and seconded by Mr. Christopher the board voted 5-0-0 to approve the minutes.

Adjourn

Upon a motion by Mr. Christopher and seconded by Ms. Rich the board voted 5-0-0 to adjourn at 7:34 pm