

PLANNING BOARD

Calendar year 2011 proved to be an extremely productive year for the Lancaster Planning Board. During the course of the Board's 16 meetings, a wide range of activities occurred ranging from site plan reviews, stormwater management reviews, ANR plan reviews, as well as creating zoning amendments. The Planning Board reviewed several significant applications in 2011, the highlights of which are listed below:

Subdivision Plans

- Eagle Ridge Subdivision, off of Sterling Road
Project Reviews were held on: 2/14/11, 2/28/11

Site Plans

- James Monroe Wire and Cable, Sterling Road
Amended site plan for building addition and reduction in parking area
Approved: 8/22/11
- Reliance Engineering, Sterling Road
Site plan for building addition and reduction in parking area
Approved: 8/22/11

There were continued reviews and inspections at several sites that were approved in previous years, including:

- Mass. Youth Soccer Association, Old Union Turnpike
- Eagle Ridge Subdivision, off of Sterling Road
- Clear Summit Transportation, Lunenburg Road

Special Permits

- Horn Packaging, Fort Pond Road
More than 15% of impervious surface in a Water Resource District
Approved: 6/13/11
- Devonshire Estates, off of Main Street
Special Permit for 220-22 (G) (shared driveways)
Status: Hearing still open

Stormwater Management Permits

- 580 Fort Pond LLC, Fort Pond Road

Stormwater Management Permit
Approved: 8/22/11

- Devonshire Estates, off of Main Street
Stormwater Management Permit
Status: Hearing still open

Approval Not Required (ANR) Plans

- Douglas Fuller
396 Hilltop Road, 2 building lots
Approved: 1/10/11
- Jay Moody
144 Seven Bridge Road, 5 building lots
Approved: 6/27/11
- Jay Moody
144 Seven Bridge Road, 1 building lot (amended from previous approval)
Approved: 8/8/11

As-Built Plans

- None submitted in 2011.

61 (A, B) Option to Purchase Land

- None submitted in 2011.

Road Acceptance / Discontinuation

- None submitted in 2011.

Transportation Projects

- Intersection Remodeling at Lunenburg Road (Rt. 70) and Old Union Turnpike – proposed roundabout design, in FY12 Regional Transportation Improvement Plan
75% Design Hearing: Held on 5/16/11
- Intersection Remodeling at Five Corners – proposed merger of Bolton Road and Centerbridge Road, in FY13 Regional Transportation Improvement Plan
75% Design Hearing: Will be scheduled in 2012

Zoning Bylaw Amendments

- Zoning Amendments for the following sections of the Bylaw were proposed in 2011:
 - Definitions
 - Fences, Walls, Corner Clearance
 - Driveways
 - Floodplains
 - Signs and Illumination
 - Site Plan
 - Concept Plan
 - Unneeded Regulations
 - Mechanical Revisions

Approved at Annual Town Meeting: 5/2/11

Other Business

In June 2011, the Board re-organized and re-elected Jeanne Rich as Chair, Francis Sullivan as Vice-Chair and Philip Lawler as Clerk.

The Planning Board completed a major update to the Subdivision Regulations. The Board voted to approve the revised regulations in June 2011.

The Board also held a public hearing in August 2011 on the application for a MassWorks Infrastructure Grant for the installation of a water line on Lunenburg Road, running from Route 117 to Old Union Turnpike. The Board voted to move forward with the grant application, which was submitted in September 2011.

In November 2011, the Administrative Assistant to the Planning Board, Linda Michalak, retired after five years of dedicated service to the Board. The Planning Board would like to thank Linda for her excellence and professionalism during her tenure with the Town of Lancaster. We wish her the best in her retirement.

Master Planning

The Board continued to carry out the implementation of the five-year roll-out plan that will amend our zoning bylaws and create new programs in the areas of land use, economic development, housing, transportation, open space and natural resources, recreation and historic preservation. It is the vision of the Board to treat the Master Plan as a working document and a blueprint for planning over the next several years.

Tech Team

Under the direction of the Planning Director, cross-communications between the Planning Board and other departments and boards in the community have improved with the introduction of the *Tech Team*. The *Tech Team* is comprised of representatives from several town boards, commissions and departments and meets monthly to review projects that come before the Planning Board and provide critical comment from their various perspectives. This feedback is directed back to the applicant and incorporated into the plans so that the final product is a useful and supportable project for the Town.

Montachusett Regional Planning Commission

The Board continues to work closely with the Montachusett Regional Planning Commission (MRPC) who is chartered to carry out comprehensive regional planning. MRPC is a Regional Planning Agency (RPA) that was created by and is responsible to its (22) member municipalities. MRPC offers technical and professional services to its members, including planning in the areas of community development, economic development, transportation, housing, environment, and geographic information systems. Specifically, the Lancaster Planning Board has worked with MRPC on the following items this year:

- Community Development Block Grant for housing rehabilitation
- Regional transportation planning
- Regional energy planning
- Zoning District study
- Thayer Field Recreation Campus master plan
- GIS mapping services

Victor Koivumaki is the current Chair of the MRPC and Lancaster representative from the Planning Board. Noreen Piazza (Planning Director) is the town's representative to the Montachusett Joint Transportation Committee and on the Metropolitan Planning Organization (MPO) as a regional representative for Lancaster, Clinton and Sterling. As Chair of MRPC, Victor Koivumaki is also a member of the MPO, which is responsible for approving projects in MRPC communities to be placed on the Massachusetts Transportation Improvement Plan (TIP). We will continue to work very closely with MRPC to insure that Lancaster is well represented in our regional planning efforts.

Planning in 2012

The Board anticipates that 2012 will be equally as productive as the work of the Master Plan implementation continues. The Board will also continue to work with the Lancaster Board of Appeals in reviewing Chapter 40B applications for Comprehensive Permits.

The Planning Board wishes to thank the community and the Board of Selectmen for their continued and future support of the Board's efforts to plan for the future enjoyment and well being of our community.

The Lancaster Planning Board is a five-member elected board whose charge is to ensure compliance with a wide array of land use regulations in Lancaster. The Planning Board meets on

the second and fourth Mondays of each month at 7:00 PM in the Town Hall Auditorium. All citizens are welcome to join the Board for these meetings and public involvement is always encouraged.

The Community Development and Planning office coordinates all meeting schedules and is open Monday through Thursday, 9:00 AM to 4:00 PM. As always, this office welcomes citizen's questions, comments or suggestions. Please feel free to contact us at 978-368-4007, npiazza@lancasterma.net or jgalliardt@lancasterma.net. For more information on Planning issues in Lancaster, please visit us on the Town's web site: www.ci.lancaster.ma.us.

Respectfully submitted,

Jeanne Rich, *Chair*

Francis Sullivan, *Vice-Chair*

Philip Lawler, *Clerk*

Victor Koivumaki

John King

