

**PLANNING BOARD**  
**MEETING MINUTES**

**March 12, 2024**

**7:00pm**

**Remote Meeting**

**Members Present:** Scott Carlson, Otto Lies, Frank Doyle, James Parker

**Others Present:** David George, Town Planner, Chase Cameron, Brett Decker – DDT Properties

J Parker called the meeting to order at 7:00 p.m.

**1. ANR: 434 Main Street**

Brett Decker, DDT Properties, owns 434 Main Street. Purchased the property with the goal of dividing the property into two in order to sell Lot #2 as a separate deed. D George displayed survey diagram and drawn image of a 36 foot point of entry on Lot #1; C Cameron walked the lot and contacted Jarvis Survey.

S Carlson asked how to get a street cut on an ANR lot. C Cameron contacted the state since it is a state road. There is a moratorium on tying in to the sewer and water or cutting into fresh pavement but this will end by the time the property is going on the market. Cameron will not be putting the driveway in but is selling lot as is. Buyer will be responsible to put driveway in.

S Carlson asked if a street cut had to be officially set up; Planning Board does not have the authority to set it up; O Lies asked if since there is a second lot being created on a state road if a driveway must be set up; D George responded that a driveway permit from Mass DOT is required but not physical access to Lot #2. Therefore, it is not a Planning Board issues since the Mass DOT controls state roads. It is a residential lot.

Motion made by O Lies, seconded by F Doyle TO APPROVE THE ANR: 434 MAIN STREET AS SUBMITTED. APPROVED 4-0-0.

**2. Bailey Road Development (Sunshine Ridge): Review and Approve Decision— Extension of Time for a Definitive Subdivision and Plan Revision.**

D George reported the hearing is closed; this is final action. The Board accepted this at the last meeting. If the Board did not have any questions, vote on the decision.

Motion made by S Carlson, seconded by J Parker TO REVIEW AND APPROVE THE DECISION FOR THE EXTENSION OF TIME FOR A DEFINITIVE SUBDIVISION AND PLAN REVISION ON BAILEY ROAD DEVELOPMENT. APPROVED 4-0-0.

**3. Newell Road Realty, LLC (Westminster Place): Review and Approve Decision— Extension of Time for a Special Permit Site Plan 125 Unit Housing Development.**

Motion made by F Parker, seconded by O Lies TO REVIEW AND APPROVE THE DECISION FOR THE EXTENSION OF TIME FOR A SPECIAL PERMIT SITE PLAN 125 HOUSING DEVELOPMENT, NEWELL ROAD REALTY, LLC (WESTMINISTER PLACE). APPROVED 4-0-0.

#### **4. Jefferson Village Center Zoning: discussion and update.**

D George will meet with stakeholders regarding the zoning petition. Looking to schedule a public forum and a public hearing in April. Currently, looking at overlay bylaw. D George reported the hearing would be remote but the forum scheduled the week of April 15, would be in person in April before the hearing. Board meeting after the forum will be on April 23.

#### **5. Zoning Bylaw Recodification/Comprehensive Update: discussion and update.**

D George reported the town has received the grant money and has vendor. The vendor works for the law firm that represents other businesses for the town so a designation that vendor has no conflict needs to be approved by Select Board. Disclosure will remedy the issue.

#### **6. Minutes: February 27, 2024.**

Motion made by J Parker, seconded by F Doyle TO APPROVE THE FEBRUARY 13, 2024 MEETING MINUTES. APPROVED 4-0-0.

Motion made by O Lies, seconded by J Parker TO APPORVE THE MINUTES OF THE FEBRUARY 27, 2024 MEETING MINUTES. APPROVED 4-0-0.

J Parker asked about town meeting; D George warrant will close – village overlay needs to be placed on the warrant. No other zoning articles. No streets for this town meeting – date is May 20, 2024.

#### **Adjourn Meeting.**

Motion made O Lies, seconded by S Carlson TO ADJOURN THE MEETING. APPROVED 4-0.

Next Meeting: **April 9, 2024**