

PLANNING BOARD
MEETING MINUTES
July 18, 2017

7:00PM

Senior Center

Members Present: John Michalak, Rob Ricker, Otto Lies, Scott Carlson, Tina Stratis

Members Not Present: William Ritter, Jeff Head

Others Present: Pam Harding, Director of Planning
Liz Fotos, Town Recorder

J. Michalak called the meeting to order at 7:07PM

CMRPC – DLTA PROGRAM- JEFFERSON VILLAGE ZONING PROJECT

Jeff Bagg, Principal Planner and Ronak Moradi, Planning Assistant were present at the meeting.

J. Bagg stated that they were aware of the gap of time that the Town had experienced due to staff turnover at CMRPC. He told the Board about projects they had been working on similar in scope in Sutton and Upton.

J. Bagg stated that the goal was to get a sense from the Planning Board that this was something they wished to move forward with and to work together to get an amendment to Town Meeting. He stated he was unsure the status of a fall Town Meeting but that they were expecting more DLTA funds and they wanted to move towns forward and then use next years funds to get to Town Meeting.

J. Bagg asked the Board where they left off; he stated it was his understanding from P. Harding that the Board and CMRPC had walked the Jefferson Village area and that was the key area of interest to the Board. He asked if that was the area the Town was pursuing or if Holden Center Proper was in the mix at all.

J. Michalak replied that the center of Town was not in the discussion when the Board was last spoke the CMRPC. He stated that he felt the Board was interested in combining the commercial sites and residential areas and felt that Jefferson Village was an area where that could work.

J. Michalak stated that one thing that was of concern to the Board was traffic. He told him (J. Bagg) that it was a state highway so anything that would need to be done would have to go to MA DOT but that some traffic calming measures would need to be taken in the area.

J. Bagg stated that he had been in the area and saw there was no cross walks and pedestrian issues.

T. Stratis stated that there was a blind spot in the area as well.

S. Carlson stated that it was a very busy corner.

J. Bagg agreed that there should be a sidewalk.

J. Bagg asked the Board the Board how they felt about the timing of a public hearing.

P. Harding replied that everything they discussed was very preliminary and they had yet to get into a definitive discussion on the matter. She stated that the previous planner had presented a draft and the Board gave comment and that was as far as it got.

O. Lies asked if anyone recalled if the Landmark took note of the meeting that the Board had with Eric Smith.

P. Harding replied it did not.

O. Lies stated that the Town was probably unaware of the matter than. He stated that traffic was an issue and that when they speak with people, Jefferson is run down. He stated that he thinks if the Board holds a public hearing people will say that the traffic and lack of sidewalks were concerning and that possibly that part of town could get a facelift with the Village Bylaw Change.

R. Ricker stated that he did not think anything was going to happen in that area until the mill was decided.

J. Bagg asked if there was a zoning change that may help to move the mill forward.

P. Harding replied there was not. She stated that there was an issue with the dam; she stated at this point the owners went to DCR for permission to remove the slab.

R. Ricker stated that until that was resolved he did not think there would be a lot of change in that area.

P. Harding stated that White Oak applied to the Conservation Commission to do a permanent drawdown because they were unable to do the dam repairs.

J. Bagg asked what would happen with the drawdown.

P. Harding replied that it would take a good portion of the lake away.

R. Ricker asked if they were approved by Fishing and Wildlife.

P. Harding replied that they gave a permit.

J. Bagg asked what they expected to happen.

P. Harding stated they would be lowering the water 6"/week however they were unable to meet the time constraints that were given so the earliest they can start is next May (2018). She stated that the Commission was issuing an order tomorrow and there was an appeal period. She stated they don't appeal to the courts, they go to DEP who have historically acted within a few months.

J. Michalak stated that when that happened things could move quickly with the mill.

R. Ricker replied that people have a substantial investment there.

O. Lies stated that he thought it was appropriate to continue forward and he did not see any issues with Town Meeting accepting a change like this. He stated that if something did miraculously happen with the mill then the Board would have something in place and was prepared to move forward.

J. Bagg stated that he did not want to present something that was unattainable. He stated he assumed that traffic was a documented issue or could be a documented issue. He asked how far they were with Complete Streets.

J. Michalak stated that it was a state highway so it was not eligible for Complete Streets Funding. He stated Complete Streets is only for towns but MA DOT has something similar so maybe having the state do something would work if they were able to tie everything together.

O. Lies replied that they should get in touch with MA DOT as soon as possible as they were very slow.

J. Michalak replied it was a long process.

J. Bagg asked the population of Holden.

P. Harding replied it was 18,862 as of the 2016 census.

J. Bagg showed the presentation to the Board; he stated that he wanted to show the Board some options and then come back with a proposal.

J. Bagg showed the Board the power point. He showed them some examples of buildings and properties that they were trying to replicate. He stated that they wanted it to be pedestrian oriented with shared parking in the rear.

J. Bagg stated that they were trying to show images of development and show how the regulation can help accomplish it by using mixed use, set backs, design guides, parking and more. He cited Holden Center as a successful example of what they were looking to accomplish with farmers markets, playgrounds, parking in the rear, etc.

J. Bagg asked what the schedule looked like for the Planning Board going forward.

O. Lies asked how the community was with the other areas he had worked in. He stated the examples that were provided were beautiful and that he wished the Town would go in that direction. He asked how the public was involved in these other communities.

J. Bagg replied that the Planning Department did abutters notice and they helped organize community meeting. He stated that it got abutters out and the public was able to raise questions and go over the process.

R. Ricker stated that this has come to the point that something should be done.

J. Bagg stated that he believes he has enough information to come up with a preliminary report and come back to the Board to see their thoughts.

J. Bagg stated that he thinks they can work towards a concept and language for the bylaw and then coordinate a meeting with abutters and the public. He asked if the Town would do a zoning amendment at the May Town Meeting.

P. Harding replied they would.

J. Michalak asked if as part of his work, would J. Bagg facilitate the public meeting.

J. Bagg replied he would; he stated he would need some assistance but it was a great way to see what the public wanted.

J. Michalak stated that they were also supposed to visit the Master Plan and this may work hand in hand with it.

J. Bagg replied that it would make sense as part of the Master Plan.

S. Carlson asked if Village Areas try to get exemptions that special zoning was needed.

J. Bagg replied that it was the concept of the overlay to set new standards. He stated that he knows some property owners get concerned with this change but there is an expectation that if you are doing a small thing you do not need to move the entire building forward to fit into the bylaw. He stated they would need to set a benchmark for a level of improvement that may tip into they bylaw such as site demo, or some high level of improvement.

J. Bagg asked if he could return to the Board for the first meeting in September and conduct a public hearing in October or November. He stated that would give them enough time to incorporate any changes.

J. Bagg scheduled to come back to the meeting on September 12, 2017. He thanked the Board for their time.

**PUBLIC HEARING-DEFINITIVE SUBDIVISION-GREENWOOD ESTATES
JACKSONWOOD INVESTMENTS, LLC**

G. Kiritsy was present at the meeting. He stated that because the Board was missing two members he would like to request a continuance for the Public Hearing but wished to make an informal presentation to the Board tonight.

R. Ricker stated that if they continue the matter there was typically not an information discussion as they did not want the rest of the Board to miss any information.

G. Kiritsy stated they would make a full presentation when the full Board was present however he wanted to feel out the Board to develop questions for the future public hearing. He stated he could tell the Board the status of the project and then see if the Board had any questions.

J. Michalak stated that rather than getting into any specifics, maybe they could provide the Board with a status on the schedule. He stated that the Board already had received documents and comments/ responses from the peer review.

G. Kiritsy called a point of order; he asked the date on the letter from Quinn Engineering.

J. Michalak replied it was a letter dated June 16, 2017 in addition to a traffic study.

G. Kiritsy replied that they had responded to both.

P. Harding replied that the Town had not yet received the responses.

J. Michalak stated that they would continue the matter and have the responses at that time.

G. Kiritsy replied that seeing the responses and the plans he believes that the next review of the Quinn Engineering Report will show “resolved” on all matters.

R. Ricker asked how long they would need to continue the matter until.

P. Harding asked where they were with the sewer capacity.

C. Blair replied that they turned in the sewer report and that he had seen some emails go back and forth that indicated there was some issues with the location of the testing. He stated that according to Ryan Mouridian, Water/Sewer Superintendent the location of one of the tests was causing issues. He stated that they were trying to figure it out. He stated that they did have issues with the pump station as well so it was good that they did the reports but that the sewers had plenty of capacity.

J. Michalak stated that it sounded like a few items would need to be submitted.

G. Kiritsy stated that they had already responded to the traffic study.

P. Harding stated that it was being reviewed.

G. Kiritsy stated that regarding the Sewer Capacity, the testing was completed and they were reviewing it.

P. Harding stated that Weston and Sampson was working with Ryan Mouridian on the Sewer capacity.

R. Ricker asked if there were any vacations that the Board needed to be aware of so they didn't run into quorum issues again.

J. Michalak asked how much time the peer view companies needed.

P. Harding stated that there was some issues with the sewer pumping station and one was held up.

R. Ricker asked if it was a substantial amount of information or if they could condition around it.

P. Harding replied that they needed to know where to direct the sewer so they could not condition that.

G. Kiritsy suggested continuing the matter until August 22, 2017.

Motion by R. Ricker, seconded by O. Lies, it was UNANIMOUSLY VOTED TO CONTINUE THE PUBLIC HEARING FOR DEFINITIVE SUBDIVISION/ GREENWOOD ESTATES/JACKSONWOOD INVESTMENTS, LLC TO AUGUST 22, 2017 WITH A DATE TO FILE THE DECISION TO SEPTEMBER 13, 2017.

R. Ricker asked the developer to submit comments as soon as possible.

S. Carlson asked if the Town would be able to look at it.

P. Harding stated that they would be discussing Quinn Engineering's review at that time as they did not expect the sewer report to be done.

G. Kiritsy told the Board that he was excited by the redesign and thought that the Board would be as well.

J. Michalak asked the developer to make sure the Board had a copy of the latest plans.

STONEY BROOK ESTATES BOND

P. Harding stated that they could continue this matter until August 8, 2017 if the Board wished as they usually have some time to look over everything.

R. Ricker asked if they had 30 days to act.

P. Harding replied they had 40 days to act so they were within their time.

The Board continued the matter to the August 8, 2017 Planning Board Meeting.

ZONING BOARD OF APPEALS RECOMMENDATIONS

P. Harding asked if the Board received the variance application for a pool on Torey Lane. She stated the Board did not typically make recommendations on these matters. She stated that they did have the subdivision because the developer applied for special permits to allow for four duplexes.

J. Michalak stated that there were several already on the street.

P. Harding replied that there currently were not any; they were all single family houses.

R. Ricker asked if duplexes were allowed.

P. Harding replied by special permit. She stated that all the abutters were single family homes but that there were some condos on Oakwood.

Motion by S. Carlson, seconded by O. Lies, it was UNANIMOUSLY VOTED THAT THERE WAS NO PLANNING SIGNIFICANCE TO ZBA RECOMMENDATION/ TOREY LANE.

R. Ricker asked if the matter came before the Planning Board.

P. Harding replied that if the ZBA approves the duplexes, the Planning Board would review it for the subdivision. She stated that would mean that the Planning Board reviewed the area and make sure that the frontage meets requirements. She stated that because the Board may see it they should not act on it. She stated that the Planning Board would vote on the subdivision and the ZBA would vote on the use.

MEETING MINUTES

April 11, 2017: continued to next meeting.

Motion by R. Ricker, seconded by T. Stratis, it was UNANIMOUSLY VOTED TO APPROVE THE MAY 9, 2017 PLANNING BOARD MEETING MINUTES.

MISC.

J. Michalak asked if there was any additional information on the Master Plan.

P. Harding replied that Fin Com had moved conducting the Master Plan up to this year. She stated that they would meet shortly regarding it. She stated that she believes that it could go with the Village District conversation.

P. Harding told the Board that there was a Phase Growth Population Projection Study that they want to be completed prior to the Master Plan and the scope on that was being finalized.

S. Carlson asked if that went for RFP.

P. Harding replied that she believes that CMRPC would be working on it was the Towns Regional Planning Commission.

Motion by S. Carlson, seconded by T. Stratis, it was UNANIMOUSLY VOTED TO ADJOURN THE JULY 18, 2017 PLANNING BOARD MEETING AT 8:27PM.

APPROVED: _____