

PLANNING BOARD
MEETING MINUTES
May 28, 2019

7:00PM

Memorial Hall

Members Present: John Michalak, Rob Ricker, Scott Carlson, Jacquelyn Baum

Members Not Present: Otto Lies, Mike Krikonis

Others Present: Pam Harding, Director of Planning
Pam Savage, Recording Secretary
Claire Baylor, CMRPC
Johnathon Buck 221 Union Street

John Michalak called the meeting to order at 7:23PM.

CMRPC – VILLAGE DISTRICT ZONING BYLAW

C Baylor was present to discuss the summary updates provided in letter dated March 21, 2019 from Heidi Murphy at CMRPC (provided). Included was a response to the table of uses, revisions to the latest version of bylaws, special permit section, and a current draft of Village Center Report, for feedback. She addressed the round of edits from the last meeting.

C Baylor asked if the board wanted to remove the item “*Frontage*” under 14.1 from the Special Permits Section, due to redundancy with Section 8 item regarding “*Frontage*”. Board Agreed.

P Harding recommended and board agreed to update verbiage in Section 9 (A & B) with regard to parking.

J Michalak referenced Section 6/Uses by Special Permit), items 9 & 10, recommended them to become one item, to exclude *without garages underneath*, and keep a maximum of 6 units. Board agreed.

J Michalak referenced, Section 7/ Prohibited Uses, item 11 Stand-alone fast food establishments. It was decided to remove item 11 from Section 7/Prohibited Uses and place it under Section 6/Uses by Special Permit. It was also decided to remove the verbiage, *fast food* from the description and replacing it with *Single Use*.

It was decided to remove the Height Bonus from Special Permit, Section 14, since three stories is the maximum.

R Ricker inquired about Section 14.1, item d., Pedestrian Facilities, i. regarding whether the specific type of concrete should be added.

J Michalak, answered it to be cement concrete, and it was agreed to have “cement” added to the description.

P Harding referenced “service industry uses” and recommended it to be changed to “personal uses”, to be more consistent with the bylaw.

C Baylor discussed the draft reports and said the last round of edits were based on the readability of maps and locations. If there is additional information to be included, she can get started on it.

J Michalak asked if referenced document was a complete inventory of every parcel and noted the word “overlay” still shown on the document. He asked if the referenced document, as well as renderings, would go into the final report.

C Baylor agreed to make sure those were included. She said the document was initially called the Phase 3 Report and is a continuation of an ongoing process. She asked what information the board found most useful, about the area, to move development of the district forward.

P Harding asked why, since the Village District is not yet in place, does it say “current land use”.

C Baylor said she would double check on that.

J Baum asked how the document was organized.

P Harding added there being a previous document which had a table and coding which was easier to read. She agreed to try and find the document and pass it on to C Baylor.

J Michalak recommended including a footnote reference to certain parcel numbers (1-100 Village Way).

C Baylor consulted transportation regarding a roundabout. It was not recommended, due largely to jurisdiction of the roads and level of traffic. Since it is technically a state highway, putting in a round-about could impede emergency response, etc. She anticipates having the final draft ready for the June Meeting.

DEFINITIVE SUBDIVISION GREENWOOD ESTATES – AMENDMENT TO PHASING PLAN

P Harding said they want to expand Phase 1 to include both wetland crossings and a small stockpiling. CONCOM was on board, but would like to get PLANNING BOARD approval (plans referenced to board).

MOTION BY R. RICKER, SECONDED BY J. BAUM. UNANIMOUSLY APPROVED TO AMEND PHASING GROWTH DEVELOPMENT – GREENWOOD ESTATES, 4-0-0.

MASTER PLAN UPDATE STEERING COMMITTEE STATUS REPORT

S Carlson said Master Plan is together and ready to be presented to the stakeholders only (not the citizens), and asked P Harding to confirm.

P Harding said it is 80-90% for any final edits and drafts. The committee will meet June 4th and there will be a vote on the next draft. The date to present has not yet been scheduled, to which S Carlson said he will not be present during the last week of June.

CITIZEN PETITION STATUS – ZONING BY LAW CHANGE

PASSED

APPROVAL NOT REQUIRED

509 RESERVOIR STREET – RICHARDSON R-40 LOT MERGER

MOTION BY R RICKER, SECONDED BY J BAUM. UNANIMOUSLY APPROVED TO ENDORSE THE ANR, 4-0-0.

APPROVAL OF MINUTES

March 12, 2019

MOTION BY R. RICKER, SECONDED BY S CARLSON, UNANIMOUSLY APPROVED THE MARCH 12, 2019 PLANNING BOARD MEETING MINUTES, 4-0-0.

Meeting adjourned 8:48