

INITIALS _____

**LUNENBURG PLANNING BOARD
TOWN OF LUNENBURG**

Joanna L. Bilotta-Simeone, Chair
Nathan J. Lockwood, Vice-Chair
Damon McQuaid, Clk.
Emerick R. Bakaysa, Mbr.
Matthew Allison, Mbr.
Marion M. Benson, Planning Director



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Minutes
January 27, 2014

Meeting Posted: Yes

Place: Ritter Memorial Building, 960 Massachusetts Avenue, Lunenburg, MA

Time: 6:30 PM

Present: Joanna L. Bilotta-Simeone, Nathan J. Lockwood, Damon McQuaid, Matthew Allison, Marion M. Benson

Absent: Emerick R. Bakaysa

PUBLIC COMMENT: None

INFORMATION MEETING (cont'd): Force Corp., 305 Leominster Shirley Road- See separate minutes. Findings and Directives will be prepared.

Board Discussion with Police and Fire Chiefs, Marijuana Bylaw: Police Chief Marino was available for attendance. Fire Chief Sullivan not available. J. Bilotta-Simeone opined that both individuals growing medical marijuana and dispensaries should be registered with the Police, Fire, and Building Departments. Chief Sullivan noted his issues to Planning Director via electronic mail as follows. There should be a Knox Box for 24-hour emergency access. Provision that no security system circumvent life safety egress systems, e.g., electronic locks on means of egress must unlock if fire alarm activates. Security fences/gates will not impede fire apparatus access. Chief Marino concerned with unintended consequences, e.g., criminal element, of having a dispensary in Lunenburg. Asked about security cameras and alarm systems. During hours of operation can restrictions be imposed, e.g., posting a police officer at facility? Concerned about protecting the people that legitimately need the drug. He agreed with J. Bilotta-Simeone that individuals should register. This would be part of a general bylaw acted upon by the Board of Selectmen. There was discussion as to zoning for a dispensary. Would the Board consider it retail, industrial, commercial, or medical? Could create a Medical Overlay. Chief Marino will keep the Board informed with his suggestions. Board is to review their information packets for particulars they want in the Zoning Bylaw and provide that information to the Planning Office for creation of a draft document which the Board will work off. Need to focus on location, site plan, public health and security. Could be by special permit, by right, or by site plan required? Board liked the idea of a special permit. State law requires applicant to demonstrate they can secure the property to do business for five years. Chief Marino noted the marijuana can be grown at one location, yet sold from another, e.g., one company with two locations. Any updates provided to the Board will also be provided to both the Fire and Police Chiefs. Board not sure how restrictive they can be on the hours of operation, e.g. only during daylight hours for purposes of safety?

Stone Farm Estates: Tabled

Highfield Village: Represented by John Godfrey. Current Extension expires January 31, 2014. Last appeared before the Board in October. Sewer allocation agreement has been executed with the Sewer Commission; signed agreement in place. Sewer plans submitted to Weston & Sampson. Have been adjusted as a result of Weston & Sampson review. Will present revised plans to the Sewer Commission at its January 28, 2014 meeting. A Weston & Sampson representative will also be present at that meeting. Mr. Godfrey hopes to have a concluded sewer plan at the end of that meeting. In anticipation of that a sewer extension agreement has been prepared for the state. The state has to issue a permit to extend the sewer. Other open item is the EIR which MEPA has deemed adequate. Mr. Godfrey requesting a Planning Board extension to April 30, 2014. He

anticipates a final subdivision plan, with the final sewer, for Board review at its February 24, 2014 meeting. Motion, N. Lockwood to extend to April 30, 2014, Second, D. McQuaid, discussion- M. Allison took exception to the copious extensions over the past nine years. Mr. Godfrey noted all the changes they had made to the plans over the past years. J. Bilotta-Simeone also felt that things had taken a long time, but were now moving along more rapidly. Mr. Godfrey opined the long timeframe was as a result of regulatory and planning frameworks in society. D. McQuaid noted that the approval process can take nine to twelve years. Roll Call Vote to approve request for extension- J. Bilotta-Simeone, aye; D. McQuaid, aye; M. Allison, nay; N. Lockwood, aye. Vote passed 3-1.

ANRs:

40 Page Street, Jeffrey Stone- Plan endorsed by Board.

145 Page Street, Katkin Family Revocable Trust- Plan endorsed by Board.

MINUTES APPROVAL: Motion to approve 01-13-14, N. Lockwood, Second, D. McQuaid. Motion to approve 01-13-14 Elmwood Road Hearing, N. Lockwood, Second, D. McQuaid. Minutes signed.

COMMITTEE REPORTS:

MJTC, M. Allison- Lunenburg slated for 2017 to start Summer Street Revitalization.

MRPC, J. Bilotta-Simeone- Meeting scheduled for January 28th.

School Building Committee, N. Lockwood- Talks regarding process going forward. Preparing for sub-contract bidding process. A Development Plan Review application needs to be submitted to the Board.

Building Reuse Committee, D. McQuaid- Committee status unsure.

Capital Planning Committee, M. Benson- FY2015 Plan completed and sent to Town Manager.

Green Community Task Force, M. Benson- In final stages with state application.

Agricultural Commission, M. Allison- Commission interested in forestry program.

PLANNING DIRECTOR'S REPORTS/NEW BUSINESS/DEVELOPMENT STATUS REPORTS:

MRPC- DLTA Application- Application submitted to MRPC. Awaiting response.

Housing Production Plan- MRPC has suggested developing a Housing Production Plan through them.

50 Elmwood Road- Represented by Mark Piermarini, Whitman & Bingham Associates, LLC. Revised plan submitted as a result of January 22, 2014 review letter (on file in Planning Office) from J. Johnson, David E. Ross Associates. Board had inquired as to historical value of existing building and if site was in sewer district. Existing building on site not historical and site not in the sewer district. Site abuts Proctor Park. J. Bilotta-Simeone requesting if access can be provided to that park via a conservation trail, etc. S. Jordan, Conservation Commission, noted that the border between Proctor Park and the subdivision site is about 2,000 feet of wetlands. The Park has vertical trails which follow the AT&T power lines. Other trails branch off the main vertical ones. She noted the Proctor Park is underserved for public access. There is a trail to Elmwood Road, but no parking. M. Piermarini noted the Park could be accessible through the drainage easement. Would be indicated on the Plan by a right-of-way easement. J. Johnson provided his comments. (This review was based on revised plan submitted January 13, 2014. They do not pertain to the revision submitted at this meeting.) He emphasized the applicant detail the overburden utilizing Form N as the applicant anticipates removing 50,000 cubic yards. This will entail numerous truck trips. Recommended the Board stipulate using Route 2A. Noted street trees would be beneficial to the project. Applicant requesting waiver from Section 4.2.5.1. for installation of a 750 foot length dead-end road due to site topography. J. Johnson recommended this should also be reviewed with the Fire Department. Establishment of Zoning District has been determined by the Building Official/Zoning Official. J. Johnson suggested installation of the drywells be bonded with the rest of the infrastructure to ensure their installation. Suggests DPW review proposed design for the drainage system as the two units proposed are in remote locations that are not easily accessible for routine maintenance. The plans submitted this evening reflect changes per J. Johnson's review letter. Board still needs to decide if they want to grant a waiver for the roadway. M. Allison concerned with maintenance of the Stormceptors. S. Jordan noted items requested by the Conservation Commission. NOI only for the road; not for lots themselves. Applicant requesting Conservation Commission approves clearing for house lots as well as road. Conservation Commission asking for clarification on number of trees being removed and how much area will be cleared. The applicant will be before the Commission on February 5, 2014. N. Lockwood inquired if the Commission would prefer the Board wait on approving/disapproving the requested waiver until the Commission renders a decision. P. Bertram, Board of Selectmen- applicant needs earth removal permit from Board of Selectmen due to amount of overburden being taken off site. The Planning Board will defer voting on the requested waiver until they receive input from the Commission at its February 5th meeting with the applicant.

Highfield Village- See above. Current Extension expires January 31, 2014. Extended to April 30, 2014.

Force Corporation, 305 Leominster Shirley Road- See separate minutes.

Whites Woods- No report

Emerald Place at Lake Whalom- No report

White Tail Crossing- Applicant hopes to come before annual town meeting for road acceptance. S. Jordan inquired who was currently responsible for maintenance of the two large drainage ponds. Owner/applicant.

651 Chase Road Solar- Clearing site. Road construction 30% complete. Some arrays may be relocated; if so, will have to come before the Board for approval.

265 Pleasant Street Solar- No work scheduled.

Lane Property- Tabled due to absence of E. Bakaysa.

ACTION FILE:

Citizen Survey- No additional surveys received. J. Bilotta-Simeone feels there is a lack of communication to the citizens that the survey is available online.

MEETING SCHEDULE:

February 10, 2014, 6:30 PM, Town Hall

February 24, 2014, 6:30 PM, Ritter Memorial Building

PUBLIC COMMENT: B. Ebersole, Board of Selectmen noted a previous Board agenda item which was how to improve public communications. He also shared the same issue with the Board of Selectmen. Discussion ensued as to better communication between Boards/Commissions. P. Bertram and S. Jordan both opined that when any Town Department receives plans, the Town Boards/Commissions should also receive PDFs of the same. It was noted that submittals to the Planning Board are also viewable on the Town's website under the Planning Board home page. S. Jordan noted plaques are available for applicants before the Conservation Commission. Applicants will post every 50 feet along the wetlands buffer. Do Not Disturb – Wetlands Buffer Zone.

BOARD COMMENTS: D. McQuaid noted he has been spending time reviewing the Village Bylaw information and wishes to discuss at an upcoming Board meeting. He will notify the office when he wants it placed on the agenda.

MEMBER ISSUES: none

Motion to adjourn Regular Session to go into Executive Session not to return to Regular Session, D. McQuaid, Second, M. Allison. Adjourned 9:30 PM.

Documents used at meeting:

Marijuana Information Packets

Minutes 01-13-14

Minutes 01-13-14 Elmwood Road Hearing

Solar Progress Reports

50 Elmwood Road Subdivision- Revised Plans

145 Page Street ANR

40 Page Street ANR