

INITIALS

*JB*

*NJ*

*DTM*

*MAA*

**LUNENBURG PLANNING BOARD  
TOWN OF LUNENBURG**

Joanna L. Bilotta-Simeone, Chair  
Nathan J. Lockwood, Vice-Chair  
Damon McQuaid, Clk.  
Kenneth Chenis, Mbr.  
Matthew Allison, Mbr.



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**RECEIVED & FILED**

**AUG 13 2014**

**LUNENBURG TOWN  
CLERK OFFICE**

Minutes  
July 28, 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

Also Present: Chantell Fleck, MRPC

Absent: Kenneth Chenis

**PUBLIC COMMENT:** Sharon Jordan, Conservation Commission and Open Space Committee member, noted she will be attending a meeting regarding Tennessee Gas Pipeline.

**Endorse ANR- Mulpus Brook Acres Realty Trust, 300 Holman Street-** Motion, N. Lockwood, Second, D. McQuaid, all aye - plan endorsed.

**APPOINTMENT: Emerald Place at Lake Whalom-** Requested continuance to the August 11, 2014 Board meeting.

**MS/HS Project-** S. Jordan noted the applicant has an RDOA with the Conservation Commission on August 6, 2014. Motion, N. Lockwood, to endorse Findings, Second, D. McQuaid, all aye. Mike Macklin, Chair, School Building Committee initiated discussion on curbing at the Massachusetts Avenue entrance and having to pull DOT permits; noted this would expand beyond the project's current scope. Directive specifies granite curbing only at Oak Avenue. The existing Massachusetts Avenue entrance does not have it nor is it included in the scope of what will become the student parking. Motion, N. Lockwood, to endorse Directives, Second, D. McQuaid, all aye.

**MINUTES APPROVAL:**

Motion, N. Lockwood, to approve 7-14-14, Second, D. McQuaid

Motion, N. Lockwood, to approve 7-21-14, Second, D. McQuaid

**COMMITTEE REPORTS:**

**MRPC, J. Bilotta-Simeone-** No report

**School Building Committee, N. Lockwood-** Final clearance received for financing

**Building Reuse Committee, D. McQuaid-** Noted Ledger article where Reuse Committee Chair approached the School Committee to see what the School Committee will declare excess property.

**MJTC, K. Chenis-** No report

**NEW BUSINESS/DEVELOPMENT STATUS REPORTS:**

**1259 Massachusetts Avenue-** Noted site plan review informational meeting scheduled for August 11<sup>th</sup>.

**Tri Town Landing-** Preparing to move forward with Building 4.

**MS/HS Project-** See above

**Highfield Village-** Motion, D. McQuaid, to approve extension to September 22, 2014, Second, N. Lockwood, all aye.

**Force Corporation, 305 Leominster Shirley Road-** No report

**Definitive Subdivision, 50 Elmwood Road-** No report

**Whites Woods, Mass Ave-** No report

**Emerald Place at Lake Whalom-** See above

**651 Chase Road Solar-** No report  
**265 Pleasant Street Solar-** No report  
**White Tail Crossing-** No report

**ACTION FILE:**

**Open Space Committee-** M. Allison declined the liaison appointment, noting he was actively involved with the Agricultural Commission (not a Planning appointment). J. Bilotta-Simeone will confer with the Town Manager.

**Registry of Deeds-** Signed letter updating Board members.

**250 Whalom Road, Lunenburg Village-** No report

**40 Leominster Shirley Road-** No report

**Master Plan-** Housing Production Plan (HPP) moving forward. Need to set date for joint meeting with other interested Boards to discuss Economic Development Element. Request J. Hume's presence.

**Village District Draft Bylaw-** Discussion of Charrette questions.

#1 – What historical covenants should be in place for Village District/what measures are reasonable to encourage preservation? Demolition protection? Change in footprint? Scenario- if a donut shop, etc., wanted to locate in Town Center and wanted to modify an existing building, how would you feel about that? .

#2 – Delete first and last sentence. Add in, "can you give positive/negative examples from other towns?"

#3 – Revise- "The Ritter Building, TC Passios, Brooks House, and old Primary School have been deemed underutilized. What uses do you envision in these four buildings?"

#4 – add in reference to cycling

#5 – no changes

**MEETING SCHEDULE:**

August 11, 6:30 PM, Town Hall – Information Meeting for 1259 Massachusetts Avenue followed by Board meeting

August 14, 6:00 & 7:00 PM – Charrette - Ritter Building and Town Hall

August 18, 6:30 PM, Ritter Building – review State Village District Bylaw and Village District Draft Bylaw

August 25, 6:30 PM, Town Hall – work on Village District Draft Bylaw/public input (C. Fleck not available)

**BOARD COMMENTS:**

C. Fleck- Board should work on a "Use Table" for the Zoning Bylaw.

J. Bilotta-Simeone- various Sections of the Bylaw should be reviewed, e.g., Signs, and Off Street Parking and Loading Areas

D. McQuiad - Have separate signage for Village District Bylaw

**ADJOURNMENT:** 8:00 PM

Documents used at meeting:

Minutes 7-14-14

Minutes 7-21-14

ANR Plan- Mulpus Brook Acres Realty Trust, 300 Holman Street

MS/HS Approval

Highfield Village Request for Extension

Letter to Registry of Deeds

Minutes/2014/07.28.14

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