

# **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.



Tel: (978) 582-4147, ext 5  
Fax: (978) 582-4353  
960 Massachusetts Avenue  
Lunenburg, MA 01462

Adam R. Burney  
Land Use Director

Minutes  
January 12, 2015

Meeting Posted: Yes

Place: Town Hall, 17 Main Street, Lunenburg, MA

Time: 6:30 PM

Present: Nathan J. Lockwood, Damon McQuaid, Kenneth Chenis, Matthew Allison, Adam R. Burney

Absent: Joanna L. Bilotta-Simeone

**PUBLIC COMMENT:** none

#### **ANRs:**

**11 Beachview Road, Eric & Stacey Manseau-** Lot consolidation plan for tax purposes. Plan endorsed by Board. Applicant to file at Registry.

**26/30/32 Laurel Lane, Mahoney Family Trust & Steven Mastrangelo-** Plan endorsed by Board. Applicant to file at Registry. M. Allison declined to sign.

#### **MINUTES APPROVAL:**

All minutes signed.

12/22/14, Motion, D. McQuaid, Second, K. Chenis

Executive 12/09/13, Motion, D. McQuaid, Second, N. Lockwood

Executive 01/27/14, Motion, D. McQuaid, Second, M. Allison

Executive 03/10/14, Motion, D. McQuaid, Second, M. Allison

Executive 07/14/14, Motion, D. McQuaid, Second, K. Chenis

Executive 08/11/14, Motion, D. McQuaid, Second, M. Allison

#### **COMMITTEE REPORTS:**

**MRPC, J. Bilotta-Simeone-** absent – no report

**Capital Planning Committee, J. Bilotta-Simeone-** absent – no report

**School Building Committee, N. Lockwood-** No meeting since last Board meeting. Proposed boundary sketch of TC Passios submitted by School Committee. One parcel for the Brooks House and one for TC Passios with a potential realignment of Memorial Drive. D. McQuaid attended the meeting. He expressed his personal concern for Town Center and suggested a joint meeting with the Planning Board and Building Reuse Committee. He also evaluated the site for zoning. One item was parking count per square footage – if anything other than school or housing use would require more footage for parking. A. Burney to follow up on possible joint meeting. This would be in anticipation of Passios remaining and not being demolished or reconfigured.

**Open Space Ad Hoc Committee, N. Lockwood-** Noted joint meeting of the Conservation Commission and the Acquisition Advisory Team (AAT) for discussion of the "Lane" property obligations for grant requirements. Covered what had to be done in order to close on the property. Parking (over \$27,000) has to be established prior to May 15<sup>th</sup>. P. Bertram of the AAT noted they are looking at getting potential grant opportunities through the SnowRiders to help fund.

**Building Reuse Committee, D. McQuaid-** J. Toale checked out the old primary building. Talked about school boundaries.

**MJTC, K. Chenis-** Next meeting 1/21/15.

**Agricultural Commission, M. Allison-** Next meeting 1/15/15.

**NEW BUSINESS/DEVELOPMENT STATUS REPORTS:**

**White Tail Crossing-** Layout hearing for roadway in front of Board of Selectmen January 13, 2015. If accepted, will become a warrant article for May Town meeting.

**Whites Woods, Massachusetts Avenue-** no report

**Highfield Village-** no report

**Definitive Subdivision, 50 Elmwood Road-** Installing drainage and utilities lines. In process of putting in subgrade.

**Tri Town Landing-** no report

**MS/HS Project-** no report

**Emerald Place at Lake Whalom-** no report

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

**ACTION FILE:**

**Housing Production Plan (HPP)-** Motion D. McQuaid, Second, K. Chenis to approve final HPP; all aye. Plan will now be submitted to state for formal review. State has 90 days from receiving HPP to approve it. Once approved, after 12 months the Board can submit to State for compliance.

**Village Center District Bylaw-** Continued discussion. Minor edits made. Public discussions of the Bylaw will take place at the January 26<sup>th</sup>, February 9<sup>th</sup> and February 23<sup>rd</sup> Board meetings at approximately 7:00 PM. This will allow for dissemination of information to Town residents prior to May Town Meeting. Meetings will also be televised. The public hearing for the article is anticipated to take place on March 9<sup>th</sup>. D. McQuaid will work on an architectural sketch of what a Town Center would look like under the Village Center District. Mailers publicizing the meeting dates will go to those addresses located within the boundaries of the District. (It is cost prohibitive to send mailers to all Lunenburg residents.) The meetings will also be publicized via the Town Scroll.

There was discussion of special permits. Special permits will be for construction of new dwelling units. N. Lockwood noted that there are no use restrictions for "campuses" and suggested adding in a use percentage requirement. K. Chenis suggested clarifying in Purpose. An "F". will be added to Purpose stating encouragement of mixed use development that facilities community, civic use, etc.

Retention of trees will be encouraged; this can be addressed through the development plan review process. Will also be incorporated into design guidelines.

There was discussion of the 60% transparency requirement being too high. It was noted that this is strictly for newly constructed building facades for non-residential use. Wording to be clarified noting if a mixed use building façade, a non-residential first floor shall have a transparency of at least 60%.

Maryellen Ramstack, 44 Cortland Circle- Voiced her concern at the lack of public attendance at the meetings. A. Burney noted anyone can submit questions/issues to the office. The Bylaw will also be placed on the Town's website.

**322 Flat Hill Community Solar-** Decision needs to be filed with Registry. Applicant has not yet picked it up.

**Scenic Road-** no report

**250 Whalom Road, Whalom Luxury Apartments-** no report

**Master Planning- Economic Development Element-** no report. A. Burney anticipates working on this in February. N. Lockwood would like to have committee in place as soon as possible.

**Historical Commission- Architectural Preservation District-** A. Burney has received draft from the Historical Commission. The Commission would like to attend the January 26<sup>th</sup> Board meeting for discussion.

**NOTICES & COMMUNICATIONS:**

Noted Library Board of Trustees meeting January 15<sup>th</sup> – A. Burney to attend.

Noted Zoning Board of Appeals Denial for 790 Massachusetts Ave.

**MEETING SCHEDULE:**

January 26, 6:30 PM, Town Hall- regular meeting will include public discussion of both the Village Center District Bylaw and the Architectural Preservation District Bylaw at 7:00 PM.

February 9, 6:30 PM, Town Hall- Highfield Hearing following by meeting

February 23, 6:30 PM

March 9, 6:30 PM, Town Hall- Hearing for Planning Board warrant articles

March 23, 6:30 PM, Town Hall

**PUBLIC COMMENT:**

P. Bertram inquired as to process for White Tail Crossing. A. Burney noted that the Board is considered the proponent and will make a formal recommendation at Town Meeting, based upon completion/non-completion of the two minor outstanding issues, whether the road should be accepted or to pass over the article.

M. Ramstack asked if the scenic roads will go on the warrant. Yes. The Board will publicize closer to Town Meeting.

**MEMBER ISSUES:** M. Allison felt that future meeting dates of Boards/Commissions/Committees, etc. should be extended out further on the Town Calendar regardless of whether or not an agenda has been submitted.

**ADJOURNED:** 8:28 PM

Documents used at meeting:

ANR, 26/30/32 Laurel Lane

ANR, 11 Beachview Road

Minutes 12-22-14

Executive Minutes 12/09/13, 01/27/14, 03/10/14, 07/14/14, 08/11/14

Draft Housing Production Plan

Draft Village District Bylaw

50 Elmwood Rd Updates