

TOWN OF LUNENBURG
Office of the Planning Board

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Vice Chair
Kenneth Chenis, Clerk
Tanner Cole, Member
Paula Bertram, Member



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Adam R. Burney
Land Use Director

Marjorie J. Boggio
Administrative Assistant

Minutes
March 25, 2019

Meeting Posted: Yes
Place: Town Hall, 17 Main Street, Lunenburg, MA
Time: 6:30 PM

Present: Matthew Allison, Kenneth Chenis, Tanner Cole, Adam R. Burney
Absent: Paula Bertram

Joint Appointment with the Board of Selectmen for Appointment to Board Vacancy- Cancelled.

APPOINTMENTS:

205 Sunset Lane, Driveway Plan- K. Chenis recused himself. Plan presented by Neil Gorman, David E. Ross Associates. The Board discussed the Plan, but did not take a vote due to lack of quorum. A common driveway off Robbs Hill Road is proposed to serve Lots 2-A and 2-B. The Fire Chief viewed the Plan and recommended widening of the entrance at Robbs Hill Road to allow for a straighter entrance to Lot 2-A. The drive forks immediately upon entrance and identifying signage will be placed for the two properties. A gravel emergency/delivery vehicle turnaround will be placed close to Lot 2-A. Neither T. Cole nor M. Allison had issues with the proposal. Plan will be placed on the 4/8/19 Board agenda.

Daron Massey, 300 Holman Street- He noted he has filed two citizen petitions; one for adding a use for farming and artistic events in Lunenburg and the second is for special event guidelines. He went on to note that he requested 3 special event permits at a recent Select Board meeting. As he has to be prepared to meet various contingencies, he needs to meet with various Town officials/departments to discuss those permits. After that/those meeting(s), he will return to the Select Board to demonstrate how he will address the contingencies. D. Massey is requesting specific guidance from the Board that will enable him to move his 3 special permits forward with the Select Board. Both M. Allison and T. Cole were of the opinion that this should go through the Select Board and are not sure what input they can provide to D. Massey. K. Chenis noted the Board would need time to review these two petitions for discussion at the next Board meeting on April 8th.

Dave Passios, 56 Whiting Street (speaking as Board of Health member)- Had the understanding that D. Massey's 3 events were already discussed at a Department Head meeting, with no feedback to D. Massey. A. Burney responded that was incorrect.

Kathy Wnuk, 503 Holman Street- Asked why this discussion was taking place as a cease and desist letter from special events was sent to D. Massey from the Building Commissioner. A. Burney noted that D. Massey has the right of appeal to the Zoning Board of Appeals. He also has entertainment licenses in front of the Select Board.

Steve Weaver, 288 Holman Street- Alleged that D. Massey's past events were illegally held, so why would he be able to get permits for events now?

Building Re-Use, Board Discussion- K. Chenis made Motion to table to April 8, 2019, T. Cole Seconded, all aye.

Process, Substance and Form Specific to Large Public Events, Board Discussion- Board discussion ensued on the Special Event Permit Guidelines. Special event permitting falls under the jurisdiction of the Select Board; the Select Board has requested input from the Planning Board. K. Chenis was concerned that the Guidelines don't specify certain zoning districts. If the Guidelines cover all zoning districts, given the restrictions in the Guidelines, commercial entities would be excluded, e.g., a commercial entity that wants to hold weekend concerts would be limited to 4 per year. A. Burney responded that there had been a clause about properly zoned properties, but that clause was removed through discussion with the Select Board. K. Chenis felt the language was too broad. He asked A. Burney how he arrived at the limit of 4 events per year. A. Burney felt 6 were too many, yet 2 too few and noted that is only on private property that would not normally be zoned for such. There is no restriction of the number of events on public property. K. Chenis also had concern with private membership organizations being exempt from special event permitting. T. Cole asked for clarification of 4 events per year; does this apply to per site, per ownership, etc. Does the required event layout plan need to be an engineered plan; is a sketch sufficient? Both K. Chenis and T. Cole suggested the Flowchart be more detailed and that the Guidelines require more specificity. M. Allison was of the opinion that the drafting of these Guidelines were in reaction to a specific property.

Michael Ray Jeffreys, 1170 Massachusetts Avenue- Opined that these Guidelines are in response to Mr. Massey and his property. He maintained that if an event is taking place on an adjacent property, it should be none of the neighbor's business, but should be within the realm of residential activity, not a recreational venue. He also asserted this could easily be remedied with the Select Board opting to deny a permit; all this regulation isn't necessary.

Steve Weaver, 288 Holman Street- Feels 4 permits for one location are excessive.

Tom Alonzo, 284 Lancaster Avenue- The Guidelines are vague. Multi-day events that require overnight camping, sanitary facilities, etc. should be strictly regulated. For other events, the underlying zoning should define the use. He was of the opinion that the 3 events D. Massey brought to the Select Board should not be considered a venue.

Kathy Wnuk, 503 Holman Street- When events start being advertised online and on Facebook, this is not someone having a party or a wedding. It is someone having an event bringing in vendors outside the town/state.

Katey Adams, Williams Drive- Opined that in general, residential properties are not open to the general public.

Daron Massey requested the Board's guidance on protecting his remaining open space that is under his personal ownership.

Steve Weaver, 288 Holman Street- Feels 2 events annually are sufficient.

District Local Technical Assistance (DLTA)- Taken out of order to allow for participation by the Town Manager, H. Lemieux. H. Lemieux has requested a letter of support from the Select Board for an ADA self-evaluation and transition project under DLTA. This type of project was last done in 2009. She wanted to find out if the Planning Board has a higher priority project that should be considered in place of the ADA project. In the event MRPC will only award one project per community, she wants to prioritize the Town's requests. T. Cole inquired how the ADA project would lead into the Master Plan and on-going discussion of the five municipal buildings. She responded that it would create a plan of how accessibility improvements would be met. It would also make the Town eligible for project grants to meet the transitions that have to happen. **K. Chenis made Motion to approve the request for DLTA spending and send a letter of support, T. Cole Seconded, all aye.**

Board Appointment to Land Acquisition Committee- The Town has been offered the purchase of a large portion of privately-owned land on Northfield Road. The Select Board has created a Land Acquisition Committee to work with the property owners. The Committee will be comprised of one member each from the Finance Committee, Planning Board, Open Space Committee, Conservation Commission and Select Board. T. Cole volunteered to be the Board's representative. **K. Chenis made Motion to nominate T. Cole, T. Cole Seconded, all aye.**

MINUTES APPROVAL:

02/11/19, 190 Electric Avenue

02/11/19, 380-400 Electric Avenue

02/11/19, 400 Electric Avenue

02/11/19, 151-181 Leominster Shirley Road

02/11/19

Vote not taken on above minutes

02/25/19

02/25/19, 190 Electric Avenue

02/25/19, 380-400 Electric Avenue

02/25/19, Town Meeting Warrant Article

Vote not taken on above minutes.

03/04/19, 190 Electric Avenue- K. Chenis made Motion to approve, T. Cole seconded, all aye.

03/04/19, 400 Electric Avenue- K. Chenis made Motion to approve, T. Cole seconded, all aye.

03/04/19, Warrant Articles- K. Chenis made Motion to approve, T. Cole seconded, all aye.

03/04/19- K. Chenis made Motion to approve, T. Cole seconded, all aye.

COMMITTEE REPORTS:

Capital Planning Committee-no report

Storm Water Task Force- Meeting scheduled for April 1st.

Agricultural Commission- Farmers' Market Manager has resigned. There is a member vacancy on the Commission. The Commission hopes to get approval from the Select Board for the placement of a banner across Route 2A for the advertising of Town events. If approved, the Commission will be looking for citizen input on suggested advertising.

MJTC- no report

MRPC- Meeting scheduled for March 28th.

Charter Review Committee- Final Charter draft approved.

Green Community Task Force- no report

Open Space Ad Hoc Committee- no report

DIRECTOR'S ITEMS:

Plan Endorsement: All site plans below endorsed by Board.

380-400 Electric Avenue

400 Electric Avenue

190 Electric Avenue

Special Event Permit- See "Process, Substance and Form Specific to Large Public Events" above.

Lunenburg Code, Section 250- 5.6., Update- A warrant article, prepared by Town Counsel, was provided to the Board. The proposed article will be heard at an upcoming public hearing.

District Local Technical Assistance (DLTA)- Taken out of order – see above.

MEETING SCHEDULE:

April 8- K. Chenis not available.

April 22-

ONGOING ITEMS:

Lunenburg Code, Section 250- 5.6., Cluster Development

Lunenburg Code, Section 250- 4.15., Solar Energy Systems

Lunenburg Code, Section 250- 6.1., Off Street Parking & Loading Areas

Earth Removal Permitting

Economic Development

MGL, Ch. 41, Section 81D, Master Plan- Master planning could possibly qualify for a grant from the Executive Office of Energy and Environmental Affairs. Grant application is due by the end of May. A grant could fund a portion of the Master Plan.

ADJOURNMENT: K. Chenis made Motion to adjourn, T. Cole Seconded, all aye. Adjourned 9:20 PM

Documents used at meeting:

205 Sunset Lane Driveway Plan

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03/04/19, Warrant Articles
03/04/19

Special Event Permit Guidelines - DRAFT