

TOWN OF LUNENBURG
Office of the Planning Board

Matthew Allison, Chair
Tanner Cole, Vice Chair
Gregory Bittner, Clerk
Paula Bertram, Member
Rhonda Lisio, Member



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Adam R. Burney
Land Use Director

Marjorie J. Boggio
Administrative Assistant

Minutes
June 24, 2019

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

Present: Matthew Allison, Tanner Cole, Gregory Bittner, Paula Bertram (arrived 6:58 PM), Rhonda Lisio, Adam R. Burney

PUBLIC COMMENT: R. Lisio stressed that she supports open communication between Boards/Commissions/Committees. She also felt it was unfortunate that Open Space Committee appointments are made without the appointee(s) appearing before the Planning Board. T. Cole voiced his disappointment that due to an oversight, the votes on the marijuana prohibition articles did not take place at May Town Meeting. The Board worked very hard to give the citizens the ability to vote on the marijuana prohibition articles.

APPOINTMENT: 493 Massachusetts Avenue, Waiver Request- T. Cole recused himself. Presentation by Kim Cole, 563 Massachusetts Avenue. A waiver from site plan approval is being requested for Gatsby Grounds at 493 Massachusetts Avenue. A sign located 20 feet from the edge of the property has been erected; the distance does not comply with the zoning bylaw. The Building Commissioner requested that the sign be relocated further onto the property, but K. Cole stated that $\frac{3}{4}$ of the front yard is the septic system. The sign bylaw was amended at 2018 Fall Special Town Meeting to allow businesses to place a free standing sign without going through site plan approval as long as it met specific criteria, one of the criterion being that the sign is 25 feet from the front property line and 20 feet from the side property line. **R. Lisio made Motion to grant the waiver request for 493 Massachusetts Avenue, G. Bittner Seconded, all aye.**

MINUTES APPROVAL: G. Bittner made Motion to approve all minutes between 04/22/19 and 06/10/19, including the Scrivener's Error in the 4/22/19 minutes, T. Cole Seconded, all aye.

04/22/19-

04/22/19, Zoning Articles-

04/22/19, Zoning Article – Non-Medical Marijuana-

04/29/19

04/29/19, Aro Estates, Howard Street-

04/29/19, Citizen Petition Zoning Article-

05/13/19-

05/13/19, Aro Estates, Howard Street-

05/13/19, PS&G, 151-181 Leominster Shirley Road-

06/10/19-

COMMITTEE REPORTS:

Capital Planning Committee- no report

Storm Water Task Force- Putting out Request for Proposals. Next meeting July 11th.

Agricultural Commission- Farmers' Market scheduled to open June 30th. Twenty-plus vendors are anticipated.

Open Space Ad Hoc Committee- Meeting July 22nd to respond to the State's request for additional information on the Open Space and Recreation Plan (OS&RP).

Land Acquisition Committee- Meetings being held

Green Community Task Force- Task Force Chair updated the Board of Selectmen on the streetlight buy-back program.

MJTC- no report

MRPC- no Board representative

MASTER PLAN, Request for Proposal (RFP)- The Capital Plan provides for \$50,000 for master planning and the Board has also applied for a grant in the same amount. A. Burney provided Board members with a copy of Massachusetts General Law (M.G.L.) Chapter 41, Section 81D, Master Plan. There was Board discussion on how to move forward with the Master Plan. M. Allison inquired if the Housing Production Plan could be converted into the Housing Element. With the beginning of FY 2020, a consultant can be hired with the \$50,000 provided by the Capital Plan. P. Bertram opined that due to the lack of an implementation plan, many of the goals in the 2002 Master Plan have not been achieved. She suggested the Board focus on the RFP and that the OS&RP should also be looked at in conjunction with the 2002 Master Plan. She believes it is important for the Board to go back and look at the work that has been done, decide whether it agrees or disagrees with those recommendations in the elements, and then possibly use the funds towards an implementation plan instead of separate elements. The Board was in favor of viewing RFPs from other communities. There will be continued discussion at the Board's July 22nd meeting.

DIRECTOR'S ITEMS:

Economic Development/Economic Development Committee- The Board expressed interest in creating a committee consisting of members from various boards/commissions/members-at-large, etc. A. Burney noted that such a committee usually acts as liaison between the local government and business associations. The Board will work on creating a charge for the committee. Discussion will continue at the Board's August 12th meeting.

Earth Removal- no report

Open Space Ad Hoc Committee, Vacancies- There is currently one vacancy on the Committee and a possible second one pending finalization, and approval, of the OS&RP by the State. P. Bertram expressed interest in sitting on the Committee and T. Cole noted he would be willing to serve on the Committee until the vacancy was filled. A. Burney will work on advertising the vacancies with the hope of those vacancies being filled at the Committee's July 22nd meeting.

MRPC, Board Representative- T. Cole made Motion to nominate P. Bertram as the Board's representative, G. Bittner Seconded, all aye.

Town Meeting, Follow-Up- All zoning bylaw articles put forth by the Planning Board were certified by the Attorney General.

Stone Farm Adult Community, Construction Bond- Site work remains unfinished by the developer. The homeowners' association has requested the Planning Board claim the Bond for completion of the outstanding items noted in Graves Engineering, Inc. review letter dated December 20, 2017. A public hearing will have to be held by the Planning Board.

MEETING SCHEDULE:

July 8- P. Bertram not available. Board will begin discussion of off-street parking, solar systems, and earth removal.

July 22- UNITIL public hearing - tentative

ONGOING ITEMS:

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

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

MGL, Ch. 41, Section 81D, Master Plan-

ADJOURNMENT: G. Bittner made Motion to adjourn, T. Cole Seconded, all aye. Adjourned 8:44 PM

Documents used at meeting:

Minutes-	04/22/19	04/22/19, Zoning Articles	04/22/19, Zoning Article – Non-Medical Marijuana
	04/29/19	04/29/19, Aro Estates, Howard Street	04/29/19, Citizen Petition, Zoning Article
	05/13/19	05/13/19, Aro Estates, Howard Street	05/13/19, PS&G, 151-181 Leominster Shirley Road
	06/10/19		