



Bolton Planning Board

Minutes

Date:	Wednesday, January 26, 2011
Time:	7:30 pm
Location:	Town Hall
Next Meeting:	February 9, 2011
Present:	Doug Storey (Chairman), John Karlon (Board Vice-Chairman), Michelle Tuck, James Owen (Associate Member) and Town Planner Jennifer Burney.
Not Present:	Marc Gautreau & Mark Duggan

Hearing

Time	Description	Address of property & Applicant's name
	None	

General Business

Time	Description	Address of property & Applicant's name
7:30 – 7:40 pm	Site Plan Review	68-70 Spectacle Hill Road, Mitchell Motors Applicant: Richard Mitchell
Documents/plans	Application & photos of property	
Discussion:	Doug Storey, Chairman recused himself as an abutter. Doug Storey spoke as an abutter and stated that he felt the proposed addition and use did not have any safety concerns or drainage issues. The Board reviewed the ZBA Special Permit to expand a PENC. The project meets the parking requirements and lot coverage requirement.	
Action:	<i>A motion was made by Michelle Tuck, seconded by James Owen to approve the site plan review application forwarded by the Board of Selectmen for the Planning Board's review.</i> <i>Vote: 3/0/0</i>	The Town Planner will send a memo to the Board of Selectmen
Time	Description	Address of property & Applicant's name
7:40 – 7:50 pm	Mr. Geagan is representing the new owners and would like to introduce himself to the Board.	626 Main Street, The Salt Box Thomas Geagan from RCC Regional Consulting Company located in Acton MA
Documents/plans	none	

Time	Description	Address of property & Applicant's name
Discussion:	Mr. Geagan stated that the applicant is interested in doing a village overlay project that would include both cottage style housing (12-1400 Sf) and 3-4 pad sites. The existing structure has many different levels due to multiple additions, has a difficult layout and has code issues; therefore the applicant may be demolishing the building. Next step would be to do some engineering work, review PWS, septic and topography. The business parcel is buffered on 3 sides by residential property that they would not be interested in rezoning but using for ancillary use such as parking and/or septic if the village overlay would allow this. Interested in creating trails to connect to the senior center and make the site more pedestrian friendly. Currently has some letters of intent but nothing is officially signed. Interested in an acceleration lane. Doug Storey asked what the applicant would be seeking in the village overlay. Mr. Geagan replied that they would not want to have to place a building right up front and would like to scatter buildings around. Would like an acceleration lane, reduced or flexible parking based on the type of use and the different traffic flows.	Mr. Geagan will return to the Board with a conceptual plan.
Time	Description	Address of property & Applicant's name
7:50 – 8:00 pm	Board to discuss procedure for adding 7 additional lots and issue of tax delinquency.	Century Mill Estates Century Mill/Spectacle Hill Road Developer: Andy Bendetson
Documents/plans	Proposed plans	
Discussion:	Board member James Owen recused himself as an abutter. The Chairman read the letters sent to the Applicant by both the Tax Collector and the Assessor's indicating the tax delinquency and that the abatement review was over. The Board indicated to Mr. Bendetson that the next action the Board will take is to send a letter to the Applicant requesting the tax monies owed to the Town by a certain date. If the Town did not receive the taxes owed the Board's next step would be to schedule a Hearing to revoke the FOSPRD Special Permit and rescind the Subdivision approval. Mr. Bendetson replied that he would like to figure out some things before giving the Board a date that the taxes will be paid by.	The Applicant will return to the Board at their next meeting on February 9, 2011 at 7:30pm. The Board at that meeting will decide when to send the letter out and the deadline date for receiving taxes.
Time	Description	Address of property & Applicant's name
8:00 – 8:05 pm	ANR – lot line change for recently approved ANR (eliminating an area that allowed for passage of a tractor)	Annie Moore Road (for recently approved Map and Parcel 4E-7 Applicant: Chuck Lord
Documents/plans	Proposed plans	
Discussion:	The Board reviewed the plans and did not endorse the plans because the applicant will need to go before the Board of Selectmen to determine Right of First Refusal because the parcel is in Chapter 61A. The Board stated that on the surface it doesn't appear that the Town should be interested in exercising it's Right of First Refusal because the Town does not own any abutting property, however, if the Town were interested they feel the property would most likely be of low cost to acquire and will leave the decision up to the Board of Selectmen to decide if they feel it is valuable to the Town to obtain this parcel.	Town Planner to send a letter to the Board of Selectmen.
Time	Description	Address of property & Applicant's name
8:05 – 8:10 pm	ANR – lot line change	Lots 15 B and 16 B located in the Oaks Subdivision. Applicant: Wealy Realty Trust
Documents/plans	ANR plan	

Time	Description	Address of property & Applicant's name
Discussion:	Lot line modification between two lots to modify the shared driveway. Both lots will now have a single driveway and will require a grading and drainage easement from each lot. The two lots are FOSPRD lots and meet the lot shape requirement, frontage and lot size. The Board indicated that the applicant will need to submit a driveway application showing the topography and slope of the proposed driveways.	
Action:	<i>A motion was made by John Karlon, seconded by Michelle Tuck to approve an ANR Plan entitled Lot Line Modification Plan Bolton, MA for Wealy Realty Trust, 159 Ballville Road, Bolton MA 01740 dated January 17, 2011 by Ducharme and Dillis Civil Design Group located in Bolton Ma. 4/0/0</i>	
Time	Description	Address of property & Applicant's name
8:10 – 8:15 pm	Bruce Slater would like to discuss subleasing Great Brook Farms to a landscape business	Great Brook Farm – Bruce Slater 356 Main Street
Documents/plans	None	
Discussion	Applicant cancelled	
Time	Description	Address of property & Applicant's name
8:15 – 9:15 pm	Discuss design guidelines and village overlay – summarize board comments & public comments received to date and forward to MAPC to include in the revised guidelines.	
Documents/plans	Draft design guidelines & village overlay zoning	
Discussion:	Due to the snow, the Consultant Mark Racicot from MAPC was not physically present but was on speaker phone to the Board and 3 residents present (Mr & Mrs Bing and Roland Ochsenbein. The Board reviewed the draft design guidelines and made many suggestions. The Board would like to see examples of Impact Studies. Mark Racicot will also review the UMASS draft design guideline.	
Action:	The Board would like Mark Racicot to redraft the design guidelines with the edits made and submit to the Board prior to the weekend to review in order to submit to the Town Administrator as an Article for the deadline date of February 2. The Board also discussed the possibility of doing a Special Town Meeting for the Overlay District which is not ready to submit for the February 2 deadline. Maybe doing a Special town meeting within the Town Meeting in May.	The Board would like the Town Planner to inquire with the Town Administrator about the possibility of a Special Town meeting within the May 2011 Town Meeting for the village overlay. Submit the Article for Design Guidelines prior to February 2, 2011.

Other 9:15 pm

	Description	Documents/plans	Action Take/Discussion
	Approval of Minutes	Minutes	Not reviewed at this meeting
2	Review Articles for Town Meeting	Draft articles: Design Review, FEMA/Flood Plain & appropriation of \$15,000 for Century Mill Estates Traffic Study	Town Planner will submit the articles prior to the February 2, 2011 deadline.

	Description	Documents/plans	Action Take/Discussion
3	Endorse Bolton Securities 579 Main Street, site plan (Ray Grenier) (already approved)	Site Plan	Board endorsed the plans Proposed Rear Parking for Bolton Securities Raymond Grenier, 579 Main Street, Bolton Ma Dated December 1, 2010

*Submitted by Jennifer Burney, Town Planner
Meeting adjourned at 10:05 pm.*