



## Town of Georgetown

## MINUTES

---

1  
2 Committee: Planning Board  
3 Date: February 10, 2016  
4 Time: 7:00 pm.  
5 Location: Georgetown Town Hall, 3rd floor conference room.  
6

7 Members present: Rob Hoover, Tillie Evangelista, Harry LaCortiglia, Matt Martin.  
8 Staff present: Town Planner Howard Snyder, Administrative Assistant Andrea Thibault.  
9 Members absent: B. Watts  
10 Minutes taken by A. Thibault.  
11 The Meeting was called to order at 7:01pm by R. Hoover.  
12

### Approval of Minutes:

13 Minutes from the January 27, 2016 meeting were reviewed and approved with corrections.  
14 H. LaCortiglia: Motion to approve minutes of January 27, 2016.  
15 T. Evangelista : Second.  
16 Motion carries 3-0; 1 abstain, 1 absent.  
17  
18

### Correspondence:

19 H. Snyder: Maureen Lane is not ready for street acceptance at Town Meeting. Others are cursory  
20 notices from abutting towns.  
21  
22 1. H.L. Graham Associates: Maureen Lane – Street Acceptance Review follow up letter.  
23 2. Town of Newbury: Zoning Board of Appeals – Finding for Accessory Apartment.  
24 3. Town of Newbury: Zoning Board of Appeals – Finding for Accessory Apartment.  
25 4. Town of Newbury: Zoning Board of Appeals – Finding for Building height.  
26

### Vouchers:

27 H. LaCortiglia: Motion to pay two invoices for a total amount of \$1109.03.  
28 M. Martin: Second.  
29 Motion carries 4-0; 1 absent.  
30  
31

### ANR:

- 32  
33 1. National Avenue. Form A and Form B have been submitted. The plan is that they will next be  
34 submitted as one ANR to bring these two lots into one ownership.  
35

36 *{Planning Board discussion regarding adequate frontage, correction to the Plan to read "Plan of Land", and agreement to*  
37 *request Town Counsel review.}*  
38

### Old Business:

39 Melissa Ogden, Mann and Mann. Attorney for Turning Leaf: Would like release of remaining lots.  
40  
41 T. Evangelista: What about the requirement for Affordable Housing? We are not supposed to be  
42 releasing until the affordable housing component has been met. You are asking for the remaining 15  
43 lots to be released? I would like Town Counsel to look at subordination of the mortgage.  
44 M. Martin: My understanding is that \$540,000 is being set aside of a note that has already been  
45 approved. It is theirs to give to us.  
46

47  
48 H. LaCortiglia: If the developer went bankrupt, the bank would foreclose. The Town of Georgetown  
49 would be behind the bank for that money.  
50  
51 H. LaCortiglia: The first Affordable Housing component has to be before the 11<sup>th</sup> lot. The second  
52 Affordable Housing component has to be before the 15<sup>th</sup> lot. The fractional component needs to be  
53 paid before the 11<sup>th</sup> lot is sold.  
54  
55 *{Planning Board not in agreement with Turning Leaf Attorney, discussion}*  
56  
57 H. LaCortiglia: No, you are incorrect. At this point we have released 7 lots. The intent of the  
58 decision, prior to the 8<sup>th</sup> lot, you would give us a performance bond. At that point, we would most  
59 likely release up to 10.  
60  
61 T. Evangelisa: I would like Town Counsel to look at this to ensure that the Town is protected.  
62  
63 H. LaCortiglia: I agree. The Town has been burned before by developers going into bankruptcy.  
64  
65 H. Snyder: I will send this to Town Counsel in the morning to answer these questions.  
66  
67 H. Snyder: I received the PDF Tripartite agreement today; it was notarized and signed by the bank. I  
68 will send it to Town Counsel tomorrow to have these issues answered.  
69  
70 M. Ogden: After Town Counsel looks at it, you are only willing to release up to 10 lots?  
71  
72 H. LaCortiglia: Yes.  
73  
74 **Public Hearing:** Preliminary OSRD Concept Plan: Bailey Lane- continued from January 13, 2016.  
75 M. Martin: Motion to open Bailey Lane OSRD continued from January 13, 2016.  
76 H. LaCortiglia: Second.  
77 Motion carries 4-0; 1 absent.  
78  
79 H. Snyder: The Planning Board is considering just a preliminary plan. With approval, that means  
80 that the Planning Board and the developer are in agreement with what the developer will come back  
81 with is an OSRD. Once the definitive plan is filed with the Planning Board, there will be the full  
82 technical review, work with the historic commission, the public, and all the town departments. All this  
83 approval does is lock in the zoning at the time. When they file the definitive, all abutters will be  
84 noticed again.  
85  
86 M. Martin: Motion to approve the preliminary concept plan Bailey Lane dated on February  
87 10, 2016.  
88 T. Evangelista: Second.  
89 Motion denied 3-1; 1 absent.  
90  
91  
92 T. Evangelista: Why are you opposed?  
93

94 H. LaCortiglia: If they go OSRD, with 5 lots, then they are not required to have Affordable Housing  
95 component. Under the definitive subdivision plan, they will have to provide for affordable housing.  
96

97 M. Martin: We should not penalize a developer for an unclear bylaw.  
98

99 *{Planning Board discussion regarding continuing the public hearing, closing the public hearing, withdrawing the vote,*  
100 *requesting Town Counsel to clarify the Affordable Housing component}*.

101 H. LaCortiglia: Motion to close the Public Hearing for Bailey Lane OSRD.

102 T. Evangelista: Second.

103 Motion carries 4-0, 1 absent.  
104

105 **Public Hearing:** Zoning Bylaw Amendment: Chapter 40R Overlay- Continued from January 27, 2016.

106 H. LaCortiglia: Motion to open the Public Hearing continued from January 27, 2016.

107 M. Martin: Second.

108 Motion carries 4-0; 1 absent.  
109

110 H. Snyder: What I have provided for you is a brief description of what an overlay district is, and  
111 information from the state regarding some of the process and ideas behind an overlay district particular to  
112 a 40R. Also provided information from the Dept. of Housing. Up to \$25,000 grant that the Town can  
113 apply for to help with developing 40R. There is a 30 day response from the state as to whether the grant  
114 is received or not.  
115

116 H. LaCortiglia: Does the receipt or the admission of the grant require a zoning amendment to be passed?  
117 Can we apply for the grant, before we bring it to Town Meeting?  
118

119 H. Snyder: Yes, part of the approval of the grant, is that it is passed at Town Meeting.

120 H. LaCortiglia: Motion to close the Public Hearing.

121 T. Evangelista: Second.

122 Motion carries 4-0; 1 absent.  
123

124 Gary Fowler: How will you now proceed on this process as a Board? Will this grant require matching  
125 funds?  
126

127 H. Snyder: No, it is to assist municipalities to develop the 40R.  
128

129 **Planning Office:**

130 1. Open Space and Recreational Plan: State review-Request for Letter of Review from Planning  
131 Board.  
132

133 H. Snyder: This was granted a conditional approval from the state. 8 items are needed in order to receive  
134 final approval. I have drafted a letter. Let me know what you would like for revisions.

135 T. Evangelista: Motion to accept draft letter as written.

136 H. LaCortiglia: Second.

137 Motion carries 4-0; 1 absent.  
138  
139

140 **Member or Public Report:**

141 G. Fowler: It may not hurt to send a letter to BOS stating that we need that ADA signature as one of  
142 the items needed in order to receive final approval.

143  
144 *{Planning Board discussion regarding transition of current Town Planner, particularly in regard to 40R}.*

145  
146 H. LaCortiglia: Can we prioritize a list for what needs to be done during the transition?

147  
148 R. Hoover: This town has serious issues with tax base. Everything falls on the back of property  
149 owners. But we have an opportunity with this 40R to broaden and diversify our tax base; this is a way  
150 to do it. This goes to the top of my priority list, as to what we as the Planning Board can do for this  
151 town. It's not a magic bullet, but it's a major piece to the puzzle.

152  
153 T. Evangelista: We came to a dead end with the sewerage issue, without that, we were stopped.  
154 I am in support of 40R.

155  
156 G. Fowler: The Town Planner wears several hats---also the AHT and also a member of Econ Dev.  
157 Board. I think the Economic Development Board would like this high on the list going forward. I  
158 agree with Mr. Hoover that putting forward this application is a priority. We would like this process  
159 started for the next planner coming on.

160 H. LaCortiglia: Motion to instruct Planner to move forward with application to the state.

161 M. Martin: Second for discussion.

162 *{Planning Board discussion regarding starting the application now, deadline for application to be submitted,*  
163 *who will process application.}*

164 Motion denied 2-1; 1 abstain, 1 absent.

165  
166 *{Planning Board discussion regarding upcoming priorities, replacement of the Town Planner}.*

167  
168 H. LaCortiglia: Most important thing is that the Town Planner writes good decisions for the myriad  
169 of applications. I am hoping that there are templates for these decisions, and they are shared.

170  
171 T. Evangelista: There is so much clerical work to be a planner; I would rather see another assistant,  
172 another clerk to do a lot of this paperwork. We are paying a Planner to do clerical work. If we had a  
173 Planner that just concentrated on Planning, it would be more bang for the buck.

174 H. Snyder: Ch. 57 recommendations have been forward to the Conservation Commission. The  
175 Groundwater Map has been done.

176  
177 **List of Documents and Other Exhibits used at Meeting:**

178 *Documents and Other Exhibits used at meeting will be available for review at the Georgetown*  
179 *Planning Office.*

180 Motion to adjourn was made by M. Martin.

181 H. LaCortiglia: Second.

182 Motion carries 5-0; unanimous.

183  
184 The meeting was adjourned at 9:56pm.

185  
186 Next Meetings: February 24, March 9, March 23, and April 13, 2016.