



Office of
THE PLANNING BOARD
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Lance J. McNally, Clerk

Christopher Nocella, Member

Perry J. Tomasetti, Member

Jerrilyn T. Bozicas, Associate Member

Planning Board Meeting Minutes
Monday, May 18, 2015 7:00 p.m.
Townsend Memorial Hall, Selectmen's Chambers
272 Main Street, Townsend, MA 01469

I. PRELIMINARIES:

- 1.1 Call the meeting to order** – At 7:07 p.m. L. McNally called the meeting to order.
- 1.2 Roll call** - Present were Clerk Lance McNally, Member Chris Nocella, Member Perry Tomasetti, Associate Member Jerrilyn Bozicas, and Planning Board Administrator Jeanne Hollows.
- 1.3 Additions or Deletions to Agenda Not Reasonably Anticipated by the Chair 48 Hours in Advance of the Meeting** – None
- 1.4 Acceptance of Minutes** – C. Nocella motioned to approve the Minutes of 04/27/15. P. Tomasetti seconded and all present voted in favor.

II. APPOINTMENTS:

2.1 7:10 p.m. Scott Blackburn, Request for Special Permit Extension, Locke Brook Run, West Meadow Road – Scott Blackburn, of 54-60 Realty Trust II, met with the Board to discuss his letter and application requesting another extension of the time period required to begin construction of 20 condo units on West Meadow Road, as approved by Special Permit on 10/15/07. L. McNally designated Associate Member, Jerrilyn Bozicas, as a voting member of the Board to act on a Special Permit, in the absence of a “super majority” of members remaining on the Board. J. Hollows provided history of the permit, explaining there have been three extensions granted; one by the Planning Board and two by the State under the Mass Economic Development Reorganization Act, which was legislated to allow a sluggish economy time to rebound. Following approval, the developer subdivided the property in order to donate 34+ acres of “open space” to the Town including a parking area and trails. One of the first eight units will be donated to Habitat for Humanity and will be counted toward the Town’s “Affordable Housing” stock. S. Blackburn stated he has maintained contact with Habitat and provided updates.

A discussion ensued. P. Tomasetti asked S. Blackburn if he had any idea of an approximate time frame to begin construction. S. Blackburn stated the bank has been reluctant to issue loans as housing sales have been slow and sales of condos outside of the Boston area have been difficult. The bank had proposed that he change the permit to allow construction of apartments, but he was not in favor of the suggestion. In recent talks with the bank, he understands funds are now coming available, so he will be working with them to secure a construction loan. He added that his permit from Board of Health for lots one & two runs until 04/15/16, and his Conservation Permit has been extended to 10/16/17. Board members reviewed a large plan set detailing five buildings, with four 1,700 sq. ft. two-bedroom units in each. C. Nocella motioned to approve the application to extend the special permit for construction of the Locke Brook Run Open Space Multi-Family Development to October 15, 2017. P. Tomasetti seconded and a roll call vote was taken as follows: C. Nocella – aye; P. Tomasetti – aye; J. Bozicas – aye and L. McNally – aye.

III. WORKSESSION:

3.1 Election of Planning Board Officers – C. Nocella motioned to nominate L. McNally as Chairman. It was seconded and all voted in favor. L. McNally motioned to nominate C. Nocella as Vice-Chairman. It was seconded and all voted in favor. C. Nocella motioned to nominate P. Tomasetti as Clerk. It was seconded and all voted in favor.

3.2 Draft Decision – Locke Brook Run – The Board reviewed a draft Decision, a roll call vote was taken for approval as noted in #2.1 above, and the Decision was endorsed.

3.3 Request from Town Resident to Discuss Amending Parking Regulations found in Definitions – The Board reviewed an e-mail from town resident, Heide Messing providing general information on research she had done related to parking regulations found in Zoning Bylaws from surrounding towns. Based on her comparison assessment, she stated that Townsend is lacking in that the required minimum space is very large, which depresses growth, adds cost and compels construction of more impervious pavement. She added that it is odd that the regulations are only found in the definition. A discussion ensued as to whether the Board would be willing to “champion” a zoning bylaw amendment to decrease the required size of parking spaces in town, as requested by H. Messing. Comments included:

- P. Tomasetti stated reducing the required size seems unreasonable, especially at the high school. It was noted that if doors are opened on two vehicles parked adjacent to each other, space is very limited within smaller spaces. Also the parking lot looks congested.
- C. Nocella stated he is not in favor of reducing the size requirement, adding that Townsend is a farming community, also with many residents who are hunters & fishermen, driving pick-up trucks.
- L. McNally stated someone could propose an amendment allowing parking areas to designate some areas for compact cars vs. full size.
- The Board asked J. Hollows to respond to H. Messing to advise that if they were to participate in drafting an amendment, research would have to compel the Board to want to change the bylaw, such as statistics as to how many compact cars vs. full size vehicles and trucks are registered to Townsend residents, adding that this information might be available at the Registry of Motor Vehicles. Also, they would have to address such questions as, “Is this in the Town’s best interest?” and, “Is this in keeping with the rural character of the Town?”

3.4 Volunteer Response Form Received - List of Write-In Candidates / Notes on Contacts – The Board reviewed a Volunteer Response Form received from Laura Shifrin, who attended the meeting. When asked to discuss her reasons for volunteering, she stated she thinks residents should share their expertise, and she hopes she can contribute something. L. Shifrin noted that she had not outlined her “Background / Experience,” on the Form, but provided a summary of her current and past experience including: Chair of the “Affordable Housing” Committee; and member of the Capital Planning, Town Properties, and Finance Committees. Board Members introduced themselves, upon L. Shifrin’s request, and provided a synopsis of their years of residency in town along with and the type of work they are engaged in.

L. Shifrin stated that she is the current Alternate Town Representative to the Montachusett Regional Planning Commission (MRPC) and noted that their monthly meetings may change to quarterly. J. Bozicas, who is the current Town’s representative to MRPC asked that she and L. Shifrin discuss the positions.

Planning Board Minutes
May 18, 2015

L. McNally stated it would be an honor to have L. Shifrin join the Planning Board. C. Nocella motioned to nominate L. Shifrin as an appointed member to fill the balance of a term until the next election in spring, 2016. It was seconded and all voted in favor. J. Hollows advised that a meeting with the Board of Selectmen to make the joint appointment is scheduled for 06/02/15 at 6:30 p.m.

3.5 Thank You Letters to Past Members: Jeff & Nik – The Board reviewed draft letters expressing thanks to past members J. Peduzzi and N. Thalheimer. C. Nocella motioned to approved and endorse the letters. P. Tomasetti seconded and all voted in favor.

3.6 Stormwater Permit Granting Authority – Board to Sign Letter as Part of Application Package - A letter had been approved by the Board delegating the Zoning Enforcement Officer and / or the Conservation Agent to review “Minor Projects,” as defined in the Stormwater Regulations, and also to issue Stormwater Permits for such projects. Members signed the letter which will be included in a “Stormwater Application Package.”

IV. CORRESPONDENCE:

The following items were received and reviewed without comment:

- 4.1 Zoning Board of Appeals Decision: 11 & 15 Sauna Row Road-Replace two structures with one new home**
- 4.2 Memo from Town Administrator RE: Board of Selectmen voted Officers & Responsibilities**
- 4.3 Mass Emergency Management Agency DCR Notice of Emergency Management Funding**
- 4.4 Notices from Townsend/Other Towns**

V. ADJOURNMENT:

- 5.1** At 8:10 p.m. P. Tomasetti motioned to adjourn the meeting. C. Nocella seconded and all voted in favor.

(Transcribed from notes)
Respectfully Submitted by

Jeanne Hollows
Planning Board Administrator

LIST OF PERTINENT DOCUMENTS / EXHIBITS per Agenda Item (Attached or Available as Noted)

Any documents not attached herewith are available for review in the Planning / Land Use Office.

- 3.3 Request from Town Resident to Discuss Amending Parking Regulations found in Definitions – Attached**