

PLANNING BOARD
MINUTES OF APRIL 27, 2011

Present: Mr. William Ramsey; Chairman, Mrs. Susan Libby, Mr. David Messier, and Mr. Peter Krawczyk

Attendees: William Scanlan, Town Planner, and William McMahon, owner of 5 Winthrop Terrace

Mr. Ramsey opened the Meeting at 6:00 PM.

Under comments and concerns, the Board discussed the outreach efforts for the public hearing on the proposed zoning articles. The poster board describing the changes is in the window of the Spencer Savings Bank in Warren Center. Mr. Krawczyk volunteered to hand out flyers of the amendments at the Warren Post Office on the Saturday before Town Meeting and to discuss the changes with anyone who is interested. Mr. Ramsey stated he would speak with the cable access committee about putting notice of the articles on the blue screen of the cable channel.

Mr. Krawczyk announced that CMRPC will hold a legislative breakfast on Friday May 13 at the CMRPC office in Worcester. Local legislators will be present to discuss proposed legislation, including casino bills. Mr. Krawczyk said he would attend and report back to the Board.

Continuation of Special Permit Public Hearing for 5 Winthrop Terrace

At 6:10 PM, Mr. Ramsey opened the continued public hearing for 5 Winthrop Terrace. Mr. McMahon presented a parking layout showing eight spaces; four spaces will be on the right side of the building and four spaces will be in front of the garage. The Board requested that the spaces be striped or signed before the issuance of the Certificate of Occupancy. Mr. McMahon agreed.

On a motion by Mr. Krawczyk, seconded by Mr. Messier, the Board voted to close the public hearing. On a motion by Mr. Krawczyk, seconded by Mr. Messier, the Board voted to approve the special permit with the following conditions:

1. Each dwelling unit shall have two parking spaces dedicated to the exclusive use of the unit, for a total of eight parking spaces on the lot. These spaces shall be clearly marked by painted lines or signs. This condition shall be implemented before the Building Inspector issues a certificate of occupancy.
2. All permits, both local and state as required by law, will be applied for and obtained prior to the commencement of any work.

The vote of the Board was unanimous. As four affirmative votes are needed for approval of a special permit, the special permit was approved.

Public Hearing on Proposed Zoning Articles

At 6:30 PM, Mr. Ramsey opened the public hearing on the proposed zoning articles. There were no citizens in attendance to speak about the amendments. Mr. Scanlan stated that Town Counsel had reviewed the articles and offered grammatical corrections and substantive

comments. Mr. Scanlan distributed Counsel's comments and the proposed changes. The Board reviewed the proposed changes carefully and accepted the revised amendments. Mr. Krawczyk made a motion to accept the revised Rear Lot, Floodplain District, and Open Space Residential Development zoning amendments. Mrs. Libby seconded the motion. The Board voted unanimously to approve the articles. Mr. Krawczyk made a motion to submit a report to Town Meeting that the Planning Board recommends adoption of the Rear Lot, Floodplain District, and Open Space Residential Development zoning amendments as approved in the previous motion. Mrs. Libby seconded the motion. The Board unanimously approved the motion. At 6:55 PM, Mrs. Libby made a motion to close the public hearing. Mr. Messier seconded the motion and the Board so-voted.

Review of Senior Center Site Plan Approval Decision

The Board reviewed the draft decision for the Warren Senior Center Site Plan Approval application. Mrs. Libby stated that it would be useful to add a condition that would require the infiltration catch basins to be inspected and cleaned annually to insure they continue to function properly over time. Mr. Krawczyk noted that the Highway Department cleans the catch basins annually and suggested that the word 'maintained' be substituted for the word 'cleaned'. Mrs. Libby agreed. Mrs. Libby made a motion to add a new condition that the catch basins be inspected and maintained annually. Mr. Krawczyk seconded the motion and the Board voted unanimously to include the condition in the decision. Mr. Messier made a motion to approve the Site Plan Approval decision for the Warren Senior Center with the inclusion of the new condition. The Board voted unanimously to approve the decision.

Other Business

The Board discussed the condition of Devil's Lane. A citizen is interested in purchasing a lot on the road and asked for the Board's opinion whether or not the road met the standard of the Zoning Bylaw, Section 1.4 (15) to qualify as legal frontage for zoning compliance as a building lot. The members agreed that they would individually drive the road to assess its condition and then discuss it further at the meeting on May 11. The Board asked the Town Planner to seek the opinions of the Police Chief, the Fire Chief, and the Highway Surveyor in advance of the meeting.

The Board reviewed the minutes of April 14, 2011. On a motion by Mrs. Libby, seconded by Mr. Krawczyk, the Board voted to approve the minutes as written. Mr. Ramsey, Mrs. Libby, and Mr. Krawczyk voted to approve; Mr. Messier abstained.

Mr. Krawczyk made a motion to approve the invoice from Curry Copy in the amount of \$22.50 for the preparation of the poster board describing the proposed zoning amendments. Mrs. Libby seconded the motion. The Board voted unanimously to approve the invoice.

At 7:35 PM, Mrs. Libby made a motion to adjourn. Mr. Messier seconded the motion. The vote was unanimous.

William Scanlan
Town Planner

Date Approved: June 8, 2011