

**WARREN PLANNING BOARD
MINUTES OF JUNE 24, 2015**

PRESENT: Mr. Bill Ramsey; Chairman, Mrs. Susan Libby; Vice-Chairman, Mr. Peter Krawczyk, Mrs. Melissa Sepanek and Mr. Ed Kretkiewicz

ATTENDEES: Beverly Soltys, Clifford Fountain, Selectmen James Gagner, Roger & Wendy Swallow, John Lizak, Jeff Walsh, Seth Lajoie and Leona Wrobel

Opened the Meeting at 6:30PM

COMMENTS & CONCERNS

Mr. Krawczyk advised the Board that he recently attended CMRPC's Quarterly Meeting. At the meeting, he spoke with Senator Ann Gobi. Senator Gobi is hopeful that she can put together an Economic Team from Boston to spur interest in the town. Mr. Krawczyk also spoke with Lt. Karen Polito regarding a turnpike interchange. He will keep the Board up to date on the status of his discussions.

Mrs. Libby also suggested that perhaps the developers of the Palmer Motor Sports Park on Whiskey Hill may be interested in the Wright's Mill Facility. Selectmen Gagner advised the Board that he has already reached out to their management team. He too will keep the Board up to date on any movement in that regard.

Mr. Kretkiewicz briefly discussed the WCF bylaw that the town currently has. In speaking with residents, including Selectmen Gagner the Board should consider updating and possibly making a change to meet today's needs. All were in favor to start a conversation and tentatively have a proposal before the voters at the STM in the fall.

6:45PM – SPECIAL PERMIT APPLICATION NO 265 – ROGER AND WENDY SWALLOW – 1054 Old West Brookfield Road has requested a Special Permit under Section 3.27 – “Accessory Apartments”. The applicants have requested to construct a 25' x 28' accessory apartment in order to allow Mrs. Swallow's parents to move in. The property is on a septic system, however with the plan proposed, there will be no additional bedrooms added, therefore no additional accommodations to the septic system will be required. After a review of the plans submitted, all agree that the applicants have met the requirements as set forth in Section 3.27 of the bylaws. The total square footage of the addition is 700 sq. ft., which is in keeping with the bylaws. The Board of Health provided written comment stating no opposition to the project as presented.

With no further discussion, the following motion was made: Motion to Close the Public Hearing and accept the plans submitted on SP# 265 made by Mr. Kretkiewicz; second: Mrs. Libby – unanimous at 6:50PM. The process was explained to the applicants and all parties will be notified of the Board's decision accordingly.

MINUTES

Motion to approve and sign the Minutes of May 27, 2015 as written made by Mrs. Libby; second: Mr. Krawczyk – 4 Yes (Mr. Ramsey abstained due to absence)

BILLS/BUDGET/PAYROLL

Motion to sign payroll for Rebecca Acerra in the amount of \$156.01, \$205.47, \$182.64 & \$110.35 made by Mrs. Libby; second: Mr. Krawczyk – unanimous.

Motion to sign the invoice for the T & G and Turley Publications for advertising in the amounts of \$286.00 and \$81.81 respectively made by Mrs. Libby; second: Mr. Kretkiewicz – unanimous.

Motion to sign the invoice for WB Mason in the amount of \$227.74 made by Mr. Kretkiewicz; second: Mrs. Libby – unanimous

7PM – PUBLIC HEARING ON SITE PLAN REVIEW APPLICATION NO. 30 FOR JOHN LIZAK, LIZAK BUS SERVICE, INC. – 1301 MAIN STREET.

The applicant has requested Site Plan Approval for the purpose of the creation and expansion of a paved parking area for bus parking. Mr. Seth Lajoie from Seth L. Lajoie and Associates, Inc. located in Charlton City will be representing Mr. Lizak this evening.

Mr. Lajoie advised the Board that Mr. Lizak purchased the property located at 1277 Main Street which is directly adjacent to 1301 Main Street. At the time of purchase, the property was used for residential purposes. Mr. Lizak razed the structure in order to create and expand his existing parking area. Mr. Lizak did bring in fill and leveled the lot (which prompted a Cease and Desist Order) in order to prepare it for the parking. There is a retaining wall on the East and South Side of the property. By Mr. Lajoie's own admission, it is not clearly defined on the plan.

He did state that the plan has gone before the Conservation Commission and DEP to which both agencies agree that as presented does not create a point source with regard to storm water runoff. The plan also proposes to pave the existing gravel driveway.

Jeff Walsh from GEI on behalf of the town reviewed the submittals for conformance with the Town of Warren's zoning bylaws and DEP regulations. A formal point source is not proposed however as Mr. Lajoie stated, DEP has approved the plan then he will concur with their findings.

Mr. Walsh provided a comment letter for the Board's review. In his findings, he felt that several requirements of Site Plan Approval have not adequately been addressed. Such items include lighting, landscape measures, void of any parking spaces detailed on plan. Concerns of access into and out of Main Street have not been addressed. Main Street is also a state highway, to which there has been no written correspondence from MassDOT on the proposal.

Another issue outlined in Mr. Walsh's comment letter was that Mr. Lajoie's professional stamp, although certainly recognized in Massachusetts is that of a Registered Sanitarian. The bylaws require a Registered Engineer, Landscape Architect or other professional consultant. The stamp for a Registered Sanitarian primarily covers projects limited to septic designs, however Mr. Walsh would defer to the Planning Board.

Mr. Krawczyk stated he would like a letter from MassDOT approving the plan. Members also requested to see the following detailed on the plan:

- Reference of map and lot number
- Parking spaces detailed
- Distances to abutter to be shown on plan
- Wall height shown on plan

Mr. Lizak did state that there will be no additional lighting and the same existing entrance (on adjacent lot at 1301 Main St.) would be used. Also when questioned about overflow parking from bus trips, Mr. Lizak stated that parking would be available in the front and back of the lot.

Mrs. Wrobel did ask about the distance of the wall to the abutter. That measurement will also be shown on plan. Mr. Lizak would also install a vinyl fence on top of the wall. Mr. Lajoie wanted to advise the Board that he was originally hired by Mr. Lizak to do a conservation filing but would be able to provide an Engineer's stamp on the revised plans. Mr. Ramsey asked Mr. Lajoie if two weeks would be ample time to make changes and provide them to the office for review for our next meeting which is set for July 8, 2015, and he was agreeable to that time frame. Therefore, the following motion was made: Motion to continue the Public Hearing for SPR#30 for John Lizak to July 8, 2015 at 6:45PM made by Mrs. Libby; second: Mr. Kretkiewicz – unanimous.

OTHER BUSINESS

Selectmen Gagner has requested to be placed on the next agenda to discuss zoning with regard to cell towers. He has spoken to several tower developers who may be interested in trying to expand cell service in town; however the zoning would need to be changed. All were in agreement to have this as an agenda item for July 8th at 7PM.

Motion to approve and sign the invoices for Wm. Scanlan in the amounts of \$1,300.00 and \$1,300.00 made by Mr. Kretkiewicz; second: Mrs. Libby – unanimous.

Next Meeting Date: July 8, 2015 at 6:30PM.

Motion to Adjourn made by Mrs. Sepanek; second: Mrs. Libby – unanimous at 8PM.

Respectfully submitted,

Rebecca Acerra
Secretary

Date Approved