



**TOWN OF WEST BOYLSTON PLANNING BOARD** [planningboard@westboylston-ma.gov](mailto:planningboard@westboylston-ma.gov)  
140 Worcester Street \*\* West Boylston MA 01583 \*\* Telephone 774.261.4073 \*\* Fax 508.835.3807

## **MEETING MINUTES**

### **October 22, 2014**

Chairman: Marc Frieden

Members Present: Christopher Olson, Cheryl Carlson, Vincent Vignaly, Mark Brodeur

Members Absent: None

Others Present: See Attached Sign-In Sheet

**All documents referenced in these Minutes are stored and available for public inspection in the Planning Board Office located at 140 Worcester Street.**

The meeting was called to order at 7:00 p.m.

**Status of Village Zoning Bylaw Grant with CMRPC** – Mr. Olson has reviewed similar Village Zoning Bylaws. He said there are two options when creating a Zoning District change: (1) a Village Overlay Zoning District which amends requirements and adds different options and limitations to those currently existing in the underlying zoning district; and (2) carve out a new Village Zoning District from the current zoning districts, which would change the zoning for the properties designated and create new allowed uses and dimensional requirements. Creation of a new zoning district would be more difficult and challenging, but could be clearly defined. Mr. Brodeur said an overlay would be more practical, would have fewer pitfalls, and could possibly open up the opportunity to receive grant money. He said the Town of Framingham has a Historical District where it is designated by streets, street numbers and blocks. Mr. Olson talked about the three grants that are being considered and feels that the District Local Technical Assistance (DLTA) would best fit our needs even though one of the objectives of this program is to increase multi-family housing. Mr. Brodeur asked if the CMRPC had a recommendation. Mr. Olson said they do not have a clear recommendation, but are willing to work with us once the area is determined. Mr. Vignaly suggested finding out what other towns' Village Zoning provides and pick the aspects that we feel are best for West Boylston, then determine if an Overlay or new Zoning District is a better option. We are considering this in a couple of spots within the current Single Residence, General Residence, and Business Districts (i.e., Central/Crescent/Prospect/ Newton Street area, center of town, and Oakdale). He said an overlay is not as clear, but it is an easier proposal at town meeting. Creating a new district could be more difficult trying to get all property owners to agree with the zoning change.

This change was recommended in the Town's 2005 Master Plan and is being considered for the current update. The first step is to determine the benefits available in this type of district, then determine where to create it that would be most beneficial to the town. Once that is decided, preliminary meetings can be held with those property owners who would be directly impacted.

Mr. Olson said the Town of Spencer has a Village Residential Business Zoning District, Town Center Mixed Use, and a Residential Business Overlay District (where retail use is permitted by

a ZBA Special Permit). They have a description of what is allowed and what is needed, such as a Special Permit, ZBA involvement, etc. The Town of Grafton has a Neighborhood Business District and a Village Mixed Use District. The Town of Charlton has a Neighborhood Business District and Village District. He will contact the Spencer and Charlton Town Planners for their input and will bring to the November meeting a more detailed description of how the various towns handle it.

**21 Franklin Street Amended Site Plan Review** – VHB is in the process of reviewing. At the last meeting, the board agreed to reduce the filing fee from \$600 to \$300. Melanie faxed Mr. Grenier a letter on October 14<sup>th</sup>. To date, he has not responded. Mr. Brodeur will follow up.

Dan Carvalho (17 Franklin Street) was present. He thought the revised plan was being discussed tonight. Mr. Frieden told him the revised plan was submitted at the last meeting and is currently being reviewed by the town's engineer, VHB. Mr. Carvalho said he was not happy with the installation of the curb along Franklin Street and feels that the slope from the infiltration basin is not adequate to keep water off of his property. Mr. Frieden said VHB will be informed of his concerns. Mr. Vignaly said because the road gutter line scoured, the town DPW asked the contractor to install the curb in order to keep water on the road. Mr. Carvalho also expressed the concerns he has with the lack of trees and grass abutting his property.

**Suggestions for Town Administrator's 2015 Town Goals and Objectives** – The board had no suggestions to submit.

**New Business/Review of Correspondence/Emails Received:**

- 1) Site Plan Review Application Submittal (137 Shrewsbury Street) – Mr. Tomaiolo informed the clerk that he was not ready to submit the plan tonight.
- 2) ZBA Notice (Meola & Sons) for a Modification of a Variance/Special Permit at 256 and 272 Worcester Street – The applicant has an existing Variance/Special Permit from 1999 which states that it shall be owned by one person. They intend to amend the Variance to create two separate owners. No other changes are being made. The Planning Board has no issues and will recommend approval. Ms. Carlson will draft the approval letter.
- 3) Warrant Article 7 “Authorization to Appropriate Funds for an Electronic Sign for the Common” Discussion – The Town Meeting was held on Monday, October 20<sup>th</sup>. Mr. Brodeur said an additional \$2,000 was approved for the sign. He said it will be housed in the same cabinet that is currently in place at the town common. Mr. Femia asked if the town had to follow the bylaws and go before the ZBA for compliance. Mr. Vignaly read the Public Sign section of the Zoning Bylaw which states that “signs that are erected or displayed by the Town of West Boylston shall not require a permit. Nevertheless, such signs must comply with the standards applicable to the type of sign being erected or displayed unless a deviation from that standard is approved in accordance with the provisions of this bylaw. Traffic and Directional Signs owned and installed by a government agency are permitted and not subject to terms and conditions set forth in this bylaw.”

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- 4) A copy of the CMRPC Transportation Planning Advisor Group Meeting Notice was received.
- 5) A telephone request was received from Adam Curtis (Tasty Harvest, 71 Lee Street) inquiring as to whether Planning Board involvement is needed to sell shrimp. Mr. Brodeur said this is a residential district and there are significant issues with operating a business there. He needs to begin with the Building Inspector. Melanie will inform Mr. Curtis.
- 6) The yearly list of Alcohol and Business License renewals were received for Planning Board comments. The board noted that the same comments as were made last year will be submitted. No response to our letter was ever received from the Selectboard regarding the statements made after last year's comments were noted to be a separate issue from the licensing by the Selectboard.

**Reports from Other Boards** – Mr. Olson said the TWPC has extended an invitation to members to attend a meeting on October 28<sup>th</sup> to discuss Land Use and Zoning (Chapter 3). Mr. Olson will compile any comments. The board will review it at the November 12<sup>th</sup> Planning Board meeting.

Mr. Vignaly said the Open Space Implementation Committee did not submit their application for CPA funds in time for the Fall town meeting, but will be applying for funds to hire CMRPC to update the Open Space and Recreation plan for the next town meeting.

**Citizens' Comments** – None tonight.

**Approve Payment of Invoices/Review Draft Meeting Minutes of October 8, 2014** – There were no vouchers for approval. Mr. Brodeur made a motion to approve the October 8, 2014 Meeting Minutes; Ms. Carlson seconded the motion; all voted in favor; motion approved.

A motion was made by Mr. Olson to adjourn. Ms. Carlson seconded the motion to adjourn; all voted in favor; motion approved. The meeting adjourned at 8:05 p.m.

Date Accepted: \_\_\_\_\_

By: \_\_\_\_\_  
Christopher E. Olson, Clerk

Submitted by: \_\_\_\_\_  
Melanie Rich