



Town of Westminister

MASSACHUSETTS 01473
FROM THE OFFICE OF THE
PLANNING BOARD
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Jon Wyman - Chairman, Marie N. Auger - Vice Chair, Michael Fortin Jay Shenk Joseph Flanagan

MINUTES OF REGULAR MEETING

Tuesday, July 08, 2014
Room 222, Town Hall

Attendees: Jon Wyman, Mike Fortin, Joseph Flanagan, Jay Shenk, Town Planner Stephen Wallace
Absent: Marie Auger

Additional Attendees: Mr. Bob Muzzy/Bread of Life, Mr. Michael Hartwell/S&E, Mr. Joseph Benavidez/TGN

7:00 p.m.

Jon opened the Planning Board meeting and informed those present the meeting was being audio recorded.

7:00p.m. *Minutes*

Joe made a motion to approve the June 23, 2014 minutes. Seconded Jay. The PB voted AIF to accept the minutes.

7:01p.m. *Public Hearing regarding a Site Plan Approval for the Bread of Life Church at 22 State Road East, building addition and new parking in a Residential-I zoning district.*

Jon read the legal posting from the Gardner News. Stephen explained the project to the PB. The project will result in a large addition to the building that will double the size of the building, an additional storage building, and 55 additional parking spaces. Stephen explained that after departmental review, a meeting between Bread of Life and the DPW to discuss sewer capacity had been scheduled. The PB asked general questions about the parking, use of the new space, and expected increase in traffic.

Joe made a motion to continue the site plan review to August 12th 2014 at 7:00pm. Seconded Jay. as presented. The PB voted AIF to endorse.

7:10p.m. *Review & Comment: Zoning Board request for Finding on behalf of Victor & Maryjane Pelletier: addition and garage on a legally non-conforming undersized lot at 35 Laurie Lane.*

Jon read the ZBA request. Stephen described the project briefly. Jon asked the PB for comments. Mike expressed his continuing grievance that without building elevations of the project to review, the PB could not realistically determine how the additional work would affect the neighborhood. After a brief discussion of how the ZBA process worked, the PB voted 3-1 to not comment on the application because the PB could not make a determination if the addition would be more or less detrimental to the neighborhood.

7:21p.m. *Review & Comment: Zoning Board request for Finding on behalf of Jay and Jennifer Shenk, addition on a legally non-conforming undersized lot with structure within required setback.*

Jon read the ZBA request. Stephen described the project briefly. Jon asked the PB for comments. Jay recused himself from the vote. The Board asked Jay some questions about the project. After a brief discussion, the PB voted 3-0 to not comment on the application.

7:25p.m. *Planning Board review of Westminister Business Park earth removal progress report.*

Stephen told the PB the report was not submitted/available for review, but will be added to the next agenda when available.

7:26p.m. *Town Planner monthly report.*

- Master Plan: Open Space and Recreation Plan has been approved by the State and the Towns eligibility for open space and recreation grants has been extended to April 2021.
- Grants: The Downtown Initiative grant received from the MA Department of Housing and Community Development (DHCD) is continuing with the Cecil Group (a community planning consulting firm out of Boston) preparing an implementation plan for the design elements that came out of the April 12th Town Center Design Workshop. Stephen asked for PB members to sit in on the next meeting with Steve Cecil to narrow down the scope of work.
- Zoning Changes for Future Town Meetings: Stephen has started work on two zoning changes: 1) Revision of the Zoning Bylaw's parking standards (requested by the Planning Board), and secondly, create a commercial kennel bylaw (requested by the Town Clerk and Building Commissioner).
- Stephen attended the final meeting of the MRPCs Wachusett Smart Growth Plan and has a disk available for interested parties.

7:30p.m. *Town Planner Update & Planning Board liaison reports.*

- Jay updated the PB about his attendance and on-goings at the May MRPC meeting.

7:52p.m. *Adjourn.*

Joe made a motion to adjourn. Jay seconded. The PB voted AIF to adjourn.

2 Pages of Minutes
Respectfully submitted,
Michael Fortin

6 Attachments :

- 1) Site Plan Prepared for Bread of Life Church by Trowbridge Engineering, LLC dated 12 June 2014. 1 page.
- 2) Site Plan Review for Bread of Life Church prepared by Town Planner dated July 7, 2014. 3 pages.
- 3) Site Plan Review application booklet from Trowbridge Engineering dated 12 June 2014. Multiple pages.
- 4) Zoning Board request package for Finding on behalf of Victor & Maryjane Pelletier. #14-08 dated 6/20/14. 7 pages.
- 5) Zoning Board request package for Finding on behalf of Jay and Jennifer Shenk. #14-09 dated 6/20/14. 10 pages.
- 6) Town Planner monthly report to BOS dated June 24, 2014.