



Town of Westminster

MASSACHUSETTS 01473
FROM THE OFFICE OF THE
PLANNING BOARD
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Jon Wyman - Chairman, Marie N. Auger - Vice Chair, Michael Fortin, William C. Taylor, II

MINUTES OF REGULAR MEETING

Tuesday, July 28, 2015
Room 222, Town Hall

Attendees: Jon Wyman, Marie Auger, Bud Taylor, Mike Fortin, Town Planner Stephen Wallace

Absent:

Additional Attendees: None

7:00 p.m.

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

7:00 p.m. - *Minutes*

Jon asked PB members to review the July 14, 2015 minutes. Bud motioned to approve the minutes with the addition of Bud volunteering to be the Westminster PB liaison to the MRPC Brownfields grant work. Seconded Mike. Marie abstained(not present at July 14 meeting). The PB voted AIF to accept the minutes.

7:01p.m. *Ryder Truck – 95 Aubuchon Drive: Site Plan Determination.*

Stephen told the Board that the Building Commissioner had referred the site plan review determination to the PB as outlined in the PB policy from August 2013 -"Change of Use". Bud moved that the PB accept the proposal with no additional site plan review as outlined in the policy. Seconded Marie. Ryder will be maintaining approximately 15 power units (tractors) & 26 trailers and Ryder will occupy 4,000 sf. of the existing warehouse space, which will consist of 2 maintenance bays and will include a parts storage area. Hours of operation: 6:00 am – 6:00 pm M-F.

There was brief discussion about hours of operation. The PB determined that the additional tenants use would be encompassed in the present use approval with the addition of a sign and did not warrant a new site plan review as outlined in said PB policy. Voted AIF to approve the request.

7:06 p.m. *Community Opportunities Group – Village Center Zoning Contract.*

Stephen told the PB the additional \$250 beyond what has v been approved at Town Meeting for the Village District Zoning Work will be paid by him out of his departmental budget and has communicated such with the Selectmen. Stephen told the PB that Ms. Courtney Starling has scheduled Wednesday September 2 for an afternoon meeting with the Historical Commission and a 7pm meeting with the Economic Development Committee. On Tuesday September 8th she will meet with department heads at 11:00am and will meet with the PB that night at 7pm.

7:11p.m. *Planning Board Zoning Work.*

Stephen told the Board the Residential Uses will be discussed on August 4th with the Building Commissioner. The Board reviewed definitions that Stephen had acquired for the Board since the last meeting. State definitions for Public Utilities, Assisted Living Housing, Congregate Living Housing and Independent Living Housing. Home based Family Childcare and Large Home based Family Childcare. Also, definitions for Trade Professional or other School, Private nonprofit membership or social club or lodge.

The PB then moved on thru Table of Use Sections E, F, G and H. Stephen provided a definition for "personal services" and will gather definitions for "retail sales". Bud asked for a definition to distinguish between retail and wholesale. (ie:BJ's "Wholesale Club"). The Board discussed business uses of over 25,000 square feet. It was determined to keep item E-2 as written. Use E-13 Business Uses will use the "Scanlon Report" definition.

Yoga Studios, gyms, dance and fitness studios were added to Use B-15.

Items F-6 Sales of flowers, garden supplies...etc, F-8 Drive in eating places...etc, and F-9 ...gravestones... were moved to Use Group E. Item F-7 Drive in Banks was moved to Use Group D Offices and Laboratories(Financial Institutions).

Under Use Group G, Industrial, wholesale and transportation uses, all verbiage about nuisances will be moved to definitions.

Under H Other Uses, the nuisance verbiage above will be added to H-4 Recycling. Stephen will craft a definition for the Board.

Drone ports will be added to use group H-5.

The PB stopped work at the start of Use Group I.

8:23 p.m. Adjourn.

Bud made a motion to adjourn. Marie seconded. The PB voted AIF to adjourn.

2 Pages of Minutes
Respectfully submitted,
Michael Fortin

5 Attachments :

- 1) PB Site Plan Change of Use Policy. Dated August 2013. 1 page.
- 2) Aubuchon Garage Layout Plan showing area of Ryder Use. (Exhibit A) 1 page.
- 3) 95 Aubuchon Drive aerial view. 1 page.
- 4) Email from Ryder dated July 17th requesting site plan review determination from PB with description of proposed use and hours at 95 Aubuchon Drive. 1 page.
- 5) Working Draft #2 of Table of Uses dated June 30, 2015. 10 pages.