

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, September 8, 2015

Room 222, Town Hall

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

Absent: Marie Auger

Additional Attendees: Mr. Steve Ballard/Whitman & Bingham Assoc., Ms. Courtney Starling/COG, Mr. Joseph Serio, Mr. Bill Goodwin.

7:00 p.m.

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

(Note: Audio of this meeting was accidentally erased at the end of the meeting when shutting off the recorder.)

7:00 p.m. - Minutes

Jon asked PB members to review the August 25, 2015 minutes. Jon motioned to approve the minutes.

Seconded Mike. The PB voted AIF to accept the minutes.

7:01 p.m. *Approval Not Required (ANR) Plan for Wachusett Village Inn LLC, one new lot surrounding existing Inn site.*

Jon asked Mr. Steve Ballard/Whitman & Bingham Assoc. to describe the plan. A parcel of approximately 10+ acres containing the majority of the buildings present on the site is being split off from the master parcel. All new lot lines created allow dimensional setback requirements for the existing buildings to be met. After brief discussion, Bud made a motion to approve the plan as presented. Seconded Mike. The PB voted AIF to endorse the plan.

7:10 p.m. *Approval Not Required (ANR) Plan for Timothy and Mary Kate McNamara, 116 North Common Road (two new lots from remaining land of master lot).*

Jon asked Mr. Steve Ballard/Whitman & Bingham Assoc. to describe the plan. Two parcels were being split off from the master parcel. The plan showed a pond delineated on the master parcel with no delineation of any wetlands around it. After brief discussion by the PB, Mr. Bill Goodwin, a nearby resident, asked if there were wetlands. He stated that during high rain events, the pond would overflow and water would saturate the ground and run through one of the new lots shown on the plan and a previously approved lot, ending up on his land. Bud asked if all the wetlands had been denoted on the plan presented and if not, the plan should be updated before being approved. Wetland delineation is required on the plan to ensure there is adequate access to the buildable portion of the lot. Mr. Ballard stated he will review the plan and PB plan requirements list, and bring the plan back to the PB when updated. Jon asked Stephen to add the McNamara ANR to the next scheduled meeting agenda.

7:20 p.m. *Review and Comment: ZBA Special Permit Request for Paul & Eileen Aldrich, to construct an additional two-family dwelling on a property located at 100 Main Street.*

Jon asked the Board to review and comment on the ZBA request. After brief discussion the PB agreed to offer no comment. Motion by Bud. Seconded Mike. Voted AIF to send a memo of no comment.

7:25 p.m. *Community Opportunities Group – Village Zoning Bylaw Update.*

Jon asked Ms. Courtney Starling/COG to update the PB on the work she has completed since the last meeting. Ms. Starling told the Board she has met with the Town Departments, the Historical

Commission, and most of the commercial stakeholders that will be a part of the Village District and has so far received positive feedback. She has a meeting scheduled with one more property owner on Wednesday September 9th. Her discussion with the HC included signage and types of materials they would like to see used in the village district. Ms. Starling told the Board that her recommendation is to create a new Base Zoning District rather than a zoning overlay. She will work on preparing a new Table of Uses for the Village District as well as a new Table of Dimensional Requirements for the proposed district. She will next meet with the PB on October 27th and will have draft material for PB review before that meeting. The Board thanked Ms. Starling for her work.

7:58 p.m. Town Planner monthly report for August 2015.

Stephen reviewed the August 27th memo to the BOS.

8:05 p.m. Adjourn.

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

2 Pages of Minutes
Respectfully submitted,
Michael Fortin

6 Attachments :

- 1) ANR Plan of Land Prepared for Wachusett Village Inn LLC by Whitman & Bingham Assoc., LLC dated August 26, 2015. 1 Page.
- 2) Town Planner package for Wachusett Village Inn LLC including Form A, tax cards and Town Planner GIS map dated Aug.26, 2015. 6 pages.
- 3) ANR Plan of Lots Prepared for Timothy & Mary Kate McNamara by Whitman & Bingham Assoc., LLC dated August 25, 2015. 1 Page.
- 4) Town Planner package for McNamara including Form A, tax cards and Town Planner GIS map dated Aug.25, 2015. 6 pages.
- 5) ZBA Request for comment package No 15-06 dated 8/21/15: ZBA Special Permit for Paul and Eileen Aldrich , 17 pages.
- 6) Town Planner Memo to BOS dated August 27th 2015. 2 pages.