



TOWN OF WEST BOYLSTON PLANNING BOARD planningboard@westboylston-ma.gov
140 Worcester Street ** West Boylston MA 01583 ** Phone 774-261-4073

MEETING MINUTES
March 8, 2017

Chairman: Christopher Olson

Members Present: Marc Frieden, Vincent Vignaly, Cheryl Carlson

Members Absent: Barur Rajeshkumar

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 Chair opened the regular meeting at 7:04 p.m.

Old Business/Outstanding Issues/Follow-Ups:

1. Planning Board Annual Report – The report was reviewed and will be sent to the Nancy Lucier.
2. Project Roundtable for proposed New Building at Worcester Corporate Center (Century Drive) – Mr. Olson attended the meeting. The Girl Scouts still propose to have a new lot created on Century Drive for an approximate 7,400 square foot building. They presented two parking arrangements; the preferred parking includes spaces within the setback; they would need a variance from the ZBA. The second parking plan includes parking further down on the Worcester side, but is less preferred. One possibility would be to reduce the size of the building to allow the preferred parking plan. Stormwater was discussed. Mr. Olson informed them that the Planning Board would be looking for compliance with DEP Stormwater standards in our Site Plan Review as well as zoning compliance. They asked that should the PB have any additional issues/requirements to let them know. The Building Inspector was unable to attend the meeting. It was suggested they meet with him to get his feedback. Mr. Vignaly said it was not noted in any minutes he found, but he remembers the statement that the next development would construct the remaining roadway section of the loop road. The problem is that they are proposing to create a new lot in the subdivision that is not near the missing roadway section. This lot does not need the road connection, but the town needs the road connection. With the full loop road constructed, the remaining lots would be more marketable. If they have a covenant, the town could use that to build the road. Mr. Vignaly will find out more information at the CPTC meeting he plans to attend Saturday. Mr. Olson will reach out to the engineer to let him know nothing new came out of tonight's meeting and to reach out to the PB if they have any questions.
3. Pre-Construction Letter (90 Sterling Street) – The construction letter was reviewed and signed by the board.
4. 141 Sterling Street (Police Headquarters Site Plan) – The board signed the Building Department's copy of the approved Site Plan. Mr. Olson will contact Mr. DiLuzio and inform him the board will need a copy of the full set of signed plans, either by electronic or paper copy (whichever is more cost effective).

5. Continued discussion regarding update/corrections to town Zoning Bylaws:

- a. Nonconforming Uses/Structures (Section 1.4.A) – The wording “discontinued for a reasonable period of ‘one’ year” needs to be changed to ‘two years’ to be compliant with the state law. Section B wording needs to be cleaned up. It is supposed to cover non-conforming uses and structures. The language in the title only mentions uses.
- b. Accessory Apartments (Section 3.4) – The entire section needs to be reviewed. Dave Femia said the Building Inspector asked him to relay some information to the board. One was concerning the definition. He also added ‘older homes’ to the “Purpose”. He doesn’t feel it is being utilized to what the bylaw is saying. C.5) needs to be clarified. Mr. Femia said it should be removed. Mr. Vignaly said we will be reviewing the basic idea as well as implementation.
- c. Special Permits regarding minimum lot frontage/width requirements (Sections 4.1.E and 4.2.C) – There is a conflict with 4.1.E and 4.2.C relating to the minimum lot width requirement. Do we want the same rules to apply in the Aquifer Protection District, or do we want to continue to have these types of possibilities for reducing frontage or eliminate it; what are the ramifications. Mr. Femia thinks we should have a separate zoning bylaw for the Aquifer Protection District. Mr. Vignaly wants to remove 4.1.E.
- d. Off-Street Parking Requirements (Section 5.2.B) – Some current parking requirements are inadequate. Do we want to revise it? We can check with the CMRPC or other towns for their parking standards.
- e. Clean up Typographical issue with Subsections in Section 6.2.E.4.b – In the Special Permit Section, the last four factors (v.-viii.) are repeated.
- f. Prohibited Uses (Section 5.3.D Screening Requirement) – Do we want to add language as being relevant to industrial or business districts, or does it apply to residential districts; currently it applies to all districts. Some language may lend to confusion when interpreting it for residential. This is in our Prohibited Uses section of the bylaw. Before the Schedule of Uses there is language that says any use not explicitly included in our Schedule of Uses is prohibited; what if it falls in the middle? More discussion is needed.
- g. Change Incentive Zoning Bylaw to require Affordable Housing (Section 3.10) – The board will discuss the benefits and drawbacks.

Ms. Carlson said the Signs section needs to be cleaned up; she will review them.

- h. Recreational Marijuana, Village Zoning, Requirement for Sidewalks within Business Districts – Marijuana: Mr. Olson said the CMRPC held a forum Monday. They are working with Kopelman & Paige to create a model Recreational Marijuana Bylaw. Dave Femia will attend the CPTC seminar and bring back information to the board. Village Zoning: Mr. Olson reached out to the CMRPC to see if they were expecting other towns to be interested and would there be a regional effort to finish work on the draft Village Bylaw; they are still interested. The DLTA application deadline is tomorrow if we are still interested in having a voice and being part of the process (no commitment). Mr. Olson will fill out the application and letter of interest. The Town Administrator has agreed to sign it as well. It is a two-phase project; 1-draft

the bylaw, and 2-apply it to municipalities. The board agreed to have Mr. Olson proceed with the application. Sidewalks: The board needs to determine where to put a requirement that business district development must include a sidewalk along the roadway, or if the sidewalk is along the opposite shoulder, pay a fee for future crossings/connections. Mr. Frieden will follow up. Mr. Olson will draft a priority list for the next meeting.

6. 70 Hartwell Street (Update on Construction Status and Discussion of Inspection Schedule) – The construction letter was sent to Patrick McCarty and Steve Migridician. Progress is being made. Mr. Olson will contact VHB to conduct the necessary inspections.
7. 99 Hartwell Street (Robert Diverdi) – Mr. Frieden said the area has been changed. VHB will be asked to do an inspection to see if it is a significant change.

New Business and Review of Correspondence/Emails Received:

1. Sue & Jim Larrabee inquiry regarding 111, 113 and 115 Shrewsbury Street and Subdivision Control – The Larrabee's were before the board in October requesting information with the ANR process to move the lot line. They were able to locate a copy of the mortgage along with dated photos showing the foundation was started in 1953, prior to the enactment of the Subdivision Control Laws of October 5, 1954. It is an existing structures exemption. The property will remain with two lots; they are only shifting the lot line. They will now proceed with the surveying and submit an ANR plan. The board said it was a job well done.
2. Advisory Letter regarding ZBA Petition for Variance for a digital sign (321 West Boylston Street) – Mr. Olson recused himself from the matter since he is a member of the ZBA. The petitioner is asking for an 18-square foot sign in order to keep up with the neighborhood. The maximum allowed area of a digital sign is 12-square feet. It was suggested that the Building Inspector evaluate the surrounding signs for compliance. The board felt the hardship standard could not be met. A comment letter will be forwarded to the Chair of the ZBA.
3. Notice of 2017 DLTA Funding Application – Discussed earlier.

Reports from Other Boards – Mr. Frieden said the Affordable Housing Trust met with Susan Connelly, Director of Community Assistance (Mass Housing Partnership). She is assisting them with the RFP for the land behind Orchard Knoll.

Ms. Carlson said the Community Preservation lost a member; George Bernardin passed away unexpectedly. It is a great loss for the town.

Mr. Vignaly said the public forum for the Open Space and Recreation Plan and Complete Streets project will be held on Tuesday, March 14th at 6PM.

Mr. Olson will attend the CMRPC Quarterly meeting tomorrow.

Mr. Olson has been in contact with Gary Cromack (West Boylston Public Safety Cell Tower). The \$2,500 for the Site Plan Review was received. Mr. Olson emailed VHB to check the possibility of a review being completed for a Public Hearing on April 12th; he is awaiting Mr. Amico's reply.

Citizens' Comments – None

There were no invoices for payment tonight. Mr. Vignaly made a motion to approve the February 22, 2017 Regular Meeting Minutes; Mr. Frieden seconded; all voted in favor; motion approved.

Mr. Frieden made a motion to adjourn; Ms. Carlson seconded; all voted in favor; motion approved. The meeting was adjourned at 8:36 p.m.

Date Accepted: _____

By: _____
Vincent Vignaly, Clerk

Submitted by: _____
Melanie Rich