



**TOWN OF WEST BOYLSTON PLANNING BOARD** [planningboard@westboylston-ma.gov](mailto:planningboard@westboylston-ma.gov)  
140 Worcester Street \*\* West Boylston MA 01583 \*\* Phone 774-261-4073

**MEETING MINUTES**  
**March 22, 2017**

Chairman: Christopher Olson

Members Present: Marc Frieden, Vincent Vignaly, Cheryl Carlson, Barur Rajeshkumar

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 Chair opened the regular meeting at 7:12 p.m.

**Old Business/Outstanding Issues/Follow-Ups:**

1. Continued discussion and review of draft letter regarding update/corrections to town Zoning Bylaws – The board discussed the draft letter Mr. Olson prepared to circulate to various departments for feedback for zoning amendments/updates. It asks other town officials for input on substantive changes to specific sections that include off-street parking requirements (Section 5.2.B.), Special Permits regarding minimum lot frontage/width requirements (Sections 4.1.E and 4.2.C), Accessory Apartments (Section 3.4), Incentive Zoning Bylaw to require Affordable Housing (Section 3.10), Recreational marijuana, Village Zoning, and requirements for sidewalks within Business Districts.

Dave Femia asked if sidewalks were part of the Complete Streets program. He was told that funds can come from grants or expansions of existing projects that the town is planning to do. The board would prefer to get the listing of sidewalks done before the Complete Streets program. Mr. Frieden said Complete Streets is ongoing, while a zoning change to require sidewalks in Business Zones is a one-time project. For future expansion of the town, when new businesses come in, the board would want them to do their part to complete the sidewalk and not leave gaps. Mr. Olson said it could be a requirement included in the Site Plan Review that could be waived. There is a related requirement within the Zoning Bylaw regarding multiple entrances/exits onto Route 12. We are trying to bring them to a single entrance which will give people a safe place to walk. Mr. Vignaly said there is money in the TIP (Transportation Improvement Program); it would be a future project and the town has to pay for the design. Mr. Rajeshkumar would like to add electronic sign zoning to the list. He said there is confusion about the electronic sign color; the language is unclear; it needs clarification. Mr. Femia would like to have a separate Zoning Bylaw to prohibit reduced frontage for the Aquifer Protection District.

Mr. Olson attended the Open Space public forum and said it was a good meeting. He asked if there are areas in Open Space and Transportation that we might want to consider as part of this process to help facilitate their plans. Mr. Vignaly will review the Open Space and Recreation Plan to see if there are recommendations for the Planning Board to consider zoning changes. Mr. Femia will be submitting a proposal to the board regarding Accessory Apartments; he said there are too many

unknowns the way it is written. He also said he attended the training on Recreational Marijuana; the state does not have regulations yet. Mr. Olson will revise the draft letter for the next meeting.

Dr. Tashjian Discussion on Future Zoning Changes – Dr. Tashjian submitted “A review of drinking water and water quality during and after World War II as the torch passed to a new generation of West Boylston town government”. He said it is important for the history of the town to be known. He talked about the depth and location of town wells, recharge, and the impact upon the Lee Street well. He is concerned about contamination. He said no more artesian wells should be allowed in town without regulations. Mr. Olson agreed that the wells need to be protected. He will contact other towns to see what they have done as well as the Water District and DEP. Dr. Tashjian was thanked for coming in.

2. 2017 DLTA Funding Application Update – Mr. Olson said the DLTA Village Zoning was funded. Auburn, Holden and West Boylston are interested in Village Zoning. CMRPC is working on a model bylaw. They will schedule a meeting with the Planning Board in late spring when the model bylaw is in place. It will entail approximately 100 hours, but did not say if the 100 hours would be divided between all three towns.
3. 70 Hartwell and 99 Hartwell Status Updates from Board’s Consulting Engineer – **70 Hartwell Street:** Dennis Fitzpatrick (Angell Brook) said they met with VHB’s engineer; the project is progressing as expected. Mr. Fitzpatrick said the concrete is in for the foundation, the steel will be delivered next week. The drainage is not done yet; the berms are in. **99 Hartwell Street:** Wayne Amico noticed the work being done out front. He said it looks like it is ready for paving. Mr. Vignaly said the plan was revised and Mr. Diverdi should have come in. Mr. Frieden said the configuration has changed, there is no pavement, and the grades in the front of the building have changed. It appears to be a significant change. Mr. Olson will notify the Building Inspector.

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

1. SPR Application for Communications Tower off Beaman Street – Gary Cromack (Cromack Industries) was present to submit the application. The board reviewed and accepted the application. A public hearing will be held on April 26<sup>th</sup> at 7:00 p.m.
2. Comprehensive Master Plan – Land Use Chapter Update – The Town Administrator requested feedback from the board on the Comprehensive Plan Land Use Chapter by June 1<sup>st</sup>. She is looking for a relatively short chapter with limited goals. The Master Plan Chapter (Chapter 3) should be reviewed to see how it can be condensed.

Mr. Olson said the current Master Plan mentions the sewers that were about to be completed and a description about having a higher density residential development. Mr. Vignaly said it has been addressed several times since then, but the few owners of larger parcels keep asking in hopes to get different answers. Mr. Olson said it also mentioned the possibility of changing zoning boundaries. Mr. Vignaly said he looked at that for the Route 12 area and there were 1,200 lots that were split; everyone would have to agree at town meeting. At the time, it was decided it wasn’t worth it. He said there were annual reports submitted with updates that should have been included in the Master Plan. They should be located to make sure we are not redoing the work. The Town Wide Planning Committee was getting all the updates; they should have the documentation. Mr. Olson will follow up to see if they are accessible. There was a recommendation to revise the Schedule of Use in the Zoning Bylaws, including all the uses we want to allow or not allow in town. Mr. Vignaly

suggested adding that to our Zoning list to update. The current Master Plan notes that we could have Cluster Zoning; that goal has been met. The CPA is another goal that was met. More discussion is needed.

3. Century Drive Subdivision Approval Conditions and Completion of the Loop Road – Mr. Olson reviewed the meeting minutes to see if the language was in there that talked about completion of the loop road, but unfortunately it was not. Mr. Vignaly could not find anything recent. It was a comment; no one legally committed to it.

Reports from Other Boards – Mr. Olson and Mr. Rajeshkumar attended the CMRPC meeting where the topic was the MS4 Permit. It has been updated and will be active in June. The DPW Director was also in attendance and is working on it.

Mr. Vignaly said the public forum took place. There were approximately 15 people in attendance and five telephone messages were received; there was good feedback. The majority of comments were on the bad sidewalks (Route 12, Newton Street and Prescott Street). Other comments were for the pool property, Goodale Park Master Plan, and Dog Park. He hopes to get it finalized to be signed by the Planning Board in May. In addition to the public forum, CMRPC was in attendance for the Complete Streets Prioritization Plan with hard copy plans to mark up.

Mr. Vignaly attended the seminar at Holy Cross. There was a good session on Zoning Exemptions. Uses are exempt and they need to comply with Site Plan Review. If any non-profit organization constructs a building and/or has more than 15 parking spaces which triggers SPR, they have to meet zoning requirements. He also got information on subdivision securities. If the subdivision is not built or not going to be built, the town can send a letter to the owner and the owner's security holder and notify them that the board may execute the security to get the roadway built. This is something we need to consider at Century Drive. The last session discussed access and bikes; the next step in the Complete Streets program. CMRPC uses a program (Access 2020) to prioritize where improvements can be made.

Citizens' Comments – None

There were no invoices for payment tonight. Mr. Frieden made a motion to approve the March 8, 2017 Regular Meeting Minutes; Ms. Carlson seconded; four voted in favor; motion approved; Mr. Rajeshkumar abstained.

Mr. Rajeshkumar made a motion to adjourn; Ms. Carlson seconded; all voted in favor; motion approved. The meeting was adjourned at 9:37 p.m.

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

By: \_\_\_\_\_  
Vincent Vignaly, Clerk

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