



**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**  
**April 12, 2017**

Chairman: Christopher Olson

Members Present: Marc Frieden, Cheryl Carlson, Vincent Vignaly (arrived 7:40PM), Barur Rajeshkumar (arrived 8:52PM)

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 7:06 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 revised draft letter Mr. Olson prepared to circulate to various departments for feedback for zoning amendments/updates. Dave Femia is working on a bylaw with the Building Inspector to submit to the Planning Board for consideration regarding Accessory Apartments (Section 3.4). He feels it should be written for the future. Mr. Frieden would like feedback from the townspeople as to whether they want to consider changes.

Mr. Femia said the number of storage containers in town is increasing and currently there is nothing in the bylaws that say they are not allowed. Mr. Vignaly said it is not an allowed use. Section 5.1 Accessory Use states in part that “in Single Residence, General Residence and Business Districts accessory use is permitted on the same lot with and customarily incident to any of the uses permitted in Section 3.2, and not detrimental to a residential neighborhood”. The Building Inspector makes the determination that at a certain point it is not functioning as a residential use, but as storage. It’s a matter of interpretation. Clarification would be needed from Town Counsel. Storage containers could be added to Section 5.3 Prohibited Uses. Section 5.3.D (Screening) needs more discussion.

Mr. Olson said when feedback is received, before bringing any changes to Town Meeting, Town Counsel will need to review them and public hearings will need to be held. Mr. Frieden suggested public hearings could begin in the summer to possibly bring the changes to the October Town Meeting. Mr. Olson will revise the draft letter and forward to the various departments for feedback.

2. Comprehensive Town Wide Plan (Land Use Chapter) Update – The board will condense the Master Plan Chapter 3 (Land Use Chapter) to a 2-4 page summary with four basic sections: Overview, Key Findings, Key Challenges, and Goals. It is a work in progress. The Town Administrator is requiring feedback by June 1<sup>st</sup>.

3. Status Update regarding incomplete Site Plan Review Process or Recent Site Work at Several Sites – Mr. Olson sent an email to the Building Inspector on April 3<sup>rd</sup> asking for information on several sites; he has not yet responded. Dave Femia will give him a copy of the email. Mr. Olson will follow up.

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

1. Consideration of Board's Endorsement of Senior Center Project – Mr. Vignaly said planning needs to be done first; people need to work together to address common concerns. It is only in the initial stages. Mr. Olson said if it is a more diversified building (senior/community center) it may receive more support. The board will wait for the funding details from the Town Administrator before formally voting.
2. Advisory Letter regarding ZBA Petition (250 Maple Street) Special Permit (reduction of minimum residential lot frontage) – Mr. Olson recused himself from the matter since he is a member of the ZBA. The Building Inspector's Zoning Interpretation said it does not meet frontage in SR Zone 4.1(E). The petitioner wants to divide the lot into three lots. He repeated the bylaw in the application, but did not answer the questions as to how he meets the standard. Mr. Vignaly made a motion for the Vice Chair to draft and sign the letter and forward it to the ZBA; Mr. Frieden seconded; three voted in favor; Mr. Olson abstained.
3. Mr. Olson received an email from Jeff Bagg (CMRPC). The Village Center project for DLTA 2017 was funded. The project involving West Boylston, Holden and Auburn will receive approximately \$7K-\$8K of technical assistance.
4. An informational letter from DCR was received regarding an Advisory Ruling – Watershed Protection Act for "Latest Proposed Project at Lots X,Y,Z and 7 on Shrewsbury Street, West Boylston". Mr. Tomaoilo has not come back to the board since changing the use to a storage facility. They need to make changes to comply with the Watershed Protection Act. When Mr. Tomaoilo was previously before the board, he was told he needed to update the plan. Mr. Olson will follow up.
5. An email was received from the Town Administrator asking various boards for feedback for any support the board needs or expects as she approaches her one year mark as the Town Administrator.

Reports from Other Boards – Mr. Frieden said the Affordable Housing Trust consultant is in touch with Mass Housing addressing the specifics of Afra Terrace and which units were sold to his daughter for \$1 and resold. If Mr. Ali made more than 20%, it is due back to the town.

Citizens' Comments – Mr. Femia said the ZBA is creating a handbook; a copy will be given to the Planning Board when ready.

Invoices for payment were approved. Mr. Vignaly made a motion to approve the March 22, 2017 Regular Meeting Minutes; Ms. Carlson seconded; all voted in favor; motion approved.

Ms. Carlson made a motion to adjourn; Mr. Frieden seconded; all voted in favor; motion approved. The meeting was adjourned at 8:56 p.m.

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

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

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