



MEETING MINUTES
October 12, 2016

Chairman: Christopher Olson

Members Present: Barur Rajeshkumar, Marc Frieden, Vincent Vignaly

Members Absent: Cheryl Carlson

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 meeting at 7:03 p.m.

Updates/Corrections to Zoning Bylaws – As discussions continue, more sections will be addressed. The list of potential changes will be expanded, but currently the sections that will be reviewed are:

- Section 1.4.A (Nonconforming Uses/Structures) – Edit to be in compliance with the state law (2 years).
- Section 3.4 (Accessory Apartments) – Review purpose and need with other boards.
- Sections 4.1.E and 4.2.C (Special Permits regarding minimum frontage/width) – There is allowance to grant a Special Permit to reduce the frontage to 100' but not the lot width; it should be done together if we still want to allow it. Discussion with the ZBA is needed.
- Section 5.2.B (Off-Street Parking Requirements) – Multiple recent Site Plan Reviews have approved parking at businesses that need more parking than was required, i.e., Dairy Queen, Gerardo's. There was a concern that the required numbers are more than 20 years old and may no longer be adequate.
- Within business districts, sidewalks should be required with the possibility of waiving it, especially along Route 12. They are required in the subdivision regulations.

The board will ask what changes the townspeople would like. At some point in the future we could have a meeting with various boards/departments for their input. We will need to prepare a draft in the next couple of months with the proposed potential changes being considered to start the discussion.

Status of Incomplete Site Plan Reviews and Outstanding Certificates of Completion – Melanie hopes to have a draft list before the next meeting. We will then reach out to the Building Inspector to coordinate with his files.

New Business and Review of Correspondence/Emails:

- 1) Submission of Site Plan Review Application for 100 Century Drive – Patrick Healy (Thompson-Liston Associates) presented the application. The change of use from office to in-patient hospital use triggers SPR and a Special Permit from the ZBA; the parking will remain the same. The portion of land in West Boylston includes a landscaped parking lot and related stormwater facilities serving the building. There are 406 parking spaces with 9 handicap parking spaces; 146 are 8x16; 260 are 9x18. Mr. Healy was told to make sure the parking spaces are the appropriate size for West Boylston or include a waiver request. The submission letter requested waivers; he should itemize the waivers he intends to ask relief from. The fee was for the application only since no exterior changes are proposed for the building or parking area. A condition of approval will be that any changes need to be submitted to the Planning Board before being implemented and which may require engineering review. The hearing is scheduled for November 9th at 7PM.
- 2) Inquiry regarding use of property at corner of Lee and Prospect Streets (Minnich property) – Mr. Vignaly responded to the inquiry from Frank Zoll. He would like to use the property in APR (Agricultural Preservation Restriction) to put in a winery to have 5 acres of grapes and a winery facility where they will bottle, sell, and have wine tastings, etc. It is zoned single residence and is likely in the aquifer district. He was advised to review the regulations to the APR program. Mr. Zoll will contact the ZBA and also check with the Department of Food and Agriculture to see if he could put up a building. It is a legal question whether he could qualify for an agricultural exemption for the non-residential use.
- 3) Inquiry regarding possible ANR involving 111, 113 and 115 Shrewsbury Street – The Larrabee's will be attending the October 26th meeting for discussion.
- 4) Discussion of Warrant Articles – The articles were discussed; there were no specific articles that required the Planning Board's recommendation.
- 5) Infrastructure Subcommittee meeting for Rural Towns (CMRPC) – Mr. Olson was unable to attend. Mr. Vignaly emailed and asked how it could help West Boylston. He was told that in the past they worked on issues such as trying to get a sewer system and water supply in rural towns. It could be helpful with the town looking for another water source. He will check with the Water Department to inquire about their progress and interest in an alternate water supply.

Reports from Other Boards – Mr. Frieden said the Affordable Housing Trust met. There was a joint meeting with the Housing Authority regarding Maple Street. Until the town shows more specific development, the Housing Authority wants to remain controller of the land. They have received bids on the market study; they are making progress.

Mr. Rajeshkumar said FISP met and discussed the police station. There were three informational sessions which can be found on YouTube and Facebook.

Mr. Vignaly said the Open Space Implementation Committee will have a draft available for review and comments soon; there will be a public hearing on October 24th for input from boards; it will be finalized and sent to the Selectmen and Planning Board for their approvals before submitting it to the state to see about getting 50% matching funds for Open Space and Recreation projects.

Mr. Vignaly said CMRPC is contracted to work on the Open Space and Recreation Plan update and is close to their budget limit. They asked if we could transfer some LPA hours for the update. Mr. Olson thought we had approximately 12 hours remaining. Mr. Olson noted that a prior request for these hours from ZBA would not result in the answers they would be looking for since they are not lawyers. Dave Femia (ZBA Chair) thought they could use the hours instead of using town counsel and was told there is a separate contract with the OSIC for this work. Mr. Vignaly made a motion to allow LPA funds to be used for the Open Space and Recreation Plan update, holding back two hours for future needs; Mr. Frieden seconded; all voted in favor; motion approved. Mr. Olson will contact CMRPC.

Citizens' Comments – None tonight.

Review/Approve Payment of Invoices and Review Draft September 28, 2016 Regular Meeting Minutes – There were no invoices for approval tonight. Mr. Vignaly made a motion to approve the September 28, 2016 regular Meeting Minutes; Mr. Frieden seconded; all voted in favor; motion approved. Mr. Rajeshkumar abstained.

A motion was made by Mr. Rajeshkumar to adjourn; Mr. Vignaly seconded the motion; all voted in favor; motion approved. The meeting adjourned at 8:37 p.m.

Date Accepted: _____

By: _____
Vincent Vignaly, Clerk

Submitted by: _____
Melanie Rich