

PLANNING BOARD MEETING – May 25, 2016

PRESENT: Mark Pease, Chairman; Robert Donnelly, Vice Chairman; Philip Greene; George Nangle; Philippe Thibault; Elizabeth Ware, Community Development Director; Michael Buxton, Director of Public Works; Mark Hamel, Town Engineer and Lisa Wagner, Recording Secretary

Chairman Pease opened the meeting at 7:00 p.m. in the Conference Room at Town Hall and the Pledge of Allegiance was recited.

Chairman Pease welcomed Phil Thibault as the recently appointed regular member and recognized his extensive service to the Town on various Committees.

MINUTES:

Meeting held on May 11, 2016: Mr. Greene motioned to approve. Mr. Nangle seconded. Motion passed unanimously. Mr. Thibault abstained.

137 & 125 DONOHUE ROAD/KENNETH HALL, CARMEN BELLEROSE & ARTHUR J. HALL/ANR PLAN:

Richard Alleca of Village Surveying appeared before the Board on behalf of the applicants and presented an ANR plan for the 5-acre parcel located in the R3 zone on the northerly side of Donohue Road. The Building Inspector gave a determination that a variance was needed for insufficient frontage on Lot 1, which was granted by the Board of Appeals. Mr. Alleca reviewed the existing properties with 125 Donohue having 15,000 square feet of area and 100 feet of frontage and 137 Donohue having 7.12 acres and 379 feet of frontage. The dimensions for the new proposed lots are as follows; Lot 1 has 54,521 square feet and 104.22' frontage; Lot 2 has 60,740 square feet and 150' frontage; Lot 3 (#137) has 49,840 square feet and 150' frontage and Lot 4 (#125) has 48,980 square feet with 125' frontage.

Ms. Ware noted the only zoning relief needed was for Lot 1 and it is referenced on the plan. Mr. Alleca agreed. Chairman Pease inquired about Lot 4. Mr. Alleca stated the area has been increased, as well as the frontage and it is less non-conforming. Mr. Thibault asked if the setback requirements are sufficient on Lot 4. Mr. Alleca indicated the setbacks were shown on the Board of Appeals plan, which meet the requirements.

Mr. Greene motioned to approve the ANR plan based on the Board of Appeals variance and the Engineering Department had no issues. Mr. Donnelly seconded. Motion passed unanimously.

15 PEABODY AVENUE/DAVID ROWLETT/SPECIAL PERMIT FOR A CHANGE OF USE (SIGN SHOP TO BUILDING TRADE SHOP)/PUBLIC HEARING (CON'T):

Chairman Pease stated Attorney Michael Fadden submitted a letter on behalf of the applicant and read it for the record, as follows

“Please let this letter serve as the applicant’s request to continue the public hearing of this matter from May 25, 2016 to the next regularly scheduled meeting of the Planning Board. My office has been made aware that, for circumstances beyond

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the control of any party, that a five member Board is not presently available to review and decide this application for a special permit. At this point in time, my client would request that this matter be submitted to review by a five member board. Please be advised that the Applicant grants to extend those statutory time frames in this matter to the extent of and in order to accommodate this continuance request.

Chairman Pease noted that although the Board now has 5 members; Mr. Thibault is an abutter and would not be voting on this permit.

Mr. Nangle motioned to continue this hearing to the June 22nd meeting. Mr. Donnelly seconded. Motion passed unanimously. Mr. Thibault abstained.

Chairman Pease took the following *New Business* out of order.

Alternate Planning Board Member

Chairman Pease mentioned interviewing a prospective alternate member last week with the Town Manager, however; that person did not work out. In scheduling this on the agenda, Chairman Pease hoped to have someone the Board could recommend to the Board of Selectmen and then be appointed, as referenced in the Town Charter. Mr. Nangle questioned being able to recommend someone to have appointed for the next meeting when the Board is only meeting once in June. Chairman Pease suggested calling for a special meeting, however; at this time there aren't any prospective candidates.

200 LOON HILL ROAD/RICHARRY INVESTMENTS/ANR PLAN:

Ken Lania of Cornerstone Land Consultants appeared before the Board on behalf of the applicant and presented an ANR plan consisting of an 11.6 acre parcel being subdivided into 2 single family house lots. The plan shows Lot #1 having 3+ acres of area with 190 feet of frontage and Lot #2 having 8+ acres with 500 feet of frontage.

Mr. Greene inquired if each lot has their own individual driveway. Mr. Lania confirmed each lot has its own driveway. Chairman Pease asked if this proposal was before the Board a couple years ago. Mr. Lania stated it was presented to the Planning Board back in 2014, but it was for 3 lots and after receiving Conservation approval; it was appealed by the DEP. Chairman Pease questioned whether the plan was recorded. Mr. Lania indicated it was not. Mr. Nangle asked if the previous plan had a common drive for the lots. Mr. Lania agreed there was a common drive.

Mr. Greene motioned to approve the ANR plan based on the lots having sufficient frontage and area, as well as no Engineering Department issues. Mr. Nangle seconded. Motion passed unanimously.

OLD BUSINESS:**Reorganization of Open Positions**

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Mr. Greene motioned to nominate Mark Pease. Mr. Nangle seconded. Chairman Pease appreciated the nomination, but did not have any extra time to serve on this Committee. Mr. Greene withdrew his motion and Mr. Nangle withdrew his second. Mr. Donnelly motioned to nominate Mr. Thibault. Mr. Nangle seconded. There were no other nominations. Mr. Donnelly motioned to close nominations. Mr. Nangle seconded. Motion passed unanimously. On the motion to elect Phil Thibault to the Economic Development Committee, motion passed unanimously.

NMCOG Representative:

Mr. Greene motioned to nominate Mr. Thibault. Mr. Nangle seconded. There were no other nominations. Mr. Greene motioned to close nominations. Mr. Nangle seconded. Motion passed unanimously. On the motion to elect Phil Thibault as the NMCOG Representative, motion passed unanimously.

Zoning By-Law Committee:

Mr. Donnelly motioned to nominate Mr. Greene and Mr. Nangle. Mr. Thibault seconded. Motion passed unanimously. Mr. Donnelly motioned to close nominations. Mr. Thibault seconded. Motion passed unanimously. On the motion to elect Mr. Greene and Mr. Nangle to the Zoning By-Law Committee, motion passed unanimously.

NEW BUSINESS:**200 Loon Hill Road/Richarry Investments/Special Permit Submittal to Construct 2-Single Family Homes in the Flood Plain Overlay District & to Request a Public Hearing**

Mr. Greene motioned to schedule a public hearing on June 22, 2016. Mr. Nangle seconded. Motion passed unanimously.

Planning Board Initiative(s)/Betsy Ware

Ms. Ware stated that under Mass General Laws, the Planning Board has a number of tasks they're responsible for and currently there exists 2 areas that need attention, however; she recognizes that the Board members are volunteers. The first concerns updating the Subdivision Regulations and the other being the Master Plan.

In review of Ms. Ware's memo of May 25, 2016, she addressed the need to update the Subdivision Regulations given the many changes to the State and Federal Regulations that the Town needs to consider, which includes Stormwater Management practices. Ms. Ware noted that along with staff assistance, she would work on getting the Regulations in order and present those to the Board for review and input to offer any necessary revisions. The Planning Board would then hold a public hearing and upon closing the hearing; the Board would act on adopting the changes. Ms. Ware expects to draft the updates over the summer months in anticipation of a public hearing scheduled in the fall.

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The other responsibility of the Board is the Master Plan, which Ms. Ware indicated was last prepared back in 1999 in conjunction with NMCOG, but there were a number of issues and it was never adopted by the Board. Presently there are a number of Boards and Commissions working on various elements of the master plan and those include chapters relating to goals and policies for future growth and development; land use; housing needs; economic development and open space. Ms. Ware reviewed the status of these chapters and stressed the importance of updating the open space and recreation element, as it is not valid at this time and it prevents the Town from being eligible to obtain state and federal funding. Some other areas to be addressed are services and facilities; circulation for the existing and proposed circulation and transportation systems (NMCOG is currently working on a Route 113 corridor study); an implementation program and finally several communities have established a sustainability or green solutions for environmental friendly choices.

Ms. Ware requested some guidance from the Board in implementing these items and suggested working with staff in preparing updates for review and consideration by the Board. Chairman Pease recommended having a sub-committee to work with staff on these areas and appointed Mr. Thibault, as well as himself. Mr. Greene asked about the time frame for addressing these issues. Ms. Ware anticipates having some revisions of the Subdivision Regulations for the July meeting. Chairman Pease added the open space plan is a critical matter and would like to see this on the agenda for the June meeting. Ms. Ware mentioned that in discussion with NMCOG; they will provide their mapping files to the Town and Town staff has a mapping expert who can draft the necessary maps. Mr. Greene asked if any of this needs Town Meeting approval. Ms. Ware stated they do not, but there would be public hearings and once they are finalized; it would be recorded at the Registry of Deeds, as well as having changes submitted to the State Department of Housing & Community Development and NMCOG.

ADJOURNMENT: Mr. Nangle motioned to adjourn at 7:40 p.m. Mr. Thibault seconded. Motion passed unanimously.

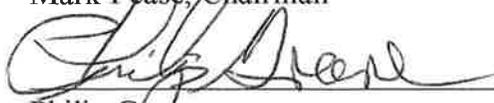
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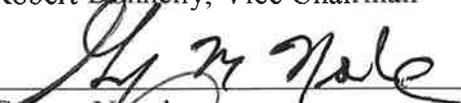
 Mark Pease, Chairman



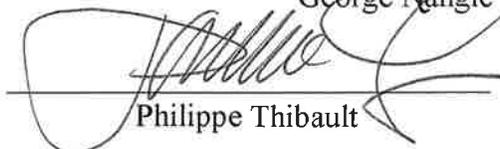
 Robert Dannelly, Vice Chairman



 Philip Greene



 George Nangle



 Philippe Thibault