***Townsend Planning Board Annual Report for 2017***

*Chairman: Lance J. McNally*

*Vice Chairman, Edwin H. Howard, II*

*Clerk, Laura E. Shifrin*

*General Member: Christopher Nocella*

*General Member: Kathy Araujo*

*Associate Member: Jerrilyn T. Bozicas*

The Planning Board faced many challenges in the year 2017.  We lost a very valuable employee in Karen Chapman (who left to work for MRPC). We will forever be grateful for the contributions she made to the Town of Townsend as part of our Land Use Department. We all wish her the very best as she moves on to the “next chapter” in her career and life.  Michele Decoteau served as the Planning and Zoning Administrator Assistant until the fall of this year. We also want to thank Michele for all of her contributions and wish he well in her future endeavors.

The following is a bullet report of the issues the Planning Board addressed:

**First Quarter**

73 Turnpike Road – ANR – added one lot

181 South Row Road – ANR – moved lot lines with no new lots created

Meadow Road – ANR – one lot split into three lots

16 Seaver Road – ANR – one lot split into two lots with frontage on Seaver Road and now Gilchrist Road

171 North End Road – ANR – one lot split into two lots with the larger lot being sold to the Department of Massachusetts Fish and Game

460 Main Street – Site Review Special Permit and Stormwater Management Permit

460 Main Street – Stormwater Permit #2017-2 completed

Developed Bylaws on Ground-mounted Solar arrays (sent to Special Town Meeting & passed) we had a very good group of residents, Chaired by Kathy Araujo, that made this bylaw possible.

Working on affordable housing; 55+ communities (sent to Annual Town Meeting—Tabled)

Accessory Apartments (sent to Annual Town Meeting—to be tweaked)

Developed Medical Marijuana Bylaw (sent to Special Town Meeting & passed). Planning and Zoning Administrative Assistant, Michele Decoteau, attended the Citizen Planner Training Collaborative Spring Conference and earned a Level I certificate

Began Master Planning Process.

**Second Quarter**

0 Warren Road – one parcel turned into a lot and a parcel of open space

168 Haynes Road – one lot turned into two. The larger lot will be sold to Department of Massachusetts fish and game.

Granted a Stormwater Permit and Site Plan Special Permit for 40-56 Fitchburg Road for a 750 MW solar array at Pine Ridge Condominiums.

Granted a Stormwater Permit to Kevin Smith, Warren Road

Granted a Scenic Roads Act Permit to Beauchemin Builders to move a stone wall and remove a tree to build a common driveway at 73 Meadow Road

Developed Bylaw on Accessory Apartments (failed to pass at Annual Town Meeting)

Board is working to prepare a bylaw that will encourage Accessory Apartments as affordable housing.

**Third Quarter**

Granted a permit extension for Locke Brook Run – a 20-unit Open Space Multifamily Development

A special permit for the modification of the Open Space Preservation Development (OSPD) and Definitive Plan “Village at Patriot Common” was submitted to the Planning Board

**Fourth Quarter**

Master Planning committee formed and actively working on on updating the Master Plan. Recreational Marijuana By-Law remains on our agenda as mandatory for 2018

Accessory Apartment bylaw remains on our agenda mandatory for 2018

Seeking to fill the Planning and Zoning Administrative position; which was not filled in this Quarter.

The Planning Board’s responsibilities include the review and approval of Subdivisions and Site Plan projects requiring Special Permits; Approval Not Required (ANR) Plans for subdividing lots. And applications submitted under the Scenic Roads Act.  The Board holds public hearings for zoning bylaw amendments and submits recommendations to Town Meeting relative to these proposals; serves as the Stormwater Authority to oversee the Stormwater Management Bylaw, and is in charge of updating the Town’s Master Plan. Agendas are posted on the bulletin Board outside Town Hall, and on the Town Web site ([www.townsend.ma.us](http://www.townsend.ma.us)). Meetings are open to the public and we welcome the participation of all interested residents.