



Office of
THE PLANNING BOARD
272 Main Street
Townsend, Massachusetts 01469
978-597-1722 bfaxon@townsend.ma.us

RECEIVED
JUL 16 2019
TOWN OF TOWNSEND
TOWN CLERK

Lance J. McNally, Chairman
Veronica Kell, Clerk

Charles Sexton-Diranian, Member

Laura Shifrin, Vice Chair
Jerrilyn T. Bozicas, Member

Planning Board Meeting minutes

Monday, June 24, 2019, at 6:30 PM

Townsend Memorial Hall, Selectmen's Chambers
272 Main Street, Townsend, MA 01469

1 PRELIMINARIES:

- 1.1** Call the meeting to order. Laura Shifrin called the meeting to order at 6:30 p.m.
Present: Vice Chair, Laura Shifrin (LS), Charles Sexton-Diranian (CSD), Clerk, Veronica Kell (VK).
Absent: Chairman, Lance McNally, Jerrilyn Bozicas
Others present: Townsend Tree Warden, Don Massucco, Planning Board administrator, Elizabeth Faxon.
- 1.2** Additions or Deletions to Agenda not reasonably anticipated by the Chair 48 Hours in advance of the meeting. None noted.
- 1.3** Approval of minutes 6/10/19.
CSD motioned to approve the minutes of 6/10/19. VK seconded. All in favor.

2 HEARINGS AND APPOINTMENTS:

2.1 6:30 p.m. Public hearing: Scenic Roads Act. Removal of trees and stone wall.

Applicant: Matthew D. & Kellie L. Fournier

Location: Lot #3 Pierce Road (142 Pierce Road ANR) (Map #31 Lot #21)

Project: The applicants are requesting to remove two trees and a section of Stone wall along Pierce road to create a driveway opening.

Present: Matthew Fournier, applicant.

LS read the legal notice. Mr. Fournier asked for approval of the removal of three additional non-viable trees. The trees are marked in the field a photograph was submitted of the subject trees (Exhibit A). The section of stonewall moved to create a driveway entrance will be placed nearby in a manner as to retain the aesthetic appearance and integrity of the structure. Don Massucco stated he has visited the site and is in favor of the proposal and removal of the additional three marked deadwood trees.

CDS motioned to approve the amended application to include the removal of three additional documented trees and with the following conditions:

1. Highway department comments: "when removing any stumps by said roadway the roadway shall remain in its current condition and in no way be damaged"
2. The rocks moved to create the driveway entrance will be placed to rebuild sections of adjacent stonewall.

VK seconded. All in Favor.

2.2 7:00 p.m. Kevin Smith: senior housing bylaw discussion.

Present: Mr. Kevin Smith, Chairman, Zoning Board of Appeals, William Cadogan.

Mr. Smith owns property in the residential district abutting the Downtown Commercial district with potential for an over 55 or senior housing cluster in light of the location pedestrian accessibility to the downtown area. He noted that the State is urging communities to proactively adopt local regulations for senior housing in response to a growing need for such statewide. Townsend currently has no local regulation for senior housing development. The Town of

Littleton has recently changed regulations to allow for cluster development of over 55 communities. Mr. Smith presented a conceptual drawing of building layout on his property as it would be allowed under the referenced town of Littleton bylaw. The plan contains 3 duplex style buildings with 2 bedroom residential dwellings in each. He stated that if Townsend adopts similar bylaws as referenced, this conceptual plan would be allowed. He asked the Planning board to consider the benefits of such an over 55 community development when drafting regulations. Board members discussed the possibility of expanding the Downtown Commercial District to incorporate residential parcels and, the reworking of the 55+ bylaw that was drafted as a result of the 2014 Housing plan.

2.3 7:30 p.m. Continued public hearing site plan review special permit and Stormwater management permit.

Applicant: WK Realty Trust

Location: 27 Scales Lane

Project: The applicant is requesting a Site Plan Review Special Permit and Stormwater management permit for construction of a building, parking area, access road and Stormwater management system at the property located at **27 Scales Lane**.

(Assessor's Map 18, Lot 65, Block 0).

LS reconvened the public hearing and announced that the public hearing is being continued to allow time for technical peer Stormwater review process to be completed.

VK motioned to continue the public hearing for the site plan review and Stormwater permit for the project at 27 Scales Lane to Monday July 15, 2019 at 7:00 p.m. CSD seconded. All in favor.

3 WORKSESSION:

- 3.1 §145-36 Accessory Apartment bylaw update. CSD suggested inviting staff, board and committee members to attend an implementation planning worksession during a regularly scheduled planning board meeting. CSD motioned to put the Accessory apartment bylaw update on the next available agenda and request attendance of staff and board members to collaborate. VK seconded. All in favor.
- 3.2 § 145-89 Recreational Marijuana establishment's bylaw and regulations update. MRPC GIS department is in the process of plotting a recreational marijuana overlay zoning map for the Town. Land Use has been receiving inquiries regarding recreational marijuana establishment business potential including siting, regulations and procedural guidance.
- 3.3 Master Plan Update. The Planning Board received a copy of the print copy of the Townsend master plan survey questions 2019. The Master Plan Committee held Economic development meetings on June 19, 2019. The Board reviewed an email sent to town clerk from planning board administrator re: 2019 – 2020 Townsend Master Plan committee member appointments, dated June 11, 2019. The Board reviewed a memo to the Board of Selectmen from the Planning Board re: Appointment of the Townsend Master Plan committee for a term to expire 4/27/20 documenting the appointment of the Master Plan Committee members and the Master Plan Committee chair dated June 19, 2019. Discussion ensued as to the subsequent re-organization of the Master Plan Committee and desire for future fluency. CSD motioned to orchestrate a joint meeting with Planning Board, Master Plan Committee, and town counsel for the purpose of mediation and, requesting executive session if allowed, scheduled for July 8, 2019 at 7:30 p.m. VK seconded. All in favor.
- 3.4 Project identification and nomination update: Montachusett region Comprehensive Economic Development Strategy document. (MRCEDS). The Planning board administrator explained the project identification form that staff is working on to submit to MRPC. Land use staff will identify a Town project to nominate for the

MRCEDS strategy document for submittal to MRPC on or before July 1, 2019. The Board discussed potential project ideas including feasibility studies for use of downtown vacant buildings, trails network connectivity to downtown commercial, commercial needs specifically lodging facilities, and Old Harbor Church/boat launch project.

- 3.5** Bylaw amendments update. §145-26 A 10 a. Residential districts accessory use. This proposed amendment is pertaining to the keeping of poultry and fowl in response to complaints of property damage and nuisance reports. The Board considered the regulations from the Town of Ayer BOH and, an email from the Building department staff for the discussion. A wording suggested was as follows: “all facilities for keeping of one or more animal or fowl shall be securely fenced to prevent the escape of the animals or fowl. At no time shall animals or fowl be allowed to roam unattended or onto neighboring property.” VK noted that the language should be changed so that it would not appear as though all animals would be permanently confined to a building or coop and not allowed access to the outdoors. The Planning Board administrator will work with town staff to draft a proposal.
- 3.6** Municipal Vulnerability Preparedness program update. Planning board administrator has emailed links to the Board and is identifying resources to implement the MVP certification process. Staff will continue to identify resources to initiate the process.

4 CORRESPONDENCE:

- 4.1** Notices from Townsend/Other towns. Staff will scan an email notices to Board members.

5 ADJOURNMENT AND NEXT MEETING: Next meeting July 15, 2019.

CSD motioned to adjourn the meeting at 8:26 p.m. VK. Seconded. All in favor.

Respectfully submitted,
Elizabeth Faxon
Planning Board administrator

Documents on file:

1. Scenic Roads application Lot 3 Pierce Road
2. Exhibit A: Photograph of additional 3 trees to be removed as amended to the application of Lot 3 Pierce Road.
3. Town of Littleton senior housing bylaw.
4. Town of Ayer bylaw Board of Health Regulations Governing the Keeping of Animals and fowl.
5. Public sign in sheet
6. Email re: proposed wording for amending the existing Townsend bylaw §145-26 A 10 a.
7. Letter to Townsend Planning Board from Graves Engineering, Inc. re: 27 Scales Lane Stormwater Review.
8. Townsend Master Plan survey questions 2019.

Approved on: July 16, 2019