



Office of  
**THE PLANNING BOARD**  
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AUG 27 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, July 29, 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. Chairman Lance McNally called the meeting to order at 6:30 P.M.

Present: Lance McNally (LM), Vice Chair Laura Shifrin (LS), Charles Sexton-Diranian (CSD), Jerrilyn Bozicas (JB).

Absent: Clerk, Veronica Kell

Others present: Elizabeth Faxon, Planning Board administrator

- 1.2** Additions or Deletions to Agenda not reasonably anticipated by the Chair 48 Hours in advance of the meeting. None.

- 1.3** Approval of minutes 7/15/19. C.S.D. motioned to approve the minutes of 7/15/19 as written, J.B. seconded. All in favor. The motion carried.

**2 HEARINGS AND APPOINTMENTS:**

- 2.1 7:00 p.m. Continued public hearing Stormwater management permit.**

**Applicant:** Brett King, WK Realty Trust

**Location:** 27 Scales Lane

**Project:** The applicant is requesting a 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).**

Chairman McNally reconvened the public hearing for 27 Scales Lane Stormwater management permit.

Present: Stanley Dillis, Ducharme & Dillis, CDG, Inc.  
Brett King, Applicant

Chairman McNally stated that at the last public hearing a representative from the peer review consulting firm was present and confirmed that all concerns with regards to Stormwater have been addressed. It was noted that the Site Plan review special permit Decision for 27 Scales Lane, has already been submitted to the Town Clerk, and is in the 20 day Appeal period. The Board reviewed the draft Decision for the Stormwater permit. Condition #4 of the draft decision was clarified. The operation and maintenance plan was referenced and in section 1.3 schedule table, the infiltration basin maintenance removal of debris "as required" will be added. The engineer and the Board accepted the change. An explanation was asked regarding Condition #6 pertaining to storing equipment on site. The Board moved to strike this condition.

C.S.D motioned to grant the Stormwater permit to WK Realty Trust, Brett King, Trustee as amended in this meeting. J.B. seconded. Roll call vote: YES – L. McNally, L. Shifrin, C. Sexton-Diranian, J. Bozicas.

C.S.D. motioned to approve the Decision with the amendments for 27 Scales Lane Stormwater Permit. L.S. seconded. Roll call vote: YES – L. McNally, L. Shifrin, C. Sexton-Diranian, J. Bozicas.

### 3 WORKSESSION:

- 3.1** § 145-89 Recreational Marijuana establishment’s bylaw and regulations implementation discussion. The draft recreational marijuana zoning map created by MRPC is under review by Land Use staff. The Zoning enforcement officer is being consulted in the process. The map will be presented to the Planning board for review prior to finalizing and release. The map will be used to guide staff and the public to areas where recreational establishments will be permitted. CSD asked about preparations in terms of permitting forms and process for applications. Discussion ensued to the process in which applicants will usually engage first with the Board of Selectmen to negotiate the Host Community agreement. Although the applicant may apply to either Board, Land Use is recommending initial contact with the Board of Selectmen. A special permit application form is being researched for the Planning Board’s use in permitting recreational marijuana establishments.
- 3.2** § 145-47 OSMD bylaw to include 55+ and/or 55+ communities’ development bylaw discussion. The amendment was proposed to the OSMD bylaw. The Board discussed a project in a neighboring town where 20% percentage of the housing in a subdivision development were to be designated as 55+. Also noted that there is no provision for comprehensive permit for 55+ developments. Chair McNally tabled to next worksession. Land Use will research 55 and over development bylaws in other towns.
- 3.3** Master Plan Committee update. An email was received and read aloud regarding subj: “Master Plan Committee Update July 29”. Chairman McNally asked for an invitation to be sent to the Master Plan committee relaying that the Planning Board would like to have a meeting with the Committee with an update. Chairman McNally is interested in communication between the Board and the Committee with regards to the Master Plan Update project. The Board has interest in working together and having access to the work product prior to the final approval stage.
- 3.4** Bylaw amendments update. §145-26 A 10 a. Residential districts accessory use. Keeping poultry and fowl in residential district. The Draft Amendment to 145-26 (10) was reviewed by the Board which included the addition of 2 statements as follows;
- “(1) *Flock must be contained to the owner’s property*
  - “(2) *At no time shall fowl be allowed to roam unattended or onto neighboring property*”
- The Board approved of the additions and asked for clarification of §145-26 (10) (b) (1) In terms of “agricultural operations for the purpose of raising, keeping and boarding horses ...”. The amendment will be circulated to parties of interest internally. LS noted that she will not be able to attend the MRPC meeting and announced another may attend in her place.

- 3.5 Municipal Vulnerability Preparedness program update. Staff would like to work with a consultant on a pro-bono basis to become certified as an MVP community and become eligible for MVP Action Grant funding and other opportunities.
- 3.6 §145-36 Accessory Apartment bylaw implementation discussion. CSD will be attending the next Zoning Board of Appeals meeting to discuss the permitting process including the state application process. Discussion ensued as to enforcement of unpermitted accessory apartments. Noted, there are currently accessory apartment special permits that have not been renewed. Comment was made regarding creating an enforcement policy in conjunction with the Board of Selectmen. LS suggested staff produce an updated list of accessory apartments. The Board would like any outstanding accessory apartment permit renewals identified.

**4 CORRESPONDENCE:**

- 4.1 Notices from Townsend/Other towns. EF read the notices aloud. LS requested a comparison of the proposed solar bylaw in Pepperell versus the Townsend solar bylaw.

**5 ADJOURNMENT AND NEXT MEETING:** LS motioned to adjourn at 8:25 P.M., JB seconded. All in favor.

Respectfully submitted,  
Elizabeth Faxon  
Planning Board Administrator

Approved on: August 26, 2019

Items on file:

1. Public sign in sheet
2. Draft proposed amendment OSMD over 55 development
3. Draft proposed amendment 145-26 A. 10. a. small flock of fowl.
4. OML Training 8/27/19 notice
5. Draft Decision Stormwater management permit 27 Scales Lane
6. Draft Stormwater management permit 27 Scales Lane
7. Email from K. Craven re: Master Plan Committee update July 29