

TOWN OF LUNENBURG
Office of the Planning Board

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Kenneth Chenis, Mbr.
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Adam R. Burney
Land Use Director

Minutes
July 25, 2016

Meeting Posted: Yes

Place: Town Hall, 17 Main Street, Lunenburg, MA

Time: 6:30 PM

Present: Matthew Allison, Damon McQuaid, Gregory Bittner, Kenneth Chenis, David Prokowiew, Adam R. Burney

ANR PLANS:

238 Fire Road 16, J&A Realty Trust- K. Chenis recused himself. Attorney Knox, representing the property owner, presented the plan. At its March 14, 2016 Board meeting, the Board determined a prescriptive easement had been established for the property. By endorsing this ANR Plan, the Board has determined vital access. **Motion, D. McQuaid, Second, D. Prokowiew, to endorse the ANR Plan, all aye.** Plan endorsed.

331 Burrage Street, Daniel Proctor- S. Dillis, Ducharme & Dillis, representing the property owner, presented the plan. Parcel being created to add to Lot 11 on Whitetail Crossing. Lot 11 was originally created with the Whitetail Crossing development, but due to a zoning change it is now nonconforming. This ANR Plan will make Lot 11 meet zoning requirements. As the applicant also owns the adjacent property, the lot cannot be a grandfathered lot. **Motion, D. McQuaid, Second, D. Prokowiew, to endorse the ANR Plan, all aye.** Plan endorsed.

200 Reservoir Road, Estate of Vera Barney- Neil Gorman, David Ross Associates, representing the property owner, presented the plan dividing the property into five lots. **Motion, D. McQuaid, Second, D. Prokowiew, to endorse the ANR Plan, all aye.** Plan endorsed.

1026 & 1042 Northfield Road, Ronald Smith, Lucy Hawkins, Steven Anderson- Presented by property owner Ron Smith. Plan creates a five-lot subdivision. **Motion, K. Chenis, Second, D. Prokowiew, to endorse the ANR Plan, all aye.** Plan endorsed.

PUBLIC HEARINGS:

1026 Northfield Road-see separate minutes

Zoning Warrant Articles, 8/22/16 STM- see separate minutes. (The Board took one blanket vote for all Whalom articles.) **Motion, D. McQuaid, that the Board support the warrant articles regarding the Whalom Overlay District, Second, D. Prokowiew, all aye.**

MINUTES APPROVAL: All minutes signed. **Motion, D. McQuaid, to sign minutes of June 27, 2016, Second, G. Bittner, all aye.** (K. Chenis abstained.)

COMMITTEE REPORTS:

Stormwater Task Force- no report

Agricultural Commission- Farmers' Market continues.

Building Reuse Committee- Committee has received responses to advertisement for property evaluations.

Capital Planning Committee- no report

School Building Committee- School has occupancy permit.

Green Community Task Force (GCTF)- Sent out items for bid; did not receive acceptable bids. Re-sent for new bids.

MJTC- K. Chenis unable to attend last meeting. Inquired as to Town's secondary representative to MJTC.

MRPC- no report

Open Space Ad Hoc Committee- no report

DEVELOPMENT STATUS REPORTS:

Minor field changes to storage units at 270 Electric Avenue; instead of a keypad gate they are going to install a steel swing gate on West Street with a Knox Box. The owner anticipates the first building receiving occupancy this fall.

A. Burney anticipates that the developer for 50 Elmwood Road will approach the Board for a bond reduction within the next few months as the majority of the road work is completed.

DIRECTOR'S ITEMS:

Town Manager Search Committee, Board Representative- M. Allison, D. McQuaid and G. Bittner noted their desire to serve on the Search Committee. **Motion, K. Chenis, for M. Allison to be the Board's representative to the Committee, Second, G. Bittner. Motion, D. Prokowiew, for D. McQuaid, to be the Board's representative, Second, D. McQuaid. Roll Call vote for M. Allison- D. Prokowiew, aye; K. Chenis, aye; G. Bittner, aye; D. McQuaid, nay; M. Allison, aye. Vote passed 4-1.** Meetings currently scheduled for September 1st and 15th.

Board Goals- Board members will provide their five short-term and five long-term goals to A. Burney by August 22nd for discussion at the Board's September 12th meeting. There will be discussion of setting up subcommittees of two for research, which will then be presented to the full Board. A. Burney suggested one of the priorities be the updating of the Rules and Regulations Governing the Subdivision of Land. D. McQuaid reminded the Board of the importance of a new Lake Whalom Overlay District Bylaw. G. Bittner suggested he and A. Burney keep track of subjects that are brought forth at Board meetings to ensure they are addressed at the appropriate time at a future meeting. A. Burney will do a short item to the Lunenburg Ledger to notify the public that the Board will be working on a new Whalom Overlay District.

Building Official - The Board would like to meet with the Building/Zoning Official to better understand various topics, e.g., operational issues, understanding each others' perspectives, and how they can better work together. K. Chenis suggested members meet with the Building/Zoning Official individually and then collectively as a Board. A. Burney to check with the Building/Zoning Official to see if he is available to meet individually and then come to the August 8th Board meeting.

MEETING SCHEDULE:

August 8- 6:30 PM, Ritter Memorial Building – will invite Building/Zoning Official to attend.
August 22- 6:30 PM, Lunenburg High School, - abbreviated agenda to accept Highfield Village withdrawal and any zoning warrant article discussion
7:00 PM, Special Town Meeting

BOARD COMMENT/CONCERNS:

G. Bittner noted abutters to the Pleasant Street solar site opined that the applicant is not fulfilling his/her landscaping requirements. A. Burney noted this would be an enforcement issue through the Building/Zoning Official.

It was noted that 8 Massachusetts Avenue received a Zoning Board of Appeals (ZBA) Special Permit for an auto detailing shop. The applicant is also required to come before the Planning Board for Site Plan Approval. **Motion, D. Prokowiew, to send a letter to the ZBA noting that the applicant is operating without Planning Board approval, Second, G. Bittner, all aye.**

ADJOURNMENT: 9:25 PM

Documents used at meeting:
Minutes 06/27/16
ANR Plan, 238 Fire Road 16
ANR Plan, 331 Burrage Street
ANR Plan, 200 Reservoir Road
ANR Plan, 1026 & 1042 Northfield Road
DRAFT 2014 Board Goals