



Office of
THE PLANNING BOARD
272 Main Street
Townsend, Massachusetts 01469
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Rec'd Townsend Town Clerk
29 OCT '19 AM 11:20

Lance J. McNally, Chairman

Laura Shifrin, Vice Chair

Veronica Kell, Clerk

Charles Sexton-Diranian, Member

Jerrilyn T. Bozicas, Member

Planning Board Meeting minutes

Monday, September 9, 2019, at 6:30PM

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

1 PRELIMINARIES:

1.1 Call the meeting to order L. Shifrin called the meeting to order at 6:32 P.M.

1.2 Roll call: Present: Vice Chair, Laura Shifrin, Clerk, Veronica Kell, Charles Sexton-Diranian, Jerrilyn Bozicas (6:40 P.M.)

Absent: Chairman Lance McNally

Others present: Elizabeth Faxon, Planning Board Administrator.

1.3 Additions or Deletions to Agenda Not Reasonably Anticipated by the Chair 48 Hours in Advance of the Meeting: adding MRPC update.

1.4 Approval of Minutes 8/26/19; page 3 of 6, Paragraph 1 strike the words "and is its own entity". Upon a motion made by V.K. and seconded by C.S.D, it was;

VOTED: to approve the minutes of 8/26/19 with corrections. All in favor. The motion carried.

2 APPOINTMENTS:

2.1 6:45 P.M. – ANR 40 Scales Lane – swap of parcels between abutters.

Present: Mr. Stanley Dillis, Ducharme & Dillis, CDG. Inc.

27 Scales Lane recently was granted a special permit for site plan approval. This ANR involves a swap of land to correct the setback requirement of an existing building from the side yard lot line, for correction of a zoning issue. Mr. Dillis stated the address on the ANR application was corrected from 40 Scales Lane to 21, 27 Scales Lane.

Upon a motion made by C.S.D, and seconded by J.B. it was;

VOTED: to approve the ANR for 27 Scales Lane, swap of parcels between abutters. All in favor.

The motion carried.

The ANR plan was endorsed.

**2.2 7:00 P.M. – Continuation of a public hearing – 187 & 199 North End Road
Campbell Farm Definitive subdivision OSPD, Stormwater Permit, Scenic Roads
act permit.**

Applicant: Townsend Hill Realty Trust

Present: Mr. Stanley Dillis, Ducharme & Dillis, C.D.G, Inc.

Mr. Dillis reported the project sheets and the application have been modified to include Lot 6, and the assessor's reference to Lot 6. He has been working on resolution of the requirement of a cistern for this project. He noted a neighbor has an existing fire pond on the property and may be willing to install a hydrant to improve the water access regionally and comply with the requirements. He added this as an improvement to the entire neighborhood and is waiting to finalize discussions with the fire chief regarding this proposal. The site is near the intersection of North End Road and Ball Road. Mr. Dillis reported a request to the applicants to place a marginal reference on the Deed for 199 North End Road to assist with future tracking. V.K. asked about the book and page reference for 199 North End Road in the definitive application as it is inconsistent in some sections. After a search at the registry, numerous deeds were found. Mr. Dillis stated that the most current and the one consistent with the assessors would be

appropriate for this process. V.K. stated that is number Book 30623 on Page 562. Mr. Dillis believes this is where the marginal reference will be placed. V.K. asked about the Conservation restriction (CR) and was told it would be for Parcel C. Mr. Dillis stated that the Conservation Commission has agreed to accept the CR. The monitoring of Parcel C would be by the Town of Townsend, the holder of the CR. E.F. noted that the Scenic Roads permit was granted at the 8/26/19 meeting, the Decision was filed with the Town Clerk and is in the 20 Day appeal period. Upon a motion made by: C.S.D. seconded by V.K. It was;
VOTED: to continue the public hearing of 187 & 199 North end Road definitive subdivision OSPD, Scenic Roads Act and Stormwater permit to September 23, 2019 at 7:00 P.M. All in favor. The motion carried.

3 WORKSESSION:

- 3.1 §145-90 Recreational Marijuana Establishment bylaw implementation discussion. The Board members reviewed the Townsend MA Recreational Marijuana Zoning Overlay District map drafted by Montachusett Regional Planning Commission (MRPC). DCD, ID and OC districts are zones where Recreational marijuana establishments are allowed. Applicants will apply to the Planning Board for the required special permit and the Board of Selectmen for the required Community Host Agreement. The map discussion was continued to the next meeting.
- 3.2 §145-39 Open Space Preservation Development bylaw discussion. Tabled to the next meeting.
- 3.3 Burgess Road discontinuance discussion. Tabled to the next meeting.
- 3.4 Proposed heavy vehicle exclusion Lunenburg & Townsend. A response letter was sent to MRPC re: the Planning Board discussion and consensus of the proposal which took place at the 8/26/19 Board meeting. V. K. read the letter aloud. The Board approved of the letter which reflected what was discussed by the Board. Discussion regarding the analysis presented in the packet was not comprehensive enough for Board members to make a decision on the proposal. LS opined that having the heavy trucks on the State roads vs. the town roads was preferred because the State is responsible for the maintenance of said roads. (Rtes. 119 & 13). The problem of navigation through the main St. Rte. 119/Rt. 13 intersection was discussed. Board members would like to see alternate options of rerouting explored.
- 3.5 §145-47 OSMD bylaw to include 55+ and/or 55+ communities' development bylaw discussion. C.S.D. Provided a packet to Board members and explained that the proper terminology for the subject is "age restricted housing". He researched applicable zoning districts and bylaws in municipalities with similar characteristics to Townsend. He collated 21 municipalities that fit the criteria and prepared a chart for reference. He looked at CHAPA, DHCD, and towns regulations governing age restricted housing development. He searched each town to see if they had any bylaws for age restricted housing, and assembled findings in a document. He presented all information and then expected the Board would narrow the list and continue to look in more detail. He noted that a lot of the information he gathered was pulled directly from the Master Plan and questioned whether Townsend's Master Plan Update would address age restricted housing and how. L.S noted the extent and variety of zoning in place in Lancaster, and Leicester; including variations of elderly, multifamily, and mixed use housing. It was noted that those Towns have at least partial municipal wastewater treatment so that zoning can be allowed as an overlay in those districts. It was pointed out that there are other areas where installation of private wastewater treatment facilities is part of age

restricted development. It was suggested that inviting representatives from two most similar communities to a meeting with the Planning Board, Board of Health and the Water Department for an informational discussion.

- 3.6 §145-36 Accessory Apartment bylaw implementation discussion. Discussion regarding amending the recently passed bylaw to include enforcement clause ensued. Whether or not this would occur at Fall Town Meeting (FTM) or not couldn't be clarified until the date is set for the meeting.
- 3.7 §145-26 A 10 a. Residential districts accessory use. Keeping poultry and fowl in residential district. The Board of Health is reviewing the proposal and we are waiting for comments.
- 3.8 Planning Board associate member discussion. Board members agree that an associate member is needed. Board members are encouraged to reach out to citizens about the opportunity/vacancy. J.B. expressed interest in changing to this membership status.
- 3.9 MRPC update L.S. Questions regarding the DLTA contract services delivery. MRPC is providing technical services to Townsend, none of which are completed, some are due in September 2019. Questioned was if a map could be generated that has town properties as well as other zoning which could be used as an inclusive overview reference for planning.

MRPC has produced a date and a flyer for the Housing analysis/public forum which will inform the Housing Production Plan update 2020. The date is Saturday October 5th, 2019. MRPC will compile an analysis and report following the forum. Question noted; what deliverables have been received under the DLTA grant specific to the updating of the Housing production plan.

4 CORRESPONDENCE:

- 4.1 Notices from Townsend/Other Towns; Notices were read aloud.
- 4.2 Conferences and advertisements; MA Affordable Housing Trust training 9/18/19 at Ayer Town Hall.

5 ADJOURNMENT:

- 5.1 Schedule and adjourn. Upon a motion made by CSD, seconded by JB it was:

VOTED: to adjourn the meeting at 8:05 P.M. All in favor. The motion carried.

Respectfully submitted,

Elizabeth Faxon

Planning Board Administrator

Item's on file;

- 1. Age restricted housing information packet
- 2. Letter of response to MRPC re: heavy truck exclusion
- 3. Townsend MA. Recreational marijuana zoning overlay district map. MRPC 9/2019.
- 4. Application for Definitive plan of subdivision, Stormwater permit, Scenic road permit for 187 & 199 North End Road. Revised September 5th, 2019.
- 5. Stormwater report 187 & 199 North End Road. Revised August 27, 2019.
- 6. Definitive subdivision Campbell Farm Open space preservation development North End Road set of plans revised August 27, 2019. Gregory S. Roy PE # 46070
- 7. Affordable Housing Trust Fund Training Flyer MHP Ayer Town Hall 9/18/19 5:30 – 8:00 P.M.

Approved on: 10/21/19