



Office of
THE PLANNING BOARD
272 Main Street
Townsend, Massachusetts 01469
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Laura Shifrin, Chair
Carol Hoffses, Member

Robert Therrien, Clerk

Mike Virostko, Vice Chair
Ian Ortiz Santiago, Assoc. Member

PLANNING BOARD MEETING

Meeting minutes
Monday June 27, 2022, at 7:30 PM

VIRTUAL MEETING ONLY

All are invited to attend

VIA: ZOOM PER EXTENSION OF GOVERNOR'S ORDER SUSPENDING CERTAIN
PROVISIONS

OF THE OPEN MEETNIG LAW, G.L. c. 30A, § 20[†]

PUBLIC ACCESS ZOOM MEETING LINK: Join Zoom Meeting

<https://us06web.zoom.us/j/92785874364?pwd=eDZNVDMzaVNhWG55eDZKbHBDQjRBQT09>

Meeting ID: 927 8587 4364 Passcode: 060641

1 **PRELIMINARIES: votes may be taken.**

- 1.0 Call the meeting to order and roll call. Chairman Laura Shifrin called the meeting to order at 7:30pm. Carol Hoffses, Ian Ortiz Santiago, Laura Shifrin. Robert Therrien (7:40pm) Others present: Beth Faxon, Planning Board Admin., Charles Sexton-Diranian, Board of Selectmen Planning Board Liaison, Theresa Morse,

[†] In accordance with actions related to an extension to the remote meeting provisions of the Governor's March 11, 2020, Executive Orders until July 15, 2022, this meeting will be held remotely.

Board of Selectman, (arrived at 7:55pm) Michael Crowley, Land Use Coordinator. Sexton-Diranian, Board of Selectmen Planning Board Liaison, Theresa Morse,

- 1.1 Recital of The Pledge of Allegiance of the United States.
- 1.2 Announce meeting is being recorded. Noted.
- 1.3 Chairman's Additions/Deletions to Agenda unforeseen prior to 48 hours of this meeting. None.
- 1.4 Review Volunteer response Forms received for Planning Board vacancy. No forms were received.
- 1.5 Approval of minutes 5-23-2022 & 6-13-2022. Both sets of minutes differed to the next meeting.

2 Appointments: votes may be taken.

- 2.1 7:35 pm questions re: § 145-54.1 Age-restricted development bylaw – Stanley Dillis, Dillis & Roy CDG. Stan attended the appointment with questions about Section C #7 of the Bylaw with pertains to open space. He noted that a few property owners who are interested in developing under this bylaw have smaller parcels. The minimum lot size allowable for this development is 2 acres. His questions surrounded the 30% open space requirement that will need to have a conservation restriction (CR) enforceable by the Town. He asked for clarification as to which authority in the Town would hold the CR. He mentioned that it can be cumbersome to find an authority to accept a CR on a parcel of open space that may be as small as 2/3 of an acre. He further asked for clarification on whether the open space can contain infrastructure such as drainage facilities or a septic system. Given the small lot size, the ability to use the open space for these types of design features. Chairman Laura Shifrin commented that this requirement is not relevant to the overall role of the Planning Board in administering the bylaw and suggested an amendment to remove. She further stated that if a project comes under review, the Planning Board may grant a waiver to the CR requirement under Section 5 of the Bylaw. A question arose as to the verbiage in Section 5 and whether the Planning Board does have the authority to grant a waiver for the requirement of the open space having a CR. M. Crowley explained that the practice of putting a CR on open space is sometimes used in development bylaws to preserve open space and allow higher density housing on smaller sized parcels. He agreed it is a small area to require a CR, and further noted that the CR is not exclusively an instrument to protect environmental resources but is also used to protect an area from further development. In general, he continued this open space is available to only the residents of the development. The open space requirement under this development bylaw could be a buffer strip along the perimeter of the development. He confirmed that the Town will be the manager of the CR.

3 WORKSESSION: votes may be taken.

- 3.0 Townsend Master Plan Update. No update was provided and deferred to the next meeting. The Chair noted intent to work on the document and distributed it to the Board prior to the next meeting for a vote. Noted that the Housing Plan Chapter 2 – Housing goals and strategies was distributed to the Board. Chair asked for

Board members to submit any comments on the Master Plan Update at least one week prior to the July 18, 2022, meeting.

- 3.1 Safe Routes to School Program (SRTS). C. Hoffses updated that the recreation department is hosting a bike rodeo on July 11, 2022. SRTS will donate 12 bike helmets of assorted sizes and other materials for the event.
- 3.2 Stormwater Permit Inspection Reports/other related correspondence. The Board received a monthly inspection construction checklist, as well as the NNPDES (National Pollutant Discharge Elimination System) permit for Campbell Farm OSPD development.
- 3.3 Stormwater regulations discussion. None.

4 CORRESPONDENCE: votes may be taken.

- 4.0 Notices from Townsend/other Towns. noted
- 4.1 Email correspondence received from Applicant re: 32 Main Street Application.

I. Ortiz Santiago made a motion to accept the request of withdrawal by the applicant of 32 Main Street without prejudice. C. Hoffses seconded the motion. a roll call vote was taken as follows: YES – R. Therrien, I. Ortiz Santiago, C. Hoffses, L. Shiffrin. The motion carried.

I. Ortiz Santiago made a motion for the Board to approve the Chairman to meet with Town Council in reference to the age restricted development bylaw. C. Hoffses seconded the motion. A roll call vote was taken as follows: YES – R. Therrien, I. Ortiz Santiago, C. Hoffses, L. Shiffrin. The motion carried.

- 4.2 Notes from Mike Crowley, Land Use Coordinator re: § 145-54.1 Age-restricted development. Board members will review.

5 ADJOURN: votes may be taken.

- 5.1 Next scheduled Planning Board meeting is scheduled for July 18, 2022, in BOS Chambers with remote public access via Zoom.

C. Hoffses made a motion to adjourn the meeting at 8:15 pm. I. Ortiz seconded the motion. A roll call vote was taken as follows: YES – R. Therrien, I. Ortiz Santiago, C. Hoffses, L. Shiffrin. The motion carried.

Respectfully submitted,

Elizabeth Faxon,

Planning Board Admin.

Approved on: August 8, 2022

Items on file

1. Email from Eric Chartrand – update on age-restricted bylaw.
2. Letter to Planning Board from Giovanni Fodera dated June 26, 2022, re: withdrawal of application request - 32 Main Street.
3. Notes from Land Use Coordinator – age restricted development bylaw.
4. § 145-54.1 Age-restricted development bylaw.