



Office of
THE PLANNING BOARD
272 Main Street
Townsend, Massachusetts 01469
978-597-1722 Planning@townsendma.gov

Rec'd Townsend Town Clerk
9 MAR '22 PM 2:45

Lance J. McNally, Chairman
Carol Hoffses, Member

Michael Virostko, Clerk

Laura Shifrin, Vice Chair
Julie Byars, Member
Ian Ortiz Santiago, Assoc. Member

**PLANNING BOARD MEETING
AGENDA**

Monday March 14, 2022, at 6:30 PM

VIRTUAL MEETING ONLY
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://us02web.zoom.us/j/81885495139?pwd=ZmRUcVdLS1pPcHdHamxuZzRTYy9WZz09>

Meeting ID: 818 8549 5139

Passcode: 901900

All are invited to Attend - Materials and documents are available in electronic format upon request by emailing bfaxon@townsendma.gov.

1 PRELIMINARIES: votes may be taken.

- 1.1 Call the meeting to order and roll call.
- 1.2 Chairman's additions or deletions.
- 1.3 Approval of minutes February 28, 2022.

2 APPOINTMENTS AND HEARINGS: votes may be taken.

- 2.1 **6:45 pm. Public hearing – Site Plan Review special permit.** Applicant: Anthony Sabatino, ASC Enterprises, Inc., regarding a "Change in Use" proposal to

[†] In accordance with actions related to an extension to the remote meeting provisions of the Governor's March 11, 2020, Executive Orders until April 1, 2022, this meeting will be held remotely.

redesign the property at 32 Main St., Assessor's Map 33, Block 60, Lot 0, zoned OCD (Outlying Commercial District), to open and operate a Food Truck Park providing food services accompanied by mobile food trucks for take-out and sit-down picnic style park.

- 2.2 **7:30 pm. MBTA Communities presentation** by Mike Crowley, Land Use Coordinator.

3 WORKSESSION: votes may be taken.

- 3.1 ZBA (Zoning Board of Appeals) Mandatory referral – 169 Wallace Hill Road – application for accessory apartment.
 3.2 Final approval process for the Townsend Master Plan 2021.
 3.3 Safe Routes to School (S.R.T.S) update. - Carol Hoffses.
 3.4 Townsend Municipal Vulnerability Preparedness & Hazard Mitigation Plan implementation work stream. – Core Team Members and Staff.
 3.5 FY23 Municipal Vulnerability Preparedness Action grant round. RFR released 3/14/22. Applications due 5/8/22.

4 CORRESPONDENCE: votes may be taken.

- 4.1 Notices from Townsend/other Towns.
 4.2 District Local Technical Assistance application.
 4.3 THRT Conservation Restriction executed and recorded.
 4.4 Building Commissioners recommendation for e-permitting solution. Board of Selectmen's decision.
 4.5 Stormwater Permit Inspection Reports.

5 EDUCATION & CONFRENCES: votes may be taken.

- 5.1 Revised Guide for Public Boards and Commissions. Commonwealth of MA, Office of the Inspector General. Associated video: [How to be an Effective Public Board and Commission Member - YouTube](#)
 5.2 MBTA Communities Slide Deck - 2/17 webinar - MA Executive Office of Housing and Economic Development

6 Next meeting(s):

- 6.1 Next Planning Board meetings scheduled for March 28, 2022 & April 4, 2022. Annual Town Meeting Tuesday, May 3, 2022.

Materials are available electronically upon request via email to:
bfaxon@townsendma.gov