



Office of  
**THE PLANNING BOARD**  
272 Main Street  
Townsend, Massachusetts 01469  
978-597-1700 X1722 [planning@townsendma.gov](mailto:planning@townsendma.gov)

Rec'd Townsend Town Clerk  
20 JUL '23 AM8:44

Laura Shifrin, Chair (2025)

Carol Hoffses, Vice Chair (2026)

Robert Therrien, Member (2024)

Andrew Shepherd, Clerk (2028)

Vacancy, Member (2024)

Michael Virostko, Associate Member (2024)

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## PLANNING BOARD'S MEETING AGENDA

July 24, 2023, 6:30 PM Selectmen's Chambers

272 Main Street, Townsend MA, AND via ZOOM for convenience

Please note that while an option for remote attendance and/or participation is being provided as a courtesy to the public, the meeting will not be suspended or terminated if technical problems interrupt the virtual broadcast, unless otherwise required to by law. Members of the public with an interest in a specific agenda item should make plans for in-person attendance.

Topic: Townsend Planning Board

Time: Jul 24, 2023, 18:30 Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/89963024802?pwd=dDF0OVZ4S2VJREJEa3UxaTBDWGppUT09>

Meeting ID: 899 6302 4802

Passcode: 685980

One tap mobile

+13017158592,,89963024802#,,,,\*685980# US (Washington DC)

+13052241968,,89963024802#,,,,\*685980# US

### I. PRELIMINARIES – VOTES MAY BE TAKEN:

- 1.1 Call the meeting to order and roll call.
- 1.2 Pledge of Allegiance.
- 1.3 Chairman's Additions or Deletions.
- 1.4 Approval of minutes July 10, 2023.

### II. APPOINTMENTS & BUSINESS: - VOTES MAY BE TAKEN:

2.1 **(6:45 pm) public hearing** – on the application for Age Restricted Development Site Plan review special permit.

**Site: Fitchburg Road Assessor's Map 16, Block 39, Lot 2**

**Applicant:** Howard Scott Baker.



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2.2 (7:15 pm) Regan Andreola - Locke Brook solar array Annual vegetation monitoring report.

III. WORK SESSION: - VOTES MAY BE TAKEN:

- 3.1 Open Space and Recreation Plan Update 2023 draft and finalize letter of comment.
- 3.2 Townsend MBTA Communities compliance mission project – update.
- 3.3 Administrator Updates and Reports.
- 3.4 Announcements/Communications
  - Locke Brook solar array – 22 West Meadow Road:
    - o Annual Landscape Monitoring Report.
    - o Annual Report.
  - 27 Scales Lane – request for Certificate of Completion letter
  - Campbell Farm OSPD development – monthly SM inspection report.
  - 3 Wheeler Road Earth Excavation – monthly SM inspection reports.
  - 25 Harbor Trace PFAS Water treatment plant – monthly SM inspection report.
  - correspondence from Townsend/other Towns.
  - Planning Board Member vacancy announcement.
- 3.5 Planning Board regulations and bylaw review. Planning Board regulation §175-12.
- 3.6 Discussion Townsend Zoning Bylaw §145-36 E. Affordable Accessory Apartment Program.

V. ADJOURNMENT - VOTES MAY BE TAKEN

- 4.1 Next Planning Board meetings scheduled for Aug 14 & Aug. 28, 2023.