



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  
23 AUG '23 PM 3:15

Laura Shifrin, Chair (2025)  
Carol Hoffses, Vice Chair (2026)

Robert Therrien, Member (2024)

Andrew Shepherd, Clerk (2028)  
Tony Lopez, Member (2024)  
Michael Virostko, Associate Member (2024)

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## **PLANNING BOARD'S MEETING AGENDA**

August 28, 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.

Zoom link provided by: TCAM Inc.

<https://us02web.zoom.us/j/89857499183?pwd=UzFlcjdZM0UzTWpmZjJYcGllQytmQT09>

Meeting ID: **898 5749 9183**

Passcode: **712534**

### 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 7-24-2023, 8-14-2023.

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

**2.1 (6:45 pm) public hearing - 66 Bayberry Hill Road – major stormwater management permit application** for construction of a shared driveway providing access to two single family residential dwellings at **66 Bayberry Hill Rd.** (Assessor's Map 9, Block 32 Lot 0) zoned RB. The Applicant estimates 120,000-sf of land disturbance with 1,800-cy of fill and disturbance to steep slopes for the project. The land disturbance proposed is above the threshold requiring a major stormwater management permit.

**2.2 (7:15 pm)** 22 Main St. Best Friends Veterinary Hospital project status update.



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### III. WORK SESSION: - VOTES MAY BE TAKEN:

- 3.1 Planning Board Administrator Updates and Reports
- 3.2 Announcements/Communications.
  - Update to compliance guidelines for MBTA communities.
  - CHAPA MBTA Monthly Learning Session recording and presentation.
  - MJTC update
  - MRPC update
  - Mathew Matos is resigning as Conservation Agent effective 9/7/2023.
  - Charles Schultz was appointed as Building Commissioner/Zoning Enforcement Officer/ADA Coordinator with a start date of 09/05/2023.
  - Allison Weissensee was appointed as Housing and Grant Administrator to the Land Use Department with a start date of 09/05/2023.
- 3.3 Planning Board regulations and bylaw review. Planning Board regulation §175-13 Definitive subdivisions.

### V. ADJOURNMENT - VOTES MAY BE TAKEN

- 4.1 Next Planning Board meetings are scheduled for 9-11-23, 10-2-23, 10-16-23, 10-30-23.