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By Karen Wilber at 11:11 am, Sep 26, 2022

TOWN OF NORTHBOROUGH PLANNING BOARD

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Approved 4.5.22

Planning Board Zoom Meeting Minutes March 15, 2022

Members (Remotely): Kerri Martinek, Chair; Amy Poretsky, Vice Chair; Mille Milton, Anthony Ziton, Michelle Gillespie

Members Absent: None

Others (Remotely): Fred Litchfield (Town Engineer), Bob Frederico (Building Inspector), Laurie Connors (Town Planner)

The Chair opened the remote meeting at 6:00 p.m. and made the announcement that the open meeting of the Northborough Planning Board is being conducted remotely consistent with Governor Baker's Executive Order of June 16, 2021, An Act Relative to Extending Certain COVID-19 Measures Adopted During the State of Emergency. All members of the Planning Board are allowed and encouraged to participate remotely. This Order allows the Planning Board to meet entirely remotely so long as reasonable public access is afforded so that the public can follow along the deliberations of the meeting. The public is encouraged to follow along using the posted agenda unless the Chair notes otherwise. Members of the public who wish to view the live stream of this meeting can do so by going to Northborough remote meetings on YouTube via the link listed on the agenda. Ensuring public access does not ensure public participation unless such participation is required by law. This meeting will feature public comment. The process was explained.

Member and Staff roll call was taken: Amy Poretsky, Anthony Ziton, Michelle Gillespie, Millie Milton, Kerri Martinek, Fred Litchfield (Town Engineer).

Continued Public Hearing for 200 Bartlett Street Special Permit per Groundwater Protection Overlay District Bylaw and Special Permit Site Plan Approval:

Applicant: The Robert J. Devereaux Company

Engineer: Connorstone Engineering Inc.

Date Filed: January 14, 2022

Decision Due: 90 days from close of hearing

Attorney Paula Devereaux and Rick Gates were present. Attorney Devereaux said Town Counsel determined that an additional special permit for the Groundway Protection District Overlay is required; they need to go before the Groundwater Advisory Committee to obtain it. Ms. Devereaux requested a continuance to April 19th. Ms. Poretsky made a motion to continue the Public Hearing for 200 Bartlett Street Special Permit per Groundwater Protection Overlay District Bylaw and Special Permit Site Plan Approval to April 19, 2022 at 6:00 p.m.; Mr. Ziton seconded; roll call vote: Poretsky-aye; Ziton-aye; Gillespie-aye; Milton-aye; Martinek-aye; motion approved.

The board welcomed Laurie Connors as the new Town Planner. She is very excited to be in Northborough and looks forward to working with the board.

Old/New Business:

Continued Discussion RE: Proposed Zoning Bylaw Amendments for 2022 Annual Town Meeting: Ms. Martinek attended the Board of Selectmen meeting and presented the bylaws in the warrant.

Signs: Ms. Martinek will incorporate the last board changes into the warrant article.

Enforcement: Revisions were made by Attorney Doneski.

Breweries: Brewery, Distillery, Winery will be allowed in the industrial district with a special permit.

37 South Street: Ms. Connors is working with the GIS Department to provide an updated map that will be used for the public meeting as well as town meeting.

Floodplain Bylaw: Mr. Litchfield explained that the bylaw is being proposed as required by the Department of Conservation and Recreation's Flood Hazard Management Program Coordinator for the National Flood Insurance Program. The amendment ensures that our bylaw is consistent with the language that FEMA requires in order for residents to be able to stay and maintain their property in a floodplain and get proper flood insurance. If we don't adopt the bylaw, there is a possibility that residents in the floodplain will not be able to get insurance. There are no changes to the map.

Distribution and Transportation Uses: After much discussion, the "warehouse" definition was revised; the "warehouse with distribution" definition was removed; and the use table was revised. This article will be a placeholder if needed.

Moratorium: "may include, but not limited to" was added to the scope as well as "fiscal and environmental impact" being added to the list. With regard to the composition of the committee, it was not the preference of the Town Administrator to add staff to the language of the bylaw.

Ms. Martinek will make the revisions and send the final copy to the board. At the next meeting, who will be presenting what articles, the intent language, and motions will be decided. Ms. Gillespie voted no on the sign bylaw, the use variance, and distribution. The public hearing is April 5th. Ms. Connors said after the public hearing is closed, the board needs to vote their recommendation on each of the zoning bylaws.

The Chair asked for public comment. Scott Rogers (26 Tomahawk Drive) suggested next year specifying on the agenda when public comments will be accepted. He didn't think public comment was allowed until the public hearing which takes places after the warrant is closed. He will forward his suggestions/ comments.

Consideration of Minutes (1/18/22, 2/1/22, 2/15/22) – Ms. Milton made a motion to accept the 1/18/2022 minutes as amended; Ms. Gillespie seconded; roll call vote: Poretsky-aye; Ziton-aye; Gillespie-aye; Milton-aye; Martinek-aye; motion approved. Ms. Poretsky made a motion to accept the 2/1/2022 minutes as amended; roll call vote: Poretsky-aye; Ziton-aye; Gillespie-aye; Milton-aye; Martinek-aye; motion approved. Ms. Poretsky made a motion to accept the 2/15/2022 minutes as amended; Ms. Milton seconded; roll call vote: Poretsky-aye; Ziton-aye; Gillespie-abstained; Milton-aye; Martinek-aye; motion approved.

The Master Plan Implementation Committee will meet on March 17, 2022. The preliminary boundary of the downtown may be discussed.

ANR Plan (297 Crawford Street) – Ms. Connors explained that it is a parcel of land proposed to be divided into four lots. Two are reduced frontage lots; two are standard lots. Ms. Connors received a letter from Sudbury Valley Trustees and read it into record; they agreed to the easement relocation. It is compliant with the subdivision rules and regulations. The abutting parcel of land is being donated to the Sudbury Valley Trustees and the easement will provide access. Ms. Milton voted to approve the ANR plan for 297 Crawford Street; Ms. Gillespie seconded; roll call vote: Poretsky-aye; Ziton-aye; Gillespie-aye; Milton-aye; Martinek-aye; motion approved.

Upcoming Planning Board Meetings are scheduled for April 5, 2022 and April 19, 2022.

The next ZBA Meeting is scheduled for March 22, 2022.

The Annual Town Meeting date will be decided at the March 28, 2022 Board of Selectmen meeting.

Ms. Martinek inquired as to when the Executive Order for remote meetings ends. Mr. Litchfield believes it is in July.

Ms. Connors spoke with John Coderre about the need to schedule a briefing before the Board of Selectmen regarding the Governor's initiative about multi-family requirements for MBTA communities. She thought it would be helpful to have a joint briefing with the Planning Board and the Board of Selectmen. The tentative date is April 11th. There is also a training on the requirements which would be helpful for board members to attend. The briefing has to be done by May 2nd; the adoption of the changes to the zoning bylaws has to be done by December 31, 2024. Prior to Ms. Connors arrival, Mr. Litchfield requested technical assistance from CMRPC. Ms. Connors suggested they help with the presentation to the Board of Selectmen. The goal for the town would be to allow up to 750 units of multi-family housing within an area that consists of a minimum of 50 acres. A preliminary discussion about appropriate locations for a multi-family by-right district will be discussed at the April 5th meeting.

Ms. Milton made a motion to adjourn; Ms. Poretsky seconded; roll call vote: Poretsky-aye; Ziton-aye; Gillespie-aye; Milton-aye; Martinek-aye; motion approved.

The meeting was adjourned at 8:07 p.m.

Respectfully submitted,

Melanie Rich
Board Secretary