

Planning Board Meeting Minutes – January 9, 2019

Attendees:

- Jim Hargraves
- Tricia Foster
- Terri Cantor

Additional Attendees:

- Donald Anderson, Rebecca Anderson

Alan is off traveling the world in a caravan; Jeanie's kicking butt and living life!

Meeting Opened at 7:45pm

Approval Not Required:

- Donald E. Anderson/Rebecca Anderson
 - Map 4, Lot 7, parcel 17
 - The overall acreage remains the same; transferring some acreage from parcel A to parcel B; will continue to be two parcels
 - Easterly side of Simonds Rd
 - Parcel A: 243.10' frontage (2.67 acres)
 - Parcel B: 364.27' frontage (41.97 acres)
 - Total required, along with Form A, \$150 (2 new lots being created/reconfigured)
 - Map provided to assessor's office

- o Jim took possession of the check and will bring it in

a) The following lots have all the frontage required under zoning on:

1. SIMONDS RD a public way or way certified by Town Clerk to be used and maintained as such, or
2. _____, a way shown on a plan approved and endorsed _____ 19____ by the Planning Board under this law, or
3. _____, a way in existence prior to (August 26, 1958) asserted to be adequate for its planned use.

b) The following lots have been clearly marked on the plan to be either:

1. Joined to and made a part of an adjacent lot
2. Not a building lot

c) The following lots contain two or more buildings, now on the same lot.

Signature of Owner of Record: Donald E. [unclear] Rebecca [unclear]

Address: 260 Simonds Rd Ashby Ma 01431

Lot Numbers

PARCEL A
243.10' FRONTAGE
116,327 S.F.

PARCEL B 364.
FRONTAGE &
18282.80 S.F.

PARCEL A, SIMONDS
PARCEL B, SIMONDS
NA
NA

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Meeting Minutes:

- Jim approved the meeting minutes from December 12, 2018; Tricia moved to second the minutes; all were in favor; none opposed
- Happy New Year!

Revised Land Use Agent Scope of Work

- Reviewed the changes documented in the revised document that Alan provided, noting the change of order to the projects identified in the scope of work (in the order noted below):
 - o Natural Resource Protection Zoning and/or revisions to the OSRD provisions
 - o Update of Community Development Plan
 - o Design Guidelines for Town Center Overlay District
 - o Trail and Conservation Projects
 - o Miscellaneous Planning Tasks
- No issues or further revisions
- Tricia moved to approve the Revised Land Use Agent Scope of work for the remaining fiscal year; Terri seconded the scope of work revisions; all were in favor; none opposed

Review the Planning Board Rules and Regulations

- Tricia has updated the Planning Board Rules and Regulations for the Planning Board member to review
- The rules and regulations draft currently include purpose and authority, adoption, date of when this goes into effect; officers and duties, public hearings, and meeting schedule for the Planning Board
- Tricia added in “cliff notes” for ANR checklist for us to have handy, but with reference to the regulations that already guide those decisions
- All members to review the document and provide feedback at the next meeting

Items not anticipated by the Planning Board

- The Planning Board will need to look at potentially amending the existing zoning by-laws for industrial area to include a retail space, as it relates to the proposed marijuana facility planned for Fitchburg State Road:
 - Potentially re-examine zoning requirements for a retail space in the industrial zone; would need to be completed at least a month before the next town meeting
 - Reach out to Alan for possible directives on addressing changes to existing regulations
 - Schedule a discussion and review of action items at the next Planning Board meeting

Planning Board Actions on OSRP:

- Review at the next meeting

Meeting adjourned at 9:12pm.

Submitted by:
Terri Cantor