

Planning Board Meeting Minutes
October 9, 2013

Present: Chairman John P. McGrath, Vice-Chair Patricia Rydlak

Member: Jean Vincent and Peter D. Starkus

Planning Board Alternate: Alycia Dzik

Staff: Planning Director Alan Gordon and Administrative Assistant Jayne Garney

Chairman McGrath opened the meeting at 7:00 p.m.

Chairman McGrath reviewed bills

Member Jean Vincent made a motion to approve the vouchers for bills. Member Patricia Rydlak seconded the motion. All members were in favor.

Chairman McGrath reviewed mail and correspondences

The Board reviewed other communities' correspondences.

7:10 p.m. Housing Authority Project

Ms. Jean Vincent updated the Board on her recent meeting on the Housing Authority Project. Housing Authority Director Jean Vincent stated that Senator Brewer was at the meeting and he stated to keep the project "as is" with the elderly design, Ms. Vincent stated that things are moving forward with the project consultant in the funding pipeline.

Signage Zoning By-Law Minor Modification-Public Hearing

Chairman McGrath read the public hearing notice.

The revision to the sign zoning by-law is to delete a typographical error phrase "except for the following" from subsection 5.6.5-b reads as follows: b. Any sign which incorporates moving, flashing, undulating, swinging, rotating or the electronic, visual representation of motion or animation by intermittent or variable illumination.

Member Patricia Rydlak made a motion to close the public hearing. Member Pete Starkus seconded the motion. All members were in favor.

Member Pete Starkus made a motion for Planning Board support of the article Town Meeting approval. Member Patricia Rydlak seconded the motion. All members were in favor.

Member Pete Starkus made a motion to approve the scrivener error for the reason of the sign by-law changes. Member Patricia Rydlak seconded the motion. All members were in favor.

Subdivision/Site Plan Administration:

Vincent Reduced Frontage Special Permit Extension Request

Member Jean Vincent recused herself, because she is the applicant.

Planning Board Alternate Alycia Dzik was seated to review the Vincent Reduced Frontage Special Permit Extension Request as the Alternate. In Massachusetts, the Planning Board Alternate is allowed to vote on a Special Permit.

Member Alycia Dzik made a motion to extend the approval period for the Casey Road Reduced Frontage Special Permit to September 21, 2014. Member Patricia Rydlak seconded the motion. All members were in favor. (4-0) Member Ms. Vincent abstained.

Compton Property Development LLC Reduced Frontage & Common Driveway Special Permit Extension Requests

Planning Board Alternate Alycia Dzik was seated to review the special permit approval extension request.

The Board reviewed the request to approve the Northside Road Reduced Frontage & Common Driveway Special Permit Extension to September 30, 2013.

Member Pete Starkus made a motion to approve the one year extension to September 30, 2013. Member Alycia Dzik seconded the motion. All members were in favor.

Swadia Retail & Ted's Retail Site Plan Field Completion Items/Performance Guarantee Release Request

Swadia Discussion

Town Planner Alan Gordon updated the Board on the Swadia Convenience Store Site Plan field completion items.

Mr. Gordon stated that final pavement is complete, except striping.

The Planning Board is holding \$20,017 in an escrow account. After final inspection from Graves Engineering, Inc, the performance guarantee will be on an agenda for future Planning Board release.

Ted's Site Plan Application Discussion

Town Planner Alan Gordon reviewed the site meeting he had with Terek and Ted Mroczkowski, and Traffic Engineer Lloyd Bristol to review the entranceway to the site plan on Stafford Street near the intersection of Route 20 and Stafford Street.

Mr. Gordon stated that Mr. Bristol gave some great ideas for proper traffic flow within the driveway, while confirming that he agrees with Mass. DOT & Conley Associates that the closed entranceway needs to remain closed, due to both Mass. DOT design requirements and site traffic increases of 300% over the previous site use.

Draft Annual Goals and Objectives

The Board reviewed the draft annual goals and objectives.

Member Alycia Dzik made a motion to approve the draft annual goals and objectives. Member Pete Starkus seconded the motion. All members were in favor.

Growth Management

Town Planner Alan Gordon stated that he has completed the FAR Build-Out Calculation Project at the request of Principal Assessor Deb Ceccarini. The request was to calculate sixty-two (62) parcel build-outs under the current zoning by-law within Phase I and Phase II of the Town of Charlton Water Betterment Project Area, for use by the Water Sewer Commission to calculate water betterment calculations.

Mr. Pete Starkus Thanked Mr. Gordon for saving the Town a lot of money. He stated that the Town Planner did a great job.

Town Planner Alan Gordon stated Mr. William Scanlon worked on the project to give Mr. Gordon indicator numbers to help him with the calculations.

Planning Board Discussion

Town Planner Alan Gordon discussed the GeoPeak Commercial Solar Array site plan approval project located on Carpenter Hill Road.

The Board members authorized site contractor Mr. Ken Kaszowski to commence pre-building permit site clearance, subject to the requirements of any other town boards, commissions, and departments.

Mr. Gordon noted that per the lateness of the latest peer review voucher, the applicant is in violation of the site plan approval.

Upon receipt of late payment of \$250.00, the Board will reconsider issuance of a building permit Notice-To-Proceed.

Planning Board Upcoming Meetings

The next Planning Board meeting is scheduled for October 23.

The Board all agreed to one December meeting; December 11.

September 18, 2013 Minutes

Member Pete Starkus made a motion to approve the September 18, 2013 minutes as written. Member Jean Vincent seconded the motion. All members were in favor.

Member Pete Starkus made a motion to adjourn. Member Patricia Rydlak seconded the motion. All members were in favor.

Motion to adjourn at 8:35 p.m.