

MERRIMAC PLANNING BOARD, MARCH 6, 2018

APPROVED MINUTES

CALL TO ORDER: Chairperson Sandra Venner called the meeting to order at 7:32 PM.

ATTENDANCE: The Chair, Vice Chair Ronald Barnes, Members Dennis Brodie & Keith Pollman attending at the call. Member Karol Flannery arrived at 7:40 PM

APPROVAL OF MINUTES:

1. **Motion:** To approve the minutes of February 6, 2018 with the following correction; under NEW BUSINESS: GREEN COMMUNITIES ZONING AMENDMENTS, the last sentence in the paragraph to add the word no so that the end of the sentence will read “he feels that things are running smoothly in this area and he has no concerns at this time.” **Vote: 4 Yes / 0 No Motion approved.**

NEW BUSINESS: (Moved New Business forward to hear David Trahan attending for Poplar Hill.)

1. **POPLAR HILL/ LOT RELEASES & PLAQUE.** Dave Trahan, Poplar Hill Development LLC attended the meeting to discuss the release all of the Lots, but one, remaining as surety for the project. The request is for Lots 11, 12 & 13, the town would continue to hold Lot 14, with an existing home constructed on the lot. The currently estimated amount to complete the development is \$125,710 and according to the developer the lot and home will more then cover the cost to complete. Building Commissioner Robert Sinibaldi advised the board the he felt this was correct and would be sufficient to hold as surety. **Motion:** To release Lots 11, 12 and 13 from the Poplar Hill Development LLC surety, holding Lot 14 on which is located an existing single family home which contains only a small mortgage of approximately 100 thousand dollars. **VOTE 5 Yes / 0 No Motion approved.** The developer is hoping to complete the project and submit for street acceptance approval at the Special Town Meeting in the fall.

The group has no problem with the plaque citing the 2 historic Poplar Tress which once stood on the site to mark the access of the open space area. It was suggested that the plaque will be located in the center landscaped area. They also accepted the gift of \$110.00 from the gift account set up in memory of Robert Atwood toward the expense of the plaque. This would be in line with the original uses purposed one of which was environmental, as it will mark the dedicated open space, which will be forever free of construction. It also takes into account Rob’s interest in both the environment and history of the area.

OLD BUSINESS:

1. **BY-LAW AMENDMENT LANGUAGE FOR GREEN COMMUNITIES:** The necessary language has been reviewed by the Chair and Commissioner Sinibaldi and also reviewed by Neal Duffy, Regional Coordinator, Green Communities who has only questioned if the permitted district can allow for the required square feet needed to meet the criteria, Commissioner Sinibaldi assured the board that area contained in the district could meet the criteria, although the gross square foot maximum in this district is 5,000 square foot per unit, but a combination of available land for new construction and existing available vacant space in existing buildings can accommodate a facility or facilities of 50, 000 square feet or larger in the aggregate.

Motion To approve the attached language for amending Articles 2 DEFINITIONS and Article 11 OFFICE LIGHT INDUSTRIAL DISTRICT of the Merrimac Zoning By-law be submitted to the Board of Selectmen for

the Warrant for the Annual Town Meeting, with the correction of two typos contained in the draft. **Vote 5 Yes / 0 No Motion approved.**

Motion: To schedule the Public Hearing for these Zoning By-law Changes **on April 3, 2018**, at 7:35 PM in Sargent Auditorium, Town Hall and to proceed with the necessary legal advertisements and other required legal notices & postings to hold this hearing. **Vote 5 Yes / 0 No Motion approved.**

2. PROJECT UPDATES:

a. Freedom Way: Based on the As-Built Report from Engineer Bernardo, Horsley Witten and her follow up email and the response from Mr. Capolupo, the sign off from Conservation and approval from Commissioner Sinibaldi the board has determined that the project is complete and ready for release by the board. (See noted material attached as part of the record) **Motion:** To declare Freedom Way, 106 East Main Street complete and ready to release from Planning Board oversight and after an accounting from Horsley Witten that no charges remain outstanding to request that the Town Accountant approve the return of any remaining escrow balance to the developer. **Vote 5 Yes / 0 No Motion approved.**

b. Regency Village: The Administrative Assistant has been in contact with Regency Village regarding the possible Street name in order to add this to the ongoing map correction update and they wish something that contains the Regency Village name. However, after some discussion it became apparent that this would really only be possible to use at the point where the common drive begin and that the portion of the roadway that begins at Rte. 110 will be a public and accepted Street from there to that common drive point and should not reference Regency at all. Commissioner Sinibaldi will contact the developer and explain the situation.

3. MVPC UPDATE (Keith Pollman) Representative Pollman reported that the Commission has approved the budget and he has copies for the board available.

a. LTA Request. The board is in the process of correcting the official zoning map by adding a number of streets and projects that that have been added to the Town since the map was last printed. MVPC has been communicating with the Administrative Assistant with the project and has determined that the necessary Local Technical Assistance Hours required for the printing of the map to be between 3 and 5 to print the required number (5) of the large maps and 6 of the smaller maps. The Chair feels that perhaps 10 of the smaller maps would better number and Commissioner has requested that the corrected map also be available electronically.

Motion: To request of MVPC the use of the necessary hours of the Merrimac's Annual Allotment of LTA hours be used for the purposed of printing corrected maps and request that Keith Pollman, Board Representative to our Regional Planning Commission sign and present the application for the use of these hours.

Vote 5 Yes / 0 No Motion approved.

NEW BUSINESS: (Board returns to New Business)

2. 40B,RAMSHEAD (RR LOCUST STREET): While the Zoning Board of Appeals has jurisdiction over this comprehensive permit, it was discussed and the procedure for the process was explained to those in attendance that had questions. The hearing process was explained and that a period of public comment would be allowed. The developer will be meeting with the Affordable Housing Trust on March 15th which will be open to the public for informational purposes, the public will be invited to comment, however it was noted that the AHT has only advisory capabilities. It was suggested that interested

parties keep up to date on times & places of meetings dealing with this project by using the Town Website or directly contacting boards involved, particularly if their residence was not in the certified notice area.

CORRESPONDENCE:

1. WARRANTS:

a. **Motion:** To approve a biweekly payroll warrant for Administrative Assistant True in the amount of \$252.20. **Vote 5 Yes / 0 No Motion approved.**

2. APPEALS BOARD:

a. **Petitions:** #1 Laerte De Assis, 2 Prospect Hill, Finding of Fact/conversion to a 3 family Residence, and #2 Chris Elwell, 36 Hanson Drive, Special Permit, accessory use, in-law apartment. No board action required.

b. **Decisions:** None filed at posting.

3. COMMUNICATIONS, NOTICES & ANNOUNCEMENTS:

a. **Surrounding Towns Zoning Notices None filed at posting**

b. **MVPC to meet in April to approve HPP, TBA**

c. **Confirm next meeting date as March 20, 2018**

d. **Public Hearing, Zoning Amendments April 3, 2018**

ADJOURNMENT: 8:47 PM