

TOWN OF LUNENBURG

Office of the Planning Board

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Marisa Thompson, Clerk
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Vacancy, Member



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Adam R. Burney
Land Use Director

Marjorie J. Boggio
Administrative Assistant

Minutes
November 25, 2019

Meeting Posted: Yes
Place: Town Hall, 17 Main Street, Lunenburg, MA
Time: 6:32 PM

Present: Matthew Allison, Tanner Cole, Paula Bertram (arrived 6:36 pm), Marisa Thompson, Adam R. Burney

ANR PLANS: 335 Chase Road- The applicant was represented by Larry Sabean, Hannigan Engineering. Three lots are proposed. A common driveway off Northfield Road through Lot 2 is proposed to provide access to Lot 3. A single crossing would minimize impact on the wetlands. All three lots have requisite frontage, area, and upland. A. Burney noted as the common driveway does not split the property lines, two approvals would be required; one from the Planning Board and one from the Building Commissioner. P. Bertram voiced concern that by endorsing the ANR Plan, the Board is also approving the location of the common driveway. L. Sabean asked if the Plan should be resubmitted with the driveway easements eliminated. After ANR endorsement the applicant could submit a common driveway plan. L. Sabean inquired to the applicant's recourse if the driveway plan is not endorsed. A driveway plan and application will be submitted for the December 9th Board meeting, at which time the ANR Plan will also be included for Board endorsement.

EMERALD PLACE AT LAKE WHALOM: Surety Release- Approximately \$40,000 is still being held in surety for this completed project. The Board wanted to ensure everything on the punch list had been completed prior to fund release. Discussion will continue at the Board's December 9th meeting.

STONE FARM: Surety Write Down-All punch list items have been completed by the developer. The peer reviewer suggested the Board retain \$1,800 in the event the seed mixture doesn't take in the spring. **P. Bertram made Motion to release the remaining surety amount, less the \$1,800, M. Thompson Seconded, all aye.**

ECONOMIC DEVELOPMENT COMMITTEE: The Lunenburg Business Association is pleased to hear that such a Committee has been formed. Appointees are needed from the Select Board, Agricultural Commission and Conservation Commission. A. Burney has received a Talent Bank form for an at-large position.

SOLAR BYLAW: Board members were provided with a compilation of buffer requirements in various communities within the Commonwealth. A. Burney presented a draft standard for buffer zones. Discussion was held regarding screening and buffer zones, along with discussion regarding pollinator species. Town Counsel noted to A. Burney that it can be required in the bylaw, but if the cost is unreasonable to the applicant, it could be challenged under Ch. 40A, Section 3. A. Burney noted that a pollinator list could be provided to applicants with the stipulation that they choose from that list. A possible option could be that if an applicant creates a pollinator habitat, either the buffer or the setback requirement could be reduced by a certain percentage. M. Allison responded that if the buffer is reduced, then the specific pollinator needs to be an appropriate screening. Some Board members noted they would like public input prior to crafting the draft bylaw. A. Burney noted it will be easier for him to write a new bylaw instead of editing the current one and suggested having a first draft in place for public input. P. Bertram suggested a survey for public input. A. Burney will prepare a draft survey for Board review.

MASTER PLAN: The Board was in possession of RFPs (Request for Proposal) from various communities within the Commonwealth. At the last Board meeting, due to funding, members were asked to prioritize the Elements they wanted to work on. M. Thompson- Land Use, Community Facilities and Services, Housing, Circulation. P. Bertram- Community Facilities and Services, Land Use, Housing; she noted some communities included a chapter on Sustainability, which she thought was a good idea; if not, her fourth would be Natural and Cultural Resources. Her fifth would be Circulation. A. Burney felt that Sustainability could be its own chapter or the RFP could note Sustainability be incorporated into each Element. T. Cole- Community Facilities and Services, Open Space, Land Use, and Housing. M. Allison- Community Facilities and Services, Open Space and Recreation and Natural and Cultural, and Circulation. P. Bertram inquired if population density could be incorporated into the RFP. Community Facilities and Services and Land Use appear to be the top priority Elements in addition to some population projections.

John Whalen, 526 West Townsend Road- Objected to the Board's voicing that the setbacks in the Solar Bylaw were excessive. He said they had been well thought out when that Bylaw had been crafted. The setbacks were in line with other towns in the Commonwealth. These are reasonable regulations to protect residents.

MINUTES APPROVAL:

10.07.19- P. Bertram made Motion to approve, T. Cole Seconded, all aye.

10.28.19- P. Bertram made Motion to approve, T. Cole Seconded, all aye.

COMMITTEE REPORTS:

Capital Planning Committee- The Committee has met with the Fire, Police and School Departments.

Storm Water Task Force- Discussed Year 2 requirements.

Agricultural Commission- Discussed warrant articles for Town Meeting 2020 and also Farmers' Market for 2020.

TCP Building Design Committee- Board representative unable to attend last meeting. Next meeting scheduled for December 4th at which time the Committee will start the RFP process.

MRPC- no report. Representative position vacant.

MJTC- no report. Representative position vacant.

Open Space Ad Hoc Committee- no meeting. Representative position vacant.

Land Acquisition Committee- no report. Representative position vacant.

Green Community Task Force- no report. Liaison position vacant.

DIRECTOR'S ITEMS:

Board Vacancy and Reorganization:

Board Clerk- T. Cole made Motion to nominate Marisa Thompson as the Board Clerk, P. Bertram Seconded, all aye.

Open Space Land Ad Hoc/Land Acquisition Committee- P. Bertram is currently the At-Large for the Open Space Committee.

M. Thompson made Motion for P. Bertram to resign the At Large position and to become the Board representative, T. Cole Seconded, all aye.

Green Communities Task Force- Board representative is not a Task Force member, rather a liaison position. Board consensus was to no longer have a liaison.

Economic Development Committee: A Board member needs to be appointed annually. P. Bertram expressed interest contingent on the Committee's meeting schedule. **M. Allison made Motion to nominate Paula Bertram to the Committee, M. Thompson Seconded, all aye.**

MJTC, Board Representative- Tabled.

Special Town Meeting: The Excavation and Earth Removal General Bylaw did not pass at STM. M. Allison would like the current bylaw, along with the proposed revised bylaw, available to the public for continued Board discussion.

Open Space Residential Design Bylaw: A. Burney will provide the Board with the State model. The intent is to move people away from conventional residential development into an open space model.

Tree Clearing Bylaw: See above Solar Bylaw discussion.

Population Projection: See above Master Plan discussion.

MEETING SCHEDULE:

December 9

December 23- No meeting will be held this date.

ONGOING ITEMS:

Lunenburg Code, Section 250- 4.15., Solar Energy Systems- in process

Lunenburg Code, Section 250- 6.1., Off Street Parking & Loading Areas- on hold

MGL, Ch. 41, Section 81D, Master Plan- in process

ADJOURNMENT:

T. Cole made Motion to adjourn, P. Bertram Seconded, all aye. Adjourned 8:50 PM

Documents used at meeting:

ANR Plan 335 Chase Road

Minutes 10.07.19, 10.23.19

Solar Energy System Bylaw

Sample Master Plan RFPs