

TOWN OF LUNENBURG

Office of the Planning Board

Matthew Brenner *Chair*

Timothy Willsmer *Vice
Chair*

Amanda Reid *Clerk*

Adam Burney *Member*

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Vacant Member



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Stephen Wallace – *Director of
Planning and Economic
Development*
Leigh Bain – *Administrative
Assistant*

02/09/26 Minutes

Roll Call: M. Brenner, T. Willsmer (remote), A. Reid (remote), A. Burney (remote/late)

1. **CALL TO ORDER**

M. Brenner @ 6:05pm

2. **BOARD COMMENT**

- *M. Brenner reminded public we will take public comments as the items come up on the agenda in order to keep things moving along*

3. **CHAIR / DIRECTOR'S REPORT**

- *M Brenner welcomed Stephen Wallace the new Director of Planning and Economic Development. Stephen comes to us from Sterling and with many years of experience. Very happy to announce that the office is fully staffed.*
- *S. Wallace did not have any reports as of now.*

4. **APPROVAL NOT REQUIRED (ANR) PLANS**

- **1083 Northfield Rd. (ANR-26-1):** *Greg Roy (Dillis & Roy) on behalf of Tanner Cole. 5 lots, lot lines are changing for the common driveway. All agreed to minor changes. T. Willsmer made motion to Endorse. A. Reid, Second.*

Roll Call Vote: T Willsmer, AYE; A Reid, AYE; M Brenner, AYE (3/0)

5. **PUBLIC HEARINGS**

- **1083 Northfield Rd. (PBSR –25-2):** *Greg Roy (Dillis & Roy) on behalf of Tanner Cole, remove 40 ft of stonewall and remove 2 white pine trees. B Marsden, Tree Warden stated he **did not receive any objections** prior to the hearing. No public objections were made during the hearing. A. Burney requested the following conditions, 1) the proposed red maple trees will be installed and certified by the Tree Warden before Occupancy Permit is issued for first house. 2) The work proposed as mitigation on the stone wall be completed and certified by the Director of Planning and Economic Development before the issuance of the first Occupancy Permit. 3) The stone wall restoration will begin with the areas most closely adjacent to the proposed driveway and*

move, as much as practicable, equally along the wall on both sides until all the stones removed from the driveway entrance have been placed back. Applicant indicated agreeing with the conditions. A. Reid wants the record to show; she does not think a maple is an adequate replacement and requests the board to review the by-law at a future date. **A. Reid moved to close the hearing. T Willsmer, Second.**

Roll Call Vote: T Willsmer, **AYE**; A Reid, **AYE**; M Brenner **AYE** (3/0)

T Willsmer moved to Approve with the above stated conditions. A Reid, Second.

Roll Call Vote: T Willsmer, **AYE**; A Reid, **AYE**; M Brenner, **AYE** (3/0)

- **1083 Northfield Rd. De Minimis Change to Special Permit and Stormwater Permit**

Greg Roy (Dillis & Roy) after the conservation peer review there is the need to tweak the alignment to the common driveway 10ft to the east due to a septic discrepancy. Also tweak property line between lots 4 & 5 for reserve leeching field. **T Willsmer moved to agree with the applicant that the changes are De Minimis. A Reid, Second**

Roll Call Vote: T. Willsmer, **AYE**; A Reid, **AYE**; M. Brenner, **AYE** (3/0)

- **301 Mass Ave. (PBSA-25-9):** Greg DiBona (Bohler) on behalf of Walmart, move existing customer pickup spots from the front of the building to the side where the outside Garden Center is. Adding a stop sign and crosswalk, re-stripping the entire parking lot. A. Burney questioned if there will be the instillation of a canopy as other Walmart's have and what is the anticipated timeframe for project. M Brenner questioned the safety of moving pickup to the delivery route. Mr. DiBona explained that Walmart is actually removing all the canopies they currently have in parking lots. Also explained there will not be an increased safety concern as the scheduled delivery times and peak pick up times do not overlap. With the stop sign and crosswalk being added, it makes it safer than it is currently. He expects to start in the summer, should only be a month and will be done by fall. S Wallace stated that the standard site plan is sufficient. No Public comment. **T. Willsmer made motion to close hearing. A. Reid, Second.**

Roll Call Vote: T Willsmer, **AYE**; A Reid, **AYE**, M Brenner, **AYE** (3/0)

T Willsmer moved to Approve Site Plan as presented with standard conditions. A Reid, Second.

Roll Call Vote: T. Willsmer, **AYE**; A. Reid, **AYE**; M. Brenner, **AYE** (3/0)

- **Continued from 11/24/25: 30 Summer St. Stormwater Permit, (PBSW-25-6), Site Plan Approval, (PBSA-25-8) (Peer Review results) ; Special Permit (PBSP-25-9)**

Greg Roy (Dillis & Roy) submitted new information on Peer Review for PBSW-25-6 and PBSA-25-8 and waiting for new response.. Does not see the need to open Special Permit PBSP-25-9 as of yet, and requested a continuance. **T Willsmer motioned to continue to 2/23/26 meeting. A. Reid, Second.**

Roll Call Vote: A Burney, **AYE**; T Willsmer, **AYE**; A Reid, **AYE**; M Brenner, **AYE** (4/0)

- **Continued from 12/15/25: 0 Reservoir Rd Stormwater Permit, (PBSW-25-5) (sent for Peer Review) & open Special Permit PBSP-25-10,**

Justin LeClair (McCarty Companies) on behalf of applicant. Has received peer review back and has submitted a response to Graves. **A. Burney does not like the plan**, wants to see **fire truck turn around** on the plan. He thinks the 100ft from the centerline is questionable. **S. Wallace** said he **needs a revised driveway plan** that should address all concerns at once. No Public Comment. **A. Burney moved to continue both permits to 2/23/26 meeting. T. Willsmer, Second.**

Roll Call Vote: A. Burney, **AYE**; T Willsmer, **AYE**; A Reid, **AYE**; M Brenner, **AYE** (4/0)

6. **DECISIONS and BUSINESS**

- **925 Mass Ave – RFP, group member:** Board discussed and with requirement of daytime meetings, **M Brenner asked for motion to appoint M Brenner as group member with A Reid as an alternative if needed. T. Willmer moved, A Reid, Second. Roll Call Vote:** A Burney, **AYE**; T Willsmer, **AYE**; A Reid, **AYE**, M Brenner, **AYE** (4/0)
- **Board members will go into office to sign Decisions** for 485 Leominster-Shirley Rd, work extension & 1083 Northfield Rd, PBSP-25-8 and PBSW-25-3

7. **BOARD DISCUSSIONS**

- **Master Plan:** the draft has been sent via email. OverUnder is looking for feedback. S. Wallace states should be in writing. A. Burney is concerned there are no maps or charts. There should only be 1 volume showing everything. Written feedback should be submitted to S Wallace prior to the 2/23/26 meeting

8. **COMMITTEE REPORTS**

- Master Plan Steering Committee
Tony Sculimbrene states committee would like to stay intact until Planning Board as officially approved the Master Plan
- Open Space Committee
Will meet 2/11/26
- Municipal Bldg. Design Committee
Continue to meet, next 2/11/26, difficult discussions
- Capital Planning Committee
Meeting 2/11/26 to go over new numbers
- Economic Development Committee
Meets 2/11/26
- Storm Water Task Force
Met with FinCon at beginning of month, meeting with Selectboard 2/10/26. Having a Public info session on 3/5/26
- Montachusett Regional Planning Commission
Met last week. New grants for Historical Buildings, info has been forwarded to appropriate departments
- Montachusett Joint Transportation Committee
Meets 2/11/26

9. **MINUTES APPROVAL**

M Brenner asked for motion to approve 6/9/25, 7/14/25, 7/28/25, 8/25/25,& 9/22/25 as is and 9/8/25 with the removal of “8:23” on the ANR. **A. Burney moved, A Reid, Second Roll Call Vote:** A Burney, **AYE**; T Willsmer, **AYE**; A Reid, **AYE**; M Brenner, **AYE** (4/0)

10. **MEETING SCHEDULE**

Next meeting 2/23/26. Discussed moving 3/9 to 3/16/26 due to town Caucus being on the 9th and 3/23/26

11. **BOARD COMMENT**

Discussed the term dates on the website are incorrect and the seats up are M Brenner and A Burney

12. **ADJOURNMENT**

T. Willsmer motioned to adjourn, A Burney, Second

ROLL Call Vote: A Burney, **AYE**; T. Willsmer, **AYE**; A Reid, **AYE**, M. Brenner, **AYE** (4/0)

Adjourned 8:33pm

