

**GROTON PLANNING BOARD
MARCH 5, 2009
MINUTES**

Chairman Perkins called the meeting to order at 7:30 PM in the Town Hall

Members present: Perkins, Burke, Capes, and Giger

Member absent: Barringer, Hess, and Wilson

CHAPTER 43D UPDATE

Town Planner Michelle Collette reported that she would be meeting with state officials at the Executive Office of Housing and Economic Development on March 11, 2009 to discuss the Town's efforts to create its own permitting software, funded by the Chapter 43D Technical Assistance Grant. Steve Webber of the IT Committee will present the prototype of the Town's web-based software. Selectman Stuart Shulman and Kate Hickey of Applied Geographics will also attend.

FORM OF INTENT

Town Manager Mark Haddad, in conjunction with the Land Use Departments, implemented the Form of Intent to facilitate permit issuance. Applicants fill out a simple form with basic information about their project. The form is scanned and distributed to Land Use Departments for comment. The new process has worked well to date.

CPA2 – LUPA FORUM

Member Russ Burke and Town Planner Michelle Collette reported that they attended a forum in Worcester on proposed land use legislation – the Community Planning Act (CPA2), prepared by the Zoning Reform Working Group, and the Land Use Partnership (LUPA), prepared by Greg Bialecki, Secretary of the Executive Office of Housing and Economic Development. Both bills intend to overhaul Chapter 40A, the Zoning Act, and Chapter 41, §§ 81K-81GG. The two bills have considerable overlap. Both require consistency with the Town's Comprehensive Master Plan. It is not clear when the bills would be considered by the State Legislature.

COMPREHENSIVE MASTER PLAN

The Board discussed issuing a Request for Proposals (RFP) to update the Comprehensive Master Plan. The Board will review RFP's from other communities prior to its meeting on March 19, 2009. The Board would like to advertise for a consultant some time in May, review proposals in June-July, and select the consultant during the summer. The project is contingent upon the approval of funding at the Fall Town Meeting in October.

Meeting adjourned at 8:30 PM

Respectfully submitted,

Michelle Collette
Town Planner