

**PLANNING BOARD
DECEMBER 15, 2011
MINUTES**

Chairman Burke called the meeting to order at 7:30 PM.

Members present: Burke, Capes, Giger Parent, Perkins and Wilson

Member participating remotely: Barringer

SPECIAL PERMIT DECISION, BOYNTON MEADOWS, 134 MAIN STREET

(Members Giger and Wilson did not participate because they had missed two or more public hearings.)

The Board discussed the draft special permit decision for the Boynton Meadows mixed use project located at 134 Main Street. Applicant Robert France, financial advisor David Valletta, and landscape architect Lorayne Black were present. Town officials Selectman Anna Eliot, Housing Trust (AHT) member Allen King, and Housing Coordinator Fran Stanley were also present. Member Barringer participated on the telephone from London, UK.

Chairman Burke discussed the outstanding items of concern including:

- The trail easement connections in the rear of the site;
- The connectivity to adjoining properties with access to either be built or funds deposited in an escrow account by the developer;
- The treatment of the area around the cul de sac and guardrail at the intersection;
- The waivers requested by the applicant.

The Board discussed the applicant's request to waive the maximum 2000 square foot floor area requirement for 9 of the 18 units. The floor area does not include unfinished basements and garages (see Section 218-27 Multifamily Use). Chairman Burke said the project has a diversity of housing types with one-, two- and three-bedroom units. He said he would support waiving the square footage maximum for the three-bedroom units.

Member Capes said the application submitted on July 18, 2011 and presented at the August 11, 2011 public hearing requested a waiver for only four units over 2000 SF.

Member Barringer agreed that the Board could compromise and grant the waiver for the three-bedroom units and the other units should comply with the 2000 SF maximum.

Member Perkins said reducing the square footage of the other units may reduce the disturbance in the 100-ft wetland buffer.

Waivers

Unit size - The motion was made by Perkins, seconded by Barringer to grant a waiver of Section 218-30.2 D. 7. which limits the not to exceed 2,000 square feet of gross floor area and not more than 3 bedrooms.

- The applicant has requested a waiver from the TCOD requirement that no unit exceed 2,000 square feet in gross floor area. As applied elsewhere in the Groton Zoning Bylaw and past practice of this Board, gross floor area has excluded unfinished basement, attic and garage areas. However the table of unit size submitted by the applicant exceeds the unit sizes in the original application. As the intent of the TCOD is to promote residential units that are of appropriate size and scale for Groton Center and to promote a diversity of housing types, the Board hereby grants waivers to allow the following four three-bedroom units to exceed the 2,000 square foot requirement:

Building B	Residential Unit 1	2450 SF
Building C	Residential Unit 1	2488 SF
Building D	Residential Unit 1	2579 SF
Building E	Residential Unit 3	2540 SF

The remaining 14 residential units shall have a gross floor area not to exceed 2000 SF.

The motion passed unanimously by roll call vote with Burke, Capes, Parent, Perkins and Barringer (participating remotely) in favor.

Parking – The motion was made by Perkins, seconded by Parent, to grant the following waivers of parking requirements:

- Section 218-30.2 D. 8. establishes the parking requirements through Section 218-23 to allow 20 parking spaces based upon the recommendations of MDM Transportation Consultations and Fay, Spofford & Thorndike (the Board’s consulting engineer).
- Section 218-23 C. (3) Access to 10 spaces or more shall have two points of egress because the applicant has provided connections to the two adjacent parcels for access in the future.
- Section 381-60 Parking Space Design 24 foot wide aisles to allow an 18 ft aisle width as recommended by the Nitsch Engineering and Fay, Spofford & Thorndike.

The motion passed unanimously by roll call vote with Burke, Capes, Parent, Perkins and Barringer (participating remotely) in favor.

Drainage – The motion was made by Parent, seconded by Capes, to grant the following waivers of drainage requirements:

- Section 352-9. No untreated discharges.
No Stormwater runoff generated from the land development and redevelopment shall be discharged directly to a wetland, local water body, municipal drainage system, or abutting property, without treatment in compliance with these criteria. The Board granted this waiver as recommended by Nitsch Engineering and as approved by the Earth Removal Stormwater committee and DPW Director.
- Section 352-12. Peak Control.

At each analysis point, the post-development peak discharge rate shall be equal to or less than the pre-development peak discharge rate (based on a two-year, ten-year, twenty-five-year, twenty-four-hour storm)... The Board granted this waiver as recommended by Nitsch Engineering and as approved by the Earth Removal Stormwater Committee and DPW Director.

- Section 381-11C (1) requiring all drain pipes to be at least 12 inches inside diameter and made of reinforced concrete conforming with Massachusetts Department of Public Works specifications for Class III pipe. The Board granted this waiver as recommended by Nitsch Engineering and as approved by the DPW Director.

The motion passed unanimously by roll call vote with Burke, Capes, Parent, Perkins and Barringer (participating remotely) in favor.

Curbing - The motion was made by Barringer, seconded by Perkins, to grant the following waivers of curbing requirements:

- Section 381-40D (7) the requirements that curbing be placed at the edges of all surfaces shall be waived to allow no curbing around the interior radius of the cul de sac to permit the use of the Low Impact Development drainage techniques. Vertical granite curbing shall be installed as shown on the plan.

The motion passed unanimously by roll call vote with Burke, Capes, Parent, Perkins and Barringer (participating remotely) in favor.

Decision

The motion was made by Perkins, seconded by Capes to **GRANT** a special permit to Mount Laurel Development, LLC for a mixed use development as shown on the plan entitled, "Town Center Overlay District, Mixed Use/Residential Development, Boynton Meadows," prepared by GPR, Inc., dated July 18, 2011, revised on October 25, 2011, with the waivers as voted above, and with the following findings and conditions:

FINDINGS

The Planning Board made the following general findings and required findings based upon the criterion set forth in Zoning By-Law §218-30.2 Town Center Overlay District (TCOD) and §218-32.1 Special Permits:

General Findings:

1. The 2011 Spring Town Meeting voted to enlarge the former Station Avenue Overlay District (SAOD) to include the parcel at 134 Main Street so that Mount Laurel Development could pursue development of the parcel under Section 218.30.2 Town Center Overlay District and the TCOD Design Guidelines.
2. Though the parcel at 134 Main Street is an outlier to an otherwise contiguous and connected (by public roads) former SAOD, the applicable Design Guidelines were not re-

examined to consider enlargements or enrichments or adjustments of any kind to articulated purpose, vision, vision diagram, core values, or any other aspect of the Design Guidelines. To Chapter 218, Zoning, Section 218-30.2, three changes were made:

- The name of the District was changed from Station Avenue Overlay District to Town Center Overlay District
 - Conditions were articulated by which the Special Permit Granting Authority can authorize an increase in the size of new dwelling units
 - The composition of the three-member Design Review Committee was altered by the addition of two “alternate members, who may act when a member is unavailable or unable to participate in a matter on account of a conflict of interest...”
3. Unlike the SAOD, then, the TCOD has not yet benefited from significant community involvement which has prevented any re-examination or amendment to the Design Guidelines to reflect the broader perspective and desired attributes and objectives for development in Groton Center outside of Station Avenue.
 4. The applicant presented a conceptual development plan at Town Meeting and made presentations on three articles relative to their proposal: a zoning amendment, MGL Chapter 43D Expedited Permitting and Priority Development Site Designation; and authorization of Community Preservation Funds to the Groton Affordable Housing Trust to participate in the project as an equity investor to construct three affordable housing units.
 5. The Planning Board notes this is the first application to be submitted pursuant to the Town Center Overlay District (no applications were ever filed pursuant to the Station Avenue Overlay District). The TCOD was adopted at the 2011 Spring Town Meeting in response to a petition to extend the Station Avenue Overlay District to 134 Main Street. The SAOD was created in 2007 to accommodate flexible and creative mixed use development on Station Avenue. An extensive planning process for the Station Avenue corridor produced the Station Avenue master plan and Design Guidelines. The conversion of the SAOD to the TCOD and the rezoning of 134 Main Street did not have the benefit of any overall master plan for Groton Center nor did it amend the Station Avenue Design Guidelines
 6. The 134 Main Street property is located on Route 119 which is the main thoroughfare in Groton Center with average traffic of 21,500¹ vehicle trips per day. Station Avenue is a minor street which runs perpendicular to Main Street and is a local street with 300² trips per day. Unlike Station Avenue, where the parcels are of shallow depth and abundant frontage, 134 Main Street is what is known as a “flag lot” or “pork chop lot” characterized by a narrow lot width at the property frontage and widens in the back with the bulk of the developable area to the rear of adjoining lots. Due to the extensive amount of road frontage on Station Avenue (2300 ft from Main Street to Court Street),

¹ See MDM report dated July 18, 2001, *Traffic Volume Data Attachment*

² See *Traffic Impact and Access Study, Station Avenue Area Rezoning Proposal, prepared by FST, February 2007*

the SAOD Design Guidelines assumed that most first floor uses would be business, presumably retail. Upper floors and buildings off Station Avenue were assumed to be for residential or office use. Unlike Station Avenue, 134 Main Street has limited frontage exposure and the bulk of the property is located out of view from Main Street, a major drawback for retail uses. Additionally the preservation of the existing historic building fronting on Main Street creates a pinch point for access before the property widens out in the rear.

7. The proposed mix of uses will preserve and enhance the commercial presence of the property on Groton Center's Main Street and the addition of 18 residential units will add to its vitality and vibrancy.

Required Findings:

Section 218-30.2 Town Center Overlay District

A Special Permit may be granted for a Town Center Overlay District Development only if the Special Permit Granting Authority shall find:

- 1. That the proposed Development is in harmony with the purposes of the TCOD**
The proposed mixed use development is harmonious with the purposes of the TCOD as it promotes a mix of uses that enhances the village center character of the district. The Comprehensive Master Plan (CMP) recommends additional housing density and mixed uses through an overlay district such as the TCOD to enhance Groton's village center.
- 2. That the proposed Development contains a use or a mix of uses that enhance the village center character of the District;**
The proposed development utilizes the flexibility of the TCOD provisions to create a development plan that is more compatible with the character of Groton Center. Under standard zoning requirements the site would not be able to create a pedestrian friendly clustered configuration of buildings as they would be subject to dimensional requirements that would increase the separation of buildings, increase pavement and utility lines, and discourage pedestrian travel.
- 3. That the proposed architectural and site design elements are consistent with the published Design Guidelines or, in the event of inconsistency, that the inconsistency is necessitated by changed conditions or earlier error and that the departure does not result in a less beneficial development for the TCOD;**
The architectural elements of the proposed new and rehabilitated buildings are consistent with the Design Guidelines in terms of their authenticity and compatibility, with elements of Groton Center.

The proposed residential buildings and the restoration of the commercial /residential building on Main Street have been reviewed and obtained a Certificate of Appropriateness from the Historic Districts Commission.

As the subject property represents a site unlike any lot contemplated in the Station Avenue Overlay District Design Guidelines (please refer to General Finding #6), the Planning Board finds that the direct application of certain guidelines is not appropriate

and has relied on the best planning practices, the purposes of the TCOD, and the Master Plan to find the proposed development does not result in a less beneficial development for the TCOD.

4. That the proposed Development is consistent with, and maximizes realization of, the applicable goals and objectives for Groton Center, Housing, Business Development, Town Services and Facilities, Historic Preservation, Traffic and Transportation, Recreation, and the Natural Environment, as set forth in the September 2001 Comprehensive Master Plan (CMP).

The Planning Board finds the proposed development is consistent with and maximizes realization of the applicable goals and objectives as set forth in the CMP for:

Groton Center - The CMP proposes increasing the amount of allowed housing intensity as a critical permit of enhancing Groton's four villages. The CMP also has a goal to ensure business growth within identified areas of Groton.

Housing – The CMP recommends the use of Community Preservation Act funds to create a broader range of affordable housing. The CMP also recommends the creation of multifamily housing in and adjacent to existing village centers.

Business Development – The restoration and expansion of the existing main building will preserve the architectural integrity of the building and offer commercial and retail venues that are more accessible and functional for today's business partners.

Town Services and Facilities – The proposed development is to be served by Town water, sewer, and electric – all of which have indicated available capacity to accommodate the development. The project site is located in walking distance to Town Hall, the Public Library, elementary and middle schools, playgrounds, and the Nashua River Rail Trail.

Transportation – The site is within convenient walking distance to civic, commercial, educational, and recreational amenities in Groton Center. The site is easily accessible to the Nashua River Rail Trail. The anticipated traffic generation will not significantly affect traffic levels of service.

Recreation - The site plan includes provisions for public access into and through the site by means of sidewalks, boardwalks, and pathways. A viewing area overlooking Gibbet Hill and the Half Moon Swamp will provide a public passive recreation amenity. The site is easily accessible to the Nashua River Rail Trail.

Natural Resources – The site contains approximately one acre of protected wetlands resource areas. The development will not alter any of the resource area and proposes to remove invasive plants that have populated and degraded the resource area. With the exception of minor grading, drainage systems and

partial building encroachments, the bulk of the 100 foot buffer will remain undeveloped. The applicant offered to place a permanent Conservation Restriction, pursuant to Chapter 184, sections 31-33, on 1.4 acres of wetlands and the buffer zone. The Conservation Commission has accepted this offer as referenced in the Order of Conditions dated November 14, 2011.

Section 218-32.1 Special Permit Criteria

1. **Social, economic and community needs:** The higher density, mixed use development will enhance the vitality of the Groton Center by providing residences within walking distance of Town services and local businesses. The creation of three affordable units serves an important community need. The project meets the CMP goal to “encourage and promote new housing developments that create a sense of place, promote social interaction, and a sense of community.” The location of the project on Main Street, proposed courtyard, pedestrian access, and viewing areas of Gibbet Hill and Half Moon Swamp will create a sense of place in the Groton Center.

The opportunity for small businesses to be located in the Groton Center will support local business and encourage economic development thereby advancing the CMP goal to “provide incentives to encourage new business development and to retain existing businesses.”

2. **Traffic flow and safety:** Both the MDM report, submitted by the applicant, & FST report, prepared by the Planning Board’s consulting engineer, agreed that “adequate capacity is available along the Route 119/225 corridor to accommodate the modest projected traffic increases for the proposed mixed use development.”
3. **Adequacy of utilities:** The Planning Board received a copy of the letter dated October 19, 2011 from the Sewer Commission to Bruce Ringwall of GPR Engineering indicating that 9000 GPD of additional sewer capacity had been earmarked for 134 Main Street. The Water Department has no issues or concerns provided that the project meets all the required specifications. The proposed Low Impact Development (LID) stormwater management system will result in less than a 5% increase in runoff from the premises via a connection to the municipal separate storm sewer system (MS4) as approved by the DPW Director and Stormwater Advisory Committee.
4. **Neighborhood character:** The preservation of an important historic structure is a benefit to the Town’s historic and cultural resources. The Groton Center neighborhood will be improved when the historic building is restored in a historically appropriate manner. The proposed court yard and pedestrian access to viewing area will provide additional public space in the Groton Center. The concentration of residential uses, mixed with commercial uses, will enhance the vibrancy of Groton Center and will foster social interaction and contribute to a sense of community.
5. **Impacts on the environment:** State-of-the-art LID stormwater system, invasive species eradication, and minimization of work in the 100 ft wetlands buffer zone all address

environmental impacts. The siting of the proposed mixed-use development in close proximity to commercial, civic, educational and cultural destinations minimizes vehicular traffic and promotes pedestrian activity.

6. **Fiscal impact on the Town:** The developer submitted a Fiscal Impact Statement demonstrating that the municipal revenues generated from the development will exceed the projected cost of all municipal services including public education costs resulting in a cost revenue ration of 60%

CONDITIONS

1. As offered by the developer, the condominium association document will permit the conversion of the market rate units in the second story of the retail buildings from residential use to commercial use subject to Town permits and approval.
2. Three affordable housing units (Unit 3 in the Retail Building, Unit 2 in Building A, and Unit 2 in Building E) will be created with deed restrictions held by the Town of Groton Affordable Housing Trust. The Town of Groton, or its designee, will act as lottery agent and monitoring agent for the affordable units.
3. The affordable units will be made available in accordance with the following schedule:
 - The applicant will complete, with occupancy permit granted, the first affordable unit in the retail building prior to occupancy of any residential units in the retail building.
 - The applicant will complete, with occupancy permit granted, the second affordable unit in Building A prior to the granting of any occupancy permits for the sixth residential unit.
 - The applicant will complete, with occupancy permit granted, the third affordable unit in Building E prior to the granting of any occupancy permits for Building E and prior to issuance of the occupancy permit for the 15th residential unit.
4. Parking for the disabled and access to the buildings shall comply with the requirements of the Architectural Access Board Regulations, 521 CMR, and the Americans with Disabilities Act.
5. Bicycle racks shall be installed adjacent to the parking area and on north side of historic building as shown on Sheet C-3.1 of the plan.
6. Signage shall be installed inviting the public to the pedestrian paths, to the viewing area and connecting trail at the rear of site. The trail from the viewing area will connect with the trail from the adjacent lots (Map 113, parcel 5 and Map 113, parcel 10). Prior to the issuance of any occupancy permits, signs shall be provided and installed designating the

trails. The location of the trailhead posts shall be determined in consultation with the Conservation Commission on land subject to a Conservation Restriction.

7. Brick paver crosswalks at driveway and at Main Street access road as recommended in the FST report dated August 22, 2011.
8. Vertical granite curbing shall be installed as shown on the plan.
9. Cobble stones or other apron treatment shall be installed at points around the perimeter of the constructed wetlands in the cul de sac island in such a fashion to create a sense of community space as opposed to a sterile subdivision cul de sac island (see Conditions #12).
10. Snow banks and stockpiles shall not exceed a height of three (3) feet at any time. Snow in excess of three feet in height shall be removed from the site and disposed of properly within 48 hours of a storm.
11. The Planning Board shall review the details of the proposed fence to be installed on the Main Street side of Building A prior to installation. The Board prefers that the fence not create a visual barrier and that the applicant consider landscaping in this area. (see Conditions #12).
12. The Historic Districts Commission and Planning Board shall review the specifications of features, including but not limited to the following, prior to installation:
 - Signage
 - Lighting
 - Fences
 - Bicycle racks
 - Other streetscape amenities (see Condition #9)
13. The site plan is approved for mixed use, as stated in the application, including:
 - One retail service establishment with ± 1225 square feet
 - One business/professional office with ± 1000 square feet
 - One restaurant with ± 900 square feet
 - 18 residential units (see Waiver #1)

The number of parking spaces is based upon the proposed use shown on the approved plan. As required in Section 218-25B (1), the applicant shall submit a new site plan to the Planning Board for any change in use.

The residential unit owners may not finish basements unless the Planning Board grants a waiver of the TCOD requirements if the gross square footage of the unit will exceed 2000 square feet.

14. No parking signs shall be installed on Main Street at intersection of the access road and Route 119 to ensure sight distance as recommended in the FST report dated August 22, 2011.
15. Site lighting shall be allowed in accordance with the following schedule. Changes in the lighting schedule shall not be permitted without prior approval of the Planning Board.
 - Dusk - closing: All commercial lighting shall be allowed on from dusk to one-half hour after closing time of the commercial uses.
 - Dusk – dawn: All residential lighting shall be allowed. 10% of the pole-mounted fixtures throughout the site shall be allowed to remain on overnight.
15. The height of new buildings shall not exceed 35 ft.
16. The installation of the public water and sewer systems shall conform to the specifications of the Groton Water and Sewer Departments.
17. The interior road way and common parking areas shall be paved to binder course, and the stormwater management system and utilities shall be installed to serve any and all units in the new structures to be constructed prior to the issuance of an occupancy permit for that unit. If the aforescribed infrastructure is not installed, the applicant may elect to post surety in a form and amount acceptable to the Planning Board, to ensure construction of the interior roadway, parking areas, and stormwater management system and utilities.
18. The vehicular access easement connecting to the property line of Map 113, parcel 5, and the property line of Map 113, parcel 10, shall be constructed by the applicant prior to issuance of any occupancy permits or funds shall be placed in an escrow account held by the Town. The amount to be held in escrow shall be determined by the Planning Board based upon a cost-to-complete construction of the vehicular access. The cost estimate shall be prepared by the Planning Board’s consulting engineer.
19. The applicant agreed to grant a “Stormwater Management Easement” to the Town to allow the Town and its agents access to the stormwater management system to maintain, or repair the system due to the failure of the developer or condominium association or any agent thereof to adequately operate, maintain, or repair the same. The developer or condominium association or any agent thereof shall be required to reimburse the Town for any expenses the Town incurs in such operations, maintenance or repair.
20. The Planning Board and Town Counsel shall review and approve all easements and addendum including:
 - “Grant of Conservation Trail Easement” including the pedestrian trails to rear viewing area and trail from the Map 113, Parcel 5 property line to Map 113, Parcel 10 property line and the connection between the two trails

- Vehicular access to connect to abutting lots (Map 113, parcel 5 and Map 113, Parcel 10)
 - “Stormwater Management Easement” as referenced in Condition #17.
 - “Addendum to Master Deed Concerning Boynton Meadows at Gibbet Hill” regarding the stormwater management system
21. The Conservation Commission and Town Counsel shall review and approve the proposed “Conservation Restriction” and “Addendum to Master Deed Concerning Boynton Meadows at Gibbet Hill – Conservation Restriction” prior to the commencement of construction as specified in the Conservation Commission’s Order of Conditions dated November 14, 2011.
22. The Boynton Meadows at Gibbet Hill Condominium Master Deed (the “Master Deed”), Declaration of Trust (the “Declaration”) shall be recorded at the Registry of Deeds. All easements and restrictions shall be shown on a recordable plan and recorded at the Registry of Deeds prior to the issuance of any building permits. Evidence of such recording shall be submitted to the Planning Board and Building Inspector prior to the issuance of a building permit.
23. The applicant shall comply with:
- Mass Stormwater Policy dated February 2008
 - Stormwater Management Permit issued by the Earth Removal Stormwater Advisory Committee on November 7, 2011
 - Order of Conditions issued by the Conservation Commission on November 14, 2011
 - Certificate of Appropriateness issued by the Historic Districts Commission on December 6, 2011
24. Three copies of the final site plan approved by the Planning Board shall be submitted to the Board for endorsement as required in Section 218-25G(3).
25. The applicant must submit any proposed change in the above referenced plans to the Planning Board for its review and approval before the change is implemented.
26. This special permit shall not be in effect until certified copies of the special permit decision and plans are recorded at the Middlesex South Registry of Deeds as required in GL Chapter 40A, Section 11, and Groton Zoning By-Law Section 218-32.1. No construction or site alteration shall commence nor shall any necessary permits be issued by any Board or official until evidence of such recording is submitted to the Planning Board and Building Commissioner by the Applicant.
27. This special permit shall lapse in 24 months, which shall not include such time required to pursue or await the determination of an appeal referred to in Chapter 40A, Section 17, from the grant thereof if a substantial use thereof has not sooner commenced except for good cause.

28. This special permit runs with the land and applies to any successor in interest or successor in control.

Member Barringer said it is clear to him that the proposed plan is the best plan for the property if you consider the following: 1) underlying zoning is Business (B-1); 2) the property has been foreclosed and is now owned by the North Middlesex Savings Bank; 3) the property could be developed with a Chapter 40B Comprehensive Permit with 28 units as shown on the plan, "Omni-Groton Property, Groton, MA," prepared by Mangel Associates, dated July 1, 2010; the proposed plan saves a significant H=historic structure in the Town Center.

Member Barringer continued that the proposed plan serves the Town Center Overlay District as envisioned in general. The Design Review Committee helped shape the plan and the Planning Board appreciates the Committee's efforts.

The motion to grant the special permit passed unanimously by roll call vote with Burke, Capes, Parent, Perkins and Barringer (participating remotely) in favor.

COMPREHENSIVE MASTER PLAN

(Members Giger and Wilson participated.)

The Board met with Judi Barrett and Caroline Edwards of Community Opportunities Group to discuss Phase II of the Comprehensive Master Plan. Selectman Anna Eliot, Economic Development Committee Chairman Michael Rasmussen, and Housing Coordinator Fran Stanley were present.

Ms. Barrett said the implementation program includes a Housing Production Plan, Design Guidelines for the Town Center, and an update of zoning and other regulations. Fran Stanley said she would work with COG on the Housing Production Plan.

The Board said it will hold the public hearing for Phase I of the Comprehensive Master Plan on Thursday, January 19, 2012 at 7:45 PM.

Ms. Barrett said she would like to discuss zoning revisions such as the existing Concept Plan requirements and Major Residential Development with the Board on Thursday, February 16, 2012. The Board agreed that these are important topics to discuss in light of recent court decisions.

Gary Hebert of Fay, Spofford & Thorndike will do a presentation on "Complete Streets" if the Board would like him to do so. The Board agreed that an evening in February would be a good time for the Complete Street workshop.

Peter Flinker of Dodson Associates will facilitate the workshop on the Town Center Overlay District Design Guidelines on a Saturday in February. Chairman Burke said he would like the project to include a vision plan for the Town Center.

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Board members said they would like to address a number of economic development issues during Phase II of the Master Plan. Mike Rasmussen said design guidelines are very valuable to the community and to the developers. Selectman Eliot requested that the Economic Development Committee be involved in this discussion. The Board agreed.

Meeting adjourned at 9:45 PM

Respectfully submitted,

Michelle Collette
Land Use Director/Town Planner