

**PLANNING BOARD
NOVEMBER 29, 2012
MINUTES**

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

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

Member absent: Svarczkopf

MEETING WITH AGRICULTURAL COMMISSION

The Board met with Agricultural Commission members George Moore, Meredith Scarlett, Susan Willcox, and John Smigelski to discuss amendments to the agricultural provisions of the Zoning By-law. Chairman Giger said the Board would like to have a combined effort to present an amendment at the 2013 Spring Town Meeting.

Mr. Moore said he spoke with Health Agent Ira Grossman who said he could attend additional evening meetings, but would be happy to review drafts and provide written comments. Town Planner Michelle Collette said Board of Health Chairman Susan Horowitz said she would be willing to participate in the process.

Ms. Scarlett said the Agricultural Commission will meet with the Conservation Commission in December and would like to meet with the Planning Board in January. Mr. Moore said the Agricultural commission meets on the second Wednesday of every month. Chairman Giger said Planning Board members Burke and Parent volunteered to work with the Agricultural Commission on this project.

The Board and Commission agreed that issues around abutter notification, piggeries with more than 15 pigs, a definition of farming, and possible minimum lot sizes should be resolved.

Connie Sartini asked about agricultural housing. Town Planner Michelle Collette said the definition was included in the previous amendment and was not controversial. Member Burke added that the proposed amendment is codifying agricultural housing that is already allowed by-right with Board of Health requirements.

The issue of abutter notification was discussed at length. Mr. Moore said the Commission mails a notice annually to inform residents that Groton is a "right-to-farm" community. Member Burke said some towns post signs at the town lines. The Board agreed to provide the Agricultural Commission with notices of public hearings for subdivisions and special permits so a member of the Commission could attend.

COMPREHENSIVE MASTER PLAN

The Board will meet with Judi Barrett of Community Opportunities Group on Thursday, December 20, 2012, to discuss the Phase II Implementation Plan. The Board will meet with Peter Flinker on Thursday, January 17, 2013, to continue discussion about the Town Center Overlay District Design Guidelines. The Historic Districts Commission and Design Review Committee members will attend. The Board will ask Mr. Flinker to provide a draft for comments.

WOODLE RESIDENTIAL DEVELOPMENT

The Board received a letter dated November 8, 2012 from Attorney Robert Collins requesting setback waivers for Lots 1 and 2 as shown on the Woodle Residential Development special permit plan. The Board said it would like to review the setbacks for all the lots on the plan and will discuss the request with Mr. Collins at the December 6, 2012 meeting.

BERTOZZI FARMS

The Board received a letter dated November 26, 2012 from Attorney John Dombrowski regarding issuance of building permits at the Bertozzi Farm subdivision. Town Planner Michelle Collette said a permit was issued for Lot 8 to Green Acres Realty Trust in 2006 but the permit was never picked up. Twin Valley Homes applied for permits for Lots 6 and 7 in 2011, but the permit applications were deemed incomplete by the Building Commissioner. The applicant never submitted the information required to complete the application. No building permits are pending. Road construction issues have not been resolved.

NITSCH ENGINEER SCOPE OF SERVICES

The Board received a Scope of Services and Standard Contract for renewal from Nitsch Engineering, the Board's consulting engineer for peer reviews. Town Planner Michelle Collette said the Town Accountant requested an updated contract. The Town has similar contracts with Comprehensive Environmental, Inc. (CEI), Fay, Spofford & Thorndike (FST), and Dodson Associates for consulting services.

The motion was made by Burke, seconded by Perkins, that the Board recommend that the Town Manager execute the Scope of Services dated November 26, 2012 and that the Board prepare an RFP to advertise for consulting engineering services. The motion passed unanimously.

MINUTES

The Board voted to approve the minutes of September 20, 2012; September 27, 2012; October 4, 2012; October 11, 2012; October 18, 2012; and October 25, 2012.

Meeting adjourned at 9:00 PM

Respectfully submitted,

Michelle Collette
Land Use Director/Town Planner