

**PLANNING BOARD
JANUARY 31, 2013
MINUTES**

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

Members present: Giger, Barringer, Parent, Perkins, and Svarczkopf

Member absent: Burke and Wilson

ANR PLANS

Walker/Cox/Town of Groton, Chicopee Row – The Board considered the Approval Not Required plan submitted by the Town of Groton to create a lot with an existing house and to create the parcel to be conveyed from Marjorie Cox to the Town of Groton Conservation Commission.

The motion was made by Barringer, seconded by Parent, to endorse as Approval Not Required the plan entitled, “Plan of Land in Groton, Mass. Owned by Marjorie W. Cox,” prepared by David Ross Associates, dated January 29, 2013. The motion passed unanimously.

Constance Paulding, Pepperell Road - *(Member Barringer did not participate because he is an abutter.)*

The Board considered the Approval Not Required plan submitted by Constance Paulding to create a 25, 516 SF parcel to be conveyed to the abutting property owner Emmett Risdon. Surveyor Stan Dillis presented the plan.

The motion was made by Perkins, seconded by Svarczkopf, to endorse as Approval Not Required the plan entitled, “Plan of Land in Groton, Massachusetts, Prepared for Constance Paulding,” prepared by Ducharme & Dillis Civil Design Group, dated December 20, 2012. The motion passed unanimously.

COMPREHENSIVE MASTER PLAN IMPLEMENTATION

The Board discussed the priorities for implementation of the Comprehensive Master Plan as submitted by Community Opportunities Group. The Board will discuss the list in more detail with Judi Barrett at the February 21, 2013 meeting.

The Board continued its discussion about the Town Center Overlay District (TCOD) Design Guidelines. Chairman Giger prepared a GIS map showing the target area in the Town Center including the existing TCOD (Station Avenue & 134 Main Street), the Groton Inn and Lawrence Academy properties (east of Route 119 and north of Route 40), and the area from Broadmeadow Road to the Nashua River Rail Trail.

The Board discussed whether the Planning Board should sponsor a rezoning of this entire area to include it in the TCOD. The Board discussed how best to define the geographic where the Design Guidelines would be applicable.

Member Barringer suggested that Design Guidelines be voluntary only for lots outside the area of the existing TCOD. The Board discussed the overlapping roles of the Historic Districts Commission (HDC) and Design Review Committee (DRC). The Board will request a joint meeting with the HDC in the near future to ask if the HDC would be willing to adopt the TCOD Design Guidelines.

Selectman Anna Eliot noted that the Prescott School property will be redeveloped in the near future. She suggested having different criteria for the east and west sides of Main Street. She said the Design Guidelines recommend connectivity and traffic flows, but this may not be applicable in the Historic Districts.

Land Use Director/Town Planner Michelle Collette said the roles and responsibility of the HDC and DRC must be clarified in the TCOD provisions of the Zoning By-law so the HDC has jurisdiction over projects in the Historic Districts and the DRC makes recommendations to the Planning Board about projects outside the Historic Districts.

Member Svarczkopf suggested that the Board ask for additional funds and revise the scope of its contract with Dodson & Flinker. Chairman Giger responded that funds must be appropriated at Town Meeting. The Board must complete the existing contract with Dodson & Flinker which was approved by Town Meeting as part of the Comprehensive Master Plan Implementation project.

Member Parent said the Board must review the proposed revisions to the Design Guidelines before it meets with the HDC and DRC to discuss the next draft.

Member Barringer said the review of the 134 Main Street project went very well on the whole. It was the first project in the TCOD as well as an Expedited Permit. There was some creative tension between the Boards, but such discussion is healthy. Selectmen Anna Eliot suggested bringing the HDC and DRC into the process earlier.

Board members all agreed that it should finish working on the revisions to the Design Guidelines first and then move onto other visions of the Town Center.

Chairman Giger suggested meeting with representatives of the Planning Board, HDC and DRC on a Saturday to discuss the process. Board members offered to attend an HDC meeting if that would be more convenient for HDC members.

FALL TOWN MEETING ARTICLES

The Board discussed which articles to prepare for the Fall Town Meeting and decided to work on §218-13 Schedule of Use Regulations, §218-23 Off-street Parking & Loading, § 218-25 Site Plan Review (including lighting provisions).

Member Svarczkopf suggested reviewing the Concept Plan requirements as well. He will contact the Economic Development Committee to see if it would be interested in assisting with the effort.

Meeting adjourned at 9:45 PM

Respectfully submitted,

Michelle Collette
Land use Director/Town Planner