

**PLANNING BOARD
AUGUST 20, 2015
MINUTES**

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

Members present: Perkins, Giger, Burke, and Svarczkopf

Members absent: Barringer, Vega, and Wilson

ANR PLAN – FOX MEADOW REALTY CORPORATION, ROBIN HILL ROAD

The Board considered the Approval Not Required (ANR) plan submitted by Fox Meadow Realty Corporation to change lot line on Robin Hill Road in the Rocky Hill subdivision. The parcel with 24 multifamily units for people 55 and older was reconfigured to include individual lots for starter homes. The changes to the location of the starter homes is subject to a modification of the special permit for the Rocky Hill development.

The motion was made by Burke, seconded by Svarczkopf, to endorse as Approval Not Required the plan entitled, “Approval Not Required Plan for the Rocky Hill Definitive Subdivision,” prepared by R. Wilson Associates, dated August 8, 2015, with the notation that endorsement does not constitute a determination about compliance with zoning. The motion passed unanimously.

BERTOZZI FARM SUBDIVISION

Town Planner Michelle Collette reported that a resident on Amelia Way in the Bertozzi Farm subdivision complained that the street sign is missing. He said the bank is foreclosing on the developer, Michael Vaccaro of Lexington Road Real Estate.

The motion was made by Giger, seconded by Burke, to request that the DPW install a new street sign. The motion passed unanimously.

The Board will notify the bank that the Board is holding a passbook account as surety to complete the subdivision.

COMMENTS TO THE CHARTER REVIEW COMMITTEE

The Board reviewed the Charter and will recommend to the Charter Review Committee that the Planning Board continue to have seven elected members. The Board had no other comments on the Charter.

PROPOSED ZONING AMENDMENTS

The Board reviewed and edited the following draft zoning amendments:

- Off-Street Parking & Loading
- Update Zoning Map
- Personal Wireless Services Facilities
- Flexible Development

The Board discussed parking requirements in detail and will propose the following minimum and maximum requirements:

Land Use	Minimum	Maximum	<i>Current by-law requirements</i>
Single-family or two family dwellings with more than one bedroom	2 per unit	Not applicable	<i>2 per unit</i>
Multifamily dwellings	1.5 spaces per unit	3 per unit	<i>n/a</i>
Places of public assembly	1 space per 5 seats	1 space per 3 seats	<i>1 space per 3 seats</i>
Public and private schools	1.5 space per classroom, plus 1 space per 5 seats in an auditorium	1 space per 3 seats per classroom, plus 1 space per 3 seats in an auditorium	<i>1 space per classroom, plus 1 space per each two employees other than teachers, plus 1 space per 3 seats in an auditorium</i>
Day care center and pre-schools	1 space per 8 children capacity	1 space per 4 children capacity	<i>n/a</i>
Libraries and museums	1 per 1000 GFA	2 per 1000 GFA	<i>n/a</i>
Hotels, motels and lodger accommodations without function rooms and/or eating establishments	1.25 space per each sleeping room accommodation	1.5 spaces per each sleeping room accommodation	<i>1 space for each room accommodation, plus 1 space for every two employees on the largest shift</i>
Hotels, motels and lodger accommodations with function rooms and/or eating establishments	1 space per each sleeping room accommodation; plus 1 space per every 5 seats in the function hall; plus 1 space per every 3 seats in an eating establishment	1.25 space per each sleeping room accommodation plus 1 space per every 3 seats in the function hall; plus 1 space per every 2 seats in an eating establishment	<i>n/a</i>
Bed and Breakfast	1 spaces per guestroom in addition to the number of spaces required for the on-site residence of the owner	1.25 space per guestroom in addition to the number of spaces required for the on-site residence of the owner	<i>n/a</i>
Hospitals, residential rehabilitation facilities, nursing homes and elder care facilities	1 space for every 2 beds, plus 4 spaces per 1000 GFA of in-patient treatment, and 5 spaces for every 1000 GFA of out-patient treatment area	1 spaces for every 1.5 beds, plus 3 spaces per 1000 GFA of in-patient treatment, and 4 spaces for every 1000 GFA of out-patient treatment area	<i>1 space for every 3 beds, plus 1 space for every two employees on the largest shift</i>

Assisted living facilities	1 space per unit	1.5 spaces per unit	<i>n/a</i>
Out-patient clinics	3 spaces per treatment area	5 spaces per treatment area	<i>n/a</i>
Medical, dental or other health care offices	5 per 1000 GFA	10 per 1000 GFA	<i>6 spaces plus 1 per every 125 SF in excess of 500 GFA</i>
Business or professional office	3 per 1000 GFA	5 per 1000 GFA	<i>1 space per 180 GFA</i>
Free standing retail	3 per 1000 GFA	5 per 1000 GFA	<i>1 space per 250 GFA</i>
Supermarket	3 per 1000 GFA	5 per 1000 GFA	<i>1 space per 250 GFA</i>
Shopping center	3 per 1000 GFA	5 per 1000 GFA	<i>1 space per 250 GFA but not less than 5 per enterprise</i>
Bank	2 per 1000 GFA	4 per 1000 GFA	<i>1 space per 250 GFA</i>
Restaurant, sit down	5 spaces plus 1 for every 3 seats	5 spaces plus 1 for every 2p seats	<i>5 spaces plus 1 for every 2 seats</i>
Restaurant, take-out	5 per 1000 GFA	10 per 1000 GFA	<i>1 space per 100 SF but not less than 5 spaces</i>
Personal service establishment	3 per 1000 GFA	5 per 1000 GFA	<i>1 space per 250 SF but not less than 5 spaces</i>
Industrial establishments	1 per 1000 GFA	2.5 per 1000 GFA	<i>1 space per 1.3 employees on the largest shift</i>
Mixed and other uses	To be determined by the Planning Board during Major Site Plan Review or by the Building Commissioner & Land Use Director during Minor Site Plan Review	To be determined by the Planning Board during Major Site Plan Review or by the Building Commissioner & Land Use Director during Minor Site Plan Review	<i>To be determined by the Planning Board during Major Site Plan Review or by the Building Commissioner & Land Use Director during Minor Site Plan Review</i>

The draft amendments will be submitted to the Board of Selectmen for inclusion on the 2015 Fall Town Meeting warrant and will be forwarded to Town Counsel for review.

MINUTES

The Board voted unanimously to approve the minutes of June 25, 2015; July 9, 2015; and July 23, 2015.

Meeting adjourned at 9:30 PM

Respectfully submitted,

Michelle Collette
Land Use Director/Town Planner