**TOWN OF GROTON PLANNING BOARD**

**Thursday, September 8, 2022**

**Meeting Minutes**

A regular meeting of the Planning Board was held on Thursday, September 8, 2022, at approximately 7:00 p.m.

**Members Present:**

Ms. Scott Wilson, Chair

Ms. Annika Nilsson Ripps, Vice-Chair

Ms. Alyson Bedard, Clerk

Mr. George Barringer, Board Member

Ms. Lorayne Black, Board Member

Mr. David Bonnett, Board Member

**Board Members not Present:**

Mr. Russell Burke, Board Member

**Also Present:**

Mr. Takashi Tada, Land Use Director/Town Planner

Per the Massachusetts Attorney General’s guidance regarding the Massachusetts Wiretap and Open Meeting Laws, Mr. Wilson stated the meeting was virtual and recorded, and all votes must be taken via roll call. The Planning Board members introduced themselves.

***Public Hearing – Major Site Plan Review***

***Group Home (Seven Hills Extended Care at Groton, Inc.)***

***West Street & Hillside Avenue (Assessors’ Parcel 109-25)***

Mr. Wilson opened the public hearing and stated the public hearing notice was available to view at the Land Use Office.

Mr. Ed Doucette, Construction Manager, Seven Hills Foundation; Ms. Liza Sargent & Mr. Mark Stadnicki, SVE Associates (engineers); and Mr. Dave Sorgman, Group 7 Design (architect), were present to speak at the public hearing.

* The proposal was to raze two existing structures and construct a new group residence for disabled youths. (5,200 square feet, 7 bedrooms, and 9 baths, along with a new driveway/parking area with four parking spaces.
* Lighting at each door & two 7’ high post lamps on each side of the parking area and would be dark-sky compliant.
* Screening in front of the parking area to prevent headlight glare from shining across the road.

Mr. Tada said he received an email from Mr. Mike Woods, 20 West Street, regarding lighting. Mr. Tada pointed out that the light on the garage was completely disconnected.

Mr. Wilson asked if members of the public had questions or comments.

Ms. Anne Krajewski, 42 Fairview Drive, addressed the Board and said there was a light on the building that overspilled into their living room window in the evening hours. Mr. Doucette replied that he would look into the situation the following day.

Ms. Krajewski asked what the degree of disabilities the residents would have at the proposed building was. Ms. Cindy Andrews, Administrator, replied that she would oversee the proposed new group home. She further said that the proposal was for individuals with both medically complex and behavioral disabilities and the age range would be from 4 to 22 years old.

Mr. Tada read aloud a comment received via “chat” from Ms. Karen Liljegren as follows:

“We are also neighbors on Fairview Avenue and are in full support of the project.”

**MOTION:**  Ms. Nilsson Ripps made a motion to close the public hearing. Mr. Barringer seconded the motion.

***Discussion:***

Mr. Barringer commented that he did not feel it was a very controversial project and it was a valued and beneficial addition to the current use.

A roll call vote was taken, which resulted as follows:

Yea: Mr. Barringer, Ms. Nilsson Ripps, Ms. Black, 6

Ms. Bedard, Mr. Bonnett, and Mr. Wilson

Nay: 0

**MOTION CARRIED: 6 – 0 – 0.**

**MOTION:** Mr. Barringer made a motion to request that Mr. Tada draft a Major Site Plan Review permit with the stipulation snow be removed from the parking area expeditiously and set back the fence from the back curb for a minimum of 4 feet. Ms. Nilsson Ripps seconded the motion.

A roll call vote was taken, which resulted as follows:

Yea: Mr. Barringer, Ms. Nilsson Ripps, Ms. Black, 6

Ms. Bedard, Mr. Bonnett, and Mr. Wilson

Nay: 0

**MOTION CARRIED: 6 – 0 – 0.**

***Discussion – Pre-submission Review***

***Restaurant and Catering Service – Mr. Eric Brown***

***491 Main Street, Unit E (Mill Run Plaza)***

Mr. Eric Brown was present to discuss the pre-submission review. He said the proposal was for a culinary school, culinary studio, and event space.

Mr. Tada noted a special permit would be required per the Zoning bylaw.

***Discussion – ANR (Approval Not Required) Plan***

***220 & 236 Hill Road (Assessor’s Parcels 105-31 & 105-32)***

Mr. Tada explained that the two properties located at 220 & 236 Hill Road were doing a land swap that would require lot line adjustments.

**MOTION:** Mr. Barringer made a motion to approve the ANR (Approval Not Required) Plan prepared by Hawthorne Land Surveying Services, dated August 10, 2022. Ms. Black seconded the motion.

Yea: Mr. Barringer, Ms. Nilsson Ripps, Ms. Black, 6

Ms. Bedard, Mr. Bonnett, and Mr. Wilson

Nay: 0

**MOTION CARRIED: 6 – 0 – 0.**

***Discussion – Preliminary Subdivision Plan, Flexible Development***

***Hayes Woods (Mr. Robert Kiley, Maple Avenue Realty Trust)***

***Pepperell Road (Assessors’ Parcels 104-30 & 212-13)***

Attorney Bob Collins was present on behalf of the applicant, as was Mr. Stan Dillis of Dillis & Roy Civil Design Group, Inc.

* Revised grading plan showing T-turnaround option and stormwater basin adjustment (to preserve cart path access)

Mr. Collins said the DPW/Highway Director, Tom Delaney, liked the T-turnaround option better than the circle. The T-turnaround would require less grading.

With regard to fire suppression, Mr. Collins said his client was looking at two options, installing sprinklers or extending the municipal water line up Pepperell Road for hydrants.

The proposed subdivision roadway is 20 feet wide and approximately 600 feet long. The proposed shared driveway is 16 feet wide and 400 feet long.

Mr. Barringer asked Mr. Dillis to consider adding a sidewalk along the road.

**MOTION:** Ms. Nilsson Ripps made a motion to approve the preliminary subdivision plan with the following stipulations:

1. The applicant shall consult with the Fire Department on a fire suppression system to be included on the future definitive plan application.
2. The applicant shall consult with the Fire Department to ensure adequate emergency access on the proposed shared driveway.
3. The applicant shall consider the inclusion of a sidewalk in the definitive plan design.
4. The applicant shall review the adequacy of the parking area on Lot 4.

Mr. Barringer seconded the motion.

Yea: Mr. Barringer, Ms. Nilsson Ripps, Ms. Black, 6

Ms. Bedard, Mr. Bonnett, and Mr. Wilson

Nay: 0

**MOTION CARRIED: 6 – 0 – 0.**

***Discussion – Draft Special Permit for Shared Driveway***

***Hayes Woods (Mr. Robert Kiley, Maple Avenue Realty Trust)***

***Maple Avenue, Lots 1 & 2 (Assessors’ Parcels 104-30 & 212-13)***

* Draft Special Permit with standard conditions plus three specific conditions.

1. This special permit is for the lots serving lots 1 & 2 only. All other requirements of the special permit granted for Hayes Woods Major Residential Development (PB 2021-17), shall remain in full force and effect.
2. The area south of the “Proposed Level Spreader #2” as shown on the driveway plan referenced above shall not be used as a staging area. This area may be used to provide access to the proposed well on Lot 2.
3. The erosion control barrier shown on the driveway plan referenced above shall be extended from Maple Avenue north to the base of “Stormwater Management Area #2.”

**MOTION:** Mr. Barringer made a motion to approve the special permit for a shared driveway (#PB 2022-14.) Ms. Black seconded the motion.

Yea: Mr. Barringer, Ms. Nilsson Ripps, Ms. Black, 6

Ms. Bedard, Mr. Bonnett, and Mr. Wilson

Nay: 0

**MOTION CARRIED: 6 – 0 – 0.**

***Discussion – Master Plan Update***

There were no updates to report.

***Planning Board Reorganization***

The Planning Board reorganization could not be done because a full complement of the Board was not present.

***Project Updates***

* Groton Hill Music Center, 122 Old Ayer Road
  + Temporary Certificate of Occupancy Issued (Six Months)

Mr. Tada explained that the Building Commissioner, Mr. Bob Garside, had issued a temporary Certificate of Occupancy because the larger of the two performance halls was not yet fully completed. He added all of the fire codes and disability codes had been met.

* + 9/30/2023 Deadline for Stormwater Completion
* Kilbourn Place, 240 Main Street
  + Site visit invitation from Mr. Gus Widmayer

Mr. Tada explained the shell of the building was almost complete and the paving was complete. He noted, however, that the inside of the building and the landscaping were not yet complete.

Mr. Wilson suggested that the Planning Board wait until more work was completed prior to doing a site visit.

* Village at Shepley Hill
  + Progress on culvert crossing off of Sand Hill Road

Mr. Tada explained that the developer had installed the arch culvert off of Sand Hill Road and was preparing some of the other site elements that would eventually support the road that would go over the top of it.

* + Signature on Partial Release of Covenant

Mr. Tada said he would have more information the following day.

***Committee Updates***

* Complete Streets Committee

Mr. Tada stated that Nitsch Engineering had completed the design of the sidewalks and they were waiting for the actual construction design plans.

* Community Preservation Committee

There were no updates to share.

***General Business***

* ZBA Updates
* Signature authority on Planning Board invoices – Town Manager Memo

Mr. Wilson suggested that the Planning Board follow the advice of the Town Manager and allow Mr. Tada to sign off on invoices relating to the Planning Board.

**MOTION:** Mr. Barringer made a motion to authorize Mr. Takashi Tada and any other succeeding Land Use Director/Town Planner to sign off on invoices pertaining to the Planning Board. Ms. Nilsson Ripps seconded the motion.

Yea: Mr. Barringer, Ms. Nilsson Ripps, Ms. Black, 6

Ms. Bedard, Mr. Bonnett, and Mr. Wilson

Nay: 0

**MOTION CARRIED: 6 – 0 – 0.**

* Meeting Minutes
* There were no minutes to review.

***Planning Board Meeting Schedule***

* September 12, 2022 – Special Town Meeting for FloRo Funding
* September 22, 2022
* October 13, 2022
* October 22, 2022 – Fall Town Meeting
* October 27, 2022

***Adjournment***

At approximately 9:10 p.m. Ms. Bedard made a motion to adjourn. Ms. Nilsson Ripps seconded the motion.

A roll call vote was taken, which resulted as follows:

Yea: Mr. Barringer, Ms. Nilsson Ripps, Ms. Black, 6

Ms. Bedard, Mr. Bonnett, and Mr. Wilson

Nay: 0

**MOTION CARRIED: 6 – 0 – 0.**

Respectfully submitted:

Trish Gedziun

Recording Secretary

*Approved 10/13/2022*