**TOWN OF GROTON PLANNING BOARD**

**Thursday, November 10, 2022**

**Meeting Minutes**

A regular (virtual) meeting of the Planning Board was held on Thursday, November 10, 2022, at approximately 7:20 p.m. on Zoom.

**Members Present:**

Mr. Scott Wilson, Chair

Ms. Annika Nilsson Ripps, Vice-Chair

Mr. Russell Burke, Board Member

Ms. Lorayne Black, Board Member

**Members not Present:**

Ms. Alyson Bedard, Clerk

Mr. George Barringer, Board Member

Mr. David Bonnett, Board Member

**Also Present:**

Mr. Takashi Tada, Land Use Director/Town Planner

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

***Discussion – Multi-Family Housing for MBTA Communities***

* Need to provide an estimated compliance timeline to MRPC (Montachusetts Regional Planning Commission) for inclusion in the Action Plan submittal
* Submitted application to MHP for Technical Assistance on November 10, 2022

Mr. Tada pointed out that the Action Plan submittal was due by the end of January 2023, and reviewed the Action Plan Timeline as summarized below:

|  |  |  |
| --- | --- | --- |
| **Task** | **Start Date**  | **End Date** |
| **Public Outreach** | January 1, 2023 | October 31, 2025 |
| **Developing/Writing Zoning** | January 1, 2023 | August 1, 2025 |
| **Applying DHCD’s Compliance Model to test for density & unit capacity** | July 1, 2023 | July 1, 2024 |
| **Holding Legislative Sessions & Adopting Compliant Zoning** | August 1, 2025 | October 31, 2025 |
| **Submitting District Compliance Application to DHCD** | January 1, 2025 | October 31, 2025 |

***Discussion – Master Plan Update***

* Comments on Draft RFP

Mr. Burke commented that he felt the document was very well done and thanked Mr. Tada for his hard work. Mr. Burke also said he would like to see more emphasis given to sidewalks and non-vehicular circulation.

Mr. Wilson commented that many places did not even have a shoulder and people were walking in the right-of-way.

Ms. Nilsson Ripps said the Town of Groton had a very good trail system that was not well documented that could be used in lieu of sidewalks.

Ms. Black commented that the Town of Groton had changed tremendously since the last master plan was done in 2011 and things have been added that had changed the patterns of vehicular traffic and the conflicts with pedestrians were much more frequent.

Mr. Tada said he would list the topic on the next meeting agenda to allow absent members to provide their comments.

***Discussion – Lighting Modification Update - Bank of America ATM, 167 Main Street***

To be discussed at the next Planning Board meeting where Mr. Barringer would be in attendance.

***Planning Board Reorganization***

The Planning Board did not reorganize as a full complement of the Board was not present.

***Project Updates***

* Village at Shepley Hill
	+ Binder Course Paving Scheduled for Next Week

Mr. Tada said the developer had been working diligently to get the infrastructure in place. He added that Nitsch Engineering had scheduled a pre-paving visit to inspect the gravel sub-base the day before the developer starts paving.

* Groton Farms 40B Project, 500 Main Street
	+ Timeline for Comprehensive Permit Application to ZBA

Mr. Tada explained that the applicant, John Amaral, was planning to submit the comprehensive permit application to the ZBA in December and was hoping to start the public hearing process sometime in January.

* Platt Builders, 31 Adams Avenue

Mr. Tada stated that it was the opinion of the Building Commissioner and the Fire Chief that from a building code use perspective and a fire safety perspective there was no change in the use of the building. (Going from a custom cabinetry shop to a proposed custom puppetry/costume shop.)

* + Narrative Provided by Halsey Plat and Rob Saunders
	+ Zoning Permit/Review for Potential New Tenant – not required
* Groton Hill Music Center
* Completion of Main Concert Hall

Mr. Tada noted he would be meeting with the Building Commissioner soon regarding issuance of a final Certificate of Occupancy permit for the music center.

Mr. Burke suggested authorizing a temporary Occupancy Permit with a specific deadline of June 30, 2023, to allow for the completion of the remaining sitework. The firm deadline should provide some leverage to ensure completion of the work.

***Committee Updates***

* Complete Streets Committee

There were no updates to share.

* Community Preservation Committee

Mr. Burke stated that the Community Preservation Committee had met on the previous Monday where they reviewed the preliminary applications with the applicants.

***General Business***

* Meeting Minutes from September 22, 2022

**MOTION:** Mr. Burke made a motion to approve the minutes from the September 22, 2022, meeting, as amended. Ms. Black seconded the motion.

**Edit:** Page 5: “Mr. Amirault” was changed to “Mr. Amaral” – Mr. Tada

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

Yea: Ms. Nilsson Ripps, Ms. Black, 4

 Mr. Burke, and Mr. Wilson

Nay: 0

**MOTION CARRIED: 4 – 0 – 0.**

* Meeting Minutes from October 13, 2022

**MOTION:** Ms. Black made a motion to approve the minutes from the October 13, 2022, meeting. Ms. Nilsson Ripps seconded the motion.

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

Yea: Ms. Nilsson Ripps, Ms. Black, 4

 Mr. Burke, and Mr. Wilson

Nay: 0

**MOTION CARRIED: 4 – 0 – 0.**

Mr. John Sopka, a resident & member of the Groton Housing Authority, asked if the Planning Board was aware that failure to comply with the MBTA Multi-Family Zoning would significantly impact statewide support, and asked if they would please let them know if that should occur.

***Planning Board Meeting Schedule***

* December 1 & 15, 2022
* January 12 & 26, 2023

***Adjournment***

At approximately 8:30 p.m. Mr. Burke made a motion to adjourn. Ms. Nilsson Ripps seconded the motion.

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

Yea: Ms. Nilsson Ripps, Ms. Black, 4

 Mr. Burke, and Mr. Wilson

Nay: 0

**MOTION CARRIED: 4 – 0 – 0.**

Respectfully submitted:

Trish Gedziun

Recording Secretary

*Approved 12/1/2022*