**TOWN OF GROTON PLANNING BOARD**

**Thursday, January 26, 2023**

**Meeting Minutes**

A regular (virtual) meeting of the Planning Board was held on Thursday, January 26, 2023, at approximately 7:00 p.m.

**Members Present:**

Mr. Scott Wilson, Chair

Ms. Annika Nilsson Ripps, Vice-Chair

Mr. Russell Burke, Board Member

Mr. George Barringer, Board Member

Ms. Lorayne Black, Board Member

**Members not Present:**

Mr. David Bonnett, Board Member

Ms. Alyson Bedard, Clerk

**Also Present:**

Mr. Takashi Tada, Land Use Director/Town Planner

Per the Massachusetts Open Meeting Law and Wiretap Statute, Mr. Wilson stated the meeting was being recorded, and all votes must be taken via roll call. Further, the Planning Board members were introduced.

Mr. Wilson stated the public hearing notices would not be read into the record, but they were available at the Land Use Office in the Town Hall.

***Public Hearing Continuation – Special Permit (Added 1/25/2023)***

***284 Old Dunstable Road – Detached Accessory Apartment***

The application was withdrawn, and the Planning Board needed to officially close the public hearing.

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

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

Yea: Ms. Nilsson Ripps, Mr. Barringer, Mr. Burke, 5

 Ms. Black, and Mr. Wilson

Nay: 0

**MOTION CARRIED: 5 – 0 – 0.**

***Approve Permit Decisions***

* 60 Hemlock Park Drive, Detached Accessory Apartment
	+ Mullin Rule Certifications

Mr. Tada stated that he would send Mr. Barringer and Ms. Black the Mullin Rule certifications for their signatures. Both members said they had reviewed the meeting minutes and/or watched the recorded meeting.

**MOTION:** Mr. Barringer made a motion to approve the Special Permit (Planning Board #2022-27) for a Detached Accessory Apartment located at 60 Hemlock Park Drive. Ms. Nilsson Ripps seconded the motion.

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

Yea: Ms. Nilsson Ripps, Mr. Barringer, Mr. Burke, 5

 Ms. Black, and Mr. Wilson

Nay: 0

**MOTION CARRIED: 5 – 0 – 0.**

* 207 Gratuity Road, Hammerhead Lots & Shared Driveway
	+ Includes Waiver of Lot Shape Requirement
	+ Mullin Rule Certifications

Mr. Tada stated that he would send Mr. Barringer and Ms. Black the Mullin Rule certifications for their signatures. Both members said they had reviewed the meeting minutes and/or watched the recorded meeting.

**MOTION:** Mr. Burke made a motion to approve the Special Permit for a Hammerhead Lot and a Shared Driveway for the property located at 207 Gratuity Road as presented. Mr. Barringer seconded the motion.

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

Yea: Ms. Nilsson Ripps, Mr. Barringer, Mr. Burke, 5

 Ms. Black, and Mr. Wilson

Nay: 0

**MOTION CARRIED: 5 – 0 – 0.**

* Old Dunstable Road (Parcel 248-2) Scenic Roads

Ready for Planning Board signatures.

***Public Hearings – Definitive Subdivision Plan and Special Permit***

***Hayes Woods – Flexible Development***

***Pepperell Road, Parcel 104-30 (Kiley)***

Attorney Bob Collins and Stan Dillis of Dillis & Roy Civil Design Group were present on behalf of the applicant. Jared Gentilucci of Nitsch Engineering was present on behalf of the Planning Board.

* Nine lots on 10.7 acres
* 500-foot subdivision road with a “T” turnaround serving six lots; 20-foot road width (Lane)
* Shared driveway serving three lots (future Special Permit)
* Nitsch Engineering review letter dated 1/25/2023
* Stormwater Management Permit public hearing scheduled on 2/7/2023 – Review in progress
* Hayes Woods Conservation & Management Permit (for endangered species) recorded

on 5/6/2022

Attorney Collins noted that 60 acres of endangered species habitat would be preserved as a result of the overall Hayes Woods project. There are some nice trails on the preserved land. He said the land would be gifted to the Town of Groton (Conservation Commission).

Mr. Barringer asked for a copy of the shared driveway maintenance agreement, and he also asked if the lot frontages around the “T” turnaround could be adjusted to be more uniform. Mr. Collins said he would provide a copy of the draft shared driveway agreement. Mr. Dillis said he would take another look at the frontages.

Ms. Black requested that the applicant provide further information regarding the limits of clearing.

Mr. Burke suggested adding a bump out parking area on Parcel A. He also asked about the technical review for the stormwater permit. Mr. Gentilucci said they had started their review for the Stormwater Management Permit and would have their letter ready before the stormwater public hearing.

Ms. Nilsson Ripps asked if a sidewalk is proposed. Mr. Dillis said a sidewalk was proposed within an easement and would be separated by a drainage swale.

Mr. Tada requested a copy of the cut-and-fill analysis.

Mr. Dillis mentioned the waiver request for sight distance on the residential road. The sight distance is less than required, but the road would likely have a speed limit of 20 MPH. Mr. Gentilucci clarified that the Subdivision Regulations require a sight distance of 125 feet but he had no objection to the waiver request.

Mr. Wilson asked if there were members of the public who had questions or comments. There were none.

**MOTION:** Mr. Burke made a motion to continue the public hearing to the February 9, 2023, Planning Board meeting at 7:00 p.m. Ms. Nilsson Ripps seconded the motion.

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

Yea: Ms. Nilsson Ripps, Mr. Barringer, Mr. Burke, 5

 Ms. Black, and Mr. Wilson

Nay: 0

**MOTION CARRIED: 5 – 0 – 0.**

***Discussion – Master Plan Update – Request for Proposals (RFP)***

Mr. Tada stated that the Town Manager needed to finalize a procurement schedule.

**Discussion – Multi-Family Housing for MBTA Communities – Technical Assistance Update**

Mr. Tada said he was waiting for contract details from the Massachusetts Housing Partnership.

***Project Updates***

* Village at Shepley Hill

Mr. Tada said there had been an observation from a resident that suggested there was an eroding slope, which was verified in a photo taken by the Conservation Administrator, Nikolis Gualco. Mr. Tada pointed out that the erosion control construction perimeter was intact, and the developer was working with their engineers (Dillis & Roy Civil Design Group) to remedy the situation. Mr. Gentilucci said it appeared the erosion was due, in part, to a lack of vegetation of the slope.

* Groton Hill Music Center
	+ Parking Update – Parking logistics needed improvement.
	+ Wheel stops needed to be installed.
	+ The lighting needed to be revisited as the lights were not automated.
* Bank of America ATM Site Lighting, 167 Main Street
	+ Mr. Tada noted that a letter had been sent to Bank of America regarding the ATM site lighting.

***Committee Updates***

* Complete Streets Committee

There were no updates to share.

* Community Preservation Committee

Mr. Burke shared that there had been a public hearing the prior Monday regarding the preliminary applications, but the committee was looking to knock down a significant part of the principal for the school track. He said the committee may not be able to fund all of the applications before them.

***General Business***

* ZBA Updates
	+ 31 Fitchs Bridge Road
		- Application for a Special Permit for a non-conforming structure to be re-built.
		- Groton Farms 40B project was very close to submitting their application.

***Planning Board Meeting Schedule***

* February 9, 2023
* March 2, 2023

***Adjournment***

At approximately 8:25 p.m. Mr. Barringer made a motion to adjourn. Ms. Black seconded the motion.

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

Yea: Ms. Nilsson Ripps, Mr. Barringer, Mr. Burke, 5

 Ms. Black, and Mr. Wilson

Nay: 0

**MOTION CARRIED: 5 – 0 – 0.**

Respectfully submitted:

Trish Gedziun

Recording Secretary

*Approved 3/2/2023*