



## BOXBOROUGH PLANNING BOARD

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Nancy Fillmore, Chairman

Julie Carroll, Clerk

Owen Neville

John Markiewicz

James Faulkner

### Meeting Minutes

March 26, 2012

Members present:

Nancy Fillmore, Chair

Owen Neville, Member

James Faulkner, Member

Eduardo Pontoriero, Assoc. Member

Elizabeth Hughes, Town Planner

The Chair opened the meeting at 7:46 pm.

#### **Kaizen Tuning Site Plan Waiver Request; 873 Massachusetts Avenue**

The Board reviewed a letter dated March 14, 2012 from Attorney Mary Bassett on behalf of the applicant Kaizen Tuning for a waiver from the requirement for filing a Site Plan Approval application for the change of use at 873 Massachusetts Avenue. The Town Planner provided clarification on the location of a proposed fence around the rear of the building to create a secure area and the Special Permit issued by the Board of Appeals.

Mr. Neville moved to grant the request for a waiver for the need to submit an application for Site Plan Approval because the proposed change in use and the addition of a fence around the rear of the existing building are minimal. The motion was seconded by Ms. Fillmore with all voting in favor.

#### **Subdivision Rules & Regulations Frontage Requirement Continued Public Hearing**

The Chair reconvened the public hearing at 7:48 p.m. The Board reviewed the opinion provided by Town Counsel advising the Board about MGL Ch. 81-Q and recommending various changes to the proposed draft language. The Board agreed with Counsel's recommendations. Mr. Faulkner moved to accept Town Counsel's recommended changes to the title of Section IV(I) and the additional language regarding actual access to the buildable portion of a lot through the legal frontage. The motion was seconded by Mr. Neville with all voting in favor.

#### **Hughes Lane Road Acceptance Town Meeting Recommendation**

The Town Planner reviewed for the Board the comment letter dated March 19, 2012 from the Town's consulting engineer noting that there were minor drafting errors on the as-built plans, but none of these impacted the public hearing for road acceptance. Ms. Hughes also noted that since the final course of pavement had been redone and a few of the drainage structures reconstructed, the road has gone through two winters and the Public Works Director is satisfied with the road.

Mr. Neville added that the street sign is leaning and should be fixed prior to Town Meeting accepting the road as a public way. The Town Planner stated she would address that issue.

On a motion by Mr. Neville, seconded by Ms. Fillmore, the Board voted unanimously to recommend that Town Meeting vote to accept Hughes Lane as a public way.

### **Planning Board Meeting Minutes**

The minutes of February 27, 2012 were approved as amended on a motion by Ms. Fillmore, seconded by Mr. Neville with all voting in favor.

### **Landscaping/Contractor Use Zoning Discussion**

The Town Planner reviewed Town Counsel's single recommendation regarding clarifying footnote 19. Ms. Hughes discussed the proposed parking requirements and how she believed that one space per three employees was sufficient because many of the employees did in fact carpool to work and/or drove their own vehicle directly to a job site.

Mr. Neville moved to close the public hearing. Ms. Fillmore seconded the motion with all voting in favor. Mr. Neville moved to proceed to Town Meeting with the proposed Zoning Bylaw amendment as amended that evening. Ms. Fillmore seconded the motion with all voting in favor.

### **Perfection Landscaping Site Plan Public Hearing; 411 Whitcomb Road**

The Chair opened the public hearing at 8:15 pm. The engineer for the applicant, Rob Oliva with David E. Ross Associates, Inc. gave an overview of the proposed project and went through the comments from the Town's consulting engineer regarding minor issues with the proposed drainage. The Board discussed with Mr. Oliva the proposed changes needed to address the consulting engineer's comments.

The Town Planner reviewed with the Board the Town Planner's report, comments received by other Town departments and the proposed project's compliance with the various applicable sections of the Zoning Bylaw.

Mr. Neville moved to continue the public hearing to April 2<sup>nd</sup> at 8 p.m. and directed the Town Planner to draft a decision for approval. Ms. Fillmore seconded the motion with all voting in favor.

With no further business, the meeting was adjourned at 9:00 pm on a motion by Ms. Fillmore, seconded by Mr. Neville with all voting in favor.

On Behalf of the Boxborough Planning Board

  
Julie Carroll, Clerk