



**BOXBOROUGH PLANNING BOARD**  
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Nancy Fillmore, Chairman   Eduardo Pontoriero, Clerk   Owen Neville   John Markiewicz   James Faulkner

**Meeting Minutes**  
**November 5, 2012**  
**7:30 p.m. @ Blanchard School Library**

Members present:

Nancy Fillmore, Chair  
Julie Carroll, Clerk  
Owen Neville, Member  
Jim Faulkner, Member  
Eduardo Pontoriero, Assoc. Member  
Elizabeth Hughes, Town Planner

The meeting was called to order at 7:30 p.m.

**34 Mass Ave Site Plan Minor Modification and Waiver Request**

The applicant's engineer Mark Donohoe gave an overview of the minor modification request to relocate the handicapped parking across the driveway and dedicated the area adjacent to the building for deliveries only. The Board discussed the safety issues with relocating the handicapped parking and compliance with ADA requirements. Mr. Donohoe stated that the parking would be compliant with ADA requirements. Mr. Neville moved to approve the minor Site Plan Modification and find that the requested modification was not significant to the public interest and that such modification was not inconsistent with the purpose and intent of the Zoning Bylaw and the approved Site Plan. Ms. Carroll seconded the motion with all voting in favor.

The Board then discussed with the applicant and Mr. Donohoe a request for a Site Plan Review waiver for the construction of a 60' x 42' greenhouse on the site.

Ms. Carroll had concerns about the perception of allowing such a large building with no Site Plan Review and not providing a public process for abutters. She questioned whether a structure of this size should be considered minor. Mr. Faulkner agreed with Ms. Carroll and did not think waiving the requirement for a 2,520 s.f. structure is the intent of the Zoning Bylaw.

Mr. Neville disagreed, pointing out that greenhouses are a different type of structure, not the same as a new permanent building and have always been part of the site in various locations. Ms. Fillmore agreed with Mr. Neville that there have been greenhouses on the site for years, although the proposed location would block the view of the existing building.

Ms. Fillmore polled the board for their vote on whether to grant a waiver. The vote was tied and so subsequently failed due to the lack of a majority in favor.

### **Draft FY2014 Planning Board Budget**

The Town Planner gave a brief overview of the proposed budget and the rationale listed for each item in the budget narrative. Mr. Neville moved to recommend approval of the budget as discussed and outlined in the budget narrative. Ms. Carroll seconded with all voting in favor.

### **Build Out Analysis Discussion**

The Board reviewed the final draft Scope of Services provided by MAPC and made some minor amendments. On a motion by Ms. Fillmore, seconded by Mr. Neville, the Board unanimously voted to accept the proposal as written and forward it to the Town Administrator for signature.

### **Web GIS Proposal Discussion**

The Board discussed the benefits of the program and the cost. The Board agreed that this program is a benefit to the Town. Mr. Neville felt it was important that the Planning Board go to the Selectmen and promote this as a town-wide benefit and not just one department.

The Board discussed the issue with funding the program in the current year. Ms. Hughes suggested that if the Board thought it was important to move forward, they could suggest that the Selectmen try and find the funds to implement it immediately. If that was not possible, the Board could amend their own GIS budget. Mr. Neville moved to amend the Board's GIS budget to include the \$4,500 for FY 2014, if there was not the opportunity to fund the program immediately. Ms. Fillmore seconded the motion with all voting in favor.

### **530 Massachusetts Avenue Discussion**

The Town Planner provided various plans and aerial photos of the site for discussion. The Board discussed potential uses of the site and the viability for development given the environmental constraints and the limited area. Mr. Neville commented he had the same concerns with the Town purchasing the site that acquiring this piece of property for municipal purposes would take another commercial property off the tax rolls. The Board was in agreement that unless the property could be purchased for a really reduced cost, they did not generally support the purchase of the property on the speculative need by the Town.

### **593 Massachusetts Avenue Discussion**

Mr. Faulkner gave an overview of his discussions regarding the property with the Public Works Director. Mr. Neville pointed out issues with limited development area due to wetlands behind the property and along the DPW driveway. Mr. Neville restated his previous comment that the Town purchasing the site would take another commercial property off the tax rolls. There was again general consensus that unless the property could be purchased for a really reduced cost, they did not generally support the purchase of the property on the speculative need by the Town.

### **214 Hill Road ANR**

The Town Planner explained that the owner failed to record within 6 months the plan that the Board originally signed. Mr. Neville moved to endorse the plan as Approval Not Required because the plan only showed a shift in the lot line between both parcels and each parcel had sufficient area and frontage on an adequate way, and to authorize the Chair, Clerk or Town Planner to sign the plan. Ms. Fillmore seconded the motion with all voting in favor.

**Planning Board Draft Fee Schedule**

The Board reviewed the draft fee schedule prepared by the Town Planner. Mr. Neville moved to accept the fee schedule. Mr. Faulkner seconded the motion with all voting in favor.

**Planning Board Meeting Minutes**

The minutes of October 15, 2012 were approved, as amended, on a motion by Ms. Fillmore, seconded by Mr. Neville with all voting in favor.

The meeting was adjourned at 9:45 pm on a motion by Mr. Faulkner, seconded by Ms. Carroll with all voting in favor.

On Behalf of the Boxborough Planning Board

  

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Eduardo Pontoriero, Clerk