



BOXBOROUGH PLANNING BOARD

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Nancy Fillmore, Chairman Eduardo Pontoriero, Clerk Owen Neville John Markiewicz James Faulkner

Meeting Minutes March 25, 2013 7:30 p.m.

Members present:

Nancy Fillmore, Chair
Owen Neville, Member
John Markiewicz, Member
James Faulkner, Member
Eduardo Pontoriero, Clerk
Elizabeth Hughes, Town Planner

235 Summer Road, Building #4 Site Plan Review Waiver Request

The applicant Bryan Hopkins with Comm-Trac gave an overview of his business and the proposed improvements to the site. The Town Planner gave an overview of the current parking at the site as it relates to the various existing businesses.

Mr. Markiewicz asked about the proposed storage area around the side and rear of the building. Mr. Hopkins explained that reels of cabling would be stored in the area. Mr. Faulkner questioned the placement of the gravel and making sure that it drained properly. Ms. Hughes stated that the area is currently packed dirt and that it was likely that the gravel surface would allow the area to drain better. She also noted that the area is small enough that there would be a negligible effect on drainage.

The Board discussed the layout of the parking and making sure that the Fire Department continued to have access around Building #3.

The Board discussed with the applicant exterior modification to the building, including the removal of an existing garage door. It was determined that removal of the door would not pose any issues.

The Board discussed whether any additional exterior lighting was to be installed. Mr. Hopkins stated he was not planning on adding any new lighting unless the Building Inspector required it. Ms. Hughes told the Board that if the Building Inspector required any new lighting because of the Building Code, the Board could clarify in their waiver letter that the lighting be in compliance with the lighting bylaw.

Mr. Faulkner moved to grant a waiver for Site Plan Review with the condition that all exterior lighting be in compliance with the Lighting Bylaw. Mr. Markiewicz seconded the motion with all voting in favor.

2013 Annual Town Meeting Warrant Article Presentations

The Town Planner informed that Board that given the lack of complexity with the proposed bylaw amendments, she did not feel that a PowerPoint presentation was necessary. She drafted explanations that could be included in the warrant. If the Board member responsible for making

the motion was satisfied with that explanation, she thought they could just read the motion and then say as explained in the warrant.

- **Accessory Apartment Bylaw Amendment**

Ms. Fillmore said she was comfortable with just reading the motion and stating "as explained in the warrant". She thought that if there were questions raised after that, she could call upon the Town Planner. Mr. Neville moved to include the explanation in the Town Meeting warrant. Mr. Markiewicz seconded the motion with all voted in favor.

- **Medical Marijuana Moratorium Bylaw**

The Board reviewed the draft explanation. The Town Planner pointed out certain items in the draft that she felt could be removed because they were already stated in the bylaw. The Board agreed. Mr. Faulkner commented that he would just read the motion and state "as explained in the warrant". He noted that there would likely be questions raised, but felt that the answer would more than likely be it can't be answered until the Department of Public Health issues their Rules & Regulations and the Town studies the matter. Mr. Faulkner moved to include the explanation as amended in the Town Meeting Warrant. Ms. Fillmore seconded with all voting in favor

- **Town Center Elderly Duplex Bylaw Amendment**

Ms. Hughes reviewed with the Board the draft explanation and noted that while she was not with the Town when Town Center Zoning went into place, it was her understanding that by-right residential use only for elderly duplexes was not the intent. This bylaw amendment will make it a special permit so long as it is part of a mixed use development. She did not think there was much more to add to the explanation. Mr. Markiewicz agreed and commented that if a question was asked why the Board was taking away a by-right use, the answer is it was never intended that Town Center be only elderly duplexes, but needs to be part of a mixed use of commercial and residential. Ms. Fillmore moved to include the explanation in the warrant. Mr. Markiewicz seconded the motion with all voting in favor.

Planning Board Meeting Minutes

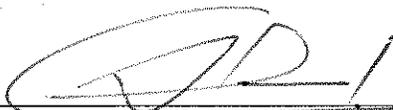
The minutes of March 18, 2013 were approved as presented on a motion by Ms. Fillmore, seconded by Mr. Neville with all voting in favor.

Other Business

Mr. Faulkner asked about status of boarded up property on Massachusetts Avenue next to Public Works. Ms. Hughes stated that the property owner had sent an email to the Town Administrator saying he was interested in selling the property to the Town and asked that a warrant article be included for Town Meeting, however, he failed to provide a selling price for the Selectmen to discuss. She added that nothing will move forward until a sales price is established.

With no further business, Ms. Fillmore moved to adjourn the meeting at 8:10 pm. The motion was seconded by Mr. Markiewicz with all voting in favor.

On Behalf of the Boxborough Planning Board



Eduardo Pontonero, Clerk