

Planning Board
Minutes
May 23, 2023

Present: Tom Davidson
Paul Carey
Kathy Robertson, Clerk
Kenneth Raye

Absent: Margaret Carroll

Staff: Grace Brownell, Michael Antonellis

Meeting called to order at 7:00 p.m.

GENERAL BUSINESS

- 1) Review of ANR for Lot 11 and Lot 11A off East Street- Applicant added (1) straight line frontage as well as (2) 80% frontage requirement to the plan as requested by the Planning Board. Motion made to endorse ANR plan of Lot 11 and Lot 11A off East Street as amended. Approved 4-0.
- 2) Review of ANR for 115 South Street- the creation of two parcels which are to be held in common ownership with the original owners. Motion made to endorse ANR plan for 115 South Street. Approved 3-0.
- 3) Regular scheduled meeting suspended at 7:11 p.m. Public hearing on East Street Estates was reopened. Motion made to continue East Street Estates public hearing until June 27, 2023, at 7:05 p.m. as well as to extend the decision deadline to the same date as requested by applicant. Chairman requested an update for extension of decision deadline for the June 13, 2023, meeting. Approved 4-0.
- 4) Regular scheduled meeting reopened at 7:14 p.m.
- 5) Regular meeting suspended at 7:15. Motion made to continue public hearing on Governor's Landing for June 13, 2023, at 7:05 p.m. Approved 4-0.
- 6) Discussion Item, 41 Milford Street. The developer requested a meeting to receive guidance and input on a potential mixed use development on the site. The applicant requested input of Planning Board members' preference on the ratio of commercial and residential units on the site and any issues the Board would want to have addressed. The Board discussed the Town's need for affordable housing and potential issues including lighting, storm water runoff, access/egress and speed limit along that section of roadway.
- 7) Discussion: Lighting for the soccer field at Kiwanis Beach. Town planner sought confirmation that site plan approval will not be required if youth soccer utilizes lighting on the side of the soccer field. The Board confirmed that site plan approval would not be required and that the topic should be addressed through the Board of Selectmen.

- 8) Discussion: Expiration of special permit for 0 Westboro Road/North Road. The Town Planner noted how a special permit was approved in December 2021 for the large lot frontage reduction parcel and asked if pulling a building permit solidifies the vested rights for the special permit? The Board determined the above interpretation is suitable. The Chairman made request for the recording of just the individual frontage lots.
- 9) A brief discussion took place on the rearrangement of the summer Planning Board meeting schedule. Motion made to have one meeting on July 11, 2023, and August 22, 2023. 4-0 Voted in favor.
- 10) A brief discussion took place on the Planning Board reorganization of roles. Motion made for reconstitution of board to include Katherine Robertson as chair, Margaret Carroll as co-chair, Paul Carey as clerk, Ken Raye as Treasurer, and Tom Davidson as member. Approved 4-0.
- 11) Planners Report
 - a) The Mendon Upton Facade Program has approved three of four of the applications received by the Town totaling \$19,820.00 of the \$20,000 available. The approved applications are the following:
 - i) 112 Main Street
 - ii) 111 Main Street
 - iii) 62 Main Street
 - b) The Planner will submit the MassWorks grant on June 2, 2023, requesting funding for the extension of town sewer and water along route 140. Tighe & Bond's has provided a cost estimate for the project.
 - c) Mass Downtown initiative- Town planner has completed market analysis for downtown, to determine which uses there is a market for. The Planner will apply for the Community House Grant eligible through the Housing Choice Initiative.
 - d) Solar Bylaw- Town Planner discussed how legal issues have been raised in the state concerning the siting of solar farms. Currently, the zoning bylaws restrict Commercial Solar Farms to a Solar Overlay District. Planning Board members indicated that they would evaluate application for site plan approval based on the impact of the project on neighborhood residents. The planner will address the issue further at the June 13, 2023, Planning Board meeting.
- 12) April 25, 2023, minutes approved as amended. Voted 4-0 in favor.
- 13) Treasurer's Report: Administrator presented two paid invoices for legal advertisements. Governor's Landing invoice was approved for submission to treasurer's office.
- 14) Adjourned at 8:14 p.m.

Document List: <https://ma-upton.civicplus.com/DocumentCenter/Index/495>