



Planning Board
Meeting Minutes

Board Members

Rick McHugh, Chuck Walkovich, Casey Campetti, Al Patenaude, Paul Lonergan

Staff

Brynn Montesanti, Assistant to Planning Board

Attendees

See attached attendance sheet

8/12/2019 - Minutes

1. Call To Order

Mr. McHugh opened the meeting at 7pm.

2. Acceptance Of Minutes

a. 7/22/19

These are not ready to be approved at this time

3. 7:05PM - Continued Public Hearing - 15 Canal Street - Conversion Of Existing Commercial Building To Two-Family Dwelling

Mr. Kenison was present along with his family. He has re-submitted the plans with the stamps and signatures corrected, in addition he has submitted his timeline of construction for the property as well.

Mr. Patenaude makes a motion to close the public hearing. Mr. Lonergan seconds. All in favor.

Mr. Patenaude makes a motion to accept the plan for the conversion of a commercial building to a two family dwelling. Mr. Walkovich seconds. All in favor.

Mr. Kenison and his family thank the Board for their time.

4. 7:15PM - Public Hearing - Proposed Solar Zoning Bylaw Amendment

Mr. McHugh opens the public hearing at 7:15PM. Mr. Lonergan reads the public hearing notice for the record. For the purpose of the public hearing Ms. Montesanti acknowledges comments from the Town Administrator which were minor clerical discrepancies that do not change the content or material of the draft and the Assessor submitted comments that the Board went through and addressed. The first comment was in the definition of "Solar Canopy" and whether the statement "unsuitable for other purposes such as parking lots" was meant to say "suitable?" The Board decides to remove that portion of the definition. She also found that the table of uses did not match the description for medium and large ground mounted systems,

the Board reviews and agrees there was an error and acknowledges that Ms. Montesanti should make the proper changes. Ms. Bolger also found that the zoning abbreviations were incorrect in 6540.4, Ms. Montesanti notes the errors and will change. In 6550.6 Ms. Bolger asks what the recourse is if the solar panels are not positioned and landscaped so as to minimize glare in surrounding occupied structures. The Board acknowledges her question and determines that it is up to the Zoning Enforcement Officer. In 6550.7 she notes that medium scale ground mounted solar energy facilities should have signage as well, similar to large ground mounted solar energy facilities, the Board agrees. In 6580 she would like it to say that in the event that the owner or manager changes that there will be notification to the Town of the change. Mr. McHugh thanks Ms. Bolger for her time in reviewing the draft. The Fire Chief notes that he has no comments due to the fact that he would be able to review on an individual permit application basis as they are applied for.

Mr. McHugh asks if there are any public comments, Ms. Faxon, 40 High Street was present and had several comments, one of which she would rather not see medium or ground mounted systems be allowed in the Town Residential zone. She also inquires if the LAN Committee has had the opportunity to review, Mr. McHugh says that he cannot comment on that if they have, this draft has been available on the website for review, but that as far as asking them for a formal review, the answer would be no.

Ms. Faxon also inquires about emergency access specifics to medium and large ground mounted systems, she would also like to see design standard specifics as well. Mr. McHugh says these items would be addressed on an individual basis in the special permit process by providing comments, advice and limitations. Ms. Faxon further comments that she thinks design standards should be defined in the zoning bylaw so applicants are aware of the criteria prior to coming in front of the Planning Board.

Ms. Faxon's major concern that she expresses to the Board are large ground mounted systems and the fencing and the visually negative effect it could have. She asks if the Board will have another hearing and Mr. McHugh expresses that he doesn't think that will be necessary at this point. The Board thanks Ms. Faxon for her thorough review and contributions to the public hearing.

Mr. Patenaude makes a motion to close the public hearing at 7:58PM. Mr. Walkovich seconds. All in favor.

The Board asks that Ms. Montesanti makes the revisions as discussed during the meeting. Ms. Montesanti will do so and asks the Board if it would be ok to send it to Town Counsel for one more look over and acknowledges that she will have it ready for the warrant article deadline. The Board agrees that that is a good idea.

5. Action Items

a. Approve Bill Warrant - Lowell Publishing Company

Mr. Lonergan motions to approve the bill warrant for the Lowell Publishing Company in the amount of \$138.62 for the solar zoning bylaw public hearing notice. Ms. Campetti seconds. All in favor.

6. Reports/Correspondence/Discussion

Master Plan Update

Mr. Walkovich updates the Board that the meeting went well, the Open Space and Recreation chapter was approved, working on the Economic Development chapter now. The survey that was created with the assistance of the PBA seems to be getting some good response and he also would like to add that the attendance at the meetings have been excellent and that he is happy with the progress of the Committee.

7. Future Meeting

a. 8/26/19 - Public Hearing For 42-46 Mill Street, Proposed Assisted Living Facility, Pepperell Senior Center At 7PM

Mr. Patenaude motions to adjourn meeting. Mr. Walkovich seconds. All in favor. Meeting adjourned at 8:07PM

Respectfully submitted by Brynn Montesanti, Administrative Assistant to Planning Board.