

MILLVILLE PLANNING BOARD MEETING MINUTES

Millville Town Hall
290 Main Street

August 10, 2020

Approved: 08/24/2020

Board Members Present: Chair Pam Maloney, Brian Mullaly, Chris Drew, Justin Allen, William Coupe.

Also present was Sarah Adams, Principal Planner Assistant from Central Massachusetts Regional Planning Commission.

The meeting was opened at 6:30 pm.

GENERAL BUSINESS

Mr. Drew motioned to accept the minutes from the July 23rd meeting as written. Mr. Allen seconded. Mr. Mullaly and Ms. Maloney were in favor. Mr. Coupe was not yet present and did not vote.

ANR SIGNATURES

Discussion and possible adoption of provision allow the Planning Board to vote to authorize a single Planning Board member to endorse plans on behalf of the Board, pursuant to M.G.L. c.41, §81P (ANR plans) & 81X (subdivision plans).

Ms. Adams explained the motion: A planning board may authorize any person, other than a majority of the board, to endorse on a plan the approval of the board or to make any other certificate under the subdivision control law. Following a passing vote, the Board shall transmit a written statement to the register of deeds and the recorder of the land court, signed by a majority of the board, giving the name of the person so authorized.

Mr. Drew asked if the vote on electronic signatures (from the previous meeting) and this vote would be only for the pandemic. Ms. Adams clarified that the electronic signatures vote and the designated ANR signatory would remain in effect until the Board voted otherwise. Ms. Maloney stated that she felt the ANR vote made sense regardless of whether meetings were virtual and the board agreed that it simplifies the process.

Mr. Drew motioned for Ms. Maloney to be the designated signatory. Mr. Allen seconded. A roll call vote was taken:

Pam Maloney — Aye; Justin Allen — Aye; Chris Drew — Aye; Brian Mullaly — Aye; Bill Coupe — Aye
Ms. Adams will draft the letter to the registry.

PROPOSED DEVELOPMENT REGULATION AMENDMENTS

Ms. Adams prepared some proposed changes to the Planning Board Rules and Regulations – most notably the proposed edits would require an abutters list to be submitted and applicants to notify abutters for Accessory Apartment Special Permits; would require applicants to notify surrounding planning boards; and would put the cost of legal advertisement to the Applicant.

Mr. Mullaly noted that he thought the fees were part of the application fee, and that a lot of applicants actually come to the board and request that the fees be waived so he is hesitant to put another expense on to the applicant. Mr. Drew asked whether the board could take the town out of it all together and just tell

the applicant the dates and have them file the notice and pay the bill with the Telegram. The board discussed that there are concerns that this would introduce a lot of room for error. Ms. Adams clarified the pricing for legal advertisements for past hearings: a 1-in by 1.75-in ad cost \$98 and a 1-in by 2-in ad cost \$112. These are likely typical ad sizes for special permit or site plan review applications. Mr. Mullaly asked if it would likely cost more for a subdivision advertisement. Ms. Adams did not think so. Ms. Maloney clarified that it does not state in the regulations who is responsible, so regardless of the decision the board should update the regulations to specify who is responsible. The board will take on an assessment of the fee schedules in surrounding towns before the next meeting. Mr. Mullaly asked if that information was available. Ms. Adams clarified that the schedules should be publicly available information. Mr. Mullaly noted that the fees were updated in 2017 and that it couldn't hurt to look into what other towns are charging. Ms. Maloney expressed that the board should talk to the town clerk about what has been done in the past and also said that she would reach out to the past planner Sarah Hoecker. Mr. Mullaly would reach out to Hillary Carney. The board will table this discussion until the next meeting and Ms. Maloney will make a Google drive for the fee review.

Rules and Regs

Accessory Apt update

Ms. Adams also provided an update on accessory apartments as the Board had considered amending the language of the Zoning Bylaw to allow existing Accessory Apartments to remain without the new homeowner having to apply for a new permit. Ms. Adams has reviewed the existing zoning and spoken with Mr. Barber, and expressed concerns that allowing pre-existing non-conforming uses such as multifamily housing, that's a dangerous precedent since multifamily units are not allowed anywhere in the town of Millville by right. The board agreed that this makes sense.

MISCELLANEOUS BUSINESS

Pending Applications

Ms. Adams provided an update on Alfonso Heights and the board reviewed the peer review proposal from TEC. TEC prepared a quote for the peer review (\$4,500.00). The Applicant has submitted a preliminary subdivision plan for a five (5) lot residential subdivision located at 210 Chestnut Hill Road. Mr. Mullaly motioned to approve the proposal. Mr. Drew seconded. All were in favor. Ms. Maloney will sign and Ms. Adams will send back to TEC to start the review.

Ms. Adams asked about a proposed marijuana cultivate, manufacture and retail operator on Prospect Street in town and whether any of the board members had received application materials or were aware of any that had been submitted. No one had heard of it. Ms. Adams will reach out to the applicant as it sounds like they are interested in scheduling a hearing but they have not yet submitted a permit application.

Mr. Mullaly brought up that John Hadley who represents Veterans Memorial Park had been in touch. The park is applying for a grant and must have to have a detailed plot plan with lot lines. The parks had Andrew's survey and found that the fire department owns a piece and the park owns a piece. The mylar needs to be signed by Planning Board. Mr. Mullaly will reach out to Mr. Hadley and Ms. Adams will add the park plot plan to the agenda for the next meeting.

Mr. Mullaly noted that everything is moving along with Carriage 1 and that highway will hopefully be present when the concrete is poured. Mr. Hurteau has completed the clearing of the two detention ponds and would like to be present when they are inspected. The group discussed when town meeting would be held, and Ms. Maloney noted that she has meeting warrant drafted for street acceptance at the meeting this fall. Ms. Adams will look for as built plans.

ADJOURN

The Board moved to schedule their next meeting. The next meeting will be scheduled for August 24th.

Mr. Drew moved to adjourn and Mr. Mullaly seconded.

Respectfully submitted,
Sarah A. Adams, AICP
Principal Planner
Central Massachusetts Regional Planning Commission

REC AUG 26 2020

AM 11:07

TOWN CLERK