

PLANNING BOARD MINUTES

Wednesday, May 12, 2021, at 7:00 p.m.

Remote Public Meeting

Members Present: Michael Gorr (Vice Chair), Mark Sprague, Peter Driscoll

Also Present: Valerie Oorthuys (Town Planner)

Absent: Danielle Spicer (Chair), Erik Neyland, James Barr (Associate)

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitations on the number of people that may gather in one place, this public meeting of the Town of Bolton Planning Board was conducted via remote participation. No in-person attendance of members of the public were permitted, but the public can access this meeting while in progress using **Zoom Video Communications, Inc. (Zoom)**. Members of the public attending this meeting virtually were allowed to make comments if they wish to do so, during the portion of the hearing designated for public comment, by telephone, cell phone or personal computer using Zoom.

Directions to connect to the public meeting were provided on the agenda.

A roll call was conducted of all Planning Board members present: Michael Gorr (Vice Chair) - yes, Mark Sprague- Yes, Peter Driscoll – Yes.

ADMINISTRATION

Correspondence

- Keyes Farm Subdivision: The Board reviewed correspondence from residents related to stormwater runoff and the text of the Conservation Commission's Enforcement Order
- Planner's Report
 - Keyes Farm Site Visit: The Board discussed dates and times of their availability to meet with the developer's team and the Board's consulting engineer to align on punch list items.
 - Detached Accessory Apartments: After the bylaw passed at Town Meeting on May 3, an application and Rules and Regulations should be considered. The bylaw has not yet been approved by the A.G., meaning the Board has some time to create a process prior to residents submitting applications. Town Planner will work to put together a draft of the process for review in the early summer.
 - Parking at Animal Adventures: Complaints have been received regarding expansion of the parking area to a lot across Laurel Road.

Approval of Minutes from April 14, 2021

- **Michael Gorr motioned to approve the minutes of April 14, 2021 as written. 2nd by Mark Sprague. All in favor by roll call: Peter Driscoll – yes, Mark Sprague- yes, Michael Gorr (Vice Chair) – yes; (3/0/0).**

Discuss Letter of Support for Comprehensive Permit proposal at 580 Main Street

- The Planning Board agreed not to provide a letter of support at this time, as the proposal has not been presented to the Board.

Public Input

- Joan Bicchieri, 9 Manor Road, said she applied for a sign permit through the Select Board for her home-based occupation and would like the Planning Board to consider improvements to the Sign Bylaw to allow signage to be uniform across zoning districts, noting her frustration with the waiver process.

HEARINGS

Joint Public Hearing on an application from Jim Housekeeper for the proposed removal of three (3) public shade trees (identified as one (1) 6” dia. White Pine, one (1) 3” dia. Hickory, one (1) 3” dia. Cherry) and the removal of 16 feet of stone wall required to construct a driveway for property located on Long Hill Road.

Present:

Jim Housekeeper, Applicant
Mark Caisse, Tree Warden

- Vice Chair Michael Gorr read the legal notice to open the hearing.
- Mark Caisse said that the application includes removal of three trees and a 16 foot section of stone wall. The applicant intends to use stones removed to repair other areas of the existing stone wall along the frontage on Long Hill Road.
- Mark Caisse noted that the property includes a large resource area, so the applicant intends to construct only one single family home. Mark Caisse said he feels the homeowner is limiting tree cutting on the rest of the property.
- Mark Caisse said he feels site visibility is acceptable and noted that the location of the driveway was selected in part because of poor topography at other locations, including a ledge outcrop.
- Jim Housekeeper said that in order to maintain safety along the roadway, he will not back out of the driveway. A K-turn will be installed at the home, allowing space for vehicles to turn around.
- The Planning Board discussed sight lines at the driveway.
- **Mark Sprague moved to close the Shade Tree/ Scenic Road Public Hearing for Long Hill Road. 2nd by Peter Driscoll. All in favor by roll call: Peter Driscoll – yes, Mark Sprague- yes, Michael Gorr (Vice Chair) – yes; (3/0/0).**

- **Mark Sprague moved to approve the removal of three trees in order to construct a driveway along Long Hill Road. 2nd by Peter Driscoll. All in favor by roll call: Peter Driscoll – yes, Mark Sprague- yes, Michael Gorr (Vice Chair) – yes; (3/0/0).**
- **Mark Sprague moved to approve the removal of a 16 foot section of stone wall, with the removed stones used to repair existing sections of stone wall. 2nd by Peter Driscoll. All in favor by roll call: Peter Driscoll – yes, Mark Sprague- yes, Michael Gorr (Vice Chair) – yes; (3/0/0).**

The Planning Board held a public hearing to hear and act upon the application of Environmental Pools, 184R Riverneck Road, Chelmsford, MA 01824. The applicant seeks a Special Permit for an office and sales facility for the design and installation of swimming pools (other retail, wholesale or service) at 357 Main Street identified on Assessor's Map 4.D as Parcel 21 in Bolton's Limited Business Zoning District pursuant to Sections 250-12.D and 250-23 of the Code of the Town of Bolton. The existing building will be modified and a new storage barn will be constructed along with storage areas.

- Vice Chair Michael Gorr noted a request from the applicant to continue the public hearing.
- **Mark Sprague moved to continue the Public Hearing on the application of Environmental Pools to May 26, 2021 at 7:15pm. 2nd by Peter Driscoll. All in favor by roll call: Peter Driscoll – yes, Mark Sprague- yes, Michael Gorr (Vice Chair) – yes; (3/0/0).**

BUSINESS

- *Review and Endorsement of Subdivision Approval Not Required (ANR) Plan, 86 Laurel Road – Parcel 6.D-39*
 - Matt Bosselait, 86 Laurel Road, said that the ANR plan indicates a land swap of 19 square feet, providing frontage for Parcel 1 to apply for a Backland Lot Special Permit, while maintaining the acreage at Lot 18A, a preexisting nonconforming parcel.
 - **Mark Sprague motioned to approve the ANR plan for Parcel 1, Laurel Road. 2nd by Peter Driscoll. All in favor by roll call: Peter Driscoll – yes, Mark Sprague – yes, Michael Gorr (Vice Chair) – yes; (3/0/0).**

Planning Board will meet next on Wednesday, May 26th.

Mark Sprague motioned to adjourn the meeting at 8:15 pm. 2nd by Peter Driscoll. All in favor by roll call: Peter Driscoll – yes, Mark Sprague – yes, Michael Gorr (Vice Chair) – yes; (3/0/0).