

PLANNING BOARD MINUTES

Wednesday, May 26, 2021, at 7:00 p.m.

Remote Public Meeting

Members Present: Danielle Spicer (Chair), Michael Gorr (Vice Chair), Peter Driscoll, Erik Neyland, James Barr (Associate)

Also Present: Valerie Oorthuys (Town Planner)

Absent: Mark Sprague

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, Erik Neyland- Yes, Peter Driscoll – Yes, Danielle Spicer (Chair)- Yes.

ADMINISTRATION

Correspondence

- The Planning Board reviewed correspondence related to Keyes Farm, Moderator Way, including a request for bond reduction, concerns from residents, and the Conservation Commission's approved punch list for items related to the Order of Conditions.

Approval of Minutes from April 28, 2021

- **Michael Gorr motioned to approve the minutes of April 28, 2021 as written. 2nd by Peter Driscoll. All in favor by roll call: Peter Driscoll – yes, Michael Gorr (Vice Chair)- yes, Erik Neyland- yes, Danielle Spicer (Chair) – yes; (4/0/0).**

Approval of Minutes from May 12, 2021

- **Michael Gorr motioned to approve the minutes of May 12, 2021 as written. 2nd by Peter Driscoll. All in favor by roll call: Peter Driscoll – yes, Michael Gorr (Vice Chair)- yes, Erik Neyland- yes, Danielle Spicer (Chair) – abstain; (3/0/1).**

Set Planning Board Meeting Schedule for July 2021 through December 2021

- The Planning Board reviewed the following schedule:

- July 21, August 11, September 8, September 22, October 13, October 27, November 10, and December 8.
- **Michael Gorr motioned to approve the proposed meeting schedule. 2nd by Peter Driscoll. All in favor by roll call: Peter Driscoll – yes, Michael Gorr (Vice Chair)- yes, Erik Neyland- yes, Danielle Spicer (Chair) – yes; (4/0/0).**

HEARINGS

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.

- Frank McPartlan, Dillis & Roy, presented updates to the plans for the Special Permit. Changes include a reduction in parking to allow 44 parking stalls, down from 90. This reduces parking along the front of the building to 16 parking stalls. Frank McPartlan noted that parking spaces account for approximately 10 employees as well as visitors to the showroom.
- Impervious surfaces are thereby also reduced significantly, allowing the elimination of underground infiltration area A. This also allowed an increase in the limit of clearing by 20 feet, providing more of a landscaped buffer from Route 117.
- Frank McPartlan described changes to the plan made on recommendation from the Town's consulting engineer at Places Associates. A revised stormwater report will need to be reviewed by Places to ensure there are not further concerns.
- **Michael Gorr moved to continue the Public Hearing on the application of Environmental Pools to June 9, 2021 at 7:15pm. 2nd by Peter Driscoll. All in favor by roll call: Peter Driscoll – yes, Erik Neyland- yes, Michael Gorr (Vice Chair) – yes, Danielle Spicer- yes; (4/0/0).**

BUSINESS

- *Review and Endorsement of Subdivision Approval Not Required (ANR) Plan, 174 Harvard Road, Assessor's Map 6.C Parcel 10*
 - ANR plan divides 174 Harvard Road to create Lot 1. Lot 1 provides dimensional requirements of a Backland Lot, and the public hearing for the Special Permit will be held on June 23 at 7:15pm. The plan includes all required notes and provides all requirements needed for ANR endorsement.

- **Michael Gorr motioned to approve the ANR plan for Lot 1, Harvard Road. 2nd by Peter Driscoll. All in favor by roll call: Peter Driscoll – yes, Erik Neyland- yes, Michael Gorr (Vice Chair) – yes, Danielle Spicer- yes; (4/0/0).**
- *Review and Approval of Decision for Barn, Stable, and Carriage House Preservation Special Permit, 59 Sampson Road*
 - The Planning Board reviewed a draft decision for the Special Permit.
 - **Peter Driscoll motioned to approve the decision for the Special Permit at 59 Sampson Road. 2nd by Erik Neyland. All in favor by roll call: Peter Driscoll – yes, Michael Gorr (Vice Chair)- yes, Erik Neyland- yes, Danielle Spicer (Chair) – yes; (4/0/0).**

Planning Board will meet next on Wednesday, June 9th.

Michael Gorr motioned to adjourn the meeting at 7:50 pm. 2nd by Peter Driscoll. All in favor by roll call: Peter Driscoll – yes, Michael Gorr (Vice Chair)- yes, Erik Neyland- yes, Danielle Spicer (Chair) – yes; (4/0/0).