

## **Town of Leicester Planning Board**

### **Meeting Minutes**

MEMBERS PRESENT: Jason Grimshaw, Chair; Sharon Nist; Andrew Kularski

ASSOCIATE MEMBER: Robyn Zwicker

MEMBERS ABSENT: Debra Friedman, Alaa AbuSalah

IN ATTENDANCE: Michelle Buck, Town Planner; Barbara Knox, Board Secretary; Harry Brooks

MEETING DATE: **September 5, 2017**

MEETING TIME: 7:00PM

#### **AGENDA:**

- 7:00PM      Application:  
Request to Extend Project Completion Deadline, Oakridge Estates, Virginia Drive  
(Applicant: Kevin Mahar/Prospect Hill Estates)
- 7:15PM      Approval of Minutes:
- 8/1/2017
- 7:30PM      Town Planner Report/General Discussion:
- A. Fall Town Meeting/Zoning Bylaw Amendments
  - B. Chapel Street Housing Proposal
  - C. Miscellaneous Project Updates

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Mr. Grimshaw called the meeting to order at 7:00PM

#### **Application:**

Request to Extend Project Completion Deadline, Oakridge Estates, Virginia Drive ( Applicant: Kevin Mahar/Prospect Hill Estates)

Kevin Mahar and Justin Stelmok of Oakridge Estates in attendance.

Mr. Mahar gave a progress update. Since they acquired the project in 2011, 6 units were sold and 25 units under contract. There has been some substantial work done in the development itself over the past year. Phase 2 road is in, but no final coat, and the areas at the berm were reseeded; Phase 3 guardrail was installed & the cistern tank to be installed in Phase 3 has been ordered. Currently, 12 units are remaining and out of those 12, 5 are under construction. The street trees are planted in phase 2, but not in phase 3, because phase 3 units are the ones currently under construction.

An enormous amount of fill still needs to be removed off site from Phase 3, which was part of the reason no trees were planted. He explained the trees probably won't get planted until close to the end of construction, because there were still 2 significant digs remaining in Phase 3. One is on a site with a huge rock to be removed and another is on a site needing significant site work in order to put a building.

In March 2017, they met the threshold on 75% of the units sold. They transitioned from a Development Management Association to a Homeowners Association. When they first acquired the project, there was a huge decrease in the value on existing units. The values were a lot lower than when the original owners bought into the units. The current values on these homes are now very close to the original values. They project completion in 2 years if all goes according to plan.

Mr. Kularski asked about streetlights and if the number was sufficient. Mr. Stelmok said there were three that are in between Phase 1 and Phase 2 and there was one proposed for Phase 3.

Mr. Mahar noted they have a request before Conservation for an extension on their Order of Conditions and that was scheduled for September 13<sup>th</sup>.

Ms. Buck asked if they were unable to sell the last few units in phase 3, would they still complete the required road construction in Phase 3 within the 2-year extension. Mr. Mahar wasn't sure. He explained if there were two units, next to each other, that hadn't been built, except for the road, berm and sidewalk, makes it very tricky to go back in and do more work on site. Their goal, if there were only a couple of units left, was to finish the project and the sooner the better. He explained being uncomfortable during Phase 2 putting the berms and everything in, because they suspected it will all need to be repaired and/or replaced again. In order for them to finish the road, berm, etc, they need to sell the units.

Ms. Buck explained she was just trying to get a sense on how they wanted to proceed. She felt this project has made a lot of progress in the last two years.

Mr. Kularski asked if the road would become an accepted public way or remain private. Mr. Mahar said an accepted public way.

Ms. Buck asked if the Board would like to set the new deadline for the street trees or make it the same as the project deadline. Mr. Mahar felt street trees would definitely be damaged if put in first and asked for the street tree deadline be the same as the project deadline.

Hearing no further questions or comments, Mr. Grimshaw asked for a motion.

MOTION: Mr. Kularski moved to approve the request of Kevin Mahar of Oakridge Estates to Extend the Project Completion Deadline to August 19, 2019.

SECONDED: Ms. Nist- Discussion: None – VOTE: All in Favor

### **Approval of Minutes**

8/1/2017

MOTION: Ms. Nist moved to approve the minutes of August 1, 2017.

SECONDED: Mr. Kularski – Discussion: None – VOTE: All in Favor

### **Town Planner Report**

#### **Fall Town Meeting/Zoning Bylaw Amendments**

##### ***1. Recreational Marijuana Bylaw Amendment***

This will allow a temporary moratorium for recreational marijuana. The State was still working how to regulate it; therefore this would give the Town the opportunity to amend their Bylaws to be consistent with State regulations.

##### ***2. Chickens By-Right Bylaw***

This will allow property owners to keep chickens, up to a certain number by-right, without

having to go through the Special Permit process with the Zoning Board. There was some discussion on appropriate minimum lot sizes for livestock.

3. *Parking Bylaw Amendment*

This will allow businesses, located in the Central Business/Business Districts, an opportunity to establish shared and off-site parking lots.

Zoning Hearings will be scheduled for the October 3, 2017 Planning Board Meeting.

Chapel Street Housing Proposal

A Senior housing development was proposed for this property back in 2002, known as Chapel Hill Estates. The property owners met with Ms. Buck proposing a much smaller project, but still senior housing having 20-24 units. The owners questioned the possibility on reducing road width, having one sidewalk and increasing the grade of slope to 10% or possibly 12% if allowed by the Board. Mr. Grimshaw suggested those questions being deferred to the Fire and Highway departments, before the Board making any recommendations.

Miscellaneous project updates

- *Dippin Donuts, a.k.a. Mikes Donuts*  
The project is complete and occupancy permit issued. A follow-up was required because of several complaints received regarding cars parked on the sidewalk curb along Pine Street. In addition, the sign on the side of the building should have been mounted to stick out to allow motorists driving by to see it in both directions. Instead, the sign was mounted flat against the building.
- *466 Stafford Street Solar*  
The project is complete, the decommission bond submitted and the final sign-off done.
- *(1st)-408 Stafford Street Solar Project*  
The final inspection is scheduled for Thursday, September 7, 2017.
- *LaFlash Boutilier Solar Project. Cherry Valley Solar & McNeil Solar Projects*  
These projects are all near completion and expected to be fully complete in the next few months. Ms. Buck did a site visit at the McNeil Solar Project. She noted the site plans showed, west of the driveway, planted street trees and shrubs where thick vegetation already exists. The applicant asked if the Board wanted that area cut down and planted to what was shown on the plan or could they just leave what's there. She advised the applicant to leave the existing vegetation and plant what was required on the east side of the driveway.
- *Fire Station/EMS Headquarters*  
The project is near completion.
- *Town Library Renovation Project & KM Kelly Company*  
Construction work has started on both projects.
- *Cheoy Lees Chinese Restaurant at 1205 Main Street*  
Some parking lot items need to be addressed: "No parking" sign needs to be posted on the west side of the building and the pavement striped for the fire lane; a handicapped sign posted at one of the spaces, as well as both handicapped spaces being marked on the ground;

and the spaces at the rear of the building, to be striped. Ms. Buck said she contacted the owner, who noted being aware of the missing items and would correct them.

- *Mulberry Solar Project*  
A brief update given. The project originally approved in 2015, had its permit lapse in 2016, and the Board re-approved it last October. The permit is due to lapse again by October 3, 2017. The owners have accepted complying with the new Bylaw and will need to significantly modify their application.
- *Boutilier Road Subdivision*  
Ms. Nist questioned whether the solar company, as agreed, had removed the demo home. Ms. Buck will check into it.
- *Selectmen and Advisory Zoning Request*  
A memo from the Board of Selectmen regarding a memo they received from the Advisory Board related to the Planning Board undertaking a review of the Business & Zoning Bylaws as it relates to business. The Board agreed to invite Advisory Board Members to the next Planning Board Meeting for further review.
- *Verizon Wireless Tower, 30 Huntoon Memorial Highway*  
There has been no final decision received.

Hearing no further questions or comments, Mr. Grimshaw asked for a motion to adjourn.

MOTION: Ms. Nist moved to adjourn meeting at 8:05PM

SECONDED: Mr. Kularski – Discussion: None – VOTE: All in Favor

Meeting adjourned at 8:05PM

Respectfully submitted:

*Barbara Knox*

Barbara Knox

**Documents included in mailing packet:**

- Agenda
- Memo to the Planning Board from Michelle Buck, Town Planner regarding 9/5/2017 Planning Board Meeting
- Copy of letter received from Kevin Maher, Oakridge Estates regarding a request for a two-year extension for Oak Ridge Estates Development dated 8/3/2017.
- Copy of Oak Ridge Estates Project Summary Update
- Copy of Oak Ridge Estates Status Report/Project Overview
- Copy of Oak Ridge Estates Site plan
- Copy of Draft Extension of Approval – Oak Ridge Estates
- Copy of Draft Zoning Bylaw Amendment/Recreational marijuana Temporary Moratorium
- Copy of Draft Agricultural Use Amendments (chickens & livestock)
- Copy of letter from Board of Selectmen to Planning Board regarding Zoning Limitations dated 8/15/2017.
- Copy of letter to Board of Selectmen to Advisory Board regarding Zoning Limitations dated 7/17/2017.
- Copy of 8/1/2017 Planning Board Minutes

**Documents submitted at meeting:**

- None