

**Town of Leicester Planning Board
Meeting Minutes
October 20, 2020**

[Note: This meeting was held remotely using GoToMeeting]

MEMBERS PRESENT: Debra Friedman, Vice Chair; Sharon Nist, Andrew Kularski; Jaymi-Lyn Souza

MEMBERS ABSENT: Jason Grimshaw, Chair

IN ATTENDANCE: Michelle Buck, Town Planner, Tiffany Peters Department Assistant

MEETING TIME: 7:00PM

AGENDA:

1. 7:00PM **ANR Plan**
290 Pine Street (Applicant: Thomas Perry)
2. 7:10PM **Request for Surety Reduction**
Oakridge Estates Senior Village Development (SP2015-02), Applicant:
Justin Stelmok
3. 7:20PM **Approval of Minutes**
 - August 4, 2020
 - September 22, 2020
4. 7:30PM **Town Planner Report/General Discussion:**
 - A. Zoning Bylaw Amendments
 - B. Miscellaneous Project Updates
 - C. Board Member Committee Updates
5. **Adjourn**

Ms. Friedman called meeting to order at 7:00PM

ANR Plan, 290 Pine Street

Ms. Buck states that the applicant is reconfiguring three existing lots into two, both of which conform and have the required frontage on a public way. Ms. Buck recommends endorsement of the plan.

Motion: Ms. Nist moved to approve the ANR Plan at 290 Pine Street

Second: Ms. Souza

Discussion: Mr. Kularski verifies that the solid lines on the plan are the new lot lines

Vote: All in favor (4-0-0)

Request for Surety Reduction, Oakridge Estates Senior Village Development

Ms. Buck states that we currently have a Letter of Credit in the amount of \$348,050. She states they recently did top course paving in Phase 3. Mr. Kevin Quinn subcontracted with a paving company to monitor installation and report back to the Town afterwards; the report came back fine. Mr. Quinn's review of the surety amount has not yet been received. The Board decides to take a conditional vote.

Motion: Mr. Kularski moved to reduce the surety bond for Oakridge Estates to the amount recommended by Mr. Kevin Quinn plus the Town's customary legal contingencies

Second: Ms. Nist

Discussion: None

Vote: All in favor (4-0-0)

Approval of Minutes:

August 4, 2020 - Continued until next meeting

September 22, 2020

Motion: Ms. Nist moved to approve the minutes of September 22, 2020

Second: Mr. Kularski

Discussion: None

Vote: All in favor (4-0-0)

Zoning Bylaw Amendments

Marijuana

Cannibals Control Commission draft regulations were included in the meeting packet. Ms. Buck states the Commission has a public meeting on October 29th where are they supposed to vote on the final regulations.

Outdoor Storage

Research on outdoor storage was included in the meeting packet. The Board has no questions currently.

Miscellaneous Project Updates

15 Water Street

Ms. Buck states that the applicant is not in compliance with the terms of their Special Permit as their dumpster enclosure has not been put in place. If the applicant does not comply the Code Enforcement Officer and Town Administrator will be consulted to determine what legal remedies can be pursued.

103 Marshall Street

The project is complete. Both Ms. Buck and Mr. Kevin Quinn inspected the site. Ms. Buck has signed off on the occupancy permit.

1749 Main Street

The new owners will be making improvements to the landscaping. We are holding a landscaping surety on this.

Greenville Baptist

Ms. Buck approved a minor project change request in late August which consisted of reducing the size of the storage building by a few feet in order to meet the Fire Department requirements.

11 Hankey Street

They are still in the process of working on their Special Permit. There will likely be delays as they have not yet hired professionals (such as a surveyor) to help them prepare their application. Ms. Friedman requests that they be sent a reminder with the requirements for a Special Permit. Ms. Kularski states he has been informed that there is significant vehicle traffic, lights and noise on and around this site and wants to know if they are working in the building without a Special Permit. Ms. Buck states that they were informed that they can't run their classes without a Special Permit and that they have not received any permitting at all from the Town. Ms. Buck states she will discuss this with the Code Enforcement Officer.

Board Member Committee Updates

Capital Improvement Planning Committee

Ms. Nist states the Committee met to discuss and rank items for the Fall Town Meeting. The items included a new ambulance, new detective car, generator, car port, F150, and a 1.5 double drum roller. She states they want to use the old detective car for DIS inspections. They will meet again on October 28th.

Motion to Adjourn: Mr. Kularski

Second: Ms. Nist

Discussion: None

Roll Call Vote: All in favor (4-0-0)

Meeting adjourned at 7:25PM

Respectfully Submitted,
Tiffany Peters, Department Assistant

Documents included in meeting packet:

- Agenda
- Memo to the Board from the Town Planner dated 10/15/2020
- ANR plan 290 Pine Street
- Email from Justin Stelmock requesting surety bond reduction dated 9/14/2020
- Meeting minutes for 8/4/2020
- Meeting minutes for 9/22/2020
- Draft regulations from the Cannabis Control Commission regarding delivery licenses
- Storage research dated 10/15/2020

Documents submitted at meeting: None