



Town of Leicester PLANNING BOARD

3 Washburn Square
Leicester, Massachusetts, 01524-1333
Phone: 508-892-7007 Fax: 508-892-7070
www.leicesterma.org

RECEIVED
2024 MAR 21 PM 1:41
TOWN CLERK'S OFFICE
LEICESTER, MASS.

PLANNING BOARD AGENDA

Tuesday, March 26, 2024, 7 PM
Meeting Room 3

- **Request for Modification of Site Plan – SPR2023-10-MOD**
1621 Main St. (Starbucks). Map 18A, Parcel 13. Zone: HB-1. To allow the reconfiguration of the drive-through and exit lane on-site and traffic signal access all at the request of MA DOT.
- **New Business**
 - Recommendations to Board of Selectmen for appointments to the Master Plan Committee:
 - Sharon Nist
 - Kurt Parliment
 - Janice Parke
- **Administrative**
 - Approval of minutes from March 12, 2024
- **Town Planner Report/General Discussion**
 - Discussion HB-1 mixed use, horizontal mix, site requirements.
- **Adjourn**

**Note: Agenda times for items that are not public hearings may be taken out of order.*

“The listings of matters are those reasonably anticipated by the Chair 48 hours before said meeting, which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.

1621 Main St. (Starbucks)
SPR-2023-01 – MODIFICATION

Planning Board &
Zoning Board of Appeals

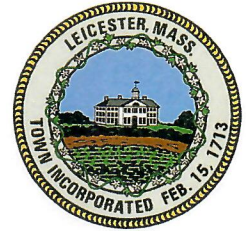
Kristen Jacobsen
Town Planner

3 Washburn Square
Leicester MA, 01524
508.892.7000 ext. 120
www.leicesterma.org

Town of Leicester

Planning Department

Request for Modification of Approval Site Plan / Special Permit / Variance



RECEIVED

Applicant

Name of Applicant (primary contact): Thomas R. Reidy, Esq.

Company: HY Ventures Leicester, LLC

Address: 313 Boston Post Road, Suite 120, Marlborough, MA 01752

Phone: 413-256-6701

Cell: _____

Email Address: treidy@baconwilson.com

Town of Leicester
Planning Department

MAR 21 2024

Owner

Name of Owner: HY Ventures Leicester, LLC

Address: 313 Boston Post Road, Suite 120, Marlborough, MA 01752

Phone: _____

Cell: _____

Email: hussein.yatim@yatcoenergy.com

Proposal

The undersigned herewith resubmits the accompanying additional plan, materials, information, etc., relative to the previously filed Site Plan Application No. SPR-2023-01 and/or Special Permit Application No. SP-2023-01 and/or Variance Application No. _____ for property located on/at _____ and decision recorded at the Worcester Registry of Deeds, Deed Book 70075 Page 201, dated 1/8/2024 and/or Plan Book _____, Page _____.

With this submission of this form, and any other materials requested by the Planning and Community Development Department, I am hereby requesting a modification of said permit, for good reason, as described here or on additional pages.

To allow the reconfiguration of the drive-through and exit lane on-site and traffic signal access all at the request of MA DOT.

Signature

Original Owner's Signature (Blue Ink Only): _____

Date: 3/19/24

Mailing Address: 6 South East St.

Dug Authorized

Town/State/Zip: _____

Phone Number: 413-256-6701

Email: TREIDY@BACONWILSON.COM

Office Use only

Meeting Date _____

Board's Decision _____

CK# 7014 \$200 3/21/24

GENERAL NOTES

1. ZONING INFORMATION OBTAINED FROM THE TOWN OF LEICESTER ZONING ORDINANCE AS AMENDED THROUGH JUNE 2020.
2. THE PROJECT SITE IS LOCATED ON ASSESSOR LOT 13 ON MAP 18A AND TOTALS APPROXIMATELY 0.92 ACRES.
3. THE PROJECT LIES WITHIN THE HIGHWAY BUSINESS 1 (HB-1) DISTRICT AND DOES NOT LIE WITHIN AN OVERLAY DISTRICT.
4. MODIFICATIONS TO THIS PLAN MAY OCCUR AS UNFORESEEN CONDITIONS ARISE. ALL CHANGES SHALL BE APPROVED BY THE ENGINEER & MUNICIPALITY.
5. ALTERNATIVE METHODS AND PRODUCTS OTHER THAN THOSE SPECIFIED MAY BE USED IF REVIEWED AND APPROVED BY THE OWNER, SITE ENGINEER, AND APPROPRIATE REGULATORY AGENCY PRIOR TO INSTALLATION.
6. THE CONTRACTOR SHALL SUBMIT SHOP DRAWINGS OF ALL PRODUCTS, MATERIALS, AND PLANT SPECIFICATIONS TO THE OWNER AND SITE ENGINEER FOR REVIEW AND APPROVAL PRIOR TO FABRICATION OR DELIVERY TO THE SITE. ALLOW A MINIMUM OF 14 WORKING DAYS FOR REVIEW.
7. THE CONTRACTOR SHALL PROVIDE AS-BUILT RECORDS OF ALL CONSTRUCTION (INCLUDING UNDERGROUND UTILITIES) TO THE OWNER AT THE END OF THE CONSTRUCTION.
8. THE PROPERTY IS LOCATED WITHIN THE ZONE X FLOOD ZONE, AS SHOWN ON THE FLOOD INSURANCE RATE MAP, COMMUNITY PANEL NO. 25027c0780e WHICH BEARS AN EFFECTIVE DATE OF JULY 4, 2011.

SITE LAYOUT NOTES

1. THE BUILDING OUTLINE SHOWN ON THIS PLAN DEPICTS THE FINISH TO FINISH EXTENTS OF THE BUILDING. CONTRACTOR SHALL REFER TO THE ARCHITECTURAL DRAWINGS FOR FOUNDATION PLANS FOR THE PURPOSE OF STAKING OUT THE BUILDING. REFER TO ARCHITECTURAL DRAWINGS FOR EXACT BUILDING DIMENSIONS AND EXTERIOR FEATURES INCLUDING UTILITY METERS, BOLLARDS, DOORS, PLASTERS, RAMPS, ETC.
2. BUILDING SIDEWALK DIMENSIONS ARE MEASURED FROM EXTERIOR FINISH MATERIAL OF STRUCTURE.
3. ALL LIMITS OF PAVEMENT SHALL BE CURBED, UNLESS OTHERWISE NOTED.
4. ALL ONSITE CURB SHALL BE EXTRUDED CONCRETE AND MONOLITHIC CONCRETE, UNLESS OTHERWISE SPECIFIED. OFFSITE CURB SHALL BE VERTICAL GRANITE.
5. NON-ACCESSIBLE PARKING SPACE DIMENSIONS AS SHOWN ON THE PLAN ARE 10' WIDE x 20' LONG, UNLESS OTHERWISE SPECIFIED.
6. ALL PAVEMENT MARKINGS SHALL BE ACCOMPLISHED WITH USE OF PAINTING MACHINES AND/OR STENCILS. ALL PAINT FOR PAVEMENT MARKING SHALL MEET THE REQUIREMENTS OF SOLVENTBORNE APPLICATION RECOMMENDATIONS (LATEX TRAFFIC PAINT BY BENJAMIN MOORE #TD58 LOW VOC), PARKING STALL AND ISLAND STRIPING SHALL BE 4" WIDE AND SHALL BE STRAIGHT WITH A CLEAN EDGE. ALL DIRECTIONAL ARROWS, STOP BARS, ETC. SHALL CONFORM WITH MUTCD. ALL PAVEMENT MARKINGS SHALL HAVE TWO COATS OF PAINT WITH AT LEAST 14 DAYS IN BETWEEN APPLICATIONS.
7. PAVEMENT LETTERS SHALL BE 2' WIDE x 2' LONG.
8. STOP BARS SHALL BE 12" WIDE AND SOLID LINES SHALL BE 4" IN WIDTH (SEE SITE PLAN FOR LENGTH & COLOR).
9. ACCESSIBLE PARKING SPACES SHALL CONFORM TO THE LATEST EDITION OF THE REQUIREMENTS OF THE AMERICANS WITH DISABILITIES ACT (ADA) AND THE ARCHITECTURAL ACCESS BOARD (AAB) AS SHOWN ON THE SITE LAYOUT PLAN.
10. ACCESSIBLE PARKING AISLE STRIPING SHALL CONSIST OF 4" SOLID LINES OF LATEX TRAFFIC PAINT BY BENJAMIN MOORE #TD58 LOW VOC ADA BLUE COLOR ORIENTED AT A 45 DEGREE ANGLE AND SPACED 3' ON CENTER.
11. DIRECTIONAL AND ACCESSIBLE SIGNS SHALL CONFORM TO THE LATEST EDITION OF THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MUTCD) FOR COLOR AND SIZE.
12. ALL FLAT WORK WITHIN THE RIGHT OF WAY SHALL CONFORM TO MUNICIPAL/STATE STANDARDS.
13. REPLACEMENT PAVEMENT AS A RESULT OF UTILITY AND DRAINAGE TRENCHING WITHIN THE RIGHT-OF-WAY SHALL MATCH EXISTING PAVEMENT THICKNESS.
14. SNOW SHALL NOT BE STORED IN ANY LANDSCAPED AREAS, EXCEPT FOR DESIGNATED SNOW STORAGE AREAS, AND SHALL NOT BE STORED IN ANY MANNER WHICH AFFECTS VISIBILITY FOR PEDESTRIANS AND VEHICLES. THE CLEARING OF SNOW MUST COMMENCE WHEN STOCKPILED SNOW EITHER IMPEDES THE SIDEWALK OR PARKING SPACE ACCESS; AT WHICH TIME, THE APPLICANT WOULD BE EXPECTED TO REMOVE THE SNOW WITHIN 24 HOURS.
15. SITE LIGHTS TO BE INSTALLED PER DETAIL. CONTRACTOR SHALL NOTIFY THE ENGINEER IF THIS DISTANCE CANNOT BE ACHIEVED DUE TO DRAINAGE OR UTILITY CONFLICTS. REFER TO DETAILS FOR SITE LIGHT POLE BASE DETAILS AND SPECIFICATIONS.

MUTCD REFERENCE	SIGN (METAL)
R1-1 30"x30"	
R7-8 12"x18"	
R7-8a 12"x18"	
R3-5 30"x30"	
20"x30"	
20"x30"	

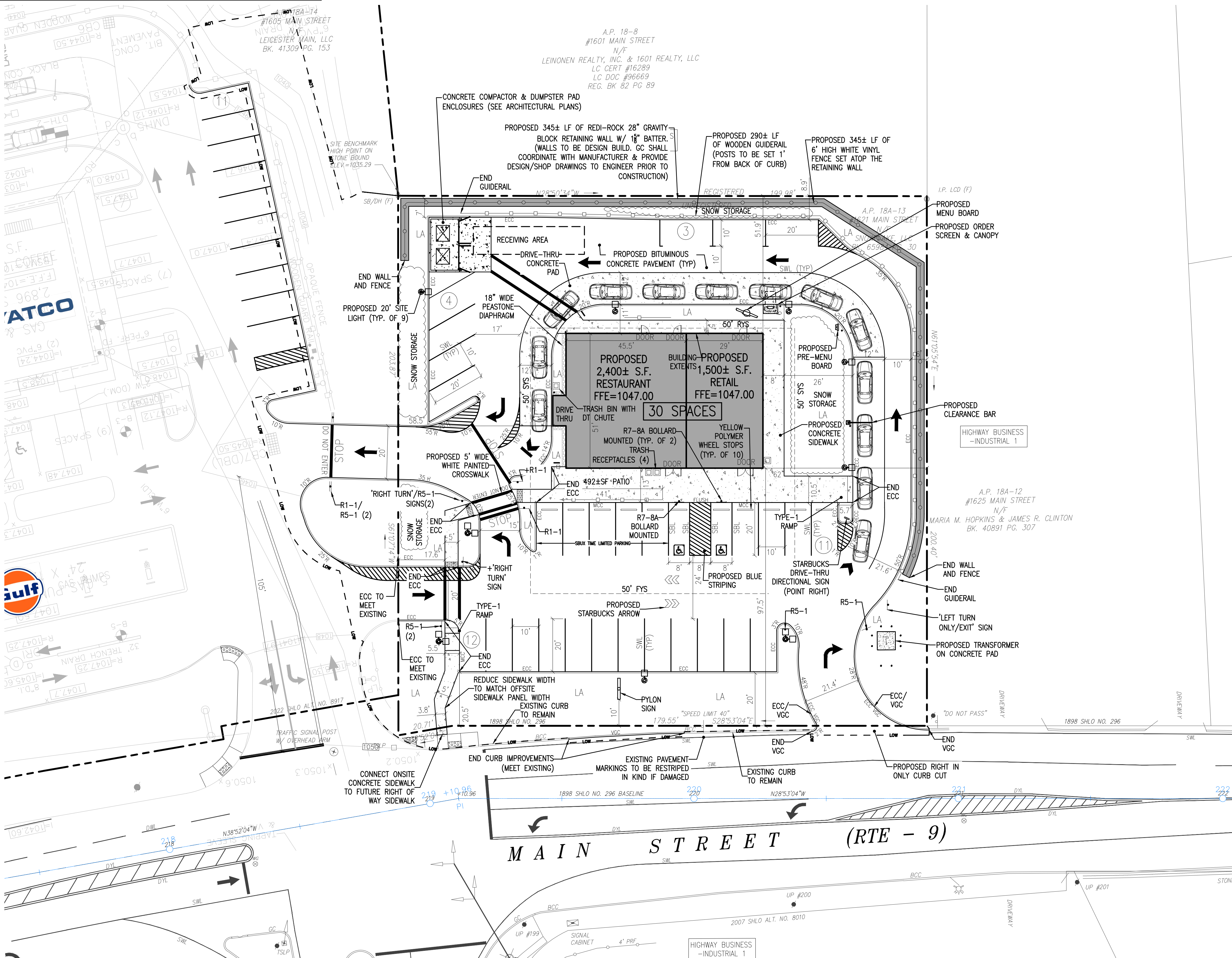
EXISTING	PROPOSED	DESCRIPTION
	6	PROPERTY LINE
		BUILDING SETBACK/ BUFFER
		PARKING SPACES
	2'R	CURB RADIUS
		ACCESSIBLE PAVEMENT MARKINGS
		RAMP UPSLOPE DIRECTION
		SIGN
		LIGHT
		UTILITY POLE
		WOODEN GUIDE RAIL
		PAINTED ARROW
		DIRECTIONAL ARROW
		CONCRETE PAD/SIDEWALK
		ACCESSIBLE RAMP
		IRON PIPE/IRON PIN

GENERAL ABBREVIATIONS	
ASSESSORS PARCEL	A.P.
BOTTOM OF CURB	BC
BITUMINOUS CONCRETE CURB	BCC
BITUMINOUS CONCRETE	BIT. CONC
BOTTOM OF WALL	BW
CATCH BASIN	CB
CAPE COD BERM	CCB
CHAIN LINK FENCE	C.L.F.
CLEANOUT	CO
CONCRETE SURFACE	CONC
DRAIN MANHOLE	DMH
DOUBLE WALL FIBER GLASS	DMFG
DASHED WHITE LINE	DWL
DOUBLE YELLOW CENTERLINE	DYCL
EDGE OF CONCRETE	ECC
EDGE OF PAVEMENT	EOP
EXTRUDED CONCRETE CURB	ECC
FINISHED FLOOR ELEVATION	FF
FRONT YARD	FY
VERTICAL GRANITE CURB	CC
SLOPED GRANITE CURB	SGC
GAS METER	GM
HIGH DENSITY	HDPE
POLYETHYLENE PIPE	PE
INVERT ELEVATION	I=
LINEAL FEET	LF
LANDSCAPED AREA	LA
MONOLITHIC CONCRETE CURB	MCC
MATCH EXISTING	ME
INVERT NOT AVAILABLE	N/A
NOW OR FORMERLY	N/F
ON CENTER	OC
PRECAST CONCRETE CURB	PCC
RIM ELEVATION	R=
ROOF DRAIN	RD
REMOVE	REM
REAR YARD	RY
SOLID WHITE EDGE LINE	SWEL
SOLID WHITE LINE	SWL
SOLID YELLOW LINE	SYL
TOP OF CURB	TC
TOP OF WALL	TW
UTILITY POLE	UP

ZONING INFORMATION			
ZONING DISTRICT : HIGHWAY BUSINESS-1 (HB-1)			
REGULATION	REQUIRED	EXISTING	PROPOSED LOW
MIN. LOT AREA	60,000 SF	40,123 SF±	NO CHANGE
MIN. LOT FRONTAGE	200 FT	200.2 FT±	NO CHANGE
MIN. FY SETBACK	50 FT	54.8 FT±	97.5 FT±
MIN. SY SETBACK	50 FT	30.9 FT±	58.5 FT±
MIN. RY SETBACK	50 FT	93.7 FT±	51.9 FT±
MAX. BUILDING HEIGHT	55 FT/5.5 STORIES	23 FT±	<55 FT
MAX. BUILDING COVERAGE	40%	5%±	10%±

PARKING & LOADING INFORMATION		
USE	REQUIRED	PROVIDED
PARKING: RETAIL: 1 SPACE/200 GROSS FLOOR AREA 1,500 SF/200 = 7.5 SPACES	30 SPACES	30 SPACES
RESTAURANTS: 1 SPACE/EMPLOYEE + 1 SPACE/3 SEATS ASSUME 50 SEATS/6 EMPLOYEES = 22.6 SPACES		
LOADING: ADEQUATE OFF-STREET LOADING FACILITIES AND SPACE MUST BE PROVIDED TO SERVICE ALL NEEDS CREATED BY NEW CONSTRUCTION. FACILITIES SHALL BE SO SIZED AND ARRANGED THAT NO TRUCKS NEED TO BACK ONTO OR OFF A PUBLIC WAY, OR BE PARKED ON A PUBLIC WAY WHILE LOADING OR UNLOADING.		PROVIDED

LAND COVERAGE CALCULATIONS		
TOTAL DISTURBED AREA: 0.92± ACRES		
COVER	EXISTING	PROPOSED
BUILDING	0.04± AC	0.09± AC
PAVEMENT/CONCRETE	0.08± AC	0.59± AC
OPEN SPACE	0.80± AC	0.24± AC
TOTAL	0.92± AC	0.92± AC



NOT FOR CONSTRUCTION

CDG PROJECT #:		23028
REVISIONS:		
REV	DATE	COMMENT
1	10/16/23	REVISED PER PEER REVIEW LETTER
2	12/08/23	REVISED PER LWSO COMMENTS
3	12/11/23	REVISED PER LWSO COMMENTS
4	03/19/24	REVISED PER MASSDOT COMMENTS
5	03/20/24	REVISED PER SBUX COMMENTS
6		
7		
8		
9		

SEAL:

PHILIP R. HENRY, P.E.

PLANNING BOARD:

CIVIL ENGINEER:

Civil Design Group, LLC

21 HIGH STREET, SUITE 207
NORTH ANDOVER, MA 01845
www.cdengineering.com
p: 978-794-5400 f: 978-965-3971

PREPARED FOR:

HY VENTURES LEICESTER, LLC

313 BOSTON POST ROAD WEST
MARLOROUGH, MA 01752

PROJECT:

PROPOSED RETAIL DEVELOPMENT

1621 MAIN STREET (RT-9)
LEICESTER, MA 01524

SCALE:

GRAPHIC SCALE IN FEET

SHEET:

SITE PLAN

4

DATE: 09/08/2023

RECOMMENDATIONS TO BOARD OF
SELECTMEN FOR APPOINTMENTS TO
THE MASTER PLAN COMMITTEE



TOWN OF LEICESTER CITIZEN VOLUNTEER FORM

From time to time vacancies/resignations occur on various town boards and committees. Should you be interested in volunteering to serve the Town in any capacity, please complete this form. Information received will be made available to boards, committees, and departments for their reference in filling vacancies.

NAME Mrs. Sharon J. HOME TEL. [REDACTED]

ADDRESS: 44 WENSHAW STREET WORK TEL.
LEICESTER

EMAIL ADDRESS: [REDACTED]

Are you a citizen? ☒ Yes ☐ No Are you a registered voter? ☒ Yes ☐ No

- | | |
|---|--|
| <input type="checkbox"/> Advisory/Finance Committee | <input type="checkbox"/> Economic Development Committee |
| <input type="checkbox"/> Agricultural Commission | <input type="checkbox"/> Historical Commission |
| <input type="checkbox"/> Arts Council | <input type="checkbox"/> Memorial Day Committee |
| <input type="checkbox"/> Bandstand Committee | <input type="checkbox"/> Parks and Recreation Committee |
| <input type="checkbox"/> Burncoat Park Planning Committee | <input type="checkbox"/> Recycling Committee |
| <input type="checkbox"/> Bylaw Committee | <input type="checkbox"/> Road Conversion Committee |
| <input type="checkbox"/> Capital Improvement Planning Comm. | <input type="checkbox"/> Stormwater Committee |
| <input type="checkbox"/> Commission on Disabilities | <input type="checkbox"/> Zoning Board of Appeals |
| <input type="checkbox"/> Conservation Commission | <input checked="" type="checkbox"/> Other <u>PLANNING BOARD LIAISON FOR</u>
<u>1. OPEN SPACE COMMITTEE</u>
<u>2. MASTER PLAN</u> |

AVAILABILITY FOR MEETINGS

How many times per month are you available for meetings?

☒ Four ☐ Two ☐ One ☐ Less than one

Are you available for evening meetings?

☒ Monday ☒ Tuesday ☒ Wednesday ☒ Thursday

Are you available throughout the year for committee meetings?

☒ Yes ☐ No

If not, when are you **NOT** available?

☐ Winter ☐ Spring ☐ Summer ☐ Autumn

EDUCATION: MASTERS IN SCIENCE EDUCATION

(Please complete reverse side)

EMPLOYMENT EXPERIENCE:

Town of Leicester: Are you currently or have you ever been employed by the Town? ☒ Yes ☐ No

If yes, state position(s) and date(s): SUBSTITUTE TEACHER / POLL WORKER

Other Experience: Start with present or last job (include title) and military service assignments.

Exclude organizations' names which indicate race, religion, sex, or national origin.

RETIRED MIDDLE SCHOOL SCIENCE TEACHER

COMMENTS: Please tell us why you are interested in serving on the committees noted and any

additional comments you may have: HAVE BEEN ON BOTH COMMITTEES IN

THE PAST

Sometimes there is a short-term need for special background skills.

Please indicate your field(s) of training or experience below, as appropriate. Your application will be added to the list of residents who have expressed an interest in serving in similar capacities.

I possess the following training or experience:

- | | | |
|---|---|---|
| <input type="checkbox"/> Architecture | <input type="checkbox"/> Communications | <input type="checkbox"/> Computer Technology |
| <input type="checkbox"/> Construction | <input type="checkbox"/> Economics | <input type="checkbox"/> Education |
| <input type="checkbox"/> Engineering, Civil | <input type="checkbox"/> Engineering, Electronic | <input type="checkbox"/> Engineering, Mechanical |
| <input type="checkbox"/> Financial Administration | <input checked="" type="checkbox"/> Fine Arts | <input type="checkbox"/> Government Contracts |
| <input type="checkbox"/> Health Care | <input checked="" type="checkbox"/> Historic Activities | <input type="checkbox"/> Human Services |
| <input type="checkbox"/> Insurance | <input type="checkbox"/> Land Use Planning | <input type="checkbox"/> Grant Writing |
| <input type="checkbox"/> Law | <input type="checkbox"/> Management | <input type="checkbox"/> Personnel Administration |
| <input type="checkbox"/> Property Appraisal | <input type="checkbox"/> Public Relations | <input type="checkbox"/> Real Estate |
| <input checked="" type="checkbox"/> Science | <input type="checkbox"/> Statistics | <input type="checkbox"/> Survey Research |
| <input type="checkbox"/> Systems Analysis | <input type="checkbox"/> Transportation | |

Other Skills & Interests: _____

Government or Community Volunteer Experience (Leicester or Elsewhere)

Position/Activity	Date(s)	City or Town
<u>PLANNING BOARD</u>	<u>PRESENT</u>	<u>LEICESTER</u>
<u>ARTS COUNCIL</u>	<u>PRESENT</u>	<u>LEICESTER</u>
<u>HARVEST FAIR</u>	<u>PRESENT</u>	<u>LEICESTER</u>
<u>CAPITAL IMPROVEMENT RECYCLING</u>	<u>PRESENT PRESENT</u>	<u>11/11/24</u>
Signature of Applicant <u>[Signature]</u>		Date

Thank you for your interest in serving the Town of Leicester



TOWN OF LEICESTER CITIZEN VOLUNTEER FORM

From time to time vacancies/resignations occur on various town boards and committees. Should you be interested in volunteering to serve the Town in any capacity, please complete this form. Information received will be made available to boards, committees, and departments for their reference in filling vacancies.

NAME Kurt Parliment HOME TEL. [REDACTED]
ADDRESS: 44 Henshaw St WORK TEL. [REDACTED]
Leicester MA 01524
EMAIL ADDRESS: [REDACTED]

Are you a citizen? ☒ Yes ☐ No Are you a registered voter? ☒ Yes ☐ No

- ☐ Advisory/Finance Committee
- ☐ Agricultural Commission
- ☐ Arts Council
- ☐ Bandstand Committee
- ☐ Burncoat Park Planning Committee
- ☐ Bylaw Committee
- ☐ Capital Improvement Planning Comm.
- ☐ Commission on Disabilities
- ☐ Conservation Commission

- ☐ Economic Development Committee
- ☐ Historical Commission
- ☐ Memorial Day Committee
- ☐ Parks and Recreation Committee
- ☐ Recycling Committee
- ☐ Road Conversion Committee
- ☐ Stormwater Committee
- ☐ Zoning Board of Appeals

☒ Other OPEN SPACE - LAND TRUST LIASON
MASTER PLAN - AT LARGE MEMBER

AVAILABILITY FOR MEETINGS

How many times per month are you available for meetings?

☒ Four ☐ Two ☐ One ☐ Less than one

Are you available for evening meetings?

☒ Monday ☒ Tuesday ☒ Wednesday ☒ Thursday

Are you available throughout the year for committee meetings?

☒ Yes ☐ No

If not, when are you **NOT** available?

☐ Winter ☐ Spring ☐ Summer ☐ Autumn

EDUCATION: Reganville HS Leicester Sr Vt Waupun

(Please complete reverse side)

EMPLOYMENT EXPERIENCE:

Town of Leicester: Are you currently or have you ever been employed by the Town? ☒ Yes ☐ No

If yes, state position(s) and date(s): Senior Cit. Bus Driver 10/1/2018 - 10/1/2020

Other Experience: Start with present or last job (include title) and military service assignments.

Exclude organizations' names which indicate race, religion, sex, or national origin.

COMMENTS: Please tell us why you are interested in serving on the committees noted and any

additional comments you may have: Want to help

Sometimes there is a short-term need for special background skills.

Please indicate your field(s) of training or experience below, as appropriate. Your application will be added to the list of residents who have expressed an interest in serving in similar capacities.

I possess the following training or experience:

- | | | |
|---|---|---|
| <input type="checkbox"/> Architecture | <input type="checkbox"/> Communications | <input type="checkbox"/> Computer Technology |
| <input checked="" type="checkbox"/> Construction | <input type="checkbox"/> Economics | <input checked="" type="checkbox"/> Education |
| <input type="checkbox"/> Engineering, Civil | <input type="checkbox"/> Engineering, Electronic | <input type="checkbox"/> Engineering, Mechanical |
| <input type="checkbox"/> Financial Administration | <input type="checkbox"/> Fine Arts | <input type="checkbox"/> Government Contracts |
| <input type="checkbox"/> Health Care | <input checked="" type="checkbox"/> Historic Activities | <input type="checkbox"/> Human Services |
| <input type="checkbox"/> Insurance | <input type="checkbox"/> Land Use Planning | <input type="checkbox"/> Grant Writing |
| <input type="checkbox"/> Law | <input type="checkbox"/> Management | <input type="checkbox"/> Personnel Administration |
| <input type="checkbox"/> Property Appraisal | <input type="checkbox"/> Public Relations | <input type="checkbox"/> Real Estate |
| <input type="checkbox"/> Science | <input type="checkbox"/> Statistics | <input type="checkbox"/> Survey Research |
| <input type="checkbox"/> Systems Analysis | <input checked="" type="checkbox"/> Transportation | |

Other Skills & Interests: _____

Government or Community Volunteer Experience (Leicester or Elsewhere)

Position/Activity	Date(s)	City or Town
<u>ZBA</u>	_____	<u>Leicester</u>
<u>Arts Council</u>	_____	<u>"</u>
<u>Ag. Commission</u>	_____	<u>"</u>
<u>Other</u>	_____	_____
<u>[Signature]</u> Signature of Applicant		<u>7/24/24</u> Date

Thank you for your interest in serving the Town of Leicester



TOWN OF LEICESTER CITIZEN VOLUNTEER FORM

From time to time vacancies/resignations occur on various town boards and committees. Should you be interested in volunteering to serve the Town in any capacity, please complete this form. Information received will be made available to boards, committees, and departments for their reference in filling vacancies.

NAME Janice Parke HOME TEL. [REDACTED]

ADDRESS: 207 Greenville St. WORK TEL.

Leicester, MA 01524

EMAIL ADDRESS: [REDACTED]

Are you a citizen? ☒ Yes ☐ No Are you a registered voter? ☒ Yes ☐ No

- | | |
|---|---|
| <input type="checkbox"/> Advisory/Finance Committee | <input type="checkbox"/> Economic Development Committee |
| <input type="checkbox"/> Agricultural Commission | <input type="checkbox"/> Historical Commission |
| <input type="checkbox"/> Arts Council | <input type="checkbox"/> Memorial Day Committee |
| <input type="checkbox"/> Bandstand Committee | <input type="checkbox"/> Parks and Recreation Committee |
| <input type="checkbox"/> Burncoat Park Planning Committee | <input type="checkbox"/> Recycling Committee |
| <input type="checkbox"/> Bylaw Committee | <input type="checkbox"/> Road Conversion Committee |
| <input type="checkbox"/> Capital Improvement Planning Comm. | <input type="checkbox"/> Stormwater Committee |
| <input type="checkbox"/> Commission on Disabilities | <input type="checkbox"/> Zoning Board of Appeals |
| <input type="checkbox"/> Conservation Commission | <input type="checkbox"/> Other <u>Master Plan Comm.</u> |

AVAILABILITY FOR MEETINGS

How many times per month are you available for meetings?

☐ Four ☒ Two ☐ One ☐ Less than one

Are you available for evening meetings?

☐ Monday ☐ Tuesday ☐ Wednesday ☒ Thursday

Are you available throughout the year for committee meetings?

☒ Yes ☐ No

If not, when are you **NOT** available?

☐ Winter ☐ Spring ☐ Summer ☐ Autumn

EDUCATION: AA - BA - Early Childhood Cert.

Retired

Vol - Land Trust / Recycling Center

(Please complete reverse side)

EMPLOYMENT EXPERIENCE:

Town of Leicester: Are you currently or have you ever been employed by the Town? ☒ Yes ☐ No

If yes, state position(s) and date(s): Sr. Tax writeoff and elections

Other Experience: Start with present or last job (include title) and military service assignments.

Exclude organizations' names which indicate race, religion, sex, or national origin.

COMMENTS: Please tell us why you are interested in serving on the committees noted and any additional comments you may have:

Interested in the long term planning for the growth of Leicester

Sometimes there is a short-term need for special background skills.

Please indicate your field(s) of training or experience below, as appropriate. Your application will be added to the list of residents who have expressed an interest in serving in similar capacities.

I possess the following training or experience:

- | | | |
|---|---|---|
| <input type="checkbox"/> Architecture | <input checked="" type="checkbox"/> Communications | <input type="checkbox"/> Computer Technology |
| <input type="checkbox"/> Construction | <input type="checkbox"/> Economics | <input checked="" type="checkbox"/> Education |
| <input type="checkbox"/> Engineering, Civil | <input type="checkbox"/> Engineering, Electronic | <input type="checkbox"/> Engineering, Mechanical |
| <input type="checkbox"/> Financial Administration | <input type="checkbox"/> Fine Arts | <input type="checkbox"/> Government Contracts |
| <input type="checkbox"/> Health Care | <input type="checkbox"/> Historic Activities | <input type="checkbox"/> Human Services |
| <input type="checkbox"/> Insurance | <input checked="" type="checkbox"/> Land Use Planning | <input type="checkbox"/> Grant Writing |
| <input type="checkbox"/> Law | <input type="checkbox"/> Management | <input type="checkbox"/> Personnel Administration |
| <input type="checkbox"/> Property Appraisal | <input checked="" type="checkbox"/> Public Relations | <input type="checkbox"/> Real Estate |
| <input type="checkbox"/> Science | <input type="checkbox"/> Statistics | <input type="checkbox"/> Survey Research |
| <input type="checkbox"/> Systems Analysis | <input type="checkbox"/> Transportation | |

Other Skills & Interests: Gardening/Hiking/Quilting

Government or Community Volunteer Experience (Leicester or Elsewhere)

Position/Activity

Date(s)

City or Town

Pres. Common Ground Land Trust Leicester/Spencer

Janice M. Parks
Signature of Applicant

Feb. 22, 2024
Date

Thank you for your interest in serving the Town of Leicester

MINUTES

Leicester Planning Board Meeting Minutes March 12, 2024

Location: Leicester Town Hall, Meeting Room 3

Member Present: Joshua Campbell, James Reinke, Sharon Nist, Anthony Escobar, Lee Dykas, Chris Clark (Alternate)

Members Absent: None

Staff Members Present: Kristen Jacobsen, Town Planner, Lisa Westwell, Administrative Assistant to the Planning Department

Members of the Public in Attendance: See attached Sign-In Sheet

Call to Order: Chairman Campbell called the meeting to order at 7:00 PM

Public Hearing: SPR-2014-01 – Modification: Jack Daige, Central Mass Crane, 112 Huntoon Memorial Highway, Rochdale, MA. Map 46 Parcel A1.2-0. Zone: HB-2. The project includes the construction of a 10,000 s.f. storage/garage building with a new stormwater management system.

The public hearing was opened at 7:05 pm. Mr. Campbell read the public hearing notice into the record and confirmed with Ms. Jacobsen that the meeting was posted.

Robert Duff, P.E. of McClure Engineering, Inc. was present to represent the project. Mr. Duff said the Applicant wants to build a 10,000 sq. ft. garage/storage as an accessory use. The building will be sited in the rear of the property closer to Stafford St. The Applicant wants to keep merchandise/equipment inside the building. He said Quinn Engineering gave a final peer review letter. Mr. Duff also said the stormwater system will prevent overflow to abutting lots.

Mr. Campbell asked if the Board had any questions. Mr. Reinke said the sewer in the building going to the oil/water separator is labeled as SDR-5 and should be cast iron per code. He asked for that to be corrected on the final plan and Mr. Duff said he would make that revision. Mr. Reinke said the site entrance detail (Sheet C-2) said it was a public road but that is not applicable. Mr. Duff said he would make those revisions on the final plan. Mr. Duff said that they will be extending the gravel area to the building.

Ms. Nist asked if there would be any more exterior lighting. Mr. Duff said yes; there will be two-three lights in front, one in back with no spill off as they have had past issues with neighbors so the lights will be shielded if needed.

Ms. Nist asked if there was any fencing proposed. Mr. Duff said no fencing is being proposed and they are asking for a waiver for landscaping as the building is far back on the lot and there are no houses nearby. Mr. Escobar and Mr. Lee concurred saying there is an all natural tree buffer.

Mr. Campbell reviewed Quinn Engineering's Peer Review comments regarding:

1. Stormwater Permit – the Board can condition this permit
2. Site Plan

- a. Landscaping – a waiver has been requested
 - b. Entirely fill site will total volume of 60,735 cubic feet of fill
 - c. Elevation Plans – dimensions of building included, and Mr. Duff said they will try and match with the existing buildings but there are no elevation plans. Mr. Reinke said elevation plans are required but not needed for this project.
3. Lighting – Ms. Jacobsen said the Board can condition the lights. Mr. Duff said they will be dark sky compliant.
4. Landscaping – applicant is requesting a waiver.
5. Roof Gutters – building is required to have roof gutters and that downspouts be connected to the underground roof drain system
6. Parking – Ms. Jacobsen said the building is accessory and not for public use so the Board can waive the parking requirements.
7. Hydrology and Stormwater
 - a. Soil testing – existing results reasonable and justified. Mr. Duff said that additional soil testing near the new building would yield the same results.
 - b. Fence around basin – fencing not necessary on shallow pond. Mr. Duff said the basin should empty in 6-8 hours, maintenance of fence is an issue, and it's a commercial site with no children so they didn't include a fence.
 - c. Routing Diagram – Mr. Duff said an updated version was submitted.

Mr. Duff said that they currently have 12 employees and 20 parking spaces with handicapped spaces in the front.

Motion: Mr. Reinke moved to waive the landscaping requirements under zoning bylaw section 5.5.02.2

Second: Ms. Nist

Discussion: None

Record of Vote:

Joshua Campbell	Aye
James Reinke	Aye
Sharon Nist	Aye
Anthony Escobar	Aye
Lee Dykas	Aye
Five (5) in Favor. None (0) Opposed. Approved 5 to 0	

Motion: Mr. Reinke moved to waive parking requirements under zoning bylaw section 5.5.02.2

Second: Ms. Nist

Discussion: Ms. Jacobsen suggested section 5.5.02.01

Amended Motion: Mr. Reinke amended his motion to waive parking requirements under zoning bylaw section 5.5.02.01

Second: Ms. Nist

Discussion: None

Record of Vote:

Joshua Campbell	Aye
James Reinke	Aye
Sharon Nist	Aye
Anthony Escobar	Aye
Lee Dykas	Aye
Five (5) in Favor. None (0) Opposed. Approved 5 to 0	

Motion: Mr. Reinke moved that all exterior lighting fixtures shall be shielded or cut down light design and cut sheets are to be provided to the Planning Department.

Second: Ms. Nist

Discussion: None

Record of Vote:

Joshua Campbell	Aye
James Reinke	Aye
Sharon Nist	Aye
Anthony Escobar	Aye
Lee Dykas	Aye
Five (5) in Favor. None (0) Opposed. Approved 5 to 0	

Motion: Mr. Reinke moved that building shall not exceed 21.5 feet in height.

Second: Ms. Nist

Discussion: None

Record of Vote:

Joshua Campbell	Aye
James Reinke	Aye
Sharon Nist	Aye
Anthony Escobar	Aye
Lee Dykas	Aye
Five (5) in Favor. None (0) Opposed. Approved 5 to 0	

Ms. Jacobsen suggested that as-builts be conditioned and remaining fees return upon final inspection and project completion.

Motion: Mr. Reinke moved an as-built for all site improvements under this SPR2014-01 modification shall be submitted to the Planning Department prior to issuance of an occupancy permit.

Second: Ms. Nist

Discussion: None

Record of Vote:

Joshua Campbell	Aye
James Reinke	Aye
Sharon Nist	Aye
Anthony Escobar	Aye
Lee Dykas	Aye
Five (5) in Favor. None (0) Opposed. Approved 5 to 0	

Motion: Mr. Reinke moved to approve SPR2014-01 Modification for Jack Daige at 112 Huntoon Memorial Highway with previously approved conditions and waivers.

Second: Ms. Nist

Discussion: None

Record of Vote:

Joshua Campbell	Aye
James Reinke	Aye
Sharon Nist	Aye
Anthony Escobar	Aye
Lee Dykas	Aye
Five (5) in Favor. None (0) Opposed. Approved 5 to 0	

Motion: Mr. Reinke moved to close the public hearing.

Second: Ms. Nist

Discussion: None

Record of Vote:

Joshua Campbell	Aye
James Reinke	Aye
Sharon Nist	Aye
Anthony Escobar	Aye
Lee Dykas	Aye
Five (5) in Favor. None (0) Opposed. Approved 5 to 0	

The Public Hearing was closed at 7:27pm

Old Business

- **700 & 704 / 694 & 696 Main St.**

Ms. Jacobsen said Mr. Farnham will be pulling a building permit soon and will add a request for inspection of the Cultec system prior to backfill on the card. Ms. Jacobsen suggested using remaining funds in the peer review account for Quinn Engineering to do the inspection. Mr. Reinke asked about the fill and whether they need an earth removal permit. Ms. Jacobsen suggested asking

Quinn Engineering to estimate the amount of fill. Mr. Reinke asked if there was anything with Conservation and Ms. Jacobsen said she would check.

- **Board Signatures for Registry of Deeds**

Ms. Jacobsen said the Registry will send the form when it's ready to be renewed.

New Business:

- **Motion(s) to Proceed with Articles for the Town Meeting**

Ms. Jacobsen said she would like to hold public hearings for Articles HB-1 and battery energy storage for stand-alone units, and which does not regulate personal solar or arrays, and amendments to the HB-1, R-1 and BR-1 districts an adding mixed use into the HB-1 district along with its own special regulations, for the May Annual Town Meeting Spring 2024.

Mr. Campbell asked if there were any particular concerns.

Mr. Dykas asked about the battery storage size. Ms. Jacobsen said they are Tiers 1-4 with Tier 1 being 250 KW/hr or less and Tier 4 being greater than 10 MW/hr. Mr. Campbell and Mr. Reinke asked about the different between solar arrays and solar battery storage. She said the energy storage bylaw would not regulate solar farms or personal battery storage and are attached to transmission lines and not attached to a ground array. Mr. Dykas asked if this was like DevCo battery and Ms. Jacobsen said yes.

Ms. Jacobsen said this bylaw has already been accepted in several towns, including setbacks to mitigate fire threats as these fires are very difficult to put out and usually burn themselves out. Mr. Reinke said he spoke with Captain Mike Wilson at the Fire Dept. and Captain Wilson has some concerns about being able to put the fires out.

Ms. Jacobsen said that Tiers 3 and 4, that are the larger systems, would not be allowed in SA, R-1, R-2, by Special Permit in the Business District, not allowed in the Central Business District, allow by Special Permit in the Industrial District, and E-A, HB-1, HB-2, not allowed in BR-1, RIB, or NB. Residential is allowed across the board of personal solar. Tier 2 would be allowed by Special Permit.

Ms. Jacobsen said Harold Leaming, the Building Inspector, will be reviewing this bylaw as well. Ms. Nist asked if we can limit the use of these storage systems. Ms. Jacobsen said that we can ask but the Attorney General's office frowns upon moratoriums. Ms. Jacobsen said the setback requirements would make it so that there wouldn't be many parcels that could hold one of these systems.

Mr. Reinke expressed some concern about the Business zone because it can be densely packed, but the setbacks are ok. Mr. Dykas asked if it can be just plain no in any one zone since it's early technology and likely to change. Ms. Jacobsen suggested that topic be brought up for discussion at the public hearing they are required to have for the bylaw to go to Town Meeting.

Motion: Ms. Nist moved to proceed with the article for the battery energy storage system for the Spring Town Meeting in May.

Second: Mr. Reinke

Discussion: None

Record of Vote:

Joshua Campbell	Aye
James Reinke	Aye
Sharon Nist	Aye
Anthony Escobar	Aye
Lee Dykas	Aye
Five (5) in Favor. None (0) Opposed. Approved 5 to 0	

Motion: Ms. Nist moved to proceed with the zoning bylaw HB-1 article for public hearing for May Town Meeting.

Second: Mr. Escobar

Discussion: None

Record of Vote:

Joshua Campbell	Aye
James Reinke	Aye
Sharon Nist	Aye
Anthony Escobar	Aye
Lee Dykas	Aye
Five (5) in Favor. None (0) Opposed. Approved 5 to 0	

Mr. Campbell asked if they were voting on the use table. Ms. Jacobsen said that one is being held so they can really review it and have it ready for fall town meeting.

Approval of minutes from February 20, 2024

Motion by Ms. Nist to approve the February 20, 2024 minutes.

Second: Mr. Escobar

Discussion: None

Record of Vote:

Joshua Campbell	Aye
James Reinke	Aye
Sharon Nist	Aye
Anthony Escobar	Aye
Lee Dykas	Aye
Five (5) in Favor. None (0) Opposed. Approved 5 to 0	

Town Planner Report/General Discussion

- **11 Hankey Street**

Ms. Jacobsen said the WorcShop has closed but the Special Permit Amendment application stays open and the new owners can proceed or withdraw the application. Mr. Reinke asked if the Board could have closed it since they didn't appear. Ms. Jacobsen said no the public hearing just gets continued. Ms. Nist asked if it could change use to be something other than a makerspace and Ms. Jacobsen said yes. Mr. Escobar asked if there was a new owner and Ms. Jacobsen said there is not a new owner yet. Mr. Dykas asked if it can be re-zoned for cannabis. Ms. Jacobsen said it may not meet the 200' buffer. It's in NB, R2, and SA and we can't spot zone and it won't meet the buffer requirement for cannabis so language would have to be amended in all 3 zones. Mr. Reinke said this property may fall under the AROD (Adaptive Re-Use Overlay District). Mr. Reinke can be used for mixed use residential. Ms. Jacobsen said it's being abated for nickel and cadmium. Ms. Westwell said CMG Environmental just did a report on the remediation, but it seems like it's going to continue. The Board discussed other ideas for possible use of 11 Hankey St.

- Legal Ads

Ms. Jacobsen said the Planning Department currently uses the Telegram & Gazette for legal ads but heard not many residents read that paper so the Dept. wanted to advertise in the Spencer New Leader. Mr. Reinke agreed. Mr. Escobar asked about the cost and Ms. Jacobsen said it's considerably cheaper.

- Postage

Ms. Jacobsen said that there is no requirement under M.G.L. to notify abutters via Certified Mail/Return Receipt, that it's very expensive to do so, and that she wants the Board to consider notifications by certificate or mailing or regular mail. Mr. Reinke asked Ms. Jacobsen to reach out to Town Counsel.

Motion by Ms. Nist to adjourn.

Second: Mr. Reinke

Discussion: None

Record of Vote:

Joshua Campbell	Aye
James Reinke	Aye
Sharon Nist	Aye
Anthony Escobar	Aye
Lee Dykas	Aye
Five (5) in Favor. None (0) Opposed.	
Approved 5 to 0	

Meeting adjourned at 8:23 p.m.

Respectfully Submitted by:
Lisa Westwell, Administrative Assistant
to the Planning Department

Date Approved: _____

Planning Board Signatures

Joshua Campbell, Chair

Anthony Escobar

James Reinke, Vice Chair

Lee Dykas

Sharon Nist, Clerk

Chris Clark, Alternate Member