

Approved *B 12/24*

Town of Westminster
Planning Board
Phone: (978) 874-7414
Tracy Murphy, Town Planner

Jodi Snyder, Chair Isaiah Grigos, Vice Chair Jaclyn Nally, Clerk Michael Ferris Amy Fantoni

March 12, 2024

MINUTES

Members present: Jodi Snyder, Isaiah Grigos, Michael Ferris, Amy Fantoni, and Jacklyn Nally
Town Planner, Tracy Murphy
Land Use Administrative Asst.: Ryan Forgues
Absent:

Additional Attendees: Leeann Lamsa

J. Snyder called the meeting to order at 7:02 PM.

Administrative Matters

Minutes – January 2023, February 2023, and March 2023. J. Snyder made a motion to approve the amended minutes from 2023 as presented. I. Grigos seconded. All in favor (5-0-0).

A. Fantoni made a motion to accept the meeting minutes from February 27, 2024 as presented. J. Snyder seconded. All in favor (5-0-0).

Leeann Lamsa spoke on behalf of the Community Preservation Act Committee, providing their input on the update of the Master Plan. This input included ideas for community outreach and education about the Master Plan and its importance for resident/community involvement.

Public Hearings:

5 East Main ST -

The Special Permit, Site Plan Approval, & Storm water applications submitted by Eric Callahan of 8 East Gardner Rd, Westminster, MA 01473 for property located at 5 East Main St, Westminster, MA 01473, owned by the same, for a multi-use building. The subject parcel of land is located on Map 111, Parcel 23 and in the Commercial I (CI) zoning district.

J. Snyder Motioned to continue the 5 East Main Street public hearing to the March 26, 2024 planning board meeting at 7:00 PM. M. Ferris seconded. Motion passed unanimously (5-0-0).

Planners Updates

J. Nally motioned to adjourn the meeting. M. Ferris seconded. Motion passed unanimously (5-0-0).

Adjourned 7:48 pm

Next Meeting March 26, 2024 7:00pm

Materials Discussed:

Amended minutes from January, February, and March of 2023

Minutes from February 26, 2024

5 E Main St Legal Notice dated November 14, 2023

5 E Main St Site Plan & Stormwater applications dated October 6, 2023

5 E Main special Permit application dated November 27, 2023

5 E Main St 300' abutters list

5 E Main context Plan showing location and layout of proposed building

Review Memo containing DPW, Fire, Board of Health, & Police comments dated October 31, 2023 revised February 13, 2024

Tetra Tech site plan review comments dated November 17, 2023, revised December 12, 2023

McCarty Engineering response to comments dated November 28, 2023

5 East Main Waiver Request letter dated December 8, 2023

5 East Main revised layout and materials plan dated December 20, 2023

Letter of comments from Agricultural Commission dated February 6, 2024

5 East Main draft conditions of approval