

Approved *10/24/23*

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

---

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

September 26, 2023

**MINUTES**

Members present: Isaiah Grigos, Amy Fantoni, Michael Ferris, and Jacklyn Nally  
Town Planner, Tracy Murphy

Absent: Jodi Snyder

Additional Attendees: Seth Donahoe, Mickey Jeanson, Ed & Susan Nasitaka, Peter Normandin, and Wes Flis

I. Grigos called the meeting to order at 7:00 PM.

*Administrative Matters*

First item on the agenda, Approve Minutes -August 22, September 12, 2023 if available

J. Nally made a motion to accept the minutes of August 22, 2023 as presented. M. Ferris seconded. All in favor, motion carried (4-0-0).

**Public Hearings:**

131 East Rd -

The Special Permit & Site Plan Approval applications submitted by Todd Pickett of 131 East Rd Westminster MA 01473 for property located at 131 East Rd Westminster, MA 01473, owned by the same, for an existing dog kennel. The subject parcel of land is located on Map 164, Parcel 15 and in the Residential I (RI) zoning district.

T. Murphy read the notice into the minutes.

M. Ferris made a motion to open the public hearing. J. Nally seconded. All in favor, motion carried (4-0-0).

T. Pickett informed the Board he has been running the kennel for 10 years and did not know he needed a Special Permit.

I. Grigos asked if there had been a complaint filed. T. Murphy stated yes but the complainant is unknown.

T. Pickett stated he has about 7 dogs but he usually he has only 1-2 dogs. The dogs are temporary and are transferred to a State facility.

### *Public Comment*

Residents expressed concerns with barking.

M. Ferris asked about the Dog Daycare business on the property. Mrs. Pickett stated the daycare was only 2 days a week.

A. Fantoni asked if there was fencing. The owners stated yes.

M. Ferris noted that this hearing is a technicality as the applicants have already been issued a permit through the Building Department.

A. Fantoni stated the noise complaint came in July 2023 from the Animal Control Officer and the Board of Health.

A. Fantoni asked if there could be mitigation. The owners stated they would be willing to eliminate the daycare. T. Pickett indicated they have 2 personal dogs and 4 kennel dogs.

M. Ferris asked if the dogs were left unattended. The applicants stated when they are not home the dogs are inside.

I. Grisos asked if the applicants were open to limiting the number of dogs on-site. T. Pickett they were open to a suggested number.

M. Ferris made a motion to continue the public hearing to October 10, 2023 at 7 pm. A. Fantoni seconded. All in favor, motion carried (4-0-0).

97 A Main St-Continued from September 12, 2023

Site Plan Approval and Low Impact Development applications submitted by 97 Main St Realty, LLC of 15 Laurie Lane Westminister MA 01473 for property located at 97A Main St Westminister, MA 01473 for removal a 2,087 sf residential/commercial building to construct a 1,827sf car wash at 97 A Main St. The property is owned by the applicant, is also known as Assessor's Map I 09, Parcel 40 and located in the Village Center zoning district.

W. Flis reviewed with the Board the following updates:

- Operation and maintenance plan submitted
- Snow clearing has been added to the plans

W. Flis stated Tetra-Tech is satisfied.

J. Nally asked if there would be an attendant on-site. P. Normandin stated no.

J. Nally asked what type of crosswalks are being installed. W. Flis stated they are looking into the best choice.

The waivers requested by 97 Main St Realty, LLC are as follows:

#### 1. Scale

The waivers conditions for 97 Main St Realty, LLC are as follows:

1. Approval will lapse September 26, 2025
2. Request for extension needs to be submitted 30 day prior to the date of expiration
3. To be built according to plans dated March 24, 2023 and revised September 5, 2023.
4. Consultant to schedule periodic inspections and the applicant to pay the fee
5. Prior to a building permit must get DPW approval for water and sewer
6. Water & sewer work must have town approved contractor.
7. DPW needs 48 hours notice for inspections
8. No utilities to be buried without DPW inspection
9. Signage to conform to zoning
10. Lighting to conform with zoning and dark sky type.
11. MassDOT for access permit
12. Work with DPW for crosswalk locations
13. Crosswalk to utilize high visibility crosswalk techniques.
14. Do Not Block Drive signs to be installed
15. Submit landscape plan for approval.
16. Hours will be 24 hours, doors to be closed 8 pm - 7 am.
17. Hours for the vacuums 7 am - 8 pm

I. Grisos made a motion to close the public hearing. M. Ferris seconded. All in favor, motion carried (4-0-0).

I. Grisos made a motion to approve the plan with the waivers and conditions as discussed.

J. Nally seconded. All in favor, motion carried (4-0-0).

### **New Business**

Process for updates to Planning Board Regulations and Zoning Bylaws & discussion on any updates the Board feels necessary

T. Murphy reviewed and explained the simple process of changing a regulation. Zoning is more involved and gave a brief overview and indicated zoning changes need to go to Town Meeting.

Further discussion at a future meeting.

### **Planners Updates**

None

Next Meeting October 10, 2023 7:00pm — cancelled due to Special Election

Adjourned 8:15 pm

Andrea Mastrototaro, Recording Secretary

### **Materials Discussed:**

September 26, 2023 Meeting Agenda

Special Permit Application for a kennel at 131 East Rd dated August 17, 2023

Site Plan Application for a kennel at 131 East Rd dated August 18, 2023

Context Plan showing location of existing kennel  
Letter of Determination addressed to the applicant from the Zoning Enforcement Official dated July 17  
300' abutters list (131 East)  
Copy of email from BOH dated  
Site Plan application prepared by Haley Ward dated March 30, 2023 for 97A Main St.  
Set of Site Plans prepared by Haley Ward dated March 24, 2023, revised June 29, September 5, 2023  
Car Wash building rendering prepared by Damon McQuaid  
300' abutters list(97A Main)  
Planning Department review memo dated May 18, 2023  
Planning Board consulting engineer review dated May 4, 2023  
Applicant's response to consulting engineer review memo dated September 5, 2023  
LID Application dated September 5, 2023  
Landscape Impacts dated September 5 prepared by Haley Ward  
Pure Water Reclaim Brochure  
Traffic Impact dated September 5, 2023  
Water Resources impact dated September 5, 2023