



Town of Westminister

MASSACHUSETTS 01473
FROM THE OFFICE OF THE
PLANNING BOARD

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Jon Wyman, chairman

Marie N. Auger, vice chairman

Jill Normandin

Andrew Rice

Linda Wiest

Planning Board - February 27, 2018 Meeting Minutes

Meeting Room 222

Members present: J. Wyman, M. Auger, Linda Wiest

Staff: Town Planner Stephen Wallace

Additional Attendees: Joan Longcope, Roni Beal, Joe Porpora, Ross Barber and Brian Szoc.

J. Wyman, Chairman called the meeting to order at 7:00PM.

The Board could not approve meeting minutes from January 9th or February 13th because not enough Board members from those meetings were in attendance tonight. These meeting minutes will be reviewed again at the next Board meeting on March 13th.

The Chairman noted that two items on the agenda have been postponed: Jeff Lacy from the MA Department of Conservation Resources will attend the March 27th Planning Board meeting to make a presentation on Natural Resource Protection Zoning, and Justin Gelinas will attend the March 13th Planning Board meeting for a preliminary consultation regarding a potential reduced road standard subdivision on Cudak Court.

First order of business was a return visit from surveyor Brian Szoc. Brian brought in a second Mylar for an Approval Not Required (ANR) Plan for Ridgecrest Investment, three new building lots on West Princeton Road. Apparently the Registry of Deeds requires two sets of Mylars with two sets of signatures (one from the Westminister Planning Board and another from the Princeton Planning Board) so that the plans can be filed in the recording system for each Town. The three attending Board members affixed their signatures to the second Mylar, thus concluding the matter.

Next up was a visit from Joan Longcope and Ronni Beal from the Historical Commission to present their draft Demolition Delay Bylaw. The ladies explained that the bylaw is based on an extensive list of historic homes in Westminister and they showed the Board members a couple of binders containing their research. They explained that having such a bylaw in place would alert the Historical Commission when someone applies for a Demolition Permit from the Building Department. The bylaw would give the Commission time to evaluate the historical significance of the structure to be demolished and, if the Commission determined the structure to be historically significant, they can vote to impose a year-long delay on the demolition, giving the Commission time to steer the building owner towards preservation programs and grants that could help maintain and upgrade the structure, thus preventing the need to tear it down. Town Planner noted that adopting such a bylaw was one of the recommendations contained in the 2014 Master Plan. The Board voted unanimously (3 - 0) to support the Commission's bylaw.

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General Business:

The Board reviewed the first inspection report of 2018 for the Westminster Business Park earth removal project. Tetra-Tech noted several items that the Park owners need to address and the owners have already begun to take care of them.

Lastly, the Board reviewed the Town Planner's monthly report for February and received updates on the various projects he's been working on.

The Town Planner concluded by saying that the Board's March meetings are already booked solid and both nights will be very busy.

Meeting adjourned at 7:45 PM.

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