



Town of Westminster

MASSACHUSETTS 01473
FROM THE OFFICE OF THE
PLANNING BOARD

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Jon Wyman, chairman

Marie N. Auger, vice chairman

Dan Bartkus

Andrew Rice

Linda Wiest

Planning Board Meeting Minutes: April 9, 2019

Meeting Room 222

Members present: Jon Wyman, Dan Bartkus, Linda Wiest, Marie Auger, Andrew Rice and Town Planner, Stephen Wallace.

Staff: Andrea Mastrototaro, Recording Secretary

Additional Attendees: Mary & Howard Blanchard, Gordon Martin, John Aalto, Sandi Thibodeau, Brian Marchetti and Wesley Flis.

J. Wyman, Chairman called the meeting to order at 7:00 PM and informed those present the meeting was being recorded.

First order of business, M. Auger made a motion to accept the minutes for March 26, 2019, D. Bartkus seconded, All in favor, motion carried (5-0)

Public Hearings

Next order of business: Definitive subdivision plan for Ryan Smith, a reduced road standard subdivision serving two lots off Davis Road.

J. Wyman read the notice into the minutes.

The Town Planner noted the departments had a technical review meeting and commented. The Town Planner has drafted a list of conditions based on those comments.

W. Flis presented the project and noted a few key points to the subdivision, they are as follow;

- The road will be private.
- A Homeowner's Association is in place.
- The existing driveway will be widened to 15 feet with a 3 foot shoulder on each side.
- The Applicant will be filling with Conservation Commission for the driveway.
- Road length 500 feet is the limit - 650 feet proposed.
- Fire protection will be provided with sprinklers more than likely will be installed.
- The Applicant will submit a Determination of Applicability as required by the Fitchburg Water Department, Watershed Protection Division.
- The road name will be Black's Pond Lane.

The Town Planner asked if the Historical Commission and the Fire Department had been consulted on the road name. W. Flis stated yes.

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M. Auger made a motion to close the public hearing, D. Bartkus seconded, All in favor, motion carried (5-0)

M. Auger made a motion to accept the waivers as read, D. Bartkus seconded, All in favor, motion carried (5-0)

L. Wiest made a motion to accept the conditions as read, M. Auger seconded, All in favor, motion carried (5-0)

The waivers for the Ryan Smith Subdivision (Black's Pond Lane) requested are as follows;

1. Roadway width 26 feet required - 15 feet proposed with 3 foot shoulders.
2. Roadway grade 6% required - proposed 10.8%.
3. Typography
4. Elevation.
5. Scale of plan, 40' to 1" required, 100" to 1" requested.
6. Granite curb inlets at all catch basins - none proposed.
7. Street trees - none.
8. Sidewalks - none.
9. Bond.
10. As-builts
11. Environmental Impact study
12. Drainage calculation.
13. Stormwater management
14. Intersection of ways
15. Location of utilities

The conditions to the Ryan Smith Subdivision (Black's Pond Lane) are as follows;

1. Request for Watershed Determination.
2. No livestock within 100 feet of a water source.
3. Street sign to meet with DPW specifications.
4. Notice of Intent to be filed & Order of Conditions received by the Conservation Commission.
5. Well & Septic permits to be obtained through the Board of Health.
6. Neither lot shall be further divided.
7. Written verification all taxes have been paid.
8. Submit 12 large scale sets of plans, 1 reduced (11x17) and a digital copy.
9. DPW approval required for any work in the town's right-of-way.
10. Fire protection installed per the Fire Department requirement.
11. Copy of the Decision supplied to any purchaser.
12. A copy of the Decision to be kept on-site.
13. Mandatory meeting with Fire Department, Board of Health and Conservation Commission before applying for a Building permit.
14. No Occupancy Permit will be issued until Tetra-Tech approves road completion.
15. Hours of operation are 7am - 5pm Monday - Friday, no Sundays or holidays.
16. Construction to be completed within 2 years.
17. Valid upon recording and after the 20 day appeal period.
18. Any modifications must be submitted in writing to the Planning Board.
19. Construction is based on endorsed plan and Decision.
20. Confer with Historical Commission and the Fire Department for road name.

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21. Responsible person and emergency contact information to be submitted to the Planning Board, Police and Fire Department.

Next item on the agenda: Preliminary consultation for Eugene LeBlanc, potential reduced road standard subdivision for two additional lots coming off the Mark Newton Road cul-de-sac.

B. Marchetti presented the proposed plan and explained the following key points;

- The parcel is 48 acres
- There were some wetlands
- There will be a driveway cut at the end of Mark Newton
- There will be 360 feet of road from the curb cut

The Board discussed and gave the applicant the ok to move forward to the definitive design.

B. Marchetti also wanted to discuss the adjacent property which is owned by Alan Belanger and to become the Narrows Road subdivision.

B. Marchetti noted there was a grading issue between the two lots which involves the existing berm. The 4 lots will be terraced and the berm will remain in place.

B. Marchetti stated there is an agreement between A. Belanger and G. LeBlanc regarding the berm.

The Town Planner stated the Drainage Analysis will not be waived for the Narrows Road subdivision.

Next item on the agenda: Preliminary consultation for Herbert O'Connor, potential reduced road standard subdivision for two additional lots coming off Worcester Road (Route 140).

B. Marchetti presented and explained the proposed plan.

The Board discussed and gave the applicant the ok to move forward to the definitive design.

Next item on the agenda: Preliminary consultation for Gordon Martin, potential reduced road standard subdivision for two additional lots coming off South Ashburnham Road. G. Martin presented and explained the proposed plan. G. Martin noted 700 feet to be paved there will be a cul-de-sac and houses will have sprinklers.

The Board discussed and gave the applicant the ok to move forward to the definitive design.

Next item on the agenda, Westminster Estates LLC: requested waiver from Section 231-29 of the Subdivision Regulations (Sidewalks) to eliminate the sidewalk around the cul-de-sac for Rock Maple Lane within the Westminster Estates Subdivision off Bean Porridge Hill Road.

Board Member D. Bartkus recused himself.

W. Flis explained the waiver is being requested due to the lack of room in the cul-de-sac. W. Flis stated D. Bartkus conferred with the three owners in the cul-de-sac and they concur they would prefer no sidewalks.

M. Auger made a motion to allow the waiver, L. Wiest seconded, all in favor, motion carried (4-0)

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Next two items on the agenda, Planning Board review & comment for Zoning Board application: Appeal of Building Commissioner's decision that an off-premise sign is not expressly allowed and is therefore prohibited. Appeal filed by Dan Bartkus for property located on White Pine Drive (within the Woods of Westminster subdivision) and Rock Maple Lane (within the Woods of Westminster subdivision).
D. Bartkus recused himself.

The Board reviewed and discussed the appeal.

M. Auger made a motion to support the appeal, L. Wiest seconded, all in favor, motion carried (4-0)

Last item on the agenda: Town Planner's report for March.

Adjourned: 8:43 pm.

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