



## TOWN OF BOXBOROUGH

### Planning Board

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Mark Barbadoro, Chair • Cindy Markowitz, Clerk • Mark White • Robin Lazarow • Rebecca Verner

APPROVED ON May 2, 2022

### Meeting Minutes

April 11, 2022

7:00 PM

### Remote Meeting

**Members Present:** Mark Barbadoro (Chair), Cindy Markowitz (Clerk), Mark White, Rebecca Verner, Robin Lazarow, Janet Connolly (alternate).

**Staff Present:** Simon Corson (Town Planner)

Chair Barbadoro called the meeting to order at 7:00 PM.

**Public Comment** – none at this time

#### 984 and 996 Massachusetts Avenue & 38 Sara's Way – continued from March 14, 2022

**Owner/Applicant:** Larry White

**Engineer:** Greg Roy, Dillis & Roy Civil Design Group, Inc.

**Surveyor:** Stan Dillis, Dillis & Roy Civil Design Group, Inc.

**Site Plan and Special Permits**

Chair Barbadoro opened the hearing and read the notice.

*Mr. White recused himself. Ms. Connolly sat in his place for this item.*

Greg Roy, Dillis & Roy, stated that he has submitted a response letter to the Board. He reviewed this with the Board.

Item #1 concerns the comments from PLACES Associates. The site plan has been revised to include trees along Mass Ave., to relocate the existing tree line, and the width of pavement along Sara's Way. Regarding site lines, there is a 14" oak tree within the site distance, which will need to be removed. The existing paved width of Sara's Way is approximately 35'. Part of that paving is on land not owned by the applicant; that land is owned by Mark White, 972 Mass Ave. The applicant cannot legally address issue with that section of pavement, as it is someone else's property. The applicant is proposing to modify one edge of pavement by removing asphalt to create a 30' rounding toward the west, and to reshape the pavement in the right of way to the east. This will create a larger width than 24', and the applicant will seek approval from Mass Highway on this item. Mr. Roy noted that the Town specifies a 22' width for this type of road in the subdivision rules and regulations. The applicant would like to keep as much of the existing

pavement as possible. Sue Carter, PLACES Associates, stated that she believes the width should be 24' and that this should be worked through with the abutter.

Mark White explained that this driveway position has been in place for almost 20 years. Further restricting the corner will make it difficult for trucks to take this turn. A 30' radius on the northwest corner is acceptable, although it will still be tight.

Mr. Roy explained that to adjust the width to 24' would require altering the pavement on Mark White's property significantly.

Ms. Markowitz noted that Sara's Way is only shown to be owned by Larry White on the WebGIS.

Ms. Carter suggested making changes to the alignment within the right of way, to see if this can be altered to work for everyone. Mr. Roy stated that he will work on this with Mass Highway.

Mr. Roy stated that the applicant would accept a condition of approval if the previous subdivision approval for 22' width needs to be amended.

Mr. Roy explained that the area in the center of the circle is proposed to be a green space. There is a catch basin proposed in this area as well.

Mr. Roy stated that a single 30,000-gallon tank is now being proposed, instead of the multicompartiment tank previously proposed. A parking area is also now being proposed for a truck in that area. Signage can be included to indicate "no parking except for the Fire Department." A sloped berm is proposed throughout the development.

Mr. Roy stated that the application to the Board of Health is pending. Regarding comments from the Board of Health, Mr. Roy explained that a well is being proposed on site for a potable water source. He explained that no blasting is anticipated on site, but any needed will be done according to all standards and regulations. The basin has been designed to dewater within 26 hours, exceeding State requirements.

Regarding comments from the Conservation Commission, Mr. Roy explained that all work within the drainage basin is proposed outside of the 100' buffer zone. However, an RDA or NOI will be filed with the Conservation Commission.

The Fire Department comments largely mirror the comments from PLACES Associates.

Mr. Roy reviewed comments from LELD.

In regard to comments from Mass DOT, Mr. Roy stated that the applicant will work through any concerns with Mass DOT and the abutter, Mark White.

Mr. Roy addressed comments from the Planning Board. Dimensions have been added to the plans to correspond to the architectural plans. The six units are proposed to be 1,509 s.f. with two-bedrooms and a small patio, 128 s.f. Ms. Carter noted that these may need to be decks instead of patios. Ms. Verner stated that either option is okay, but pervious material would be preferred.

Mr. Roy noted that the proposed units have a Title V flow of 1,320 gallons/day. This has been shown on the plan and on the septic permit being reviewed by the Board of Health.

In response to a question from Chairman Barbadoro, Mr. Roy explained that the Board of Health will need to make a determination regarding if the rooms shown on the second floor of these units should be considered bedrooms. They are currently proposed to be used as office/den spaces. Mr. Barbadoro noted that he would like to see these units at a price point for working class residents.

Ms. Verner noted that this office space is larger than the master or secondary bedroom. The Board discussed this bedroom and if a restriction in the master deed will suffice to keep it from becoming a third bedroom.

Ms. Verner explained that the Design Review Board (DRB) has reviewed the submittals and made a recommendation to the Planning Board.

It was noted that the applicant likely does not want to place a sign for the development, unless necessary.

Ms. Markowitz asked for more information and photos on the viewshed of the area.

Mr. Roy explained that the propane tanks have been relocated 10' away from the buildings.

There was discussion regarding where the mailboxes on site will be located.

Mr. Roy stated that there will be approximately 56 vehicles trips/day to/from the development.

Ms. Markowitz noted concern with there being no visitor parking provided on site. She stated that she would like to see two designated visitor parking spaces. Ms. Verner stated that the driveway on Unit 3 could be reduced, in order to accommodate additional pavement on the site.

The Board discussed the screening and landscape plan. Ms. Verner stated that the planting appears to be within the buffer area. All existing trees that are proposed to be saved need to be shown on the plan, in order not to plant on top of their roots. The proposed trees need to be at the top of the slope in order to properly screen the area. She does not believe a neighboring landscaping area should be included on the plan as it does not accurately depict the site. The plan also does not correlate to the proposed grading to the south. The call outs for the trees proposed on the property should correlate with the planting schedule shown. Regarding the detention basin

and proposed trees to be planted, the goal is to protect the shade trees along Route 111 as much as possible.

In response to a question from Chair Barbadoro, Mr. Roy stated that potential buyers can be alerted to the fact that there may be noise coming from abutting properties. Ms. Markowitz noted that this is a request for a special permit to allow for a residential use within the business district and would reduce the threshold for the industrial use 65dba to 60dba during weekday and 55dba to 50dba during holiday times. This does put an onus on the neighbor to reduce noise limits. She requested that the applicant take baseline noise levels as a condition of approval. Attorney Chris Alphen stated that he does not believe this can be viewed as a condition of approval for a special permit. Chair Barbadoro disagreed. Ms. Verner stated that it may be unfair to potential residents of the development, and also unfair to the existing business, if it is unable to operate to the same standard noise level it is used to.

Ms. Markowitz explained that some work has been done on the top of the slope, and she asked if the area has been stabilized. Mr. Roy stated that the area is planned to be restored, per the landscaping plan.

Ms. Markowitz noted that developments along Route 111 are required to make a donation to the Town's Trail Fund, if a sidewalk is not proposed on site.

Chair Barbadoro asked for public comment. There was none at this time.

The Board discussed meeting on May 2, 2022, 7pm, to further discuss this item.

Ms. Verner moved to continue this hearing to May 2, 2022, at 7pm. Ms. Markowitz seconded. Roll call: Barbadoro – aye; Connolly – aye; Lazarow – aye; Verner – aye; and Markowitz – aye. Unanimously passed.

### **Administrative Business**

**Meeting Minutes** – June 22, 2020; July 27, 2020; September 10, 2020; October 26, 2020; March 28, 2022

Ms. Markowitz moved to approve the draft meeting minutes of June 22, 2020. Ms. Verner seconded.

Roll call: Barbadoro – aye; Connolly – abstain; Lazarow – aye; Verner – aye; and Markowitz – aye.

Motion passed.

Ms. Markowitz moved to approve the draft meeting minutes of July 27, 2020, as amended. Ms. Verner seconded.

Roll call: Barbadoro – aye; Connolly – abstain; Lazarow – aye; Verner – aye; and Markowitz – aye.

Motion passed.

*Mr. White retook his seat.*

Ms. Verner moved to approve the draft meeting minutes of September 10, 2020. Ms. Markowitz seconded

Roll call: Barbadoro – aye; Lazarow – aye; White – abstain; Verner – aye; and Markowitz – aye.  
Motion passed.

Ms. Markowitz moved to approve the draft meeting minutes of October 26, 2020. Ms. Verner seconded.

Roll call: Barbadoro – aye; Lazarow – aye; White – abstain; Verner – aye; and Markowitz – aye.  
Motion passed.

Ms. Markowitz moved to approve the draft meeting minutes of March 28, 2022. Ms. Verner seconded.

Roll call: Barbadoro – aye; Lazarow – aye; White – abstain; Verner – aye; and Markowitz – aye.  
Motion passed.

### **Correspondence**

There was a submitted letter to the MBTA regarding the Town’s stance on the multifamily zoning item.

**Technical Assistance Program Grant Application and other Grant Opportunities** *There was no update at this time.*

**American Rescue Plan Act (ARPA) projects** - *There was no update at this time.*

**95 & 105 Sargent Road, Chapter 61 Notice** - *There was no update at this time.*

**Town Center/Enclave Project** - *There was no update at this time.*

**Sale of Paddock Estates** - *There was no update at this time.*

**Campanelli Campus development options** - *There was no update at this time.*

**Planning Board Training** - *There was no update at this time.*

**Master Plan Action Items Spreadsheet** - *There was no update at this time.*

**Website update** - *There was no update at this time.*

**Housing Choice Legislation update / MBTA Communities Regulations** - *There was no update at this time.*

### **Committee Reports:**

**Water Resource Committee (Barbadoro) –**

Chair Barbadoro noted that the WRC will hold a meeting this week. The Harvard Sportsman's Club has submitted a large public records request to the Town regarding any correspondence related to items within a ½ mile of the site.

**Community Preservation Committee (Lazarow) –**

Ms. Lazarow stated that the CPC met and discussed the Sargent Road acquisition requests. The application for CPA funds and the remaining bonding will be consolidated into one warrant article which will require a 2/3 majority vote.

**Economic Development Committee (White) –** *There was no update at this time.*

**MAGIC Representative (Markowitz) –** *There was no update at this time.*

The Board thanked Simon Corson for his years of service to the Town. Mr. Corson thanked the Board for the opportunity to service the group and the Town itself.

Ms. Lazarow moved to adjourn the meeting at 10:38 pm. Ms. Markowitz seconded.

Roll call: Barbadoro – aye; Connolly – aye; Lazarow – aye; Verner – aye; and Markowitz – aye. Unanimously passed.

**Meeting Documents:**

984 and 996 Massachusetts Avenue & 38 Sara's Way: April 8, 2022, Dillis & Roy submittal; Design Review Board application; Design Review Board report

Correspondence from Boxborough Select Board to Chris Kluchman, Deputy Director Community Services Division Department of Housing & Community Development, March 31, 2022

Filed Decisions: Arranta Bio Site Plan Modification #1; Vibalogics Site Plan Modification #1

Draft Meeting Minutes: June 22, 2020; July 27, 2020; September 10, 2020; October 26, 2020; March 26, 2022

*This meeting was conducted via Remote Participation, pursuant to the Current Executive Order.*

Join Zoom Meeting

<https://us02web.zoom.us/j/81188686115?pwd=c1RQR1IwNUVMZmZiRlZXUTg1N0dRUT09>

Meeting ID: 811 8868 6115

Passcode: 506544

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