



## TOWN OF BOXBOROUGH

### Planning Board

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

APPROVED ON June 13, 2022

### Meeting Minutes

May 2, 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:** Sue Carter, PLACES Associates

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; Paul Lewandowski, LRDesigns, Inc.; and Paul Haverty, legal counsel from Blatman, Bobrowski, & Haverty, LLC, addressed the Board.

Mr. Roy explained that the plan revisions of April 25, 2022 include that the Sara's Way right of way is included on all plan sheets. There is an existing retaining wall that needs to be removed to improve sight distances; this is noted on the plan. Tree protection areas have been added to the plans. The proposal is to remove one tree on site. The basins have been shifted by approximately 5' from the right of way line. The erosion control barrier has been tightened up in certain areas. In speaking to Mass DOT, it was determined that a 50' radius would be acceptable for the site. The intention is to utilize the existing asphalt width in order to achieve this. A gravel parking area for two cars has been added to the end of the cul de sac, and the mailbox area has been moved toward Sara's Way. The living area for the structures has been noted as approximately 2,100 s.f.

Ms. Markowitz asked what the retaining wall proposed to be removed is retaining. Mr. Roy stated that this is mostly a decorative wall. This would be smoothed off and added to the restoration area.

Ms. Markowitz stated that the road width is currently listed as being 38.4', which appears to be larger than previously proposed. Mr. Roy stated that the width is between 35' – 38'. This has not changed since the last plan. The applicant would like to keep the current width of the driveway. The applicant is requesting that the Board allow him to seek a permit through DOT and move forward if granted, as a condition of approval.

Ms. Verner stated that the proposed road width does not feel residential. She believes the road width closest to the units could be brought in closer without causing issue. Mr. Roy stated that the applicant believes that keeping the road wide is a safer outcome.

In response to a question from Ms. Lazarow, Mr. Roy stated that the cul-de-sac is being proposed without any curbing.

Ms. Carter stated that she believes either a wider width or a larger radius is needed. This combination will lead to almost a 30' road radius. This is excessive for a single occasional truck. Arterial roads have a 30' width and 20' radius per the Town's subdivision regulations, and commercial/collector streets have a 24' width with a 20' radius. The proposal should have either a wider width or larger radius, but both do not seem necessary. There is plenty of room on the truck turns for this site. This configuration will not give a more rural, residential feel.

Mr. Roy stated that he does not believe the 50' radius is needed, but the applicant wants to keep the road intact as it is and to do this, DOT would like a commercial curb cut width. The minimum for the radius allowed is 30'.

Mr. Barbadoro stated that if the previous subdivision decision allowed for a wider road, then the Board should possibly consider this. Ms. Carter stated that she believes this decision was for 22'. Mr. Barbadoro stated that he believes the subdivision decision then needs to be amended if the terms for paving are proposed to be changed. Attorney Haverly stated that the applicant would be okay with it being conditioned to come back for that process.

In response to a question from Ms. Lazarow, Mr. Lewandowski explained that the proposal is for each unit to be 2,019 s.f. This includes the interior finished space of the first and second floors. This does not include the porches or a finished basement. The basement could become finished space but could not act as a bedroom.

Ms. Markowitz stated that her calculations come out to approximately 2,215 s.f. of habitable area. Mr. Lewandowski stated that it depends on which walls are being measured to and how certain items are being calculated. If only the living, sleeping, and eating areas are being considered as habitable space, the units are likely closer to 1,600 s.f. – 1,700 s.f.

Ms. Verner stated that the Design Review Board (DRB) received a submittal for this item. Mr. Lewandowski confirmed that this submittal contains the same numbers as the one currently in front of the Board.

Ms. Verner stated that tree protection is important to highlight and detail. It may be important to detail tree protection fencing on the plan. She suggested a 6' chain link fence along one edge of the property, to ensure protection of certain trees. Mr. Roy stated that he will run a fence along the erosion control barrier.

Ms. Markowitz noted that some of the buffer area along the southern line is proposed to be removed. Mr. Barbadoro noted that a densely vegetated 100' buffer strip along the zoning boundary line was called for in the previous subdivision decision. Mr. Roy asked if this could be amended due to the fact that the use on this property is being switched to a residential one. Ms. Verner suggested that additional plant pockets for screening could be added in this edge area.

Ms. Markowitz asked about the proposed affordable aspect of these units. Mr. Roy stated that these are being designed as 2-bedroom, moderately priced units. Ms. Markowitz noted that moderately priced homes in this area could cost between \$400,000 - \$700,000. This may not actually be affordable to some in this area looking for units of this size though. Mr. Lewandowski stated that these units will be fairly priced.

Mark White stated that trucks come from the west on I-495 to enter this site. If the opening of this site is narrowed, trucks will only be able to enter by driving down the street and turning around first. He has a business on this site and his rights as a property owner are important. The 50' radius proposed could likely be narrowed slightly by moving the catch basin in the area.

In response to a question from Ms. Markowitz regarding the number of trucks per day entering the site and proposed mailbox location, Mr. White stated that he averages approximately 5 trucks entering the site each week. The mailboxes could be moved slightly but he is not overly concerned with the proposed location.

In response to a question from Mr. Barbadoro regarding the current radius of the entrance, Mr. Roy stated that the entry line is currently approximately 30'. DOT stated that a wider than 24' width road can be granted if a 50' radius is added to comply with the commercial standards. The DOT application has not yet been filed, as he was waiting to hear from the Board on its thoughts.

Ms. Verner noted that the proposal is an improvement to the business next door, and not necessarily for Larry White's property. She believes there is likely a hybrid option that will satisfy Mark White's property while also staying true to the residential use being proposed.

The Board agreed that it is looking for the applicant to come back with some sort of a hybrid suggestion that allows for trucks to access the property, while taking into consideration reduced road widths or turning radius.

Ms. Markowitz noted that projects along Mass Avenue are required to either build a sidewalk or donate to the Mass Avenue Trail Fund. Mr. Roy stated that the applicant is proposing a \$6,000 donation.

Mr. Roy stated that he is comfortable sending an analysis on the turning radii to the Board, prior to the next meeting.

Ms. Verner explained that the DRB received an application submittal. Mr. Lewandowski stated that this is a record of the entire packet submittal.

Ms. Markowitz moved to continue this hearing for 984 and 996 Massachusetts Avenue & 38 Sara's Way to May 16, 2022, at 7pm. Ms. Lazarow seconded.

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

### **Administrative Business**

#### **Meeting Minutes – April 11, 2022**

Ms. Markowitz moved to approve the draft meeting minutes of April 11, 2022 as amended. Mr. White seconded.

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

Motion passed unanimously.

### **Correspondence**

The Board received correspondence regarding blasting that will be occurring tomorrow at 615 Depot Road.

Mr. Barbadoro stated that the Open Space & Recreation Plan was moving forward quickly, but at this time, the plan is being delayed in order to get more public input.

**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 –**

This will be coming up at Town Meeting and the Board has already made a recommendation that is included in the warrant.

### **Town Center/Enclave Project -**

Ms. Carter stated that she recently visited the Enclave project, and the sod is starting to turn green. She is following up with owner on erosion controls on site. The water level is low in the basins, and she is checking to see when these will be cleaned out.

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

**Campanelli Campus development options –**

Mr. Barbadoro noted that Campanelli has asked to come in and discuss options for the property with the Board.

**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.*

**Warrant Articles & Preparation for Town Meeting –**

The Board discussed its preparation for Town Meeting.

**Town Administrator Search Committee Representative –**

Mr. Barbadoro stated that one member from each of the Town's land use boards will be on the Committee. The Zoning Board chose Mark White to sit for that board.

Ms. Lazarow moved to nominate Ms. Markowitz as the Planning Board's representative for the Town Administrator Search Committee. Mr. Verner seconded.

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

Motion passed unanimously.

**Town Planner Position –**

Mr. Barbadoro stated that an offer was made and accepted by the Select Board for the new Town Planner. There is a concern that there is not sufficient money in the budget to cover the new person based on her past salary. The Board will need to hold the Town Planner's salary budget item on the floor of Town Meeting and motion that it be increased.

Ms. Lazarow noted that it will be an issue if this amendment is not passed, as the offer has already been made and accepted for this position. She asked if there is a way around this issue. Mr. Barbadoro stated that there is a way around, but it would be for the Fin Com to decide.

**Environmental Justice Area Water Quality Issues and Recommendations to the Select Board**

Mr. Barbadoro stated that there is a problem with the Town's environmental justice area water quality. The Select Board is working to get buy-in from the community through a vote as to if the Town should explore solving some of the Town's water salinity problems. He would first like to see buy-in from the property owners that are having these issues. He noted that there are

grants available for this, and the Town could look to the EPA and DOT for funding to solve these issues. He is concerned that not all of the options for this item are being explored.

The Board discussed either having semi-annual meetings with the Water Resource Committee, or at least continuing to discuss this item amongst themselves into the future.

**Committee Reports:**

**Water Resource Committee (Barbadoro)** – *This item was previously discussed.*

**Community Preservation Committee (Lazarow)** –

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

Mr. White stated that the EDC is seeking two possible grant requests for Town Center Revitalization Pop-Up Markets.

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

Mr. White moved to adjourn the meeting at 10:31 pm. Ms. Verner seconded.

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

**Meeting Documents:**

Granite Hill Comment Response Letter, April 27, 2022

Granite Hill PLACES Associates Letter, April, 29, 2022

Granite Hill Revised Site Plan with highlighted changes, April 27, 2022

Draft Meeting Minutes: April 11, 2022

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

Join Zoom Meeting

<https://us02web.zoom.us/j/89725325201?pwd=ZHRwK0tOMk1YYlJEdW1YcVdnR3dXUT09>

Meeting ID: 897 2532 5201 Passcode: 141641

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