

Planning Board Report

Between May 1, 2024, and May 1, 2025, the Boxborough Planning Board conducted 22 meetings, most held remotely, totaling approximately 45 hours of discussion and deliberation. The average meeting length was roughly two hours, with several extending longer due to complex agenda items and public comment.

Nineteen of those 22 meetings included public hearings, many of which were continued across multiple dates to accommodate legal notice requirements, applicant revisions, and Board deliberations. Hearings followed the procedural framework established under Massachusetts General Law and Boxborough's own regulations.

Throughout the year, the Board considered a mix of site plan reviews, zoning bylaw updates, special permits, and administrative policy matters. Many meetings involved coordination with staff, consultants, legal counsel, and other Town boards. Applicants were regularly asked to revise submissions, attend follow-up sessions, or respond to public feedback.

The Board granted at least six formal approvals during the reporting period, including:

- Site Plan Approval with conditions
- Special Permit for alternate access
- Pre/post-construction stormwater permits
- Zoning bylaw amendments for cleanup and consistency
- Bond releases for completed subdivision work
- Procedural approvals for future zoning article placeholders

Each approval was based on findings of fact and reviewed for completeness, legal compliance, and alignment with Boxborough's Master Plan. Deliberations emphasized transparency, public input, and consistency with the zoning bylaw's purpose and intent.

In addition to regulatory actions, the Board contributed to long-term planning efforts, such as housing compliance under the MBTA Communities Act and exploring updates to our Zoning Bylaws. Members reviewed public survey data, hosted information sessions, and worked to identify land use priorities.

The Planning Board's work during this period reflects an ongoing commitment to orderly growth, effective public engagement, and informed policy-making in support of the Town's goals as outlined in our Master Plan.

We are anticipating a busy year ahead. Several applications for large developments on multiple sites are already pending.
