

MINUTES

PLANNING BOARD

February 21, 2017 at 7:30 p.m.

115 Pleasant Street, Gardner, MA

Room 203, Robert L. Hubbard Conference Room

Members present: Allen L. Gross--*Chairman*, Robert J. Bettez-Sr.--*Vice-Chairman*, Mark Schafron, Laura Casker and Robert Swartz--*Members*, and Trevor Beauregard--*Director/City Planner*.

Members absent: *None.*

Also present: Chris Coughlin-City Engineer, Christine Fucile, and Mark Dymek.

ANNOUNCEMENT - Any person may make a video or audio recording of an open session of a meeting, or may transmit the meeting through any medium, subject to reasonable requirements of the Chair as to the number, placement and operation of equipment used so as not to interfere with the conduct of the meeting. Any person intending to make such recording shall notify the Chair forthwith. All Documents referenced or used during the meeting must be submitted in duplicate to the Director of Community Development & Planning pursuant to the Open Meeting and Public Records Law. All documents shall become part of the official record of the meeting.

Mr. Gross called the meeting to order at 7:30 p.m.

1. MINUTES:

Vote to approve Minutes:

- ✓ *Public Meeting of January 10, 2017.*
- ✓ *Regular Meeting of January, 10, 2017.*

Motion to accept and approve Planning Board Regular minutes as presented.

R. Bettez/R. Swartz.

Vote-All in favor.

2. OLD BUSINESS:

2.1 Vote re Zoning Code\ 229 Parker Street

Mr. Gross commented that the Planning Board just attended the joint public hearing in the City Council Chamber, and asked if there were any other questions or comments.

Motion to accept the zoning code amendment as stated for 229 Parker Street, and send a final recommendation to the City Council for approval.

R. Bettez/L. Casker.

Vote – All in favor.

2.2 Complete Streets

T. Beauregard pointed out that a consultant was hired to complete the Tier 2 Prioritization Plan for the Complete Streets study, and have the funding, but waiting for the contract from the State to be signed.

T. Beauregard further noted that a kick off meeting will be held on Tuesday, February 28th, 2017.

2.3 Derby Drive

T. Beauregard stated he is still waiting for confirmation from the State regarding the transfer of funds from one MassWorks grant to another to fund this project.

2.4 Wilder Brook Estates

T. Beauregard updated as follows:

- A request was received from Henry & Andrea Cormier/St. Paul's Trust regarding a request to release monies held in escrow,
- Met with Chris Coughlin, City Engineer, to discuss some of the documents related to the work remaining that needs to be completed at the site which dates back to 2009.
- The work that has been completed on the site includes final pavement on the roadways, sidewalks, guardrails, conduits installed for all the lighting which still needs to be finalized by National Grid, curbing, and trees.
- C. Coughlin, City Engineer, submitted a memo to the Planning Board with his recommendations.
- D. Arnold, DPW Director, recommended the Planning Board wait on the release of any funds for the project until an inspection can be performed. The inspection will consist of the water and sewer drainage systems to make sure they are all in order.

Mr. Dymek asked that this be put on the Agenda for the next meeting to be held on March 14, 2017, and requested he be part of the inspection process.

T. Beauregard noted that caution is significant since there have been some developments that had the funds released, and later major issues occurred and the funding was not available to address them.

2.5 Zoning Re-Codification

T. Beauregard explained the following:

- Reached out to three consultant firms for proposals to complete a minor recodification, but received only one proposal back.
- The zoning ordinance has not been done updated since late 2006.
- The one proposal will be presented to the Mayor.
- Funding requires approval by the City Council.
- A sub-committee will be developed for this process.
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3. NEW BUSINESS:

3.1 53 Lynde Street

T. Beauregard provided a memo of his comments to the Zoning Board of Appeals regarding 53 Lynde Street which is a new church that purchased the Sacred Heart school building, and are planning construction of additional off-street parking.

4. Announcements, News Articles, Events:

Next meeting: March 14, 2017 at 7:00 p.m/

Adjournment

Motion to adjourn.

L. Casker/R. Bettez.

Vote -All in favor.

The meeting adjourned at 7:45 p.m.

All documents referenced or used during the meeting are part of the official record and are available in the Department of Community Development and Planning pursuant to the Open Meeting and Public Records Law.