

Planning Board
September 14, 2021

Present: Paul Carey, Chair
Gary Bohan
William Tessmer
Katherine Robertson
Margaret Carroll
Tom Davidson

Meeting called to order at 7:01 p.m.

1. August 24, 2021 meeting minutes approved 5-0 by roll call vote.
2. Treasurer's and Office report provided.
3. Paul Dell'Aquila provided a Town Planner update:
 - Potential site plan for 100 South Street day care facility under preliminary discussion with applicant and Town Planner.
 - Town undergoing a town-wide ADA conceptual review. Paul Dell'Aquila noted of few possible ideas: 1) making assisted-listening devices available at meetings and 2) including a note on the agenda indicating what special accommodations might be available to citizens.
4. Regular meeting suspended at 7:15 p.m. Continued public hearing for Cobbler's Creek Senior Housing, Lobisser.
 - Applicant addressed Stantec comments from their September 9, 2021 letter. Will further address any outstanding Stantec comments directly with Stantec and will report back to the board.
 - Applicant met with Fire Department. Dan Lazarz from the Upton Fire Department submitted comments to the board prior to the meeting and was present at the meeting. Discussion regarding "trading" the addition of sprinklers in return for allowing a 1 to 2 foot reduction in roadway width.
 - Discussion regarding proposed on-site water supply and the corresponding zoning bylaw section.
 - Applicant noted that Police Chief's concern regarding site distances at North Street have been addressed. Chief submitted an email to the board.
 - Continue public hearing until September 28, 2021, at 7:10 p.m. Resumed regular meeting at 8:02 p.m.

5. Regular meeting suspended at 8:02 p.m. Continued public hearing for Upton Community Center Site Plan.

- Shared Parking Agreement has been executed between Community Center and VFW, emailed to the Planning Board prior to the meeting.
- Detailed discussion regarding parking.
- Gary Bohan raised concerns about the shared parking calculation and a possible overall parking deficiency even with the Shared Parking Agreement in place, which would be further exacerbated during “Preferred Events.” May possibly be mitigated by modifying parking narrative and/or allowing credit for other available nearby parking spots in the analysis. Gary Bohan will submit his backup documentation.
- Other board members commented on parking requirements.
- The applicant provided background as to the development of the Shared Parking Agreement.
- Paul Dell’Aquila offered to act as a liaison between the board and applicant to assist in clarifying and remediating any parking concerns between this meeting and the next meeting.
- Motion to continue public hearing until September 28, 2021, at 7:20 p.m. at the applicant’s request. Motion passed 4-0 by a roll call vote. Resumed regular meeting at 9:05 p.m.

6. Discussion regarding Sean MacDonald property at North Street & Westboro Road.

7. Denise mentioned the form for missing a public hearing (“Mullin Rule”). Gary Bohan submitted the form certification for having missed but later having observed the video recording of the previous public hearing for the Cobbler’s Creek Senior Housing application.

8. Meeting adjourned at 9:32 p.m.