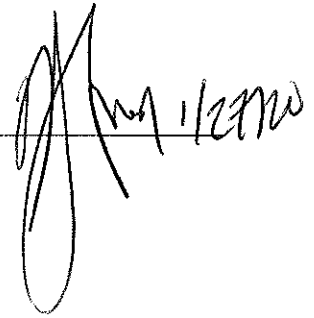


**Sutton Planning Board
Minutes
January 6, 2020**

Approved _____

A handwritten signature in black ink, appearing to be "Jen Hager", written over a horizontal line. The signature is stylized and includes a date "1/29/20" at the end.

Present: W. Baker, S. Paul, M. Gagan
Associate Members Present: K. Bergeson
Staff: Jen Hager, Planning & Economic Development Director

General Business:

Minutes: To approve the minutes of 12/16/19, K. Bergeson
2nd: M. Gagan
Vote: 4-0-0

Filings:

Snow Road Definitive Subdivision to construct the way within the existing right of way layout.

Form A plans: None.

South Sutton Use Determination: The Board reviewed correspondence from Fletcher Tilton and a response from the Building Commissioner regarding a potential use South of Oakhurst Road and West of Lackey Dam Road. The proposed use described as largely warehouse and distribution with a significant administrative and training component was determined to be allowed under "F.5 - Trucking Services and Warehousing" by the Building Commissioner. A number of residents from this area expressed concerns including traffic safety, hours of operation, vehicle types, home valuation, etc. J. Hager explained this use is a Special Permit use and if it proceeds it will have to go through a public hearing process where anyone within 300' of the lot lines is notified directly. She noted it is uncommon for a Special Permit to be denied unless there is a life safety issue that can't be mitigated, but she noted residents' concerns and comments often result in plan changes and/or conditions placed by the Board resulting in a better project. She added the Home Depot Distribution Center proposed for Gilmore Drive had 57 conditions amounting to over 2 million dollars in mitigation and the decision was upheld fully by the courts, although by that time Home Depot had moved on to another location. Residents expressed frustration with the fact that they thought they had stopped development of this area at Fall Town Meeting and now see they haven't. She further explained the area was zoned as Office Light Industrial 30 years ago because the town knew these former gravel pit areas would be perfect for development once operations ceased. This is also why the Four Town Study work was undertaken about 15 years ago and recommended creating East and West connector roads between Main Street/Whitins Road and Lackey Dam Road/Gilboa Street to open up this entire OLI /Industrial area for development in all four towns. It is unlikely the Board would support eliminating these potential tax base creation areas as less than 6% of the town is zoned for active business tax base creation, but any voter has the right to bring a petition to Town Meeting. In response to questions about why the town can't just say they don't want this development, J. Hager stressed the Planning Board must entertain all applications filed in accordance with the bylaws. Owners of this land have every right to develop land they have held for decades in anticipation of future development undertaken in accordance with the zoning regulations put in place by residents. It is the Planning Board's un-enviable job to try to balance each land owner's rights and mitigate any impacts as much as possible. M. Gagan stressed if this is the same developer, they clearly heard the comments expressed at Fall Town Meeting and are looking at a different way to accommodate their use. No height or setback changes are

currently requested. Ms. Hager also noted that the homes at Lackey Dam Estates off Oakhurst and Lackey Dam Roads were built well after this land was zoned OLI and the developer was shrewd in making sure the open space in this development abutted Oakhurst Road with 200-300' of mature forest so that if any potential buyer noted the land across the street was zoned for industry they would feel a little better that they would not be able to see anything developed in the OLI because of this buffer, not to mention the additional 100' buffer required by the bylaws. She did add however that the bylaws do not guarantee you won't see abutting development. It was verified that the statutory public hearing and notification process was followed for the zoning changes proposed last fall, but there wasn't time to provide the courtesy notice the Department likes to also provide for zoning changes. All Planning Board meeting agendas are posted the Thursday before meetings and individuals can also call and or email to get copies of the agendas or ask what's on them. Once plans are filed these materials are put on the Town's website in an effort to maintain maximum transparency.

Villas – Phase III – Surety Agreement: John Burns was present to request a reduction of his Phase 3 surety agreement to \$307,000. Graves Engineering reviewed the site and provided this reduction amount. Monica Luchini from the Villas board of trustee was present and had no objection.

Motion: To reduce the amount of surety for Phase 3 of the Villas at Pleasant Valley to \$307,000,
S. Paul
2nd: K. Bergeson
Vote: 4-0-0

Housing Authority Grant – Letter of Support: J. Hager stated she is working with the Sutton Housing Authority and is requesting DLTA funding from Central Mass Regional Planning Commission to assist in the process of filing for a \$200,000 grant to make improvement at the Church Street public housing complex both on the property and to form connections with the surrounding neighborhood. A letter of support was requested from the Planning Board.

Motion: To endorse a letter of support for this grant, K. Bergeson
2nd: S. Paul
Vote: 4-0-0

Correspondence/Other:

Sutton Housing Production Plan – State Approval – The State has granted approval for the Town's Housing Production Plan.

Water Shortage article – Highlights the importance of water and its protection.

Babson College article -

Planning Board Initiatives 2020

J. Hager provided the Board with a list of initiatives that are being or should be considered to undertake in 2020 as follows:

Open Space & Recreation Plan – The 2013-2020 Plan expires this year. An approved plan is necessary for grant awards and any projects that get awards need to be included in the plan. Projects like the Marion's Camp improvements, Shaw Farm trails, and the Manchaug Riverwalk have been funded in large part through grants obtained in conjunction with previous plans. CMRPC has already been tasked with updating the demographics section of the new Plan as well as formulating the resident input

survey and tabulation. They will also likely assist with the public meetings and mapping. The P&ED Director will re-write the remainder of the plan with input from the Board and residents. The Board needs to decide on the timing for this effort that will include several working meetings and a few public meetings/hearings.

Cottage Housing and/or Other Affordable Housing Initiatives – The Board needs to decide if they want to move this bylaw forward or other initiatives and what that process will look like.

Subdivision Rules & Regulations Update – These Regulations were last updated in 2006 and are in need of update. The P&ED Director will work with R. Nunnemacher and relevant department heads on this effort. The Board needs to decide on the timing of this effort that will include at least one working session and a public hearing.

NEW Marijuana Business overlay District (MBOD) – The old one is full, the Town needs to designate a new area or marijuana uses can go anywhere!

Multi-town Mixed Use District – Particularly if with the use interpretation that has been issued about trucking services and warehousing, the Board needs to distinguish the OLI in NE Sutton from the OLI in SE Sutton as one can handle this use and one cannot. The Board needs to decide how to proceed with this issue. At the Board's request, J. Hager will reach out to Central Mass Regional Planning to see if they can help evaluate traffic capacity in NE Sutton and consider if funding needs to be added to the budget to accomplish this task.

Master Plan Initiatives – The Planning Board is charged by MGL with maintaining the Towns Master Plan, last updated in 2012. Master Plans are typically intended to cover a 20-25 year time period, so until 2032ish. Part of the Board's responsibility is to review progress on the Goals & Objectives of the Plan. The Board needs to decide how they wish to both review progress on and promote action on Goals & Objectives in the Plan.

She also asked the Board if there are there other initiatives and/or goals the Board feels they should be focusing on in 2020? Sign Bylaw Update? Overall Use Table Update? Etc.?

Motion: To adjourn, K. Bergeson
2nd: M. Gagan
Vote: 4-0-0

8:00 P.M.