



Town of Boylston Planning Board planning@boylston-ma.gov

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MEETING MINUTES Monday, January 8, 2024

CHAIR: Mark Johnson
MEMBERS PRESENT: Kim Ames, Peter Caruso, Corinna Javier, Homaira Naseem, Richard Baker, Associate Member
MEMBERS ABSENT: None
OTHER ATTENDEES: Paul Dell'Aquila, Town Planner
RECORDER: Nina Gardner

Mr. Johnson called the meeting to order at 6:36 p.m.

26 Boulder Way/ANR - Attorney Adam Costa was present on behalf of Ken and Betty Sydow who were seeking to divide one lot into two. They received an amended Variance from the Zoning Board of Appeals on November 27, 2023 to separate one piece of the property from the other. The applicant is now seeking an ANR for Parcel 26 and creating Parcel 26A. The Board briefly discussed. All the lots on Boulder are non-conforming. The Board agreed there should be a note on the plan that states "cannot be subdivided." All units have been reconstructed from the original structure. Ms. Javier motioned to endorse the ANR Plan for 26 Boulder Way. Ms. Ames seconded; all voted in favor by roll call vote:

Ms. Javier - yes
Mr. Caruso - yes
Ms. Ames - yes
Mr. Johnson - yes
Ms. Naseem - yes

Ms. Ames motioned to authorize the clerk to sign the ANR and Mr. Caruso seconded; all voted in favor.

15 School Street/ANR - Richard Dale, the applicant, was present seeking to split thirteen acres of land into two lots. He is planning to sell the back part of the lot to DCR which abuts his property. After a brief review and discussion, Ms. Naseem motioned to approve the ANR plan for 15 School Street as submitted. Ms. Javier recused herself from this agenda item as she is Mr. Dale's neighbor and friend. Mr. Caruso seconded; all voted in favor by roll call vote:

Ms. Javier - abstained
Mr. Caruso - yes
Ms. Ames - yes
Mr. Johnson - yes
Ms. Naseem - yes

290 Shrewsbury Street/Rand Whitney/Special Permit (Sign)- Kyle Merkovsky of The Kraft Group was present on behalf of Rand Whitney along with Scott Clement from Sign Design.

Mr. Merkovsky explained to the Board that over the last few years they have been coordinating with Fed Ex to have one sign at the Pine Hill Drive/Shrewsbury Street corner instead of several signs for each business. The current sign is 12' tall x 7' wide with a 3' x 6' electronic reader board and a smaller free-standing static sign. They presented the new sign design. They are using the same video board. They are proposing a an approximate 20' tall x 9' wide free-standing ladder sign with three 3' x 7' signs for tenants and a 3.5' x 7' digital display sign. The sign will house placards for Unified, Fed Ex, Rand Whitney, and the tenant at 80 Pine Hill. At the suggestion of Mr. Dell'Aquila, Mr. Merkovsky requested a waiver from the requested Site Plan. Ms. Naseem motioned to close the public hearing and Mr. Caruso seconded; all voted in favor.

Mr. Dell'Aquila asked the applicant to provide criteria of findings and noted the following proposed conditions of approval consistent with other sign permits recently granted. They are as follows:

- The sign is consistent with other signs in the area.
- No flashing.
- No scrolling.
- A 5-second delay between messages.

The Board previously approved a Special Permits for a sign for Rand Whitney in April 2023 and for a free-standing messaging sign for Fed Ex in April, 2022. These signs will be removed and replaced with a single new sign.

Ms. Ames motioned to approve the Special Permit for Rand Whitney and Mr. Caruso seconded; all voted in favor by roll call vote:

Ms. Javier - yes
Mr. Caruso - yes
Ms. Ames - yes
Mr. Johnson - yes
Ms. Naseem - yes

Ms. Ames motioned to authorize the Clerk to sign the Decision and Mr. Caruso seconded; all voted in favor.

395 Cross Street/Special Permit (Accessory Apartment) – Irany Ajootian, the applicant was present along with a friend, Joe Jacques. There is presently a single-family home on the property and an accessory garage, and a shed located on the property. The applicant is seeking to convert the existing detached garage into an accessory apartment. The Board reviewed the plan with Ms. Ajootian. The septic is for a four-bedroom home so the plan to convert the garage would still be in compliance with the septic requirements. There is an existing stone driveway to the property. There is an existing foundation. The roofline will have to be changed. Mr. Johnson stated the structure needs a driveway and that is not shown. He had a few concerns such as accessibility and parking. After reviewing and discussing with the applicant, the Board felt they needed more information, so they asked Ms. Ajootian for a plot plan showing access and dimensions and setbacks. There were a few abutters present and they asked for clarification regarding the location

of the structure and for the property to be cleaned up. They mentioned tents that are being used for storage and those are being removed. Ms. Ames motioned to continue the public hearing until Monday, March 4, 2023 at 6:30 p.m. Mr. Caruso seconded; all voted in favor.

500 Main Street - Michael and Laurie Mascione were present with the Covenant form for their property. All of their documents need to be recorded at the Registry of Deeds by Tuesday, January 9th. The Board reviewed the Covenant Form. Ms. Javier motioned to approve and sign the Covenant. Mr. Caruso seconded; all voted in favor.

Meeting Minutes - The Board reviewed the minutes of December 4, 2023. Mr. Caruso motioned to approve as amended and Ms. Javier seconded; all voted in favor.

Town Planner Report – Mr. Dell'Aquila reviewed the following with the Board:

Compass Pointe - there are a few outstanding matters. The Developer tried to get acceptance last year, but this did not go forward, as the Title Report had some issues that were flagged by Town Counsel and Graves Engineering. The way the mapping was done, if the roads were accepted, portions of abutters' properties would be taken. There are issues that Graves needs information to be provided. Road acceptance plans have been submitted and easement plans need to be submitted. Graves has not begun their review as they are waiting for additional submittals. Conservation still has some issues as well.

Mr. Johnson asked whether these documents are public records. The documents are public record, and it was suggested that a packet is kept in the Planning Board office for any requests. Currently, the road is being plowed by the Town, but there are a number of outstanding issues that can be discussed in a future meeting. Mr. Dell'Aquila stated he would put together a document with the outstanding issues.

Application Fee update – Mr. Dell'Aquila presented a document with updated fees in comparison to neighboring towns. Mr. Dell'Aquila would like the Board's input on the fee structure. There are some items that do not have fees. If the Board would like to discuss in more detail at a future meeting that would be acceptable. Once the Board reviews and agrees upon fees, it will have to go to the Board of Selectmen for final approval. The Board agrees that the fees seem to be appropriate. Also, recent applications that have required public meeting and public notification, the cost is roughly \$250.00. The ad is roughly \$125 to \$150 and certified notifications are approximately \$8.50. As an example, for 290 Shrewsbury the combined fee was approximately \$290.00. The Board discussed the recommended fees briefly and the Board agreed they are comfortable with Mr. Dell'Aquila's proposed fees. He will bring the new fee schedule to the Board of Selectmen and if there are any questions, he will bring it back to the Planning Board.

CMRPC - The Board applied for and received a grant last year to have help with Low Impact Design standards. They have done preliminary work, and they have a draft. One of the items is stormwater and they will be going to Conservation and then based on that meeting, they can take that language and bring it to the subdivision regulations and then

come to the Planning Board to discuss. Any changes to zoning or subdivision regulations would require a public hearing.

Master Plan Implementation Committee Update – Very challenging to come up with first meeting date. He will get back to the board with a date. The first meeting should be in person, but after that, they can meet remotely.

Potential Zoning Changes Different ideas have been researched but Mr. Dell'Aquila has nothing to recommend at this meeting. He will possibly have recommendations at the next meeting if there are any changes to be made so that they can be on the warrant.

Ms. Naseem informed the Chair that she will not be at the February meeting but would be available by phone.

New Application – Azimuth Land Design, on behalf of Rich Chehade, will be submitting documents for a Phase 4 of the Barnard Hill subdivision. Mr. Baker would like the Board to inform applicants that the Board will not hear applications until Graves has reviewed and reported on the project. Mr. Dell'Aquila will inform applicants of this policy.

Ms. Naseem motioned to adjourn at 8:20 p.m. Mr. Caruso seconded; all voted in favor.

Meeting Materials:

26 Boulder Way ANR (on file in PB Office)
15 School Street ANR (on file in PB Office)
500 Main Covenant (on file in PB Office)
Town Planner Report (on file in PB Office)
290 Shrewsbury Street Special Permit (on file in PB Office)
395 Cross Street Special Permit application (on file in PB Office)