

**Minutes of Meeting
Grafton Planning Board
September 21, 2015**

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A regular meeting of the Grafton Planning Board was held on September 21, 2015 in Conference Room A at the Grafton Municipal Center, 30 Providence Road, Grafton, MA. Present for the meeting were Chairman Sargon Hanna, Vice-Chair Michael Scully, Clerk Robert Hassinger, David Robbins, and Linda Hassinger. Staff present was Town Planner Joseph Laydon.

Chairman Hanna called the meeting to order at 7:00 p.m.

DISCUSSION ITEM 2A: MODEL VILLAGE MIXED USE ZONING BY-LAW PRESENTATION – CHRIS RYAN, COMMUNITY DEVELOPMENT MANAGER, CENTRAL MASS REGION PLANNING COMMISSION

Chris Ryan, CMRPC gave an overview of the program being run by the agency to create a model village bylaw. This work is based off the states smart growth model bylaw. He said the second phase is to customize the bylaw for local towns. Saundersville, New England Village and Worcester Street are possible areas for the bylaw.

Mr. Ryan reviewed the components of the bylaw. Components include definitions, purpose, base or overlay zone, procedures, use provisions, dimensional requirements, parking, and design guidelines.

He reviewed the benefits and negatives for each overlay and base zoning. He also reviewed permitting process and recommended that the planning boards be the permit granting authority.

He said that within the village model, a number of uses are allowed by right and others subject to special permit or are prohibited and provided examples within each use category.

Mr. Ryan reviewed dimensional and building placement provisions. He said zero minimum setback was recommended and also that a maximum setback should be established. He said each town may want to establish height limitations based on the specific area of the village. Associated with setbacks, he reviewed parking standards and recommended a larger distance for shared parking.

Following the review of the model bylaw, Mr. Ryan identified three areas in Grafton where this could apply. He reviewed the existing zoning for Saundersville, Worcester Street near Wyman Gordon, and New England Village. He identified that in each area there is zoning for specific zones but that it is not written as to reinforce a village district.

Mr. Hanna asked how this village bylaw compares to the town's village mixed use bylaw. The Town Planner said that he wanted to participate in the regional effort and to allow CMRPC to develop a bylaw that also allows us to examine and compare against our existing bylaw. Mr. Hassinger said that we may want to examine some of the work-live environments. He said the 86 zoning made a lot of mixture of uses nonconforming. Mr. Robbins suggested that maybe we could use this project to look at some of those areas to examine how to make them more conforming.

He added that someone should be able to expand upon a mixed use property that may not currently be conforming.

Mr. Hassinger asked if we might be able to get input from area residents to see if there is support for this type of zoning.

Mr. Ryan said that the town can use DLTA funding for community outreach and over the next year could work to assist engage residents.

Mrs. Hassinger said that the south Grafton area is so inviting for development, but nothing has really happened yet.

**DISCUSSION ITEM 2B: WORCESTER STREET VISUAL PREFERENCE SURVEY
RESULT PRESENTATION – CHRIS RYAN, COMMUNITY DEVELOPMENT
MANAGER, CENTRAL MASS REGION PLANNING COMMISSION**

Mr. Ryan reviewed the results of the visual preference survey. He said the rankings were from -7 to +7. He provided examinations of positive image scores and negative image scores. He said the scores were then categorized into preferred, acceptable, non-preference, discouraged, and highly discouraged.

Mr. Ryan then reviewed some example images and recommendations for how the town could achieve desired outcomes. Negative or undesirable images were identified and he included recommendations on how to avoid negative outcomes. Topics included landscaping, town centers, retail buildings, and signs.

Mr. Hanna asked, compared to other towns, what was the most striking result that he found. Mr. Ryan said the respondents rejected corporate modern signage and preferred small-town style development and signage.

Mr. Robbins said that it might be possible to get a larger selection of images that allow for more sensitive analysis of images rather than extreme types of images. Though the images were seen as a good start, Mr. Robbins added that we may be interested in doing follow up in order to relate some of the work and images to places in Grafton.

**ACTION ITEM 1A: DRAFT DECISION: DEFINITIVE PLAN APPROVAL (2015-5) –
“GRISTMILL VILLAGE” SUBDIVISION – CASA BUILDERS AND DEVELOPERS
CORP. (APPLICANT) / MAINTANIS REALTY TRUST; WILLIAM J. & MARY J.
MAINTANIS & STEPHEN A. WILSON (OWNERS)**

Mr. Hassinger noted that there are several issues within the context of the draft decision which he perceives to be unclear, including the site easement and other judgements to be made pending information currently awaiting submission by the applicant. The Board agrees that, in order to move forward with the application, there are remaining issues that impact the health and safety of the public and would like to reopen the Public Hearing with the approval from the applicant.

Mr. Venincasa joined the conversation and stated that he intends to comply with any conditions of the decision. Mr. Hassinger is not supportive of proceeding expeditiously and would like to have time to review the plan in a public setting to vote to endorse the Mylar. The Board agrees to reopen the Public Hearing for the application to officially enter in recently received documents for the record and include new suggested language in the condition of the decision.

MOTION by Mrs. Hassinger, SECOND by Mr. Robbins, to extend the meeting beyond 10:00 p.m. MOTION carried unanimously 5 to 0.

Staff will advertise for reopening the hearing on October 26, 2015 and work to create a draft decision to be ready that same night for voting directly after the Public Hearing. Mr. Venincasa signed an extension for the decision deadline.

MOTION by Mr. Hassinger, SECOND by Mr. Robbins, to reopen the public hearing on October 26, 2015. MOTION carried unanimously 5 to 0.

ACTION ITEM 1B: DRAFT DECISION: SP 2015-9: 218 WORCESTER STREET – SINAGE – SUNSHINE SIGNS COMPANY INC. – DAVID R. GLISPIN, SUNSHINE SIGNS (APPLICANT) / MICHAEL F. NOEL, GRAFTON TIRE (OWNERS)

The Board and Mr. Laydon reviewed the time line associated with this application. With Mr. Robbins upcoming absence at the following two (2) meetings, Mr. Laydon suggests that the Board continue the discussion of the decision until September 28th then plan to deliberate the decision at a special meeting to allow for any changes needed by the board for action. Mr. Laydon will reach out to the Applicant to inquire whether or not they are willing to grant an extension.

ACTION ITEM 1C: BRIGHAM HILL ESTATES – RECOMMENDATION TO BOARD OF SELECTMEN FOR ACCEPTANCE

MOTION by Mrs. Hassinger, SECOND by Mr. Robbins, to recommend to the Board of Selectmen to accept Brigham Hill Estates. MOTION carried unanimously 5 to 0.

DISCUSSION ITEM 2C: DISCUSSION OF ADDITIONAL ZONING AMENDMENT TOPICS INCLUDING MICROBREWERY, RESTAURANT, EATING ESTABLISHMENTS, SIGNS, ETC.

The Board discussed the various definitions and authorizations of microbreweries, brew pubs and other brewery-type establishments. With breweries currently prohibited within the Water Supply Protection Overlay District (WSPOD), the Board debated recommending a certain allowable scale of brewery to the town for the WSPOD and discussed the possible unfavorable aspects to be anticipated by having a brewery present in a WSPOD. Mr. Hassinger requested that staff gather credible input on why breweries were listed as prohibited within such a district.

Mr. Laydon also noted that further comparison could be done with relating the Town's bylaw for our WSPOD with that of the Department of Environmental Protection (DEP). Mr. Hanna requests that we get clarification on the current level of desire for a brew-type operation in town and research what type and size of brew establishment is appropriate for the resources available.

Mr. Scully points out that many of the local and smaller brew operations are somewhat farmer organized and quasi operated by way of state law.

Mr. Hanna then recommended that the Board discuss the cancelation of the October 5, 2015 Planning Board Meeting.

MOTION by Mrs. Hassinger, **SECOND** by Mr. Hassinger, to cancel the October 5, 2015 meeting of the Planning Board. **MOTION** carried unanimously 5 to 0.

3. CORRESPONDENCE

No correspondence was discussed at this time.

4. ADJOURNMENT

MOTION By Mr. Robbins, **SECOND** by Mrs. Hassinger, to adjourn the meeting. **MOTION** carried unanimously 5 to 0.

The meeting was adjourned at 10:07 p.m.

Robert Hassinger, Clerk

EXHIBITS

- Action Item 1A: Draft Decision: Definitive Plan Approval (2015-5) – “Gristmill Village” Subdivision; dated September 18, 2015; no received date; 23 pages.
- Action Item 1B: Draft Decision: SP 2015-9: 218 Worcester Street – Signage – Sunshine Signs Company Inc.; 2nd Draft; dated September 18, 2015; 11 pages.
- Action Item 1C: “Brigham Hill Estates” – Recommendation for Acceptance; includes the following:
 - Correspondence; Scott P. Miccile; Re: Request for Final Inspection and Bond Release, Brigham Hill Estates/North Grafton Preserve Subdivision; dated September 04, 2015; received September 04, 2015; 1 page.
 - Correspondence: Re: Brigham Hill Estates; submitted by Brian Szczurko; dated September 15, 2015; received on September 15, 2015; 1 page.
 - Correspondence; Subject: Brigham Hill Estates, Construction Completion Review; submitted by Jeffry Walsh, Graves Engineering, Inc.; dated September 10, 2015; received September 14, 2015; 4 pages.

- Discussion Item 2A: Model Village Mixed Use Zoning By-Law Presentation – Chris Ryan, Community Development Manager, Central Mass Region Planning Commission; Second Draft for Distribution to Peer Experts and Participating; no date; no received date; 39 pages.
- Discussion Item 2A: Model Village Mixed Use Zoning By-Law Presentation – Chris Ryan, Community Development Manager, Central Mass Region Planning Commission; Model Village District Bylaw Initiative, Town of Grafton, MA Presented by Chris Ryan; color; 8 ½” X 11”; dated September 21, 2015; no received date; 6 pages.
- Discussion Item 2B: Worcester Street Visual Preference Survey Result Presentation; Visual Preference Survey Findings Report, DLTA PDA Technical Assistance – PDA 110-6; prepared by Chris Ryan, Community Development Manager, Central Mass Region Planning Commission; color; 11” X 17”; 17 pages.
- Discussion Item 2B: Worcester Street Visual Preference Survey Result Presentation; Visual Preference Survey, Town of Grafton, MA, Spring 2015; color; 8 ½” X 11”; no date; no received date; 96 pages.
- Discussion Item 2C: Discussion Of Additional Zoning Amendment Topics Including Microbrewery, Restaurant, Eating Establishments, Signs, Etc.; Existing Zoning Provisions Restaurants; dated September 18, 2015; no received date; 1 page.
- Discussion Item 2C: Discussion of Additional Zoning Amendment Topics Including Microbrewery, Restaurant, Eating Establishments, Signs, Etc.; Zoning Definitions for Microbrewery/Brewpub; Submitted by Joseph Laydon; dated September 21, 2015; no received date; 2 pages.