

Planning Board – Town of Spencer

Minutes

Regular Planning Board Meeting
Tuesday, June 21, 2011 at 7:00 PM
McCourt Social Hall
Memorial Town Hall



The meeting was called to order at 7:10 p.m.

Planning Board Members Present: Chair Shirley Shiver, Paul Sauvageau, and Mary Stolarczyk.

Planning Board Member Absent: Robert Ceppi.

Staff present: Michelle Buck, Town Planner, and Bea Meechan, Senior Clerk, ODIS.

Ms. Shiver opened the meeting at 7:10 p.m.

New Business:

A. Introduction of a potential new member – Ralph DiChiara. Ms. Shiver asked Mr. DiChiara for the introduction, and why he is seeking to become part of the Planning Board.

Mr. DiChiara said he cares very much for the Town. Mr. DiChiara formerly was a member of the Spencer Finance Committee, and also a member on the Board of Trustee of Richard Sugden Block Building. In addition, he was also a former candidate for the School Committee and Board of Selectmen. He would like to be involved with the Town, and would like to serve his community. Mr. DiChiara could provide his expertise to the Board.

Mr. Sauvageau commented Mr. DiChiara has a good attitude; he joined the Planning Board for the same reason as Mr. DiChiara – to become more involved with the Town. The Planning Board currently consists of members who have experience in planning, engineering, and real estate; it is good to have a diverse group of people. Mr. DiChiara has a background in finance and that would be helpful to the Board.

Ms. Shiver asked if Mr. DiChiara is familiar with the Planning Board's tasks, and the Board's responsibility for the town.

Mr. DiChiara said he has some knowledge of the tasks involved.

Ms. Shiver explained part of the tasks is to review the plan for the subdivision properties, and ANR plans. The Board also reviews the Bylaws and makes or recommends any modifications and changes.

Mr. DiChiara has read about the Master Plan in the past, and he then asked whether the Board had any involvement in that and if the Master Plan now obsolete.

Ms. Shiver said the Town established the Master Plan approximately 7-8 years ago; it is not obsolete. The Planning Board oversees the implementation of the master plan, and the Zoning Bylaw modification is part of the implementation. The Town did a major change/modification to the Bylaw in 2006.

Mr. Sauvageau made a motion to recommend Mr. DiChiara's appointment to serve as Planning Board member. Ms. Stolarczyk seconded the motion and the vote was 3-0 in favor. Ms. Buck will send a memo the Town Administrator of the recommendation.

Mr. DiChiara thanked the Board members for their time. [He also stayed and observed the Board's conduct in its business tonight].

B. ANR – Kirk Mainville, 22 Polar Spring Road, creation of 2 new lots. The purpose of this plan is to divide out a lot around the existing house for mortgage purposes and to separate the house lot from the remaining land in a Trust. Ms. Buck asked the surveyor to revise the original ANR plan and resubmit to the ODIS. The revisions requested by Ms. Buck were: 1) To clearly distinguish the existing lot from the proposed plan by making the boundary line of the proposed plan thicker than the boundary line of the existing lot, and 2) Make a notation on the plan, that the remaining land consists of 22± acres and it is not a buildable lot.

Ms. Buck further explained that Polar Spring Road appears to be on the Public Road's list; however, a portion of the road actually does not exist on the ground [Ms. Buck pointed out the location on the plan]. Therefore this road does not have frontage to make it eligible for an ANR endorsement for the remaining land. [The road is a constructed road where the existing house is located, but is merely a grassy cleared area on the portion of "roadway" in front of the remaining land]. Ms. Buck thought it is important to note on the plan that the remaining land (22 acres) is not a building lot.

The length of the Polar Spring Road is .38 miles long as indicated by the Highway-Street Department. Based on the above discussion, Mr. Mainville asked if the length of the road is actually .38 miles long.

Ms. Buck said it is common for different reasons that a road may appear on the public road list even it has never been built. When creating a new lot, the road has to be in existence – physically. Ms. Shiver explained there were some public roads/streets that never officially got accepted by the town at the Town Meeting, and in some cases the roads were just the easements, but somehow throughout the years they had become a public road. The Town may or not have accepted these roads, and that could have happened to Polar Spring Road.

The Town is obligated to plow the public streets. Even if Polar Spring Road did not officially get accepted by the Town, there are 2 homes on that road, and access for safety reasons is necessary, therefore the Town has been plowing the road in the winter season.

Ms. Buck said when the Board endorses/approves an ANR plan, like this plan presented tonight, the key consideration is that the parcel has access, thus the road just cannot be on paper - it must be constructed.

Mr. Mainville asked if the Town had included the length of the Polar Spring Road in part of its submission to the State for funds – Road Pavement.

The Board and Ms. Buck did not know for certain, but would assume that.

Mr. Mainville said the whole property/land is in Chapter 61A. He simply wanted to separate the house from the rest of the land. He has no intention to subdivide the land.

Ms. Buck and the Board concluded that, this is why it is important to note the remaining land (22 acres) is not a buildable lot without further approval by the Spencer Planning Board, and also to protect the potential buyers if this remaining land were to be sold in the future.

The Board reviewed the ANR plan, and agreed that it met the requirements. Mr. Sauvageau made a motion to accept the ANR plan as presented tonight and to have Ms. Buck endorse the plan. Ms. Stolarczyk seconded the motion and the vote was 3-0 in favor.

C. Potential Modification of Deer Run Subdivision – Funari Site Development. Ms. Shiver asked the representatives from Funari to make a presentation of the plan.

Note: Mr. Steven O’Connell from Andrews Engineering, Mr. Steven and Ms. Lori Funari from Funari Site Development are here tonight.

Mr. O’Connell said the extension on the approved plan on Phase II is to be expired in July of 2011. Tonight, there *are 2 matters* he would like to discuss with the Board: 1) The request for an extension on the approved definitive subdivision plan, Deer Run – Phase II which will expire on July 10th, and 2) The proposed modification plan. Mr. O’Connell said the Bank, Framingham Co-operative Bank, sent a letter to Funari stating that the Bank gives authorization to Funari to act on its behalf in regards to requesting an extensions or modifications. He then submitted the letter to the Board.

Ms. Shiver would like to enter this letter dated 6/20/2011 from Framingham Co-operative Bank into the record. She then read the content of the letter as follows:

“Re: Deer Run Subdivision – Spencer, Massachusetts. Dear Mr. Funari, in accordance with our recent meeting wherein we have agreed to move forward in order to finalize our understanding and agreement with you for the purchase of the Bank’s position in the above referenced subdivision, please accept this letter as authorization for your company to act on behalf of the Framingham Cooperative Bank with all officials for the Town of Spencer including the Town of Spencer Planning Board, with respect to requesting any extension or modifications for the above referenced subdivision. This authority shall remain in force and effect until withdrawn by the Bank, at the Bank’s sole and exclusive discretion. The letter was signed by Mr. Mark P. Haranas, the Bank’s President and CEO.”

Ms. Buck clarified that Phase II Extension had already expired in July of 2010, however with the Permit Extension Act it is automatically extended to July of 2012. The Extension of Phase I was granted by the Board on 6/2/2009 and with the Permit Extension Act, it will expire in August of 2011. While reviewing the Certificate of Decision of Deer Run Phase II, Ms. Buck did notice one of the conditions; condition #2 stated as follows: The approval shall become null and void immediately upon the denial of the adjacent definitive subdivision plan by the Planning Board of the Town of North Brookfield... Ms. Buck said the North Brookfield Planning Board did not deny the Subdivision Plan; they had *rescinded* the plan. With that being said, no one would be able to proceed with Phase II, as it was originally proposed, without going back to North Brookfield Planning Board for a re-approval of the subdivision plan (Subdivision Plan in North Brookfield).

The Board and Ms. Buck said based on the condition 2, as mentioned above, no one could get any building permit from Spencer Building Department unless *one* of the following actions has occurred: 1) Getting the subdivision plan (in North Brookfield) re-approved by the North Brookfield Planning Board, or 2) Submitting a Modification Plan for Deer Run Phase II to the Spencer Planning Board.

All representatives from Funari said they understood the above condition and the options that were explained to them.

Mr. O'Connell then presented the second matter to the Board – the Modification Plan. [At the previous meeting on 5/17/2011, the Board advised Mr. O'Connell to have a discussion with the Bank on the Extension, with the Fire Chief on the emergency access road, and contact Ms. Buck with the modification of the subdivision plan, Phase II and the submission of the application to ODIS]. Mr. O'Connell did meet with all parties as directed by the Board.

Mr. O'Connell gave a brief summary from the May 17th meeting. The modification plan discussed in that meeting was to construct a dead end cul-de-sac at the west side of the property where the Spencer town line has ended. Phase II is comprised of 15 lots, and with 3 lots were sold, thus 12 lots are left remaining. Funari proposed to re-design and incorporate the 12 existing lots into 9 lots. However, after the plan was reviewed by Spencer Fire Chief, an emergency access is necessary. Therefore Phase II's plan modification has extended to 3 more lots to accommodate the emergency access.

Note: The plan demonstrated in tonight's meeting shown the addition 3 lots extended from the existing approved plan. Funari submitted the modification plan to the Board tonight at the meeting, for the record Planning Board/ODIS received the plan today - 6/21/2011.

Mr. O'Connell described the condition of the existing wetland crossing and pointed out the area on the plan to the Board. He further explained the following:

- Wetland crossing was essentially constructed and stabilized, also in a good condition.
- The drainage infrastructure is installed,
- The catch basins and the detention basin had been installed along the Spencer town line.

- Stormwater plan and stormwater catch basin is planned to be installed right along the Spencer Town line. Stormwater from Bell Flower lane and Briarwood Lane would travel down to the cul-de-sac and then discharge into this stormwater catch basin.

Mr. O'Connell said with above circumstances it is a shame not to utilize the work and the effort that put into for wetlands' restoration, and also with the emergency access road the additional of 3 more lots is essential. This proposed modification of the plan would make the project much more feasible to Funari. He is hoping that the Board will see the benefit and agree with the proposed modification plan.

Ms. Shiver said the addition of 3 more lots will bring the total to 15 lots; she then asked if they all are 45,000 square foot lot size.

Mr. O'Connell said the proposed modification plan of Phase II, as explained above, consists of the same 12 existing lots, but with the extension of 3 more lots in North Brookfield (to construct the emergency access) therefore there are 15 lots in total. Mr. O'Connell noted that these 3 lots are not buildable lots. Yes, all 15 lots are 45,000 square foot lots. [Under the current Zoning Bylaw (2006), lot size in the Rural Residential must be in compliance with the minimum lot size requirement of 60,000 square feet. However, the approved definitive subdivision plan is filed under the 1985 Zoning Regulations and the plan is still under the protection of the previous Bylaw which allowed for 45,000 square feet minimum lot size].

Ms. Shiver asked if the Bank – Framing Co-operative Bank has the ownership of those 3 lots, and whether Funari will be able to get an agreement with the Town of North Brookfield in regards to the access road.

Mr. O'Connell said he received a confirmation from the Bank's attorney, prior to this meeting, that there should not be any problem concerning to the agreement with North Brookfield.

Ms. Shiver asked Ms. Buck on the status of the surety.

The Town has the surety of \$191,000 for the first part of Phase II's roadway construction (up to the work done to station 10+00), and no surety on the second part of Phase II. She spoke with Mr. Adam Gaudette, Town Administrator, in terms of how things would be handled. Road work on Phase I is in plans to be constructed, Mr. Eben Butler, Highway Foreman, or a new Superintendent would handle Phase II. Mr. Gaudette has the intention to have the road work done, Phase I and Phase II, consecutively.

If the road on Phase I is completed, the trucks and other equipment vehicles will use this road as a means of entrance to get in to Phase II project, this will damage Phase I's road work, Ms. Shiver does not want that to happen.

Mr. O'Connell said Funari proposes using the road in North Brookfield as an construction entrance; enter on that side for the construction of the emergency access road and the Phase II project.

Ms. Buck asked on the time line, how long Funari plans on preparing and revising the approved definitive subdivision plan, Phase II.

Ms. Funari replied that she already has the modification plan, but does not know if the application submittal is for the definitive application, or modified approved definitive application.

Ms. Shiver inquired as to what is the game-plan once Funari gets control of the Phase II's project. As the Board recalled from the previous meeting, Funari wants to foreclose the property on the prior owner first, and this process takes approximately 8 months, then Funari would go forward with the plan.

Ms. Funari said first and foremost is to foreclose on the previous owner of the project. According to the Bank the foreclosure process takes less than 8 months, possibly before the end of this year. She is contemplating submitting the application with the finished revision plan in the month of August, 2011.

Mr. Funari said he assumed the road work would be done up to station 10+00 and the road would be accepted at the Fall Town Meeting.

Mr. Sauvageau asked whether the Town has sufficient funds to finish Phase I.

Ms. Buck said it could be the next Spring Town Meeting, and that there is no immediate plan to get the road accepted that quickly. There is an approximately \$83,000 shortfall on Phase I.

If Phase I's road does not get accepted at the Fall Town Meeting, and since the Town has surety money for both Phases, Mr. Funari said he assumed the Town will take responsibility of the snow removable for both Phases. He gave reasons as follows: First, the Town has the funds for the road's construction up to station 10+00, and Second: There are people currently residing in Phase II and paying taxes to the Town; they are entitled to receive the plowing service from the Town. Mr. Funari said it is in your court to finish the roadway, but you have chosen not to, and move the road acceptance to next spring of 2012. Therefore you – the Town should take responsibility of plowing the road. Mr. Funari asked how Phase II would be resolved if the Town does not have sufficient funds.

Ms. Shiver the road must be accepted at the Town Meeting, and when that happens the Town is then the rightful owner and responsible of plowing the road. The Board understood that the previous owner, Michael Harrington, has been plowing the road every winter.

There is lengthy discussion on the snow removal for both Phases and who is responsible for the incurred cost of the plowing. Each winter it costs about \$20,000 to plow snow for the road in Phase I which the Town billed to the previous owner. The Town does not have sufficient funds on Phase II, and Phase I's road acceptance will not occur until next spring, 2012. Mr. Funari argued that though the road in the project is a private road there are people living there, the Town has obligation to plow the road, to have access through for safety concerns. The Town also could plow the road in Phase II since it is just a little way further up – Mr. Funari thinks the

additional cost would be a minimum charge to the Town. He is proposing the modification on the approved definitive subdivision plan Phase II, and will tentatively submit the plan in August. Mr. Funari commented that he did not anticipate in the cost of the plowing, he then asked how this matter would be resolved.

Ms. Shiver said if Funari submits the modification application on Phase II in August - assuming that the project is completed within 8 months which is in the spring of 2012, the road would be ready for an acceptance in fall of 2012. If this is the case Funari would be taking care of the plowing for one winter.

Mr. Funari insists that the Town shall be responsible for plowing up to station 10+00 as specified on the Phase II's surety. He commented he would like to work with the Board to resolve all of the issues, but he would not go over and above of what he thinks he should do.

Mr. Funari said once Funari takes the ownership of the lots - which the Town has bond on, Funari will request release of these lots and the law allows him to do that. When he first came to discuss with the Board, the idea was "give and take" for both sides. He feels the Town does mostly the "taking", and nothing is given to the other side. Due to the insufficient surety, the Town cannot fix and finish the road by themselves, and Funari is willing to help and finish the road construction up to station 10+00, but with a small matter such as this case (plowing and the cost) Mr. Funari expressed that there is no compromise from the Board and the Town.

Mr. Sauvageau said, at the initial meeting, it was not in the Planning Board's purview that the Town will plow the road - the Board does not have that authority. The Town has the surety for the road construction up to station 10+00. Based on the above discussion there are people currently living in the Phase II project, within the 10+00 station, Mr. Sauvageau asked - is this why Mr. Funari thought it is reasonable for the town to plow it up to that station?

Mr. Funari concurred. Funari will be responsible for the plowing from the 10+10 station and the emergency access for the Fire Department so they can turn the fire truck around.

The Board commented it was a good discussion to have the understanding what everyone's needs are. All these have to be included and noted on the modification plan also.

After Funari gets an approval on the modification plan Phase II and all utilities, underground drainage, driveway aprons, and the based coat on the road are finished, Funari then would sell the lots. Ms. Shiver asked that prior to the lots sold, is that when Funari would consider doing the top coat of the road?

Mr. Funari does not know for certain at this time. Some of the subdivisions he did in the past were 100% completely done and then sell lots; he is leaning toward that way for this particular project. His thought was that while the Town is finishing the road way up to the 10+00 station, Funari will working on Phase II's project and complete the finished coat on the road since it had been binder down already.

Funari already had 4 successful subdivisions under way, but the homes in the subdivisions are not affordable. Mr. Funari is thinking of building affordable housing such as a one bedroom Cape style with the unfinished up-stairs. He will do sub-contracting to contractors within the area, creating jobs for local residents, it may not be a big job, but this would help - especially with the current economy where the housing market/building home is anything but prospering.

The Board does have some comfort level with the proposed emergency access road presented tonight. The waiver's request, on a maximum length 2,000 feet of the cul-de-sac, could be amendable. The Board also needs to think about the snow removal, and the insufficient funds on the roadway construction. The Board members expressed that they would like to make this work, and think that both parties (the Board and Funari) could come to the terms of an agreement.

Mr. O'Connell asked for *a clarification on the maximum length* of the dead end street is 2,000 feet, and to *where the point of the measurement begins*, from Kittredge Road or from where Phase I had ended. The approved definitive subdivision Phase II specified the starting point begins at the 0+00 entrance, and the proposed modification plan as presented tonight has 1,800 feet in length therefore the length is short, not within the requirement. In addition, *he asked whether the waiver is needed* for this modification definitive application since the Board already granted the waiver to extend the dead end road on the approved definitive subdivision – Phase I.

Ms. Shiver said that if the length does not meet the maximum requirement, the waiver is needed. Ms. Shiver said under current circumstances, *there are good access roads; Kittredge and North West Road*, and could easily be accessed to Phase II project. It was a good question, she does not know for certain, and the Board shall make a clarification for Funari.

Mr. O'Connell said it appears that the Board would allow for a potential waiver. Mr. Funari said to *assume* that there is *a large parcel consisting of 50 acres* of land at the end of Phase II (which it is not) and can access to Kittredge Road, would you still measure from Kittredge Road? If the Board would not able to deny the subdivision plan; the Board would grant a waiver – would the wavier be granted automatically?

Ms. Buck said in order for the Board to grant a waiver, the access road plan to the property must already be in place – from an access point to another road.

Ms. Shiver recalled when the definitive subdivision plan got approved in 2002, it was under the previous Spencer Subdivision Regulations, the maximum length of 1,000 feet was required for the dead end road at the time, and the waiver to extend the dead end road was granted for Phase I. When Phase II got an approval in 2006, Ms. Shiver was also on Board at the time, she thought *that the measuring point started at where Phase I had ended, not from Kittredge Road.*

[However, the access road in both Phases connected through North Brookfield; there was no dead end on the approved plan as opposed to the proposed modification plan, said Ms. Buck.] Phase II did not previously require a waiver because the road was a through-road. Ms. Shiver said the current zoning bylaw which was adopted in 2006 stated that the maximum length of a dead end street (measured to the far edge of the right-of-way) is 2,000 feet for any minor street providing access to a maximum of 15 lots. In addition, the approved subdivision in North Brookfield had since been rescinded.

Mr. Funari said Funari can do the road work on Phase II as mentioned in the previous discussion. The Town will send out invitation for public bidding on Phase II's road work, he then asked could there be a way for which the Board would determine that that Funari could finish the road work on Phase II, if there is such a way?

Ms. Shiver said the public bidding is in compliance with the Procurement Process which the Town Official will choose the best - lowest possible bidding amount offered.

In conclusion, some of the issues/items were discussed tonight the Board would work with Funari. However, the Board does not have all of the authority, thus the Board does not have all of the answers. Ms. Shiver thinks that Ms. Buck could contact Mr. Gaudette on the public bidding matter.

Ms. Buck said she approached Mr. Gaudette on more than one occasion and the answer was that there is no way to go around the procurement process [to award the contract directly to Funari]; it would be in violation to the law.

In summary, the following were subjects addressed tonight:

- ✓ To get an answer on the snow removal, which Town Official has such authority over the matter. Who will responsible for the plowing for the up-coming season.
- ✓ Funari will submit a revision plan for Phase II; Modification to the Approved Definitive Plan – Phase II.
- ✓ A waiver for the maximum length (2,000 feet) of a dead end road is required.

The Town has insufficient surety amounts for Phase II, Mr. O'Connell suggested of having the line items list (listed each item and the associated cost) when sending out the bid. When all bids come in the Town can choose and pick the bidder who can do the most work for that insufficient amount.

Ms. Shiver thanked Mr. O'Connell for the suggestion.

D. Public Hearing – Stormwater Regulations. Ms. Shiver opened the hearing at 8:10 p.m. Ms. Shiver read the content of the public hearing as follows:

“The Spencer Planning Board will hold a public hearing on Tuesday, June 21, 2011 at 7:00 PM in the McCourt Social Hall of Memorial Town Hass, 157 Main Street, Spencer, MA 01562 to consider adoption of Stormwater Regulations to implement Spencer's Stormwater Bylaw. A copy of the proposal may be inspected at the Town Clerk's Office and at the Office of Development & Inspectional Services in Town Hall during regular business or on Spencer's web site. Any person interested or wishing to be heard on this proposal should appear at the time and place so designated.”

Ms. Shiver asked if this, Spencer's Stormwater Bylaw has anything to do with the MassDEP?

Ms. Buck said the reasons for adopting the Regulations are that: 1) The Town adopted a Stormwater (SW) Bylaw in 2009, and by implementing the SW Bylaw this will make the Town be in consistence with MassDEP's Stormwater Policy, and 2) MassDEP is encouraging and pushing communities to have specific Regulations related to the MassDEP's Stormwater Policy.

There were some issues which needed further research at the last meeting. One particular issue is to work with Utilities & Facilities Department (U&F) on how to handle minor applications/ smaller projects, and to have these smaller projects/applications be reviewed by the Superintendent U & F (with respect that a new Superintendant has background in the Engineer). The acting interim Superintendent thought it would be best to wait on the subject matter until the new person is on board.

Ms. Buck given a brief overview of the Regulations as follows:

Category	Threshold
<u>Major Project</u> :	Land conversion activity greater than 1 acre.
<u>Minor Project</u> :	Land conversion activity less than 1 acre meeting 2 of the 3 following conditions: 1) located within 100 ft, of any existing or proposed inlet to any storm drain, catch basin, or other storm drain system component discharging to any lake, pond, river, stream, or wetland; 2) will occur on or result in a slope of 15% or greater; or 3) disturbs greater than 10,000 sq.ft. in area

Ms. Buck said the most trouble is the threshold for the minor project; it is difficult to determine which Board should be the permit granting authority.

Mr. Sauvageau asked what would be the trigger; equal to one acre, or greater than one acre. The Board suggested having discussion with U&F and Conservation in regards to the chosen wording for the threshold.

Ms. Buck said that was a good point, she will find out and report back to the Board.

The Board members reviewed the Regulations at this time. Mr. Sauvageau requested that the Stormwater Management handbook, under 6.0 Design Standards on page 6, *the handbook number shall be specified* since there is vast volume of such handbooks.

Ms. Buck said the Town will hire a new Superintendant U&F in a near future, and the above issues still need to be resolved with U&F, she is recommended to continue the public hearing to a later date.

The Board agreed. Mr. Sauvageau made a motion to continue the hearing to September 20, 2011. Ms. Stolarczyk seconded the motion and the vote was 3-0 in favor.

Approval of Minutes: Minutes for May 17, 2011.

Mr. Sauvageau made a motion to accept the minutes for May 17, 2011. Ms. Stolarczyk seconded the motion and the vote was 3-0 in favor.

Town Planner Report:

Sunset/Holmes Subdivision - Updates. Ms. Buck said that Mr. James Laney, owner of Sunset/Holmes Subdivision had yet to submit an updatedd surety amount to ODIS. Ms. Buck will seek a consult with Town Counsel.

Floodplain Amendment: The Floodplain Amendment got an approval at the Spring Town Meeting and was already forwarded to FEMA. Ms. Buck received a confirmation from FEMA that Town of Spencer is all set and eligible for the National Flood Insurance Program.

Commonwealth Capital Application: This particular application basically is the Town's report card; it is about the long range plan in town that is tied in with the Smart Growth and Capital Score established by the State. [In general, any town that has a high score has better of receiving grants and funds from the State]. Last time the Town submitted this particular application to the State was 2-3 years ago. The Town has decided to proceed with the LAND Grant Application, and the last date for the deadline submission is in July. Ms. Buck placed a lot of effort into working on the application and almost to the completion, then the State announced that the Commonwealth Capital Application does not require for the Land Grant Application.

Inclusionary Zoning Bylaw: Ms. Buck said the Bylaw has been referred to the CMRPC for a further research.

Open Space Plan: There will be a completed *draft* before the end of the 2011 fiscal year (July 20th). The tentative meeting on the matter will be on July 19, 2011.

51 Boarkum Road – Jonathan Gabriel: The Zoning Board of Appeals will hold a public hearing tomorrow, Wednesday, June 22, 2011, if the Board members are interested on the case.

With no further discussion, Mr. Sauvageau made a motion to adjourn the meeting at 8:40 p.m. Ms. Stolarczyk seconded the motion and the vote was 3-0 in favor.

Submitted By:

Approved By:

Bea Meechan, Senior Clerk

Shirley Shiver, Planning Board Chair

List of Documents used on June 21, 2011

- ANR Plan, 22 Polar Spring, Kirk Mainvill, for creation of 2 new lots.
- Conceptual Modified Subdivision Plan – Deer Run, prepared by Andrews Survey & Engineering, Inc for Funari Site Development dated 5.16.11.
- Draft Stormwater Regulations prepared by Ms. Buck.