

# PLANNING BOARD



19 WASHINGTON STREET  
SHERBORN, MASSACHUSETTS 01770

## MINUTES November 5, 2014

**Members Present:** John Higley (Chairman), Chris Tullmann, Marian Neutra, Associate Grace Shepard, and Town Planner Gino Carlucci

**Members Absent:** John Stevens and Eric Johnson

John Higley called the meeting to order at 7:00 p.m. in the Sherborn Police Station, 17 Washington Street.

### **ABBEY ROAD**

John Higley made the motion to continue, without discussion, the hearing for the special permit application for the Abbey Road project to 7:45 p.m. at the next meeting of the Planning Board on November 19, 2014. The motion was seconded by Chris Tullmann, and passed unanimously.

### **GENERAL PLAN WORK GROUPS UPDATE**

#### **BUILT ENVIRONMENT**

The next meeting for the Built Environment work group is scheduled for November 6, 2014. John Higley reported that the group has been reviewing the 2001 General Plan and that, while all members of the work group have been involved in every step of the revision process, the group may consider each member's individual expertise to create small groups focusing on their areas of expertise.

#### **LAND USE**

The Land Use work group has held three meetings thus far, and is scheduled to meet again on December 4, 2014. Chris Tullmann informed the Planning Board that the group is rewriting the first few pages of the 2001 General Plan as well as rewriting the overall goals and the mission statement of the Plan from a Land Use perspective. Each member of the work group will draft their own five-year plan, including their prioritization of Land Use issues, which will eventually be compounded into a group-wide plan. It is the intent that, with clearly-defined goals and directives, the

implementation of prospective recommendations will be more successful than they have been in the past. Mr. Tullmann suggested that the other two work groups decide on their overall guiding principles and that the three working groups agree on a common set of guiding principles so that when the three working groups give their recommendations to the Planning Board it will be easier to combine those recommendations into one plan. To this end, Marian Neutra proposed that the three work groups should hold a meeting together to share updates, provide feedback, and spur collaboration in productive directions.

#### FISCAL AND ECONOMIC

As the Planning Board members in the Fiscal and Economic work group – John Stevens and Eric Johnson – were not present at tonight’s meeting, no update for this group’s progress was provided.

#### WARRANT ARTICLES

**Tree Revolving Fund --** It was agreed that a warrant article establishing a revolving fund for replacing trees removed under Scenic Road activities should be drafted.

#### **Lot Width –** (*Reference Document #1*)

The Planning Board agrees that amendments need to be made to the current Lot Width provision, so as to make it simpler to interpret and agreed that a warrant article addressing this issue should be pursued. Gino Carlucci provided the Board with a list of four potential options which were discussed in detail. Gino will draft examples of unique situations regarding Lot Width specifications to aid the Board in their decision of which Lot Width solution best suits the Town.

#### **Lighting Bylaw –** (*Reference Documents #2, 3*)

Mr. Carlucci provided two examples of lighting bylaws from Medway, Massachusetts and from Perry, Wisconsin to open a discussion of how the lighting issue should be addressed. It was noted that Sherborn currently has regulations in place but that they only apply to the business district. The Members of the Board will review the two examples of Lighting Plans provided. While it was agreed that a Lighting Plan will likely not be a warrant article, the Board will potentially draft an advisory document, rather than a legally-binding one, with suggested guidelines regarding noise and lighting.

#### **Restaurants –**

The redefinition of restaurants, so as to allow certain forms of outdoor entertainment and events, will also be a warrant article.

#### OTHER BUSINESS THAT MAY COME BEFORE THE BOARD

**Building Inspector –** Gino Carlucci reported that a new interim Building Inspector has been hired.

**Tree Removal –** A hearing is scheduled for November 19, 2014 at the Sherborn Police Station regarding the annual list of dead or damaged trees, as provided by the Tree Warden, to be

removed in Sherborn. The hearing for trees on non-scenic roads will be held at 6:30 p.m. and for trees on scenic roads at 7:00 p.m.

### **MINUTES**

John Higley moved to approve the minutes of February 12, 2014 as amended. The motion was seconded by Marian Neutra and the motion was approved.

John Higley moved to approve the minutes of October 1, 2014 as amended. The motion was seconded by Chris Tullmann and the motion was approved.

John Higley moved to approve the minutes of October 14, 2014 as amended. The motion was seconded by Chris Tullmann and the motion was approved.

The meeting adjourned at 10:14 p.m.

Respectfully submitted,

Samantha Shepherd  
Planning Board Clerk

### **DOCUMENTS REFERENCED DURING THE MEETING**

1. A document titled "Lot Width Options," provided to the Board by Gino Carlucci outlining four options for the Town's definition of lot width
2. The Town of Medway's lighting plan
3. The Town of Perry, Wisconsin's dark sky lighting ordinance