



Office of
THE PLANNING BOARD
272 Main Street
Townsend, Massachusetts 01469
978-597-1700 X1722 planning@townsendma.gov

Rec'd Townsend Town Clerk
3 JUL '24 AM 11:44

Laura Shifrin, Chair (2025)
Carol Hoffses, Vice Chair (2026)

Robert Therrien, Member (2027)

Andrew Shepherd, Clerk (2028)
Lance McNally, Member (2025)

PLANNING BOARD'S MEETING AGENDA

July 8, 2024, 6:30 PM Selectmen's Chambers

272 Main Street, Townsend MA, AND via ZOOM for convenience

Please note that while an option for remote attendance and/or participation is being provided as a courtesy to the public, the meeting will not be suspended or terminated if technical problems interrupt the virtual broadcast, unless otherwise required to by law. Members of the public with an interest in a specific agenda item should make plans for in-person attendance.

Zoom link provided by: TCAM Inc.

<https://us02web.zoom.us/j/81632219544?pwd=cXlvSmlmbXA3cElzaWIKblVkkK1N4Zz09>

Meeting ID: **816 3221 9544**

Passcode: **032767**

One tap mobile

+13017158592,,89963024802#,,, *685980# US (Washington DC)

+13052241968,,89963024802#,,, *685980# US

I. PRELIMINARIES – VOTES MAY BE TAKEN*:

- 1.1 Call the meeting to order and roll call. *
- 1.2 Pledge of Allegiance.
- 1.3 Announce the meeting is being recorded and uploaded to Town of Townsend YouTube channel.
- 1.4 Chairman's Additions or Deletions.
- 1.5 Administrative Report.

II. APPOINTMENTS & BUSINESS:

2.1 (6:45 pm) Public Hearing – on the applications for an Age Restricted Development special permit, site plan review special permit, and a major stormwater management permit.

Site: 108 Fitchburg Road Assessor's Map 16, Block 42, Lot 0

Applicant: Philip Colameta, Daisem, LLC.



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Applications: Age Restricted Development special permit, Site Plan review special permit, and major stormwater management permit. The proposed project involves the construction of three new two-unit residential buildings and the conversion of a single-family home into a two-unit residential building. Additionally, the project includes associated utilities, stormwater management infrastructure, driveways, and outdoor recreation areas.

2.2 (7:15 pm) Appointment - Regan Andreola, Beals & Thomas – 22 West Meadow Road - Locke Brook solar array Annual vegetation monitoring report presentation.

III. WORK SESSION:

- 3.1 Approval/discussion of draft 6/24/2024 meeting minutes.
- 3.2 Review/discuss Townsend MFOD and site plan review special permit zoning bylaw amendments revised by MRPC 06-26-2024.
- 3.3 Review/discuss HMP-MVP and Master Plan Planning Board documented progress report/table.
- 3.4 Review/discuss revised Stormwater management permit application and forms.

IV. CORRESPONDENCE:

- 4.1 received from Townsend/abutting Towns.
- 4.2 MassDOT bus stop Project Announcement

V. EDUCATION & TRAINING: -

- 5.1 State Ethics Commission – Free conflict of interest Law training webinars. Thursday, July 25, 2024, Thursday, September 26, 2024.
- 5.2 Citizen Planner Training Collaborative (CPTC) - <https://masscptc.org/>
- 5.3 Townsend MA online Code searching tools <https://ecode360.com/help/TO1826>
- 5.4 New Planning Board Member resource library.

VI. ADJOURNMENT:

- 6.1 Next Planning Board meetings scheduled for July 22, 2024 & Aug. 12 & 26th, 2024.

*Votes may be taken at any time during the meeting. The listing of topics that the Chair reasonably anticipates will be discussed at the meeting is not intended as a guarantee of topics



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that will have been discussed. Not all topics listed may in fact be discussed, and other topics not listed may also be brought up for discussion to the extent permitted by law.