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NORTON PLANNING BOARD MEETING
MINUTES OF July 27, 2021

The Planning Board Meeting of July 27, 2021 was called to order at the Norton Public Library Community Room via Hybrid Participation on ZOOM and in person at 7:15 p.m. by Mr. Timothy Griffin, Chairman. Members present were, Mr. Allen Bouley, Mr. Wayne Graf, Mrs. Julie Oakley, Mr. Kevin O'Neil, and Mr. Scott Bichan. Mr. Steve Hornsby is participating via Zoom. Also in attendance was Paul DiGiuseppe.

Mr. Griffin explained what a Hybrid meeting was and how it was going to be used in this meeting.

General Business

Mr. Griffin comments that the Planning Board should schedule future meetings.

**ANR ENDORSEMENT-(11237)-0 Freeman Street- Owner: Valentine Tool & Stamping
Applicant: MBL Land Development & Permitting Corp**

Mr. Brian Dunn of the MBL Land Development & Permitting Corp is present via Zoom. They have minimum frontage and lot area and complies with the zoning bylaws and they have worked with conservation with septic. Frontage is on Baker Street at 150 feet which is a constructed road registered with the Town Clerk.

Mrs. Oakley motions to approve the ANR and Mr. O'Neil seconds the motion. Roll Call Mr. O'Neil Yes, Mr. Graf Yes, Mr. Bichan Yes, Mrs. Oakley Yes, Mr. Bouley Yes, Mr. Hornsby Yes, and Mr. Griffin Yes.

**SP-11115: 269 W. Main St. Application for a Special Permit for a duplex within
Residential 40 zoning, Owner: Wayne Leblanc Trustee/Applicant: Carlos Silva.**

Mr. Carlos Silva is present and wishes to convert 269 West Main Street from a mixed-use commercial into a residential duplex. The building is currently an apartment building and a hair salon. Mr. O'Neil asks if the hair salon was put in when it was a residential building and whether

or not the building was already a duplex. Mr. Silva is unsure as he is planning to buy the house and not the current occupant. Mr. Griffin asks Mr. DiGiuseppe if there would be any other approvals they would need. Mr. DiGiuseppe states a variance is being sought.

Mrs. Oakley motions to close the public hearing and Mr. Bichan seconds the motion. Roll Call Mr. O'Neil Yes, Mr. Graf Yes, Mr. Bichan Yes, Mrs. Oakley Yes, Mr. Bouley Yes, Mr. Hornsby Yes, and Mr. Griffin Yes. Motion to approve the application with condition of ZBA's approval of variances was motioned by Mr. Bichan and seconded by Mrs. Oakley. Roll Call Mr. O'Neil Yes, Mr. Graf Yes, Mr. Bichan Yes, Mrs. Oakley Yes, Mr. Bouley Yes, Mr. Hornsby Yes, and Mr. Griffin Yes.

DISCUSSION - Master Plan

Mr. DiGiuseppe states that the Town Meeting is set for October 25th and August 31st is the deadline to pass in any warrants for the meeting. The Master Plan will be reviewed and the Planning Board will be able to go through it and decide if they approve the language. Mr. Bichan suggests having it on the web with basic language so everyone will be able to read and look at it.

Introduction to the Master Plan had a comment from Mrs. Oakley states it might be hard to read the map colors as they do look very similar when they are on paper. Mrs. Oakley also notices the page numbers start after letters in the first few pages of the introduction. Mrs. Oakley asks if the best introduction story was the Xfinity Center as it is in Mansfield. Mr. DiGiuseppe suggests the TPC which Mr. Peter Wiggins of 157 Mansfield Avenue confirms that the TPC was made in the 1990's or 2000's in 2002. In the Norton Data Mr. Bichan suggests adding the year the information for the flat tax rate was.

Mr. Bichan asked to have Land Use under Norton's Vision redefined to describe what protecting natural resources and neighborhoods means. Mrs. Oakley states the Historical icons are hard to see on the map. Mrs. Oakley asks if the yellow parts of the second map could be more clarified in the map legend. Mrs. Oakley suggests making the town facilities symbols be more consistent and easier to read. Mrs. Oakley wants to have a color code of the goals shown on the grid on page 9. Mrs. Oakley wants consistency in what order the goals are in. Mr. O'Neal asks if the other groups in the responsible parties are going to review the Master Plan. Mr. DiGiuseppe states the other groups have had a chance to revise the Master Plan in the portions they are involved in. Mr. Griffin states the grid is a good summary for those who haven't looked at the plan yet. Mrs. Oakley wants all of the Select Board mentions are referred to as Selectboard and possibly have the acronyms be spelled out. Mr. Bichan suggests having the grid also be on a timeline for people to see it. Mr. Bichan suggests having a start date on the grid that state how long the projects are being projected to be.

Land Use's first goal is 1-1 Modernize the town's zoning bylaw to meet the Town's

priorities on growth and preservation. Mrs. Oakley asks if the zoning language for Village Center Core and Marijuana Overlay was approved by the Attorney General. Mr. DiGiuseppe states the Village Center was approved and the Marijuana will be approved soon.

For Strategy 1.1.2 Mr. O'Neil wants to have an accuracy check on some of the data on the map and if they could explain institution on the map. Mr. DiGiuseppe states he will check to see if it will be more up to date and if the institution definition will be looked into. Mrs. Oakley states she would like to see more local examples. Mr. Bouley asks about Gold-Bio Ready Community. Mr. DiGiuseppe says that the State Mass Bio has tiers for life sciences and Norton is currently a Gold Community and is seeking to become Platinum Community.

For Strategy 1.1.3: Evaluate the feasibility of a Transfer of Development Rights (TDR) bylaw Mr. Griffin asks Mr. DiGiuseppe to explain what a Transfer of Development Rights is. Mr. DiGiuseppe states it is a program that would remove development rights from environmentally sensitive areas and direct those to places where the Town wants to see growth. Mr. Griffin asks if they the Planning Board wants to keep the TDR in the Master Plan. There was no comment against it so the strategy was kept in.

For Strategy 1.1.4: Incentivize Accessory Dwelling Units (ADU) and smaller housing typologies Mrs. Oakley asked if the Planning Board has tried this. Mr. DiGiuseppe states this would relax the bylaws on standards such as minimum lot size to promote accessory dwelling units.

For Strategy 1.1.5: Create a user-friendly Development and Permitting Guide to facilitate all types of housing and business development Mrs. Oakley asks Mr. DiGiuseppe if it is worth repeating the blue boxes that state they are complimentary actions as this strategy does not have one. Mr. DiGiuseppe states it should be there and makes note of it.

For Strategy 2.1.1: Mrs. Oakley asks when the 2020 census data will be coming out. Mr. DiGiuseppe states it should come out Fall or Winter 2021. Mrs. Oakley states it is difficult to see single family and multifamily on the map and also suggests a more local story for the Housing Production Plan. Mr. DiGiuseppe states he will help some consultants on working on the projects as well as Planning lacks the resources to take over the operations.

For Strategy 2.1.2: Consider participation in the state's Housing Choice Initiative (HCI) Program has Mrs. Oakley suggesting the Select Board be a part of the parties responsible. Mr. Griffin states that this ties into the accessory apartments.

For Strategy 2.1.3: Adopt the Community Preservation Act (CPA) To Fund the Construction of Affordable Housing Mrs. Oakley would like to have a local example and to add the blue box in. Mr. DiGiuseppe will put those edits in. The CPA was attempted at one point in Norton.

For Strategy 2.2.2: Incentivize Senior Housing Development and promote Aging in Place Community strategies has Mr. Griffin suggest adding the Housing Authority to the parties responsible box for this strategy.

For Strategy 3.1.2: Expand infrastructure to key locations to jump start economic development. Mrs. Oakley states the improvement-land value ratio isn't clear or necessary. Mrs. Oakley suggests removing the number of acres and the number of parcels as they don't go into detail as to what they are. Mr. DiGiuseppe makes a note of it and will ask for its removal. Mr. Griffin and Mr. O'Neil suggest removing the Chartley Country store out of the section as they are not a part of the district.

Goal 3-2: Support existing institutions and the local business community by maintaining businesses and attracting new firms. Mr. O'Neil suggests getting a 2020 Job Growth numbers on the chart. Mr. DiGiuseppe states he'll look to see if they have updated information. For Strategy 3.2.1: Create a user-friendly Development and Permitting Guide, Mr. Griffin notes there isn't a Norton example. Mr. Bouley suggests changing the date of completion to the following year.

For Strategy 3.2.2: Implement placemaking strategy for Village Center, including signage, Mrs. Oakley suggests changing the Montgomery example to the Foxboro example as a success story. Mr. DiGiuseppe is going to look into the completion of the matter. Mr. Griffin suggests adding Gatra to responsible parties.

For Strategy 3.2.6: Work with Wheaton College and surrounding neighborhoods to reinforce a strong "town-gown" relationship that benefits everyone, Mr. O'Neil suggests having the School Superintendent as a part of the parties responsible. Mr. Griffin suggests having Wheaton College be a member of the responsible parties. Mr. DiGiuseppe makes a note to add them.

For Strategy 3.2.8: Help local businesses capitalize on Norton's recreation and nature areas, such as the bike trail. Mr. Griffin suggests changing the timeline for the performance measure so it states that the trail is still being constructed.

Adjournment

The motion to adjourn the July 27, 2021 meeting was done by Mrs. Oakley and seconded by Mr. Bichan. Roll Call Mr. O'Neil Yes, Mr. Graf Yes, Mr. Bichan Yes, Mrs. Oakley Yes, Mr. Bouley Yes, Mr. Hornsby Yes, and Mr. Griffin Yes. Motion passes. The Planning board Meeting from July 27, 2021 was adjourned at 9:50 pm.

Minutes prepared and submitted by Bryan Carmichael, Department of Planning and Economic Development Administrative Assistant.

Minutes Approved on: 2/1/2022

Signature Paul D. DiGiuseppe