

December 7, 2016

## Minutes

HUBBARDSTON PLANNING BOARD  
Slade Building



Meeting called to order at 6:38pm by Vincent Ritchie, Chair  
Other members present: Thomas Bratko, Kendall Daly, Tom Robinson, and Scott Leblanc

### Complete Streets Community – Tier 1 Memorandum

Town Administrator, Raeanne Siegel, reviewed the Complete Streets Policy on which the Board of Selectman will vote December 14, 2016. She stated the vision and purpose of the policy is for Hubbardston to become a Complete Streets community. One of the requirements in the first tier of requirements for the town, is to have the Planning Board approve the written policy. If the town qualifies for this program, there may be funding available to repair streets such as, Elm Street., Worcester Road, Gardner Rd. and Main St. If approved, Complete Streets design recommendations would be incorporated into all publicly and privately funded projects. The Planning Board made a motion to accept the Complete Streets Policy.

**Motion: Tom Bratko**                      **Second: Scott Leblanc**                      **All in favor.**

The meeting minutes from Sept. 19, 2016 were reviewed, and there was a motion to accept.

**Motion: Tom Bratko**                      **Second: Kendall Daly**                      **All in favor.**

The meeting minutes from October 5, 2016 were reviewed, and there was a motion to accept.

**Motion: Tom Bratko**                      **Second: Tom Robinson**                      **All in favor.**

### Correspondence

Tom Bratko presented a written procedure to Atty Doneski about different options the Planning Board has to pursue gravel pit property owners who are in violation of the General ByLaws, Chapter XIX-Earth Removal. There were some recommendations by town legal counsel on the procedures for letters Tom drafted to notify the property owners that they are in violation. Tom Bratko made a motion for the Planning Board to follow the recommendations of town legal counsel, and send the letters of enforcement of the Earth Removal ByLaws to the appropriate gravel pit owners using the documented procedures.

**Motion: Tom Robinson**                      **Second: Scott Leblanc**                      **All in favor.**

Tom Bratko made a motion to recess the Planning Board meeting, and open the Public Hearing.

**Motion: Tom Bratko**                      **Second: Tom Robinson**                      **All in favor.**

**7:00pm Public Hearing** was opened regarding a special permit application submitted by Steve Lange for an indoor self-storage facility and office space at 12 Old Westminster Road, the property of the former Wachusett Lumber Co. Steve Lange gave a presentation regarding his business plan to use an existing warehouse for approximately 150-250 indoor self-storage units (50-200 sq. ft. units), and an existing house for offices. There was some discussion by the Planning Board regarding continued uses of the property (grandfathering). Chairman, Vin Ritchie, read a letter from Larry Brandt, Building Commissioner and Zoning Enforcement Officer, confirming the proposed use as a continued use of the property, under current Zoning Bylaws. The Planning Board indicated that they would like to pursue more research on the continued uses being grandfathered, and also, requested that a site plan be presented. Chairman, Vin Ritchie suggested that the Public Hearing be continued to the January Planning Board meeting.

A motion to reconvene the Planning Board meeting, and close the Public Hearing was presented.

**Motion: Scott Leblanc**                      **Second: Tom Bratko**                      **All in favor.**

