



Planning Board Meeting Minutes

Zoom Video Conferencing

Town Hall, 101 Main Street, Ashland Massachusetts 01721

April 23, 2020 – Approved at 5/28/20 meeting

1 ***Call to Order***

2 Preston Crow, Chair called the meeting to order at 7:15 pm and announced the meeting is
3 being conducted via Zoom Video Conferencing and recorded and broadcast live by WACA TV.
4 Mr. Crow reviewed the remote meeting logistics and the meeting agenda.

5
6 Also attending remotely were Joe Rubertone, Member; Dale Buchanan, Member; Tricia Kendall,
7 Member, and Phil Williams, Member. Peter Matchak, Town Planner was also in attendance.

8
9 **Public Hearing –Section 10 Zoning Amendment**

10 Mr. Crow opened the hearing and read the public notice.

11
12 Mr. Crow explained the amendment is to change the Zoning Bylaws definition of an Animal
13 Clinic or Hospital, premises for raising, harboring, or care of domestic animals for a fee. The
14 vote would be a recommendation for a Town Meeting vote. Mr. Matchak further explained the
15 premise for replacing the word “kennel” with “clinic” is to align with existing use bylaws.

16
17 There was a discussion concerning the other words included in the definition, including raising
18 and caring, as well as the overall zoning to differentiate the allowed usage for a commercial
19 and non-commercial animal kennel or clinic.

20
21 Mr. Crow asked for comments from the public. Mark Dasoni suggested bylaw wording edits.

22
23 Mr. Buchanan made a motion to continue the public hearing until May 14, 2020 at 7:30 pm.
24 The motion was seconded by Ms. Kendall; Buchanan-aye, Williams-aye, Kendall-aye,
25 Rubertone-aye, Crow-aye; with a vote of 5-0-0.

26
27 **Public Hearing – Section 9 Zoning Amendment**

28 Mr. Crow opened the hearing and read the public notice.

29
30 Mr. Crow explained the amendment is to see if the Town will vote to amend the Town of
31 Ashland Zoning Bylaw Chapter 282, Section 9, as follows: Section 9.6.3, #4. Properties with
32 projects requiring design review per Section 9.4.1.7 of Chapter 282 (Zoning) of the Town of
33 Ashland Code.

34
35 Mr. Matchak explained that Section 9.4.1.7 triggers a Design Review Committee (DRC)
36 assessment. He proposed correcting a typo in the bylaw, which changes Section 9.4.7 to
37 Section 9.4.1.7 to ensure it aligns with the DRC criteria for six parking space or more Site Plans.

38
39 Mr. Buchanan made a motion to close the public hearing. The motion was seconded by Mr.
40 Rubertone; Buchanan-aye, Williams-aye, Kendall-aye, Rubertone-aye, Crow-aye; with a vote of
41 5-0-0.

42
43 Mr. Buchanan made a motion to make a recommendation to Town Meeting to approve this
44 change. The motion was seconded by Mr. Rubertone; Buchanan-aye, Kendall-aye, Rubertone-
45 aye, Williams-aye, Crow-aye; with a vote of 5-0-0.

46
47 **29 & 41 Alden Street - Special Permit and Site Plan Review Discussion – Public Hearing was**
48 **closed April 9, 2020**

49
50 Mr. Crow explained that at the last meeting the board voted to approve the Special Permit and
51 the Site Plan, contingent on the its review of the draft decision document and conditions.

52
53 Mr. Matchak indicated that the draft was emailed to the board prior to the meeting. He
54 summarized their comments concerning conditions such as the inclusion of a snow removal

55 plan, prohibiting soil stock piling, construction phase dust controls and street sweeping,
56 striping the parking spaces in front of the building, and the applicant's donation of 150 two to
57 four inch caliper trees to the Town of Ashland or a payment in lieu.

58
59 There was a discussion concerning the tree donation, the timing, or accepting the monetary
60 value of the trees deposited to an account with the intent to purchase and use them later. The
61 board agree to write the condition to allow the Planning Dept. leeway to negotiate the
62 donation specifics.

63
64 Several other edits and wording changes were discussed, including the dumpster clearing
65 hours, the board's vote on the Special Permit, and wording concerning the full set of
66 construction and exterior drawings and details. In addition, considering punitive fines and
67 penalties for non-compliance was discussed. The board concluded that the topic would
68 require a larger discussion and input from Town Counsel.

69
70 Mr. Buchanan made a motion to authorize the Planning Board Chair to sign the 29&41 Alden
71 St. decision on behalf of the board. The motion was seconded by Mr. Williams; Buchanan-aye,
72 Kendall-aye, Williams-aye, Rubertone-aye, Crow-aye; with a vote of 5-0-0.

73
74 **Review and Approval of Minutes**

75 Mr. Buchanan made a motion to approve the minutes of March 26, 2020 as amended. The
76 motion was seconded by Ms. Kendall; Buchanan-aye, Kendall-aye, Williams-aye, Rubertone-
77 aye, Crow-aye; with a vote of 5-0-0.

78
79 **Administrative Matters: future meetings, public hearings**

80 Mr. Matchak reported on the Demolition Delay process review. He explained that in the
81 bylaw a demolition delay trigger is the filing of the Building Permit if the building were
82 constructed prior to January 1, 1940. A hearing would be scheduled with the Historical
83 Committee, and the Select Board is currently acting as the Historical Committee.

84
85 Mr. Matchak reported that the next Planning Board meeting is scheduled for May 14, 2020
86 and will be conducted via Zoom. The meeting will include a Special Permit and Site Plan
87 review hearing for 5 Homer St., and a continued hearing for 81 W. Union St.

88
89 **Report from Board Members and Town Planner**

90 **Preston Crow**

91 Mr. Crow reported on a Go the Distance race, a fundraiser for the Ashland Emergency Fund, to be
92 held on multiple weeks. Those interested in participating can sign-up at
93 www.oakrealtyma.com/events.

94
95
96 ***Adjournment***

97 Mr. Buchanan made a motion to adjourn the meeting at 8:50 pm. The motion was seconded by
98 Ms. Kendall; Buchanan-aye, Kendall-aye, Rubertone-aye, Williams-aye, Crow-aye; with a vote
99 of 5-0-0.

100
101 ***Important Documents***

- 102 1. Planning Board Agenda April 23, 2020
103 2. Draft March 26, 2020 minutes

104