

**Planning Board  
Lakeville, Massachusetts  
Minutes of Meeting  
Thursday, January 25, 2024**

On January 25, 2024, the Planning Board held a meeting at the Lakeville Police Station. The meeting was called to order by Chairman Knox at 7:00 p.m. LakeCam was recording, and it was streaming on Facebook Live. It was noted that no one else present was recording.

**Members present:**

Mark Knox, Chair; Michele MacEachern, Vice-Chair, John Cabral, Jack Lynch

**Public Hearing (7:00) Site Plan Review -2 & 4 Bedford St.**

Mr. Knox read the legal ad into the record and made a motion to open the public hearing. It was seconded by Ms. MacEachern. The **vote** was **unanimous for**. He advised the applicant has requested the hearing be continued until the Board's next meeting.

Mr. Knox made a motion, seconded by Mr. Cabral, to continue the Site Plan Review hearing for 2 & 4 Bedford Street until February 7, 2024, at 7:00 p.m. The **vote** was **unanimous for**.

**Public Hearing 156 County Street (7:00) Site Plan Review, continued**

Mr. Knox said they had approved this plan at their last meeting, but they needed to draft conditions and also approve them. Ms. Murray noted that the vote to approve the plan had not been included on the agenda so the Board would need to re-vote their approval. Typically, the vote has been to approve the plan and the conditions at the same time.

Mr. Knox then read through the proposed conditions of the approval. Regarding the condition, "any release of performance guarantee by the Planning Board due to substantial completion does not constitute final approval and any items not fully completed would constitute a Zoning Violation and subsequent Enforcement." Mr. Knox advised that it's not for a change but as a clarification of intent. With discussion from the Building Commissioner, they are often confronted where an applicant may want their bond released because they have completed everything, and they are ready for their occupancy. However, maybe it is November and they need to plant grass around the drainage areas and it hasn't grown yet, so they would call that substantially complete and release the guarantee. If they don't seed that grass and it doesn't come in, then it would be a zoning violation. There is enforcement even if they do release the bond.

Mr. Knox then read through the balance of the decision. Members had no comments or questions. Ms. MacEachern asked that the following paragraph be noted, "Planning Board approval covers site plan review elements and gives no determination on wetlands, water supply, or any other disciplines under the jurisdiction of other Boards, Committees, Commissions or departments. The

applicant agrees to return to the Planning Board if any issues, changes or need for a variance arises after this approval date.”

Mr. Knox then made a motion, seconded by Ms. MacEachern, to close the hearing and approve the Site Plan and conditions as drafted. The **vote** was **unanimous for**.

### **Appoint SRPEDD representative**

Mr. Knox advised that Ms. Cline had resigned from the Board and she had also been their SRPEDD representative. At their last meeting, they had discussed Ms. MacEachern filling in for at least the time being. Tonight, they would need to make that official. Ms. MacEachern said she was happy to take this on until they had a full Board. At that point, they could revisit it and if no one else was interested, she would have no problem continuing on with it.

Mr. Knox made a motion, seconded by Mr. Cabral, to appoint Ms. MacEachern as the Planning Board representative to SRPEDD. The **vote** was **unanimous for**.

### **Discuss SRPEDD hours – possible vote**

Ms. MacEachern said she had spoken with Ms. Perez at SRPEDD, who had forwarded her information that came in to the Town the day after they had voted to send the HPP off to the State. That information from the State said that in order to designate the landfill parcel, they wanted to see the feasibility of that site. As this would take additional SRPEDD hours, Ms. Perez said if they put in an application for the 20 available Planning Board hours, they could start. If they found they needed more, they could potentially take it from next year’s hours which come up in July. She was hoping to get an approval to send in the application for the 20 hours. She also mentioned the Overlay of the Zoning map with the current uses and was told that would be fairly quick. It would be rolled in with those same hours.

Ms. Murray noted that she had brought that to the new Interim Administrator, but he has not yet brought that to the Select Board. Ms. MacEachern said that she had asked Select Board member Carboni and she said it didn’t need to go any further than Planning Board because they each have 20 hours. Ms. Murray said if they were going to work on the Housing Production Plan, it still had to be approved by the Select Board. They might want to approve those sites before they continue. Ms. MacEachern said the email from the State said that no further approval was needed at that point. Ms. Murray said that the Select Board still had to approve the final report.

Mr. Knox asked that an email be sent to the Chair of the Select Board and Mr. Nunes sharing the information they had received from SRPEDD and the State.

Mr. Knox made a motion, seconded by Ms. MacEachern, to approve the use of the Planning Board SRPEDD hours for the completion of the Housing Production Plan, pending approval of the Select Board. The **vote** was **unanimous for**.

Mr. Knox then amended the motion, seconded by Ms. MacEachern, to approve the use of the SRPEDD hours to do the feasibility study on locations chosen for the requirements to meet the final hurdles on the Housing Production Plan, and then to be able to submit the Housing Production Plan based on that approval and conditional approval with the Select Board. The **vote** was **unanimous for**.

### **Discuss update of regulations**

The Rules and Regulations had been distributed to members. Mr. Knox would like everyone to read through them. He suggested coming back to the next meeting and picking a section such as approval of plans or standards of construction, and then breaking that down into two or three sessions.

### **Approve Meeting Minutes**

Ms. MacEachern made a motion, seconded by Mr. Lynch, to approve the December 14, 2023 meeting minutes. The **vote** was **unanimous for**.

### **Old Business – OSRD**

Ms. MacEachern advised that this is what she had drafted after meeting with the Open Space Committee last week. She then went through the comments that she had received. She said that she had gone through the draft and made these edits so she could send that out to the Planning Board as well as Board of Health, because they would be meeting with them next, and they had wanted to see any revisions.

Mr. Knox asked about the signage to be added to the open space for allowed uses. What would the allowed uses be, and would they come up with a standard or something case by case, otherwise it could be a subjective thing. Ms. MacEachern replied that because everything is by Special Permit, they don't know what the use of the Open Space would be, but maybe add some verbiage. Mr. Knox said he thought that they should have three levels. For example, if it was going to be a playground they should have general uses that would suit a playground. If they were going to have walking trails and a parking area, maybe rules about dogs on a leash, pick up your trash, etc. The rules should be tied to one of those options. Mr. Knox said maybe there are rules and regs, not part of the bylaw, they could tie to it. Ms. MacEachern said she would put some more thought into it and if anyone else had any ideas.

Mr. Cabral asked if developers had seen a draft. Ms. MacEachern said that they knew that a developer had reached out regarding a parcel near the water. She said she would make some of the revisions, circulate another draft, and then go to Board of Health and do the same. They could then see where they were at that point.

### Next meeting

The next meeting is scheduled for February 8, 2024, at 7:00 p.m. at the Lakeville Police Station.

### Any other business that may properly come before the Planning Board

Ms. Murray advised that since taking on some of the duties of the Planner under the direction of the Select Board, she has been looking at a lot of items that are outstanding. She noted a problem in the past has been the lack of communication between the office and Board. Therefore, she would be implementing a weekly email to advise the Board of any plans, applications, working documents, etc. that are ongoing so that they are all on the same page. Mr. Knox felt that anything that comes into the office should also be circulated to the Building Commissioner. Mr. MacEachern thought it would be good if that could be expanded to all the Boards.

Mr. Knox said they will still have to discuss what will happen with the Planner position, and if they make it something more like a Coordinator. At the Select Board meeting, it was requested for them to not fill the Planner position immediately and then report back in a couple of months. Maybe having a discussion about the needs of the Planning Board is something to put on their agenda, and how to fill that role.

### Adjourn

Mr. Knox made a motion, seconded by Ms. MacEachern, to adjourn the meeting. The **vote** to adjourn was **unanimous for**.

Meeting adjourned at 7:51.