



Board comments:

- How many of employees & parking spaces needed for this use?
- Hours of operation? 7 days a week?
- Is pedestrian access been needed for clients?

Board needs more information before making a final decision.

## **PUBLIC HEARINGS**

### Special Permit & Site Plan Review - B.O.T. Realty, LLC, 223 Lunenburg St. - Retail sales of Adult-Use Cannabis

Hearing opened. Sean Morrison & Rob Wotton present. Hearing opened.

Applicants were advised of voting requirements from Special Permit. Six members and an associate member present, so the associate member can participate and vote on the matter.

Sean had site plan revised based on comments from Board chair. Revised plans distributed & reviewed. A 1,080 sq. ft. portion of the building on the right side of the Conquest Video building is proposed to be retail space. The parcel's address (& video store) is 227 Lunenburg St., the cannabis retail space would be at 223 Lunenburg St.

Floor plans reviewed with Board. Only six retail customers will be allowed in the space at one time. Three P.O.S. registers at display counter. Hours of operation 11:00 a.m. - 8:00 p.m. 7 days a week. They expect to have 4-6 employees. Employee parking could be off-site. There are ten residential properties within the 300-foot radius. Applicants need to provide addresses of these properties and distances to the 223 Lunenburg building.

Board comments:

Mr. Capodagli: Need to look at the larger picture: This area needs major improvements, landscaping, better defined site driveways, etc.

Ms. Caron: Parking is an issue. Looking for buffers and improvements to the neighborhood, narrowing site access.

Need to show location of the building's exterior cameras on plan.

Public Comment:

Capt. Lemay, Fitchburg P.D. - More information needed on plan & floor plan. He reserves comments until he sees a more detailed site plan.

Among issues raised: Must have secure vestibule (sally port) at both entrance & exit to prevent unauthorized entry. Better defined entrance & exit points needed. Off street parking area is flush w/ the adjacent street pavement. Suggestion: Have a single dumpster for the several business on the site, including doughnut shop & locate it at the rear of the site.

Comments from DPW read: Sidewalks in area are very deteriorated. Need to better define driveway entrances & exits.

Suggestion: Make structure look like a single building rather than broken up into separate storefronts. Traffic Impact assessment should be done; every other retail Cannabis applicant had submitted one. Are the side streets (Garland St., Perkins St., Summit St.) public ways?

Sean: This application is in the name of "B.O.T. Realty, LLC", but the retail space's D/B/A will be "OMG". Motion made & seconded to continue hearing to Feb. 11<sup>th</sup> meeting. Vote in favor.

## **OTHER BUSINESS**

### Fitchburg Trails Vision Plan

Ralph Baker & Larry Casassa present to review & discuss the recently completed draft Fitchburg Trails Vision Plan. Ralph has asked city boards and commissions (City Council, Parks Board, Conservation Commission, Planning, etc.) to review & comment. Ralph outlined the vast network of open space and trails in the city that can be an attraction. Possible trail improvements could include trails at Coggs Hall, Northern Watershed lands, Crocker Conservation Area, etc. This trail plan describe some of the best features that Fitchburg has to offer.

Q: Are any of these trails ADA accessible? Yes, Gateway Park. Also, the City recently rec'd a trails grant to make the gazebo at Mirror Lake at Coggs Hall accessible.

Larry & Ralph described a trails grant application being submitted by the Community Development Dept. at the end of the month to pay for wayfinding signs along trails & at trail intersections in several locations. The markers at intersections would have a QR code to give location and information about the surrounding area. A similar wayfinding system is used at Leominster State Forest, etc. They asked for a letter of support from the Board.

Motion made (Mr. Fontaine) & seconded (Ms. O'Kane) to endorse the Fitchburg Trails Vision Plan.  
Vote in favor.

Motion made (Mr. Fontaine) & seconded (Mr. Capodagli) to send a letter of support to Mass. DCR for a Recreational Trails Grant for the *Fitchburg Trails Wayfinding Signage Project*.  
Vote in favor.

## COMMUNICATIONS

### Meadowbrook PUD

Peer Review of this grading plan and stormwater management plan has been completed by s Tighe & Bond. Several issues raised that the applicant will need to address. Also being reviewed by DPW-Engineering.

### Rezoning project

Tom Skwierawski discussed Phase I of the Zoning Ordinance revision project and went over suggested changes on the Ordinance by the BSC Group, the city's consultant.

Board had numerous comments, among them:

- Combining the Medical & non-medical marijuana sections is a large task. Board recommended moving to Phase II.
- Combining RB & RC - Why? We should see how many Multi-family dwellings and SFDs are in each zone.
- Should put standards for common driveways in the ordinance, not just in the Board's Special Permit regulations.
- Density allowed for multifamily uses should be clarified. Clarify that the maximum density requirement does not apply to a 40R Smart Growth project.

Tom suggested that the Planning Board initiate a petition to City Council on Phase I of the Zoning Ordinance revisions.

Motion (Mr. Fontaine) made & seconded (Ms. O'Kane) initiate such a petition. Vote 6-0 in favor.

### Meeting Minutes

Minutes of the December 10<sup>th</sup> meeting approved w/ some corrections.

Motion made & seconded to adjourn. Vote in favor.

Meeting adjourned: 9:15 p.m.

Next meeting: January 23<sup>rd</sup>, 2020 (CDBG hearing only)

Next monthly meeting: February 11<sup>th</sup>