

Worcester Planning Board
March 20, 1991
Minutes

Planning Board Members Present: John Reynolds
George Russell
Michael Lopardo

Staff Present: Stephen O'Neil, OPCD
Philip Hammond, OPCD
James Fasser, OPCD
Judith Stolberg, OPCD
Michael Traynor, Law Department
Michael Caforio, DPW
Carl Koontz, Code Inspection
Peter Cariglia, Code Inspection

Mr. Reynolds called the meeting to order at 2:05 P.M. Discussion followed regarding proposed rules and regulations for Special Permits, Site Plan Approval and Parking Plan Approval and the following changes were made:

Special Permit Regulations

1. Article I, Sec. 7 - change title to "Waiver".
2. Article II, Sec. 3(C), Sec. 5(A)(1) and (2), and Sec. 6(A) and (C) - inserted fifteen as the number of copies required.
3. Article II, Sec. 4(F) - allows Planning Board to establish a timeframe of less than 35 days for receipt of recommendations from City departments.
4. Article II, Sec. 6(C) - plan must be prepared by a Registered Professional and a Professional Land Surveyor when applicable.
5. Article II, Sec. 7(B) - insert fees as agreed to by Planning Board.
6. Article II, Sec. 7(D) - caps fee at \$5,000.00.
7. Article III, Sec. 4(C) - remove requirement for notices to be sent by certified or registered mail.
8. Article III, Sec. 4(D) - applicant must supply stamped, addressed envelopes for required notices.

Site Plan Regulations

1. Article I, Sec. 7 - change title to "Waiver".
2. Article II, Sec. 2(A) - establishes pre-application conferences.
3. Article III, Sec. 4(D) - Planning Board can require shorter timeframe for City department comments.
4. Article II, Sec. 5(A)(1) and (3) and Sec. 6(A) - number of copies required is fifteen.
5. Article II, Sec. 5(A) and Sec. 6(A) - Planning Board may allow an alternative type of site plan.
6. Article II, Sec. 6(C) - describes alternative site plan.
7. Article II, Sec. 7(B) - insert table of fees as agreed to by Planning Board.

8. Article II, Sec. 7(C) - caps fees at \$5,000.00.
9. Article III, Sec. 4(C) - delete requirement for certified or registered mail.
10. Article III, Sec. 4(D) - applicant must supply stamped, addressed envelopes for notices.
11. Article IV, Sec. 1(A) - Planning Board can set shorter timeframe than 65 days for decision.
12. Article IV, Sec. 2(A) - three votes required to approve a site plan.

Parking Plan Regulations

1. Article I, Sec. 7 - change title to "Waiver".
2. Article II, Sec. 2(A) - establish pre-application conferences.
3. Article II, Sec. 4(D) - Planning Board can require shorter timeframe for comments by City departments.
4. Article II, Sec. 5(A)(1) and (3) and Sec. 6(A) - establishes the number of copies required at fifteen.
5. Article II, Sec. 6(A) - If applicant not subject to site plan approval, a different site plan may be submitted other than that required for site plan approval.
6. Article II, Sec. 6(B) - no separate parking plan application required if site plan approval application is also required.
7. Article II, Sec. 7(B) - insert table of fees as approved by Planning Board.
8. Article III, Sec. 4(C) - delete requirement for certified or registered mail of notices to abutters.
9. Article III, Sec. 4(D) - applicant must supply stamped, addressed envelopes for mailing of notices.
10. Article IV, Sec. 2 - three votes needed for site plan approval.
11. Article V, Sec. 1(A)(1) - specific reference to approval standards in the Zoning Ordinance.

The Board decided to vote on final approval of the rules and regulations for Special Permits, Site Plan Approval and Parking Plan Approval at the meeting scheduled for April 11, 1991.

Mr. Reynolds adjourned the meeting at 4:10 P.M.