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Mrs. Egan said the ten acre lot could be five house lots.

Mr. DiOrio said the proposal shows two proposed building sites, not including the Conklin’s dwelling. The potential for other development is not proposed. The plan does not show the Woody Hill Road frontage as currently being an access.

Mr. Lamphere said he is fine with the subdivision.

Ms. Doyle said to clarify, Lot 2 is not planning to be divided in the future?

Mrs. Conklin said they are selling it as ten acres.

Mr. Lamphere said the Planning Board has developed a standard notation to be put on all subdivision plans dealing with water availability. He spoke to Mr. Harrington who will add it to the plan.

Mr. Egan asked if the long drive between Mrs. Conklin’s mother’s old house and field is the one that will give access to the ten acres.

Mrs. Conklin said that has been attached to her mother’s house and does not exist anymore.

MR. ESCHER MOVES TO APPROVE BOTH THE ADMINISTRATIVE SUBDIVISION AND THE TWO LOT MINOR SUBDIVISION PRELIMINARY PLANS, DELEGATING FINAL PLAN APPROVAL TO THE ADMINISTRATIVE OFFICER WITH PLACEMENT OF THE PLANNING BOARD’S WATER NOTATION ON THE FINAL PLAN. THE BOARD FINDS THAT THE PLAN MEETS THE SEVEN CRITERIA WHICH ARE:

1. THE PROPOSED DEVELOPMENT IS CONSISTENT WITH THE COMPREHENSIVE COMMUNITY PLAN OR HAS SATISFACTORILY ADDRESSED THE ISSUES WHERE THERE MAY BE INCONSISTENCIES;
2. THE PROPOSED DEVELOPMENT IS IN COMPLIANCE WITH STANDARDS AND PROVISIONS OF THE MUNICIPALITY’S ZONING ORDINANCE;
3. THERE WILL BE NO SIGNIFICANT NEGATIVE ENVIRONMENTAL IMPACTS FROM THE PROPOSED DEVELOPMENT AS SHOW ON THE FINAL PLAN WITH ALL REQUIRED CONDITIONS FOR APPROVAL;
4. THE SUBDIVISION, AS PROPOSED, WILL NOT RESULT IN THE CREATION OF INDIVIDUAL LOTS WITH ANY PHYSICAL CONSTRAINTS TO DEVELOPMENT THAT BUILDING ON THOSE LOTS, ACCORDING TO CURRENT REGULATIONS AND BUILDING STANDARDS, WOULD BE IMPRACTICABLE. LOTS WITH PHYSICAL CONSTRAINTS TO DEVELOPMENT MAY BE CREATED ONLY IF IDENTIFIED AS PERMANENT OPEN SPACE OR CURRENTLY RESERVED FOR A PUBLIC PURPOSE ON THE APPROVED RECORDED PLANS;
5. ALL PROPOSED LAND DEVELOPMENT AND ALL SUBDIVISION LOTS HAVE ADEQUATE AND PERMANENT PHYSICAL ACCESS TO A PUBLIC STREET. LOT FRONTAGE ON A PUBLIC STREET

2 WITHOUT PHYSICAL ACCESS IS NOT TO BE CONSIDERED IN COMPLIANCE WITH THIS  
4 REQUIREMENT;

6 6. THE PROPOSED DEVELOPMENT PROVIDES FOR SAFE CIRCULATION FOR PEDESTRIAN AND  
8 VEHICULAR TRAFFIC; AND

10 7. THE SURFACE WATER RUNOFF CONTROL FOR SINGLE BUILDINGS SITES AND FOR PRESERVATION  
12 OF NATURAL, HISTORICAL AND CULTURAL FEATURES THAT CONTRIBUTE TO THE  
14 ATTRACTIVENESS OF THE COMMUNITY. THE DESIGN AND LOCATION OF STREETS, BUILDING  
16 LOTS STABILITY, DRAINAGE IMPROVEMENTS AND OTHER IMPROVEMENTS IN EACH SUBDIVISION,  
18 SHALL MINIMIZE FLOODING AND SOIL EROSION.

Ms. DOYLE SECONDS THE MOTION.

14 MESSRS. DIORIO AND ESCHER AND MSES. DOYLE AND DOUTHITT APPROVE.  
16 MOTION PASSES.

**Town of Hopkinton 2013 Hurricane Sandy Community Development Block Grant  
18 Disaster Relief Application**

20 Mr. Lamphere said this allocation is a federal grant through the CDBG program for  
22 relief due to hurricane Sandy issues. The Town put together an application for several  
24 projects that have preliminary approval from the state and are waiting for HUD  
26 approval. We have been awarded a total of \$96,000 and he has put in for an additional  
28 ten percent, or \$9,600, for administrative costs, which if funded, will be done by Geoff  
30 Marchant. Funding in the amount of \$55,000 is for a generator for Crandall House,  
which is a low-mod qualifying building, and \$35,000 for a Town Hall generator. He  
applied for \$5000 for the required natural hazards element to our Comprehensive Plan  
and has gotten money for that element. There is also \$1,000 for minor modifications to  
the animal shelter to enable them to hook up a generator quicker than they can today.  
The Board needs to look at these projects, and to the best of your knowledge, see if there  
is any conflict with the Comprehensive Plan.

32 Ms. DOYLE MOVED TO APPROVE THE REQUEST THAT THE PLANNING BOARD FIND THAT THE 2013  
34 COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION, TO THE BEST OF OUR KNOWLEDGE, IS NOT IN  
CONFLICT WITH THE GENERAL POLICIES SET FORTH IN THE TOWN OF HOPKINTON COMPREHENSIVE  
36 PLAN. Ms. DOYLE AMENDS HER MOTION TO STRIKE THE WORD APPROVE.

Ms. DOUTHITT SECONDS THE MOTION AS AMENDED.

38 MSES. DOYLE AND DOUTHITT AND MESSRS. ESCHER AND DIORIO APPROVE.  
40 MOTION PASSES.

42 Mr. Lamphere said the application will go to the State on August 23. We should  
44 have a response in the early fall, at which time the State should know whether  
HUD will approve their tier one. All the towns received preliminary approval  
46 for the items on the list given to the Board. There may be additional rounds of  
funding if we find that some of these items need more money to get completed.  
Ms. Doyle asked the timeframe if we get the grant monies.

48 Mr. Lamphere said they want all projects completed within a year.

**2 PLANNER’S REPORT**

▪ **Status Report – Subdivision Regulations**

4 Mr. Lamphere, Scott Levesque and Lynda St. Amour are doing a final reading  
6 of the Subdivision Regulations for accuracy. The final draft will be given to the  
8 Planning Board for the September 4 meeting and to the Council soon  
thereafter. Mr. Lamphere will attend the Council meeting on Monday night to  
brief the Council as to progress with the regulations.

**10 ▪ RFP – Consultant for Zoning Ordinance**

12 Mr. Lamphere is preparing an RFP for a consultant for the Zoning Ordinance  
revision. The RFP will be inclusive and involve the Zoning Board.

14 Mr. DiOrio said Zoning Board ought to play the lead role and does not want to  
16 appear that the Planning Board is writing the Zoning Ordinance.

18 Mr. Lamphere has spoken to Mr. Scalise, chairman of the Zoning Board, and  
will see that all parties involved in the Zoning Ordinance are included.

20 Mr. DiOrio asked Mr. Lamphere to make a point of inviting the Zoning Board  
22 to attend workshops, to solicit input, and keep everybody involved in the  
process, adding, communication is critical.

24 Ms. Doyle asked what happens with the Subdivision Regulations after the  
Town Council gets them.

26 Mr. Lamphere said the Planning Board may have a joint workshop with the  
28 Town Council. A lot in our Zoning Ordinance dovetails with our Subdivision  
30 Regulations. The Council has jurisdiction over the Zoning Ordinance and may  
decide to put this as an agenda item after changes are made to their  
satisfaction.

32 Mr. Levesque added, with the public invited. The hearing is then closed and a  
34 vote is taken at another meeting. The Subdivision Regulation changes that we  
36 are making affect not only the part of the regulations that are ours by  
themselves, but that also exist in an ordinance. Some changes have to go  
38 before the Council; some we can do ourselves. After we get it finalized, the  
Council is satisfied and we’re satisfied, we set a joint meeting with the Council.  
40 They do the public hearings and comments, close that meeting, go to another  
meeting within so many days, and then they vote on its approval. If they  
42 approve it, it comes back to the Planning Board and we adopt it at a public  
hearing, and it’s done. We can do it joint and hold a meeting right after the  
Council’s meeting on the same night.

44

2 Mr. DiOrio asked how the Town Council has been monitoring and tracking the  
3 regulations as they have evolved? Are they onboard? Have there been  
4 concerns expressed?

6 Mr. Levesque said any sentiment is to get this done as soon as possible and  
7 resolve this. The Council will better understand the changes once we have the  
8 joint workshop. Most of what we have done is address the problems that we  
9 have experienced over the last couple of years. The members of the Council  
10 are cognizant of the problems. Once that is all flushed out, everybody should  
11 be on the same page.

12 Mr. DiOrio said we live with them day to day while the Town Council hears of  
13 them from time to time.

16 Mr. Levesque said for the most part they will go by our expertise to resolve any  
17 issues that we have had.

18 **▪ Administrative Subdivision – Ramrod Farms, LLC**

20 Mr. Lamphere said this subdivision expanded Map 8, Lot 1, currently and the  
21 home of Foster Parrots.

22 **▪ Stormwater Management Ordinances**

24 Mr. Lamphere gave the Board copies of the three proposed ordinances that  
25 came out of the stormwater management plan. At some point the Town  
26 Council is going to be expected to adopt these three ordinances to meet state  
27 requirements. So far we have only been provided with copies of the final draft.  
28 He asked the Board to review the drafts over the next month or two: one on  
29 soil erosion/sediment control; one on illicit discharge; and, one on post  
30 construction runoff. These ordinances could be extremely useful to the Town  
31 going forward. The final draft of the stormwater plan should be ready in a  
32 week. The text will not change much but the mapping will be different. The  
33 drafts will be ready for the August meeting.

34 Mr. DiOrio asked who approves these in the end.

36 Mr. Lamphere said they will have to be adopted by the Town Council.

38 Mr. DiOrio asked if the Town Council is going to be bombarded with  
40 Subdivision Regulations and then stormwater...

42 Mr. Lamphere added and then zoning. We are going to try to dole it out in  
43 manageable increments in a logical sequence. The ordinances have to be  
44 adopted by the Council over the next few years to be in compliance with state  
45 regulations.

46 Mr. DiOrio asked, do we issue a recommendation of approval to the Council or  
48 does it go directly to the Council for approval.

**2** Mr. Levesque said he does not know the answer, but when that does occur, if  
the Council needs your recommendation, the Council will send it to you.

**4**  
**6** Mr. Lamphere said the stormwater project is supposed to be wrapped up  
before the end of the year.

**8** Ms. Doyle said it is in accordance with the state regulations as amended. When  
they get changed, these will change.

**10** **CORRESPONDENCE AND UPDATES:** None

**12** **PUBLIC COMMENT:** None

**14** **DATE OF NEXT REGULAR MEETING:** August 7, 2013

**16** **ADJOURNMENT**

**18** MS. DOYLE MOVED TO ADJOURN. MR. ESCHER AND MS. DOUTHITT SECONDED THE MOTION.  
ALL APPROVE.

**20** The meeting was adjourned at 7:55 P.M.

**22**  
**24** Attest: \_\_\_\_\_  
**26** Lynda St. Amour, Planning Board Clerk

**28** Approved: November 6, 2013