

**FITCHBURG PLANNING BOARD MEETING MINUTES  
TUESDAY, SEPTEMBER 12, 2017**

**MEMBERS PRESENT:** Paula Caron, Chair  
Peter Capodagli  
John DiPasquale  
Paul Fontaine, Jr.  
Mike Hurley  
Laura O’Kane  
Andrew Van Hazinga  
Amanda Koeck (Assoc. Member)

**STAFF:** Steffani Santiago, Mike O’Hara, Tom Skwierawski

**Call to Order**

Meeting called to order at 6:00 p.m. in the Community Room, Fitchburg Fire Headquarters, 33 North St. The Board welcomed its new Associate Member, Amanda Koeck, to the Board.

**ANR Plans**

Apple Tree Hill, Weeks/McDermott

Jim Gaffney, PLS presented plan. Proposed re-subdivision - a 5,499 sq. ft. portion of 33 Apple Tree Hill is to be conveyed to and incorporated into adjacent lot at 14 Apple Tree Hill to increase side yard. Remaining land of 33 Apple Tree conforms to frontage requirements. Applicant has provided Tax Compliance Certificate. No additional questions from Board. The Board endorsed the plan.

MART/Laramie, Fifth Mass Tpk.

A 4,510 sq. ft. portion of lot at 235 Fifth Mass Tpk., is proposed to be conveyed to and incorporated into the adjacent MBTA Commuter Rail parking lot parcel. Remaining parcel at 235 Fifth Mass Tpk. (Lot B) is still a conforming lot. No representative from MART or owner of 235 Fifth Mass Tpk. present. Mr. DiPasquale: Purpose of the transfer? To provide additional landscape buffer for abutter. Board endorsed the plan.

*Mr. DiPasquale signed the WNRD signature form for ANR Endorsements. Original will be provided to Worcester North Registry of Deeds.*

**MINOR SITE PLAN REVIEW**

MWCC/Montouri’s Tire, 180 Main St. - MWCC Automotive Technology program

Vacant Montouri’s Tire facility at 180 Main St. is proposed to be leased by DCAM and fitted out for Mount Wachusett CC’s Automotive Tech program, currently located in a loading dock at the Gardner campus. Plan w/ aerial photo w/ parking spaces delineated was reviewed. City Assessor, Ken Wilson confirms that tax assessment will not change based on who leases the space, government agency or otherwise. Parking requirements for change of use discussed. Per Zoning Ordinance, building trade shop: “adequate spaces to accommodate under normal conditions as determined by Planning Board.” MWCC will provide bussing to students, however students will have the option to drive themselves. For the most part it will be a daytime program but not sure if automotive program would be offered as an evening class for Continuing Education program. The proposal will make use of space that has been vacant in the downtown and will give MWCC a presence in the City.

Questions on signage – Suggested that if a free standing sign, that it be shown on plan to confirm placement will not obstruct line of sight for drivers.

Motion made (Mr. Fontaine) & seconded (Mr. DiPasquale) to approve the Minor Site Plan, subject to:

- Install wheel stops in existing parking spaces on site
- If Applicant decides to install free standing sign, revised site plan showing location to be reviewed and approved.

Vote in favor.

Central Plaza, 133 Water St. - Walk-up ATM, Bank of America

Anthony Albano, Project Engineer at Stonefield Engineering presented plan. Proposed walk-up Bank of America ATM in Central Plaza parking lot at the corner of main entrance into plaza. Demoulas/Market Basket owns site. ATM will be on concrete pad with overhead canopy. Canopy will be made from

polycarbonate and fabricated aluminum. Four bollards will surround ATM. One ADA/van-accessible parking space and one additional space adjacent to ATM, lighting updates consistent with Bank standards. One existing light pole will be moved forward, six additional light poles installed as depicted on lighting plan submitted by Applicant. Approximately three parking spaces will be lost with proposed construction. Per Zoning the required parking for the Plaza would be 417 spaces. After construction there will be 498.

Q: Security? Mr. Albano: Security cameras will be installed on ATM. Any other security camera installation around the site would be up to property manager.

Police Chief had stated in an email the proposed location was well lit and very visible from Water St. Security shouldn't be an issue, in comparison to a less-visible walk-up ATM on JFH adjacent to Big Lots which has had numerous robberies.

Motion made (Mr. Fontaine) & seconded (Mr. Van Hazinga) to approve the Minor Site Plan. Vote in favor.

#### Rydemore Heavy Duty Truck Parts, 150 Benson St.

Timothy Pomerleau, owner of Rydemore presented plan showing parking for vehicle storage at recycling and salvage business at 88-150 Benson St. 150 Benson St. is the dismantling facility and storage of heavy duty equipment vehicles. 88 Benson St. is the sales facility and storage for the retail items. Application to ZBA to increase the amount of heavy duty vehicles and equipment stored at his facility is pending, hearing on 9/19/17 ZBA agenda. He's seeking Planning Board approval of the additional parking as shown Site Plan so that he could present the approved plan to the ZBA. A 100' x 50' canopy structure is proposed. A more formal building permit plan would be presented once he was ready to construct the canopy.

Parking spaces will not be lined. Rows of vehicles are identified by a section number. Every individual vehicle is barcoded and can be tracked to its specific location within that row. Every vehicle and dismantled part is barcoded and can be located within the facility. Employee parking at 150 Benson St., to the left of the entrance facing Benson Street. At 88 Benson St., behind the chain-link fence to the right of the entrance.

Board: Handicap spaces should be laid out, if not striped, then consider installing a handicap sign post. Tim will do that. Also, concrete curb stops should also be placed at the parking spaces adjacent to the building.

Fire Chief did a walk-through with Tim & viewed the increase in parking for storage purposes and stated he had no concerns. He sent an email to the Board to that effect.

Q: Will change in stormwater management trigger review by the Conservation Commission?  
No change to existing use. Proposal still shows parking on site to be on impervious space, shouldn't cause changes to stormwater runoff.

Motion made (Mr. Fontaine) & seconded (Mr. Van Hazinga) to approve the Minor Site Plan, subject to:

- Install curb stops for parking along both buildings
- Designate one handicap parking space per building with appropriate signage (either freestanding or posted on building).

Vote in favor.

## **PUBLIC HEARINGS**

### Special Permit Modification - Mass. Patient Foundation, 99 Development Rd., increasing area of Medical Marijuana cultivation facility

Present: Atty. Phil Silverman, John Swerling, Bohler Engineering and Mark Pilotte, Campanelli Bell, LLC  
Hearing opened. Mr. Swerling: Mass Patient received Special Permit approval 8/16/16 for a medical marijuana cultivation and processing facility at 99 Development Rd. M.P.F. now proposing to reconfigure

the existing space by constructing an approx. 31,092 sq. ft. greenhouse to improve efficiency of grow operation.

Mark Pilotte: Building won't look like a typical greenhouse, all glass, but insulated metal panels on exterior walls and roof will be glass. No similar greenhouse constructed in Massachusetts for growing medical marijuana, but there are similar facilities for growing crops. All growing will take place within the greenhouse, no outside growing.

Q: Security risk if drone flew over the building? No, view from above will look like any other greenhouse growing vegetation. Security #1 priority. Cameras and motion detectors will be installed. M.P.F. will continue to work with the FPD to ensure all security protocols are being met.

Mr. Capodagli: Will increased production from greenhouse = more jobs? Atty. Silverman: Ultimately yes. Greenhouse will offer more efficient layout which will allow the business to increase and translate into more jobs. No additional parking to be provided from original plan.

Q: Fire Department comments? Mr. Swerling: Fire Truck turning radius plan submitted and approved by the Fire Dept. Additional fire hydrants and pump station will be installed. Emergency lighting/exit signs will also be installed. Met with Lt. Jordan at Fire Prevention regarding the use of butane. Also met with State Fire Marshall and addressed concerns.

Nick Erickson, DPW requested a stormwater management plan be filed indicating how stormwater runoff will be addressed with the increase in impervious area.

Mr. Swerling: A stormwater management plan was not submitted for the initial site plan. The proposed modification is a nominal increase from existing conditions.

Board agreed: They could consider conditioning approval subject to submittal and approval of a stormwater management plan prior to issuance of a building permit.

Mr. Pilotte: They're under tight deadline, needs to have facility built before the end of the year & start growing by December 2017. Needs to be producing by April 1, 2017.

Public Comment:

Dan Tocci, Sawmill Pond condos: Site location? Ans: Where ChemDesign used to be.

No further comments.

Motion made & seconded to close hearing. Vote in favor.

Motion made (Mr. Fontaine) and seconded (Mr. DiPasquale) to approve Modification of Special Permit 2016-10 to increase size of Greenhouse subject to submittal and approval of a Stormwater Management Plan by DPW prior to issuance of a building permit.

Vote 7-0 in Favor.

#### Special Permit - Can-Am Machinery, 44 Old Princeton Rd. - Mill conversion - Guest Loft

Present: Daniel Nigrosh, property owner. Hearing opened.

Applicant is seeking a Special Permit to construct a 3,000 sq. ft. guest loft in the existing mill building located at 44 Old Princeton Rd. The 250,000 sq. ft. mill building is currently used by Cam-Am Machinery, a dealer of used equipment for the pulp and paper industry.

Mr. Nigrosh: The proposed 3-BR loft would be for personal use, while maintaining our primary residence in Boston. They may not construct all 3 BRs but would like flexibility to.

Loft will have direct access from the outside and through the warehouse, parking lot is within 75 ft. and has adequate parking for 100 vehicles.

Q: Plan to build out the entire 3,000 sq. ft.? Dan: Currently open unused space, may not use it all, however, wants the option to build-out.

Board reviewed comments submitted by Fire Prevention & Wastewater.

Dan: Will be using existing sewer service. Will only be staying in the loft a few times a month. Sprinkler system in that section of the mill was recently replaced.

Mr. Hurley: Location of the loft would offer a beautiful view of the dam and waterfall.

Dan: That's why we decided to build the loft.

Mr. Capodagli had toured the space and commended Mr. Nigrosh for the job he's done renovating the mill building.

Public Comment:

Dan Tocci, Sawmill Pond condos also commended Dan on the job he has done renovating the mill., believes he will take the same care with the Loft as he did with the renovation.

Motion made & seconded to close hearing. Vote in favor.

Motion made (Mr. Fontaine) and seconded (Mr. Van Hazinga) to approve Special Permit subject to addressing Fire Prevention, DPW and Wastewater concerns. Vote 7-0 in Favor.

Site Plan Review - MAS Realty Corp., 93 Nockege St., partial demolition, change of use to professional offices & light industrial

Present: Anthony Cleaves, Whitman & Bingham and Dave Rudloff, Project Manager. Hearing opened.

Anthony & David presented features of project:

- Middle section of existing mill building to be demolished. The remaining "West Mill" will be leased to FoamTech, currently in another section of bldg. "East Mill" will be converted into professional offices. Building will be privately owned & leased to non-profit and state government agencies. Tax classification will not change due to tenants.
- Brick façade will remain. Brick from the demolished portion will be used to fill and/or replace brick as needed on the east and west mill buildings. Won't be using historic tax credits
- Impervious surface on site will be reduced, particularly in Riverfront Area.
- Stormwater: Underground infiltration system will be installed to recharge groundwater. Catchbasins will have deep sumps and gas & oil traps to treat stormwater prior to discharge to river. Existing 8" pipe from roof drain will be removed and replaced with a 12" pipe.
- Parking: Zoning requires 180 spaces, 251 parking spaces proposed. Two main entrances. Striped bus stop area and crosswalks. Sidewalks will be installed along the majority of the buildings.
- A portion of Nockege St. (a/k/a "Nursery Lane") was discontinued as a public way when bldg. proposed to be converted to condos approx. 10 years ago. Condos were never built. That portion still a private way.  
MAS Realty owns both sides of right-of-way.
- Seven parallel parking spaces to be provided along Nursery Lane to accommodate vehicles from surrounding businesses who use Nockege St. for parking,
- 15 ft. wide Riverwalk easement noted on the plan, runs from Sheldon St. to the passway (walkway) over Nashua R. Ownership of walkway has not been determined. Easement to be conveyed to City. Existing chain link fence will be removed to allow public access to Riverwalk. Site has approx. 500 feet frontage along river. Wooden guardrails will be placed along the parking lot adjacent to the river.
- A 6 ft. white vinyl fence will be installed along the perimeter of the southern parking lot adjacent to the abutting residential uses.
- A Screened trash receptacle will be added to the plan.
- Landscaping: Trees will be planted along the perimeter, landscape islands between Nursey Lane and Nockege St. and in parking area. Trying to save as many trees as possible along the riverfront. Will submit a landscape plan once a GC has been hired.

Board Comments:

- Add mulched planting area constructed on the corner of Sheldon Street, Nursery Lane and Nockege Street, to add curb appeal.
- Install landscaped island along the end caps of parking to define space.
- Off-site improvements - condition of the exiting sidewalk on Nockege St. – still in good condition?
- Address the overgrown vegetation on Nockege St.
- Install bike racks.
- Submit window rendering for Board's approval of architectural appropriateness.
- Consider showing signage for tenants

- Consider naming the buildings? Would be nice to retain history by adding Nockege into the name.

Public Comment:

Mary Jo Bohart, Economic Director: Applicant has been working with the City. Project will increase the commercial & industrial tax base for the City. This will be the first commercial development along the newly redeveloped corridor on River St.

Douglas Farwell, Fitchburg Plumbing Supply: In favor of project, will be a nice addition to the area. He installed similar windows at his business.

Ken Posco, 14 Oliver St. - Agencies moving in are relocating from other locations in Fitchburg, not new businesses. Taking businesses away from Main St. will continue to give Main St. the appearance of a ghost town.

Ms. Koeck: For events like Civic Days the public may try to park in the complex. Will vehicles who are not patrons or employees be prevented from using the parking lot? "Parking for patrons and employees only" signs?

Anthony: Depends when agencies are open for business. If it becomes an issue it can be addressed by the landlord/property owner.

Motion made & seconded to close hearing. Vote in favor.

Motion made (Mr. Fontaine) and seconded (Mr. Van Hazinga) to approve Site Plan subject to:

- Submit updated Site Plan defining landscaped areas, bike rack area and fence to screen dumpsters.
- Submit landscape plan to Board for review and approval.
- Submit to Board for review and approval, a detailed window & building elevation plan keeping with historical architecture.
- Address DPW and Wastewater concerns.

Vote 7-0 in Favor

Special Permit - Harper Furniture conversion - 10 Main St., 1-11 & 15 Summer St. - 42 residential units

Present: Gary Kane, of The Architectural Team, Jon Rudzinski of Rees-Larkin Development, Anthony Cleaves, Whitman & Bingham Assocs. and Bill Krikorian

Hearing opened.

Mr. Kane & Mr. Rudzinski presented aspects of proposal:

- Noted that previous Planning Board approval (Special Permit #2016-4) was for a greater number of units and different bldg. plans. This is a new application.
- Current plan: 42 residential units & 10,000 sq. ft. of commercial space - 10 Main St. (Harper Furniture), 1-11 Summer St. (vacant lot) & 15 Summer St. (former fire station)
- Unit types: Fifteen 1-BR, Twenty-one 2-BR, Six 3-BR.
- 15 Summer St. will not be demolished. Building approximately 8,124 SF, the first floor would be used as management office & community space for residents, 2<sup>nd</sup> floor residential units.
- Harper Bldg. & Fire Station to be highlighted by setting the new building at 1-11 Summer St. back from street. Harper Furniture mixed use: 1<sup>st</sup> floor and half of the basement will be leased to commercial tenant. Remaining basement space mechanical and support space. Upper levels to be residential units. Harper 1<sup>st</sup> floor tenant will be FATV, 10-YEAR lease.
- 1-11 Summer: 1<sup>st</sup> floor 4 townhouse-style residential units, will have a direct egress right onto Main St. Façade will have 3 different materials and color tones. 1<sup>st</sup> floor along street will be masonry. Balance will be cement fiber panels, lap siding or panel siding.
- Property manager on-site Mon.-Fri during business hours, there will be a 24-hr. emergency phone number to reach maintenance.
- Parking: 26 on-site spaces, Micron is allowing use of 15 spaces in eves. (5:00 p.m. - 6:00 a.m.) & weekends. 24 parking spaces to be leased in MART garage. Previous approval was for 1.3 spaces per unit and .9 per bed. The current proposal is for 1.6 spaces per unit and .9 per bed.
- Funding source & tax credits require a minimum number of affordable units. Currently proposing 40% affordable (i.e. 18 units) with median household income NTE 60% AML. Tom Skwierawski,

Community Development: We are in the process of engaging in discussions with developer, the ratio could be adjusted, but will not exceed 40%, may be lower.

Board comments:

- Look into adding some spaces behind the Fire Station, consider installing internal trash chutes to gain additional spaces.
- Parking for the commercial unit(s) should be on-site. If the tenant changes/expands, Board will want to review parking.
- Need to have a drop-off area (tenants w/ groceries, etc.) & cross-hatching next to elevator shown on plan.
- Look into having tenants sign agreement stating they will not park in specifically stated locations in the event parking is not available on-site and will park at the MART station.
- Mr. Hurley not comfortable with parking breakdown. 3-BR apartments will more than likely require more than 1 parking space. 42 units should have a minimum of 73 parking spaces.
- Ms. O'Kane: We need to be more flexible as the property is in our downtown and MART parking is available. Mr. Van Hazinga: Keep in mind, with the redevelopment and restoration of our downtown, exceptions will have to be made.
- Ms. Koeck: Project will make use of two vacant buildings, in a prime location yards away from an intermodal hub. It would be up to the tenant if the parking situation is a factor in their decision of whether or not to lease.
- Board consensus on parking: 42 residential units – should have 1 space per unit, 10 commercial spaces, 2 employee spaces and 1 drop-off space. Need to have clear identification of where the spaces will be. 15 Micron spaces will not be included due to the time restriction; they are bonus spaces or can be used for visitor parking. 5 more spaces are needed, whether a few more on site or at MART.
- Look into condition of the sidewalks on Sawyer Passway. If need improvement, this could be a condition for off-site improvement.
- If external dumpsters they will need to be screened.
- Snow removal: Since nowhere to store it on-site, snow will have to be trucked off-site.
- Architectural plans will need to be submitted for Board's review.
- Designate location for bike racks.

Public Comment:

Douglas Farwell, Fitchburg Plumbing Supply: Concerned w/ parking situation. One car for each unit is naive. Most families have 2 vehicles. Sawyer Passway is a very narrow road already. Micron employees park on it. The public has parking in his property due to the existing parking constraints. Tenants will not want to walk in the rain/cold from the MART station. What happens if Micron decides to back out?  
Mr. Fontaine: The Micron spaces will be a permit condition; if Micron backed out, the permit violation would need to be addressed. (\$300 per day fine for violation)

Mary Jo Bohart, Economic Development Director: City has applied for the Moran Square District to be designated as a historic district. There are 33 properties in the Moran Square area. This proposal will renovate Harper Furniture & Fire Station, both are in the District. Good to see historically significant properties retained.

Bill Krikorian: Is trying to establish the min. # of the spaces the Board will require. They've secured 24 spaces w/ MART. Will this be sufficient?

Chris Giannetti, 40 Village Crossing: How will on-site vehicles enter and exit the complex? Ans. via Sawyer Pswy. Chris: Sawyer Pswy. is tight. Concerned intersection will cause a traffic back-up.

Motion made & seconded to close hearing. Vote in favor.

Motion made (Mr. Fontaine) and seconded (Mr. Van Hazinga) to approve Special Permit subject to:

- Designate 55 secured parking spaces.
- Screen dumpsters if trash will be external.
- Subject to DPW suggested sidewalk improvements on Sawyer Passway.

- Submit landscape plan and lighting plan for review and approval.
- Installing bike racks at the rear of the site.
- Submit architectural plan and renderings for review and approval.
- Address DPW and Wastewater concerns.
- Submit snow removal plan. Snow to be trucked off site.
- If signage will be installed, a plan must be submitted for review.
- Limited to 10 on-site commercial parking spaces.

Vote 6-1 (Mr. Hurley opposed)

Site Plan Review - Matt Fournier, Fisher Rd. - proposed 3.0 MW ground-mounted solar array

Present: Matthew Fournier and Jamie Rheault, of Whitman & Bingham.

Hearing opened. Jamie: 30 acre lot off of Fisher Road. NH Solar Garden is the developer, same company proposing the solar array on Alpine Rd. Land will be leased by Matt Fournier to Solar provider. Ten years ago site had been approved for a 20-lot subdivision that was never constructed. Matt received approval last year from Planning Board & Conservation Commission to construct a 500 ft. long common driveway for two house lots.

Approx., 8.6 acres will be used for solar array, 10 acres will be fenced in. The location is out of sight from Fisher Road. Security gate will be installed at the side driveway. He's hoping to apply to be Community Solar, if not energy generated will be sold to the grid.

Informal meeting held with Fire, Police & DPW-Engineering, revisions made per their comments. Prior to hearing, Jamie met with abutters to address their concerns. If abutters request, a 6 ft. stockade fence will be installed and evergreen trees planted along the property line. On NW side of the property a 6 ft., solid stockade fence will be installed along the perimeter of the array. North side 50 ft. no cut zone.

Four utility poles to be installed from street frontage, utilities will run underground 1,100 ft. to array.

Project will tie into three-phase power on New West Townsend Road.

Inverter location will be in the center of the array.

Landscaping plan will be submitted. Applicant is comfortable with same conditions stipulated in the Alpine Road solar project.

Public Comment:

Ralph Miller, 828 Fisher Rd., - Happy with proposed secured gate at entry on Fisher Rd., would also like boulders positioned on either side of the gate for added security. Tree plantings and fence not necessary on my side. Suggested non-glare solar panels.

Construction hours? Jamie: Mon. - Fri. 8:30 a.m. - 5:00 p.m. for heavy duty vehicle traffic.

On-site work Mon. - Fri. 7:00 a.m. - 6:00 p.m. Unutil requires air switches installed on poles on Fisher Rd.

Jamie has been assured by the Solar Developer there will be no noise issue.

Joe Poznick, 840 Fisher Rd. - Would like plantings close to driveway, doesn't need a fence.

David Dupre, 40 Roseland Dr. - Would like a flat top stockade fence higher than 6 ft. Would like plantings as the winter months will make the array much more visible. Jamie could go to 7 ft., but higher would require a variance.

Scott Wolferseder, 44 Roseland Dr. - Would prefer stockade fence around array instead of a chain-link fence as it would be more aesthetically pleasing.

Jamie: Developer has given the okay to plant up to 10 evergreens per abutter once site is constructed so trees are strategically planted.

Thea Durling, 900 Fisher Rd., - Would have preferred the two house lots, but given the number of possible development scenarios, including a 20 lot subdivision, she is happiest with this option.

Joe Poznick would like a condition that there will be no blasting on site.

Jamie: No blasting anticipated, however there could be. If so, abutters would be notified & blasting governed by State Fire Prevention regulations.

Motion made & seconded to close hearing. Vote in favor.

Motion made (Mr. Fontaine) and seconded (Mr. Van Hazinga) to approve Site Plan subject to the following conditions:

- Installing a 7 ft. fence on the left side of the property.
- Submit a landscape plan for Board review and approval.
- Non-glare solar panels.
- Same special conditions as outlined in the Alpine Road Special Permit decision.
- Applicant will execute a PILOT Agreement with the City.
- Applicant to post a site Reclamation Bond.
- If panels are inactive for a period of more than 12 months, Applicant will decommission the array and return the site to its original state.

Vote 7-0 in Favor

Fitchburg Renewables, LLC, 239 Fisher Rd. - proposed 4.5 MW ground-mounted solar array (continued from 8/8/17)

Present: Ben Axelman, Manager of Solar Development, NexAmp.

Hearing re-opened.

Ben: NexAmp hired an LSP to prepare a health and safety plan, however plan is not yet completed. Requested hearing be continued to the October 2017 meeting. They took the Board's comments from the 8/8/17 meeting into consideration and made the following changes: increased vegetated buffer on Fisher Rd. side by leaving approx. 75 feet of apple trees, will plant a row of arborvitae near the Group Home to the North of the property, scaled back grading and solar panels in the wetland buffer zone, provided wider turn-around and bump-outs on the access driveway for Fire vehicles.

Ben will meet with rep. of one of the Group Homes this week, having difficulty contacting the other. He also met with abutters across street concerning proposed changes & they are happy. He will send a copy of the LSP's report and updated site plan as soon as they are available.

Mr. Van Hazinga thanked Mr. Axelman for taking the Board's concerns into consideration.

Applicant submitted a signed Mutual Agreement for Extension of Time.

Motion made (Mr. Fontaine) and seconded (Mr. Van Hazinga) to continue the hearing to the 10/10/17 meeting. 7-0 in Favor

## **OTHER BUSINESS**

Update on Fitchburg Yarn, Winn Development - modify conditions - extension of time to complete

Mr. O'Hara informed the Board several of Winn's Special Permit conditions had deadlines of March 2018 for the off-site improvements. Applicant was to install a sidewalk down Sheldon Road. Winn Development has requested an extension of time to consider alternative improvements.

Motion made (Mr. Fontaine) and seconded (Mr. Van Hazinga) to extend timeline for off-site improvement installation of sidewalks on Sheldon Road to on or before September 2018. 7-0 in favor.

Issue of alternative improvements to be discussed at another meeting when there's more time.

## Meeting Minutes

Minutes of August 8<sup>th</sup> meeting approved w/ corrections.

Motion made & seconded to adjourn. Vote in favor.

Meeting adjourned: 10:43 p.m.

Next meeting: October 10, 2017

Minutes approved: 10/10/17