



## **PEMBROKE PLANNING BOARD MINUTES**

**MONDAY, DECEMBER 7, 2020**

**BOARD MEMBERS PRESENT:** Daniel Taylor (Chairman), Alysha Siciliano-Perry (Clerk), James Noone, Daniel Smith, Jr., Heather Tremblay, and Stephan Roundtree.

**BOARD MEMBERS ABSENT:** Andrew Wandell (Vice-Chairman).

**OTHERS PRESENT:** Matthew Heins (Planning Board Assistant), Andrew Herman, Eric Herman, Richard Pretorius, and others.

Due to the coronavirus pandemic, this meeting of the Planning Board was held by remote participation using the internet, through the Zoom software platform arranged by PACTV, with nobody in physical proximity.

### **OPENING THE MEETING**

At 7:00 pm, Mr. Taylor opened the Planning Board meeting. He read a modified version of the Chairman's statement, adjusted for the circumstances of the coronavirus pandemic and remote participation:

This meeting of the Pembroke Planning Board on December 7, 2020, is now open. Please note that this meeting is being made available to the public through an audio and/or video recording which will be used to ensure an accurate record of proceedings produced in the minutes of the meeting. All comments made in open session will be recorded.

Pursuant to Governor Baker's March 12, 2020, Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §20, and the Governor's March 15, 2020, Order imposing strict limitations on the number of people that may gather in one place, this public meeting of the Pembroke Planning Board is being conducted via remote participation.

No in-person attendance of members of the public will be permitted, but the public can view and listen to this meeting while in progress. PACTV is providing this service live on Comcast Government Access Channel 15, and for those without cable, on their PRIME streaming channel by visiting [www.pactv.org/live](http://www.pactv.org/live).

Members of the public attending this meeting virtually will be allowed to make comments if they wish to do so during the portion of any public hearing designated for public comment, by emailing [mheins@townofpembrokemass.org](mailto:mheins@townofpembrokemass.org) or calling Matthew Heins at 781-709-1433. The public also has the option to participate interactively through the Zoom software application, if technically feasible. For the necessary Zoom access information, please email [mheins@townofpembrokemass.org](mailto:mheins@townofpembrokemass.org) or call 781-709-1433.

All votes taken during this meeting will be roll call votes. At the start of this meeting, and at any time when a member of the Planning Board enters or leaves the meeting, we will identify the board members participating and note the time.

### **ELEVEN PUBLIC HEARINGS FOR ELEVEN PROPOSED ZONING BYLAW AMENDMENTS**

Mr. Taylor reopened eleven public hearings running concurrently (continued from March 16, 2020, April 27, 2020, May 4, 2020, June 8, 2020, July 27, 2020, September 28, 2020, and October 19, 2020) for eleven proposed amendments to the zoning bylaws. (There were originally twelve proposed amendments to the zoning bylaws intended to be on the warrant for annual town meeting and so in the beginning there were twelve public hearings, but the public hearing titled Flood Plain District was closed on April 27, 2020.) These eleven proposed zoning bylaw amendments are titled (in the legal advertisements) as follows: Definition: Residential Affordable Housing Development; Industrial District A, Residential Affordable Housing; Industrial District B, Residential Affordable Housing; Residential Affordable Housing, Special Permit; Industrial District A, Prohibition of Houses; Industrial District B, Prohibition of Houses; Industrial District A, Prohibition of Accessory Dwelling Units; Industrial District B, Prohibition of Accessory Dwelling Units; Water Resource and Groundwater Protection District; Kennels; and Center Protection District, Mixed-Use.

The board members and Mr. Heins discussed whether it will be possible to put these on the warrant for the next town meeting, and what remains to be done with them. Mr. Heins also explained that it will probably be necessary to hold a new public hearing for a proposed zoning bylaw amendment regarding the flood plain maps, because the verbiage of this has been completely changed from the previous version which the board recommended.

Mr. Noone made a motion to continue the public hearings for the proposed zoning bylaw amendments to February 1, 2021, at 7:00 pm, Ms. Siciliano-Perry seconded the motion, and the board voted unanimously in favor by roll call.

### **REVIEW OF ROUTINE ADMINISTRATIVE MATTERS**

Ms. Siciliano-Perry made a motion to accept the minutes for November 16, 2020, Mr. Noone seconded the motion, and the board voted unanimously in favor by roll call.

Mr. Noone made a motion to extend the deadline for completion for Site Plan #SP1-09 King's Highway Park to January 11, 2022. Mr. Smith seconded the motion, and the board voted unanimously in favor by roll call.

Mr. Heins explained that a building permit has been applied for at 44 Erikson Lane. This subdivision was built from roughly 2003 to 2011 but that one lot was never built on until now, and so since it is a "newly created lot" it is possible the Building Department may require the board to sign off on the building permit. Thus Mr. Heins suggested the board authorize him to sign the building permit if necessary on the board's behalf.

Mr. Noone made a motion that the board authorize Mr. Heins to sign off on the building permit for 44 Erikson Lane. Mr. Smith seconded the motion, and the board voted unanimously in favor by roll call.

### **DISCUSSION ABOUT POSSIBLE INTERIOR EXPANSION AND/OR RENOVATION AT SOUNDHECK STUDIOS AT 150 CORPORATE PARK DRIVE**

Andrew Herman and Eric Herman of Soundcheck Studios at 150 Corporate Park Drive came before the board to discuss their intention to increase their use of the existing building by doing an interior expansion and/or renovation. Soundcheck Studios contains small concert spaces and recording

studios. Currently the business is only using a portion of the building, and so these alterations would intensify the building's use and bring more people.

The board, the Hermans and Mr. Heins talked about the project and the process of the board evaluating these proposed changes. The Hermans said they expect to have drawings and other information ready to present soon. There was general agreement that it may be possible for the board to approve the alterations as a minor modification (i.e., without the full site plan review process).

#### **VOTE TO APPROVE PROPOSED SIGN AT SITE PLAN #SP1-17 AT 220 CENTER STREET**

Richard Pretorius (of Pretorius Electric and Sign) came before the board to request approval for two proposed signs at 220 Center Street (Site Plan #SP1-27). Since the property is in the Center Protection District, the board must approve any signs.

The board members discussed the proposed signs, examined the images of the signs that were submitted, and asked Mr. Pretorius a few questions. The board members did not have any objections to the signs.

Ms. Siciliano-Perry made a motion to approve the proposed sign for 220 Center Street, Mr. Noone seconded the motion, and the board voted unanimously in favor by roll call.

#### **DISCUSSION ABOUT REORGANIZATION OF BOARD**

The board and Mr. Heins discussed whether to carry out a full reorganization of the board or to just submit new paperwork to the Registry of Deeds showing the signatures of the board members. (Since the board's composition has changed due to Mr. Roundtree and Ms. Tremblay recently joining the board, it is necessary for the Registry to receive the signatures of the current board members.) The board agreed that it would be sufficient to do the paperwork showing the signatures, without going through the full reorganization process. (A full reorganization will be done after the spring election.)

Mr. Noone made a motion to adjourn the meeting, Mr. Roundtree seconded the motion, and the board voted unanimously in favor by roll call.

Respectfully submitted,

Matthew Heins, Planning Board Assistant