



John Souza
Chairperson

Carol Vittorioso
Vice Chairperson

Office of The Planning Board

City of Leominster, Massachusetts

City Hall

25 West Street

Leominster, MA 01453

Phone: 978-962-3543

<http://www.leominster-ma.gov>

**FINAL MEETING MINUTES
PLANNING BOARD MEETING
May 16, 2022 @ 6:30 P.M.**

MEMBERS PRESENT

John Souza, Chairman

Carol Vittorioso, Vice Chair

Paul Weizer

Sal Ciccone

Jason Pare

Pat Perla

Dean Valliere

MEMBERS EXCUSED

Thomas Carignan

STAFF PRESENT

Elizabeth Wood Director

Notes:

Ms. Souza presided as the acting Chairman for this 5/2/22 meeting.

Scribe for this 5/2/22 Planning Board Meeting: Cooper Mathews, intern.

All members were present in-person.

SCHEDULED PUBLIC HEARINGS & OPEN PUBLIC MEETINGS

6:30 Continued Public Hearing for City Council Petition #20-22, Re: Overflow lots: To amend the zoning ordinance pertaining to the parking of unregistered vehicles



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- Mr. Ciccone stated that he would like to call the Leominster Planning Board to order for May 16th, 2022, at 6:30
- Mr. Souza stated that we have a 6:30 hearing for City Council consultation 2022, our overflow lots to amend the zoning ordinance pertaining to parking of unregistered vehicles.
- Mr. Ciccone stated that that's his and he's been busy, so a Board member is going to make a motion to continue this.
- Mr. Ciccone stated that they had a nice subcommittee meeting with all of the department heads, and had some good discussion, it's just they still need a few things, and they'll work on it.
- Ms. Wood asked if Mr. Ciccone wants to do this on June 20th to give the Board enough time to meet and have another subcommittee.
- Mr. Ciccone stated that's perfect.
- Mr. Souza asked do you want to have another subcommittee meeting.
- Mr. Ciccone said that well I wanted to finalize a few things.
- Mr. Ciccone stated that he and Elizabeth are going to sit down as they need a couple of definitions and a few other things.
- Mr. Weizer asked so June 20th at 6:30.
- Mr. Ciccone said yeah, we'll do a June 20th then we'll do another subcommittee meeting.
- Mr. Souza stated okay.
- Mr. Weizer said if that's your motion, I will second it.
- Mr. Ciccone stated that is his motion.
- Mr. Souza stated he has a motion being second to move to June 20th at 6:30.
- Mr. Souza asked if there is any discussion on that.
- Mr. Souza stated that if not, all in favor say I.
- Motion passed 7-0.

REGULAR MEETING

1.0 CALL TO ORDER

- Ms. Wood called the roll: Patrick Perla, here; Paul Weizer, here; Salvatore Ciccone, here; Carol Vittorioso, here; John Souza, here; Tom Carrigan, excused; Jason Pare, here; Dean Valliere, here. 7 Total members were in attendance.

2.0 MINUTES OF PREVIOUS MEETING

2.1 March 21, 2022



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- **Mr. Weizer made a motion to approve the minutes of 3/21/2022. Mr. Pare seconded. Roll Call vote: Patrick Perla, aye; Paul Weizer, aye; Salvatore Ciccone, aye; Carol Vittorioso, aye; John Souza, aye; Jason Pare, aye; Dean Valliere, aye. The motion passes 7-0.**

2.2 May 2, 2022

- Ms. Wood stated we need to make 1 amendment.
- Ms. Wood stated that Carol Vittorioso was absent.
- Mr. Souza asked with that amendment to correct the attendance, do I have any other additions or deletions.
- **Mr. Souza called for the vote with the amendment: Patrick Perla, aye; Paul Weizer, aye; Salvatore Ciccone, aye; Carol Vittorioso, aye; John Souza, aye; Jason Pare, aye; Dean Valliere, aye. The motion passes 7-0.**

3.0 PLANS SUBMITTED

3.1 ANR for Central Street, Map 437, Parcel 2

- Ms. Wood passed out the plans for Central Street.
- JB Ralls of Haley Ward Engineering introduced himself and his client, Mr. Ricky Daignault.
- Mr. Ralls stated that Haley Ward prepared this ANR plan for Mr. Daignault to subdivide land that is owned by Chapman Place.
- Mr. Ralls stated that they are creating Lot 1 out of Chapman Place, Lot 1 has 26,773 sq. ft. of land with 144.87' of frontage.
- Mr. Ralls stated Lot 1 is going to be conveyed to an annex with an abutting property owned by Mr. Daignault, to create 1 lot.
- Mr. Ralls stated that it is zoned Residence C, minimum lot area is 8,000 sq. ft., minimum frontage is 50', and its important to know that Chapman Place has a remaining lot area of 25+ acres and 700.25'+ of frontage remaining.
- Mr. Ralls stated that its compliant with zoning.
- Mr. Ralls stated that in the Director's report, Ms. Wood had 2 issues that needed to be addressed which they had in their new plan.
- Mr. Ralls stated the first issue was the need to mention the abutting property owned by Il Camino, so they put distances from the building to the lot lines.
- Mr. Ralls stated that the second issue was Ms. Wood's concern with the number of remaining acres, and how many units and upland area remaining.



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- Mr. Ralls stated that there is 23.37 acres of upland area remaining and 197 condos in Chapman Place.
- Mr. Ralls said that hopefully they answered these concerns to Ms. Wood and the Board's satisfaction.
- Mr. Souza stated that a question he had was if Chapman Place had sufficient open space.
- Mr. Souza stated they do.
- Mr. Souza stated that this looks like a pretty good thing and now Il Camino can make more chicken piccata.
- Jerry Thorman, property manager of Chapman Place introduced himself.
- Mr. Thorman stated that Mr. Daignault approached him, and they went all the processes of Chapman Place to get 75% of their residents to agree with the plan, which they got over 80%.
- Mr. Thorman stated that enough people at Chapman Place agreed that it was good to go through, they all wanted chicken piccata.
- Mr. Thorman stated that Chapman Place did approve this whole process.
- **Ms. Vittorioso made a motion to endorse the plan. Mr. Ciccone seconded.**
- Mr. Souza stated there is a motion made and seconded to endorse.
- Mr. Souza asked if there is any further discussion with this.
- Mr. Daignault stated that he wanted to thank Mr. Thorman for his help with getting 75% of the condo association to approve the plan.
- **Mr. Souza called for the vote: Patrick Perla, aye; Paul Weizer, aye; Salvatore Ciccone, aye; Carol Vittorioso, aye; John Souza, aye; Jason Pare, aye; Dean Valliere, aye. The motion passes 7-0.**

3.2 ANR for Wilder Road, Leominster/1 Crocker Avenue, Lunenburg, MA, Map 418, Parcel 9

- Ms. Wood passed out the plans for Wilder Road/Crocker Avenue.
- William Hannigan of Hannigan Engineering introduced himself.
- Mr. Hannigan stated that since their last meeting, they had created a garage parcel.
- Mr. Hannigan stated that the owner wanted to maintain that garage.
- Mr. Hannigan stated that once the owner saw the claim about the status of Geraldine and the process of how to get that up to snuff for an additional lot with the planning board, the feeling is that the likelihood of them going through that process is unlikely.
- Mr. Hannigan stated that so what they did was pulled the lot line forward and carved the land around the garage so he could own the garage and use it for his own use.
- Mr. Hannigan stated that the frontage of this lot is required by Lunenburg to be at 50'.
- Mr. Souza stated okay.



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- **Ms. Vittorioso made a motion to endorse the plan. Mr. Ciccone seconded. Mr. Souza called for the vote: Patrick Perla, aye; Paul Weizer, aye; Salvatore Ciccone, aye; Carol Vittorioso, aye; John Souza, aye; Jason Pare, aye; Dean Valliere, aye. The motion passes 7-0.**

3.3 ANR for 140 Lincoln Street, Map 563, Lots 3 & 15A

- Ms. Wood passed out the plans for 140 Lincoln Street.
- Brian Marchetti of McCarty Engineering introduced himself, stating that he is here on behalf of Jimmy Xarras.
- Mr. Marchetti stated he was here a few months ago for the same piece of property.
- Mr. Marchetti stated they subdivided 3 lots that fronted on Lincoln Street.
- Mr. Marchetti stated that as you see there along the frontage on wildflower, we were able to break that parcel up into 4 pieces and combine it with what used to be lot 3.
- Mr. Marchetti stated that this plan with combining those lots give us 3 more buildable lots and 1 unbuildable lot on the northern edge where we don't have an acquired lot.
- Mr. Marchetti stated that due to wetlands, in 10 years just subdivide that piece and sell it to one of the abutters that live off that piece.
- Mr. Marchetti stated that lot 3a would be combined with 3b, 4a would be combined with 4b, and 5a would be combined with 5b.
- Mr. Souza asked if there will be 3 more buildable lots.
- Mr. Marchetti stated 2 more buildable lots.
- Mr. Souza stated okay.
- **Ms. Vittorioso made a motion to endorse the plan. Mr. Ciccone seconded. Mr. Souza called for the vote: Patrick Perla, aye; Paul Weizer, aye; Salvatore Ciccone, aye; Carol Vittorioso, aye; John Souza, aye; Jason Pare, aye; Dean Valliere, aye. The motion passes 7-0.**

3.4 Deviation from Approved Subdivision Plan, Southgate Business Park, Map 503, Parcel 3-12, Lot 10, Technology Drive.

- Ms. Wood stated that the plan is to vacate Technology Drive and incorporate it into another lot to give it frontage on Research Drive.
- Ms. Wood stated that because it is a subdivision, we have to notify abutters and think about scheduling out to June 20th so I can advertise.
- William Hannigan of Hannigan Engineering introduced himself and Tom Bovenzi, the attorney for the applicant.



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- Mr. Hannigan stated that the road of Technology Drive was on land that was bought along the Sterling line, added that and then worked on the subdivision with Bruce Worley, Bruce has since passed away.
- Mr. Hannigan stated that there is no agreement between the two on passing and repassing over the other lane.
- Mr. Hannigan stated that in combination with there's only 1 big lot left at the end, they've sold everything off except 2 or 3 lots at this point in time so the purpose of building the road does not exist anymore.
- Mr. Hannigan stated so if we eliminate that section of the roadway that's on Barrington's property, then we take that portion of the land and merge it with lot 10, create lot 10a, and then that lot would then have frontage on the public way of Research Drive.
- Mr. Souza asked so the original plan of running Technology Drive out to Willard Street is null and void then.
- Mr. Hannigan stated the process of eliminating the roadway piece from a title perspective is to go through the amended subdivision process, to eliminate the road.
- Mr. Hannigan stated Ms. Wood sent me a note asking me if we were going to send out waivers, but really meaning waivers because we're not asking to construct it.
- Mr. Hannigan stated what we're asking is for the Planning Board to agree that there is a portion of the roadway that is no longer an approved way, which becomes regular land and then we can merge it with the other lot.
- Mr. Hannigan stated as we did with the ANR plan, you endorsed that, and we may even want that endorsement under some pro-law, kind of wrap a loop around the process.
- Mr. Souza asked that didn't get approved when the city approved yesterday.
- Mr. Pare stated no.
- Mr. Hannigan stated no.
- Mr. Souza stated that was the only thing I was concerned with when that was tied in.
- Mr. Hannigan stated the last piece that was accepted was the cul-de-sac when we built Process Cooling.
- Mr. Souza stated right.
- Mr. Hannigan stated so this really the last, the road would end here.
- Mr. Hannigan stated Lot 10 or 10a, whatever we end up calling it would be a driveway to that 1 lot.
- Mr. Hannigan stated that there is already a person that we're working with on a site plan to put that in.
- Mr. Hannigan stated that the lot next to it, we're working on a site plan for that. That's frontage down on Research Drive as well.



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- Mr. Hannigan stated we just got a call today for another one of the lots, so there's at least 3, maybe 4 projects coming in this Summer to almost complete the project.
- Mr. Souza stated well that's great, when we see a project come through and start to get close to completion.
- Mr. Hannigan stated the road is already accepted; you don't have to worry about that part.
- Mr. Souza stated yeah, the road is already accepted.
- Mr. Hannigan stated there is enough time to advertise for the June 6th meeting because we have three Mondays between now and then.
- Ms. Wood stated if I get an ad out this week.
- Mr. Hannigan stated right, if we get an ad out next Monday and the following Monday, there'd be time for the June 6th meeting.
- Mr. Hannigan stated the reason that I'm trying to do that is because we're on a timeline to do diligence for getting the site plan stuff submitted and approved.
- Mr. Souza asked would June 6th be okay.
- Mr. Hannigan stated June 6th would be okay for this because once the Board approves it, if we must file that with the City Clerk and then there's a 20-day period.
- Mr. Hannigan stated what we're trying to do is align the submittal of the site plan, so we'll have our site plan submitted on June 6th and do our site plan review on the 20th.
- Mr. Hannigan stated by the time we get that done, the approval process of the roadway will be done and hopefully by July, they will be good to go with construction.
- Mr. Souza stated yeah, if I see construction, I see it happening.
- Mr. Souza stated I was just concerned with the provisional PWed and that wasn't infringing, and it doesn't go out to Willard, which I think it will make all the people on Willard happy.
- Mr. Hannigan stated yeah, we got some comments that came through the Police Department saying they don't want the road connected.
- Mr. Souza stated there was originally some pushback on that during that time, but we'll see what happens in the future.
- Mr. Souza stated this is working out better.
- Mr. Souza stated the motion would be to schedule the meeting for the 6th.
- Mr. Perla asked do we have anything else for the 6th.
- Ms. Wood stated we do not have anything else on the 6th.
- Ms. Vittorioso asked is that the day we are starting at 6:00.
- Ms. Wood stated we're starting at 6:00 but we're doing a check presentation the 6th.
- **Mr. Souza stated I have a motion made and seconded for June 6th at 6:30. Mr. Souza called for the vote: Patrick Perla, aye; Paul Weizer, aye; Salvatore**



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Cicccone, aye; Carol Vittorioso, aye; John Souza, aye; Jason Pare, aye; Dean Valliere, aye. The motion passes 7-0.

4.0 OLD BUSINESS

4.1 City Council Petition #20-22, Re: Overflow lots: To amend the zoning ordinance pertaining to the parking of unregistered vehicles. *Planning Board to make recommendation to City Council.*

- Mr. Souza stated 4.1 has been continued.

5.0 NEW BUSINESS

5.1 None

6.0 COMMUNICATIONS

6.1 375,000 sq. ft. warehouse proposed on Airport Road/Crawford Street, in Lunenburg and Fitchburg

- Mr. Souza stated I put the 3 drawings together, so they made sense.
- Mr. Souza asked do I have a representative here.
- William Hannigan of Hannigan Engineering introduced himself.
- Mr. Hannigan stated Hannigan Engineering is doing this project for the TFI group out of Boston.
- Mr. Hannigan stated it is a 370,00 sq. ft. warehouse, maybe a little bit less.
- Mr. Hannigan stated it is a stackable building package, so they're through and they're going to get it permitted, build it, and then lease it out.
- Mr. Hannigan stated we're doing about 5 of these across the state.
- Mr. Hannigan stated sometimes these buildings go up and they end up with 1 tenant and sometimes they go up and end up with 3 tenants.
- Mr. Hannigan stated I haven't seen one with more than 3.
- Mr. Hannigan stated there is sufficient loading docks, parking for the various uses and potential tenants.
- Mr. Hannigan stated some of the parking is pretty much spread around 1 side of the building with the docks all on the back side.
- Mr. Hannigan stated there is a full circular loop for traffic control, and in this project, there is going to be 2 main entrances off Crawford Street and Airport Road.
- Mr. Hannigan stated the one towards Leominster is going to be truck only and the one right up against the Nashua River is going to be passenger vehicle only.



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- Mr. Souza asked they're going to push all the truck traffic on Crawford and then onto Rt. 13.
- Mr. Hannigan stated we haven't done the traffic study yet, but we have a feeling that's where it's going to end up going.
- Mr. Hannigan stated but the traffic study is underway, it was supposed to be finalized by May 1st, they're now telling us May 20th.
- Mr. Hannigan stated that the traffic study will also be submitted to Fitchburg and Lunenburg, but Lunenburg is yielding to Fitchburg because it's more of an impact to Fitchburg.
- Mr. Hannigan stated they're going to have Tighe and Bond reviewing both our site plan and the traffic plan to make sure everyone agrees with what's happening.
- Mr. Souza stated I think that the traffic impact is going to be on Leominster and Rt. 13.
- Mr. Souza stated when I looked at it, I said they're running out of traffic on Crawford Street.
- Mr. Souza stated you got 350 or 390 parking spaces, but the heavier thing is that you're going to have a lot of trucks and the impact on Rt. 13 is going to be tough.
- Mr. Hannigan stated we'll wait for the traffic study to come back.
- Mr. Hannigan stated I don't know if they've gone as far as Rt. 13 in their review because I don't know what the scope of their traffic study is.
- Mr. Souza stated I could see the traffic going out Benson.
- Mr. Souza stated but Rt. 12, that's not a good road either.
- Mr. Hannigan stated I probably see it going more to Rt. 13 and then out to 190.
- Mr. Hannigan stated the interesting thing is the Amazon that got approved in Fitchburg and you never got notified.
- Mr. Souza stated no, we never did.
- Mr. Hannigan stated this came from Lunenburg because Adam is good like that.
- Mr. Hannigan stated we reviewed the traffic report for the Amazon and the way they operate is the trucks come in during the typical truck hours, but the vans don't start leaving the property until around 10:00 in the morning, so they miss the morning rush and don't come back until 7:00 at night.
- Mr. Hannigan stated I don't have much more to share aside from not having the traffic information myself, but I'm sure that Fitchburg, Leominster, and Lunenburg will all be looking at this.
- Mr. Souza stated so this is general information for us, and Lunenburg has a meeting on the 23rd.
- Ms. Wood asked do you want me to request the traffic study.
- Mr. Souza stated we want to have a copy of that traffic study and have an option to look at it anyway.



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- Mr. Hannigan stated we had a meeting scheduled with Fitchburg for the 23rd and we have already continued that for the June meeting because we don't have the traffic study.
- Mr. Hannigan stated when we get the traffic study, I can't give it to you unless my client says to give it to you, but I don't think they're going to have a hard time because its public information.
- Mr. Hannigan stated so then we can go from there.
- Mr. Souza asked do we put a request in to you to get that.
- Mr. Hannigan stated I think if Elizabeth could contact Mike O'Hara at Fitchburg.
- Mr. Pare asked so what recourse we have.
- Mr. Souza stated once we get to the traffic study, we'll have input.
- Ms. Wood stated we can give nonbinding comments.
- Mr. Souza stated thank you for the information and we'll try to get something off to Fitchburg and stay on file for this.

7.0 DIRECTOR'S REPORT

7.1 Planning & Development Directors Report for May 16, 2022

- Ms. Wood stated I sent out an email earlier to everybody but I'm hoping you can all make it on June 6th at 6:00 because we're going to have the check presentation for Brook's Pond and I'm going to try to get the press there for the photo op.

7.1.1 Intern, Cooper Mathews

- Ms. Wood stated the other good news is that we're getting an intern from the University of New Hampshire, he's going to start next Monday.
- Ms. Wood stated his name is Cooper Mathews.

8.0 EXECUTIVE SESSION

8.1 None

9.0 ADJOURN

9.1 The next meeting is currently scheduled for June 6, 2022, at 6:30 PM, at City Hall in the T.A. Conference Room/2nd Floor. Deadline for Application Submittal for this meeting is May 30, 2022 @ noon.

- **Mr. Ciccone made a motion to adjourn. Mr. Pare seconded it. Mr. Souza called for the vote: Patrick Perla, aye; Paul Weizer, aye; Salvatore Ciccone, aye; Carol**



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Vittorioso, aye; John Souza, aye; Jason Pare, aye; Dean Valliere, aye. The motion passes 7-0.