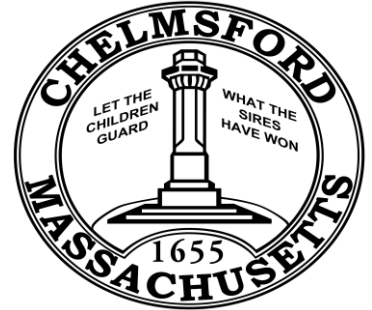


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Planning Board  
Town Offices  
50 Billerica Road  
Chelmsford, MA 01824  
Phone: 978-250-5231



**Meeting Minutes**  
**Wednesday, July 28, 2021**

**Members Present:** Tim Shanahan, Mike Raisbeck, Mike Walsh, Nancy Araway, Deirdre Connolly, Paul McDougall, Erica Clifford, Henry Parlee

**Members Absent:**

**Others Present:** Evan Belansky, Com. Dev. Director, Christina Papadopoulos, Town Engineer, Colleen Stansfield, Department Assistant

*The Chair opened the meeting and stated that this meeting is being televised and hand recorded for minute taking purposes.*

**Administrative Review:**

**99 Littleton Road**

**PB# 2021-05**

**Review / approve Decision**

**99 Littleton Road LLC**, for property located at 99 Littleton Road, requests a special permit per section 195-21.F, and section 195-104 (2), Site Plan review, for the construction / expansion of a new parking lot / area, 195-104 (3) for grading or clearing more than 10% of a lot and any other zoning relief that is deemed necessary.

The site is located in the RB - Residential District and consists of approximately 2.968 acres as shown on Assessors Map 83-320-37.

<https://www.chelmsfordma.gov/DocumentCenter/View/12685/99-Littleton-Road---Special-Permit-Site-Plan-Review-Application-plan>

<https://www.chelmsfordma.gov/DocumentCenter/View/12686/99-Littleton-Road---Special-Permit-Site-Plan-Review-Application-plan>

*Belansky went over the changes that were made to the draft decision. He then stated that this was approved with a 6 to 1 vote.*

*Raisbeck made a motion to approve the decision with changes made today, seconded by McDougall. 7-0*

**200 Turnpike Road, All Star Management LLC**, requests a special permit per section 195-5, “Use Regulations” and Attachment 1” use Table” to operate a 2,800sq. ft. doggie day care (commercial kennel), a special permit per section 195-18 to reduce parking and section 195-144 C to reduce buffer strips and any other zoning relief that is deemed necessary. The site is located in the IA – Limited Industrial District and consists of approximately 3.85 acres as shown on Assessors Map 106-328-5

*Belansky went over what the board needed to do to ratify this decision. He suggested the members that voted against the special permits seem to have voted that way for the same reasons. The board should verbalize that in the decision with facts and findings. The board Was split and felt the draft decision was not representative of their denial. after much discussion the board decided to have blansky modified the decision with what was discussed tonight and the board will go over it again at the next meeting.*

**New business                    1.            Submission checklist - review draft**

*The board had asked Evan to come up with a checklist for the board to use for each project. The intent of the checklist is to be consistent with each project and what gets reviewed.*

**2.            Master Plan Review / Schedule**

*The Chair asked for comments from the Board since the committee is wrapping up. The Board should review what they have so far and consider making any changes before this is presented to Town Meeting.*

**3.            Discussion / Schedule Worksessions – schedule next WS**

*Next work session is scheduled for August 4th.*

**a.            Itemized list of Topics**

*The topics will be the master plan transportation section, PILO, and Evan will work on getting Kelly Beatty in for lighting.*

**b.            Outdoor Dining – Email from Town Manager**

<https://www.chelmsfordma.gov/DocumentCenter/View/12822/Outdoor-dining-email>

*Parlee suggested that they take the restaurants individually should they decide they want to extend their outdoor seating.*

**Old Business**

**Next meetings:                                    August 11, 2021                                    August 25, 2021**

**Raisbeck made a motion to adjourn, unanimous.**