

**Town of Winchester**  
**Planning Board Meeting Minutes**  
**10/17/22**

Meeting opened: 7:00 pm

Members present: Dean Beaman (Chair), Jordan Sharra (V. Chair), Herbert Stephens, Colby Ebbighausen, Richard Pratt, Gus Ruth (Alt) and Robert Browne (Alt)

Public: Nathan Holmy, Jason Cardinale (applicant), Todd Kilanski (applicant), Natalie Quevedo, Jordan Bowman, and Penny Seaver

First order of business: The board chair sits G. Ruth and R. Browne as members. The board reviews minutes from the 10/3/2022 meeting. **J. Sharra makes a motion to approve minutes, C. Ebbighausen seconds, all in favor.**

D. Beaman apologizes to R. Pratt about his tone when speaking about who to make alternate at the 10/3/2022 meeting. R. Pratt accepts.

Second order of business: The board reviews an application for subdivision and boundary line adjustment for Winchester Economic Development Committee (WEDC)/Stone Mountain Business Park. M. Sharra states that the application appears to be in order, all abutters notified, and notices sent. **J. Sharra makes a motion to accept the application as complete, R. Pratt seconds, all in favor.**

Representing the WEDC is Margaret Sharra. M. Sharra shows on map (tax map 6) that lot 15-1 after subdivision will be a 3-acre lot, lot 15-6 will be a 5-acre lot and lot 15-2 will be a 3.2-acre lot after subdivision. Lot 15-5 will be unchanged, lot 15-4 (Lily Pond) will have no change in acreage. Lot 15-3 will be 5-acres after boundary line adjustment and will go from 15ft of road frontage to 244ft of road frontage. M. Sharra states that on a town-maintained road the lot must have at least 150ft of road frontage. M. Sharra states that she also spoke with Dale who is okay with issuing a driveway permit for lot 15-6 (J. Cardinale's application). There are no questions from the public. **H. Stephens makes a motion to close the public hearing, J. Sharra seconds, all in favor. H. Stephens makes a motion to approve subdivision and boundary line adjustment contingent on driveway permit; J. Sharra seconds, all in favor.**

Third order of business: The board will continue the site plan review hearing on Jason Cardinale's application to build on lot 15-6 in Stone Mountain Business Park. **G. Ruth recuses himself.** J. Cardinale steps to speak of application: states that there will be two driveways; the first for staff and the second for trailers to drop material off. Still plans to start with one smaller building, 30x50, and hopes to have second larger building, 50x100, built in spring. The smaller building will be used as a finishing bay. Cardinale speaks of having a raised bed with flowers around a sign, downlighting and to push snow out back. Cardinale then speaks of having in the future multiple buildings separated by 30-40ft in between. Cardinale is thinking of growing to 12,000-20,000 sq ft of all total buildings, currently 6,000 sq ft as of plan. It is recommended to Cardinale to ask for approval with an allowance of additional sq footage for buildings if planning to have multiple buildings in the future. D. Beaman asks about hours of operation, Cardinale responds that he is thinking possibly two shifts between the hours of 6:00 am and 4:00 am. J.

Sharra asks about outside storage, Cardinale responds with possible storage of small materials outside and finished trailers, but finished trailers will be sold at current location, Keene Rd, not in park. It is suggested that outside storage should be out of public view. Cardinale said that he is considering possibly setting up shipping containers out back for storage with tires stored between, a fence set up behind with a swing gate and lock on the front. D. Beaman asks about fencing, Cardinale states that he wants a front gate with split rail fence, on the side a chain link fence and gates on the driveway. J. Sharra asks about dumpsters, Cardinale not entirely sure but will be placed out back. C. Ebbighausen asks about cameras, Cardinale is unsure about cameras. There are no questions from the public. **J. Sharra makes a motion to close the public hearing, H. Stephens seconds, all in favor. Application approved contingent on driveway permits, 6:00 am – 4:00am hours of operation, downlighting, max buildings totaling 25,000 sq ft without Planning Board approval, screening outdoor storage containers and dumpsters out of public view and a landscape plan. J. Sharra makes a motion to approve, D. Beaman seconds, all in favor.**

Fourth order of business: The board will review an application for site plan review submitted by Todd Kilanski to use an existing commercial building for inside storage of vehicles and boats. M. Sharra states that Kilanski went to ZBA for variance which was approved, all notices sent and posted, and abutters notified. Kilanski steps up to speak to the application with partner, Jordan Bowman, stating that they currently rent the building from the owner, Springfield Heights. They have been working to clean the property up, painting outside, replacing windows and doors. D. Beaman asks if there are floor drains, no there are not. Kilanski states that all vehicles/boats must be registered, inspected, and insured. D. Beaman asks about the parking lot if they plan to use it as outside storage, now they are not. If they decide in the future, then another application will need to be filed. D. Beaman asks Kilanski about outdoor lighting, Kilanski says there will be downlighting. The size of the building is asked, Kilanski states that the building is 50x80 and the entry is about 20x20. H. Stephens asks about sprinklers, whether there is a need or not, Kilanski is told to speak to Barry about sprinklers. There are no questions from the public. **J. Sharra makes a motion to close the public hearing, H. Stephens seconds, all in favor. D. Beaman makes a motion to approve the application contingent on Kilanski's conversation with Barry about sprinklers, J. Sharra seconds, all in favor.**

Fifth order of business: Discussion of electing alternate to sit in Kathryn Scoville's place. H. Stephens nominates G. Ruth, C. Ebbighausen nominates R. Browne. R. Pratt thinks the board should wait to vote until all members, J. Rhodes, are present. All members agree to wait.

**D. Beaman makes a motion to adjourn the meeting, H. Stephens seconds.** N. Quevedo asks to speak about electing an alternate. **J. Sharra makes a motion to open the meeting, D. Beaman seconds.**

N. Quevedo states that a volunteer public interest form should be filled out for residents that want to be elected as an alternate, then the board should vote from there. D. Beaman thanks Quevedo for the suggestion.

**D. Beaman makes a motion to adjourn the meeting, H. Stephens seconds, all in favor.**

The meeting adjourned 7:51 pm.

Minutes respectfully submitted by Kelsey C Hilliard ~~KCH~~

Minutes approved by board on: 11-7-2022

Minutes signed by Dean Beaman Chairman

*Dean E. Beaman* ✓