

**Lee Planning Board**  
**32 Main Street**  
**Lee, Massachusetts 01238**  
**October 28, 2019**

**Present:** Chairman Matt Carlino, Peg Biron, Buck Donovan, Thomas Wickham and Peter Bluhm

**Others Present:** Darren Harris, Hill Engineering

**Walgreens/Sign Permit**

Action Signs applied for a sign permit on behalf of Walgreens for a 39.91 sq.ft. internally illuminated wall sign to be located 21 Park Street. The property is located in the CBC zoning district. Action Signs applied for a sign permit on behalf of Walgreens for a 14.67 sq.ft. internally illuminated business center sign to be located at 21 Park Street. The application requires a site plan approval for the illumination.

Tom made a motion to allow the signs to be internally illuminated without a new site plan because the old signs were originally internally illuminated. This motion was seconded by Peter and was unanimously approved, 5-0.

Tom made a motion to approve the 39.91 sq.ft. building sign. This motion was seconded by Peter and was unanimously approved, 5-0.

Peter made a motion to approve the sign permit application for the business center sign. This motion was seconded by Peg and was unanimously approved, 5-0.

**Kate Spade/Sign Permit**

Callahan Signs applied for a sign permit on behalf of Kate Spade for a 40 sq. ft. wall sign and a 3.5 sq.ft. blade sign to be located at 490 Water Street Prime Retail.

Buck motion to endorse the 40 sq.ft. wall sign. This motion was seconded by Peg and it was unanimously approved 5-0.

The applicant needs to apply for a separate sign permit application for the blade sign.

## **Lane Construction/Woodland Road/Form A**

Darren Harris, Hill Engineering represented Lane Construction in a request for approval of a Form A for the division of a parcel of land located on Woodland Road.

The creating a new lot that contains 75.009 acres of land. The remaining parcel of land contains approximately 149 acres of land.

Tom made a motion to endorse the Form A for Lane Construction as presented. This motion was seconded by Buck and was unanimously approved, 5-0.

## **Discussion bylaw amendment Site Plan Review**

There was a lengthy discussion over the proposed draft of revised Section 13.3. Peter will prepare a new revised draft for discussion at the next meeting.

## **Other Business**

Buck made a motion to approve the minutes of September 9, 2019 as written. This was seconded by Tom and was unanimously approved, 5-0.

There was a discussion regarding reorganizing the files in the planning board office by map and lot instead by the applicant. Peter made a motion that the Land Use Assistant develops a plan to reorganize the files by map and lot. This motion was seconded by Buck and was unanimously approved, 5-0. Peter made a motion to consult the Land Use Assistant when it is possible to convert to map and lot system. This motion was seconded by Tom and was unanimously approved, 5-0.

Tom motioned to adjourn this meeting at 8:30 P.M.

Respectfully submitted

Jaimy Messana

Land Use Administrative Assistant

CC: Board of Health

Principal Assessor

Board of Public Works

Town Clerk

Historical Commission

Conservation Commission

Town Administrator

Building Inspector

Board of Selectmen

Town Counsel