

**Planning Board  
Lakeville, Massachusetts  
Minutes of Meeting  
Thursday, June 20, 2019**

On June 20, 2019, the Planning Board held a meeting at the Town Hall in the Board of Health Office. The meeting was called to order by Chairman Hoeg at 7:00 p.m. Ms. Murray, recording secretary, was audio recording, and LakeCAM was making a video recording of the meeting.

**Members present:**

Brian Hoeg, Chair; Sylvester Zienkiewicz, Vice-Chair; and Mark Knox

**Members absent:**

Peter Conroy and Barbara Mancovsky

**Meet with interested parties regarding covenant for Shamrock Lane/Paska Estates**

Mr. Hoeg advised they were here to meet with Mr. Bill Logan regarding a covenant for Shamrock Lane/Paska Estates which was a subdivision off of Cross Street. Mr. Logan then submitted the Form F which was the Covenant of Approval Release. Mr. Hoeg said that it was for the lot H that was shown on the Definitive plan for a Residential Subdivision off Cross Street in Lakeville Massachusetts dated June 16, 2017, and Revised September 6, 2017. Mr. Hoeg said that Mr. Logan wanted the lot released so he could sell it. Mr. Logan said that was correct.

Mr. Hoeg noted there were still two un-built lots sitting at the frontage of the property. Mr. Logan said that was correct. The lots were Lot #9 and Lot #10. Mr. Hoeg asked if he planned on giving some type of bond. Mr. Logan replied he would do whatever needs to be done. The procedure for accepting the road was also briefly discussed. Mr. Hoeg advised the Rules and Regulations would detail all the steps that need to be taken. However, that was still approximately a year and a half out.

Mr. Zienkiewicz then made the motion, seconded by Mr. Knox, to release Lot #8 of Paska Estates with a note that they are still holding Lot #9 and Lot #10, and Lots 1-7 were previously released in the early stages of the development. The **vote** was **unanimous for**. Members then signed the Form F.

Mr. Knox asked Mr. Logan when he thought he would be ready to release the balance of the lots. Mr. Logan estimated maybe in the fall. He would look into it as he noted that

this process was all new to him. Mr. Zienkiewicz advised he could be available tomorrow morning so the Form F could be notarized by the Town Clerk.

### **New Business**

Ms. Murray asked to speak to the Board under new business. She advised that she had not been with the Planning Board at the time of this subdivision, but she had some concerns she would like to share. As she tried to get the paperwork together for this meeting, she found the procedure rather confusing without any clearly defined process. She would like to set up a defined procedure, with a checklist that could be used. This would indicate if any of the steps are missing and need additional follow up. This would also help anyone that was new to the Board or to the clerical support position.

After further discussion, Mr. Knox made a motion, seconded by Mr. Zienkiewicz, to put on a future agenda a means for the Board or a Board member to work with staff to set up a checklist to implement that would clarify the subdivision process and the required steps. The vote was **unanimous for**. Mr. Hoeg recommended that this item be placed on their next agenda. Mr. Knox would not be available at their meeting so it was decided to be placed on the following agenda.

### **Next meeting**

Mr. Hoeg advised the next meeting is scheduled for Thursday, June 27, 2019, at the Lakeville Senior Center.

### **Adjourn**

Mr. Knox made a motion, seconded by Mr. Zienkiewicz, to adjourn the meeting.

Meeting adjourned at 7:30.