

Villebridge

Middleton Comprehensive Permit Application Schedule

1. Under Chapter 40B guidelines, there is a 30-day deadline to open the public hearing after a Comprehensive Permit application is filed with the Town Clerk
2. The Applicant plans to file the Comprehensive Permit Application on Aug. 22, 2023 (two days before the August 24 meeting).
3. The ZBA will schedule 90 minutes per meeting (2 hours for first hearing) to discuss the application and will use the schedule below as a guide to discuss various topics.
4. At least 15 minutes of each hour will be reserved for members of the public to ask questions or make comments.
5. Any new material from the applicant must be submitted by the Thursday before each meeting at 3PM to be considered for discussion at a meeting.
6. Deadlines:
 - Public Hearing opened within 30 days of filing (MGL c40B s21)
 - Decision must be made within 40 days of close of public hearing (MGL c40B s21)
 - Public Hearing cannot extend beyond 180 days from first hearing date (760CMR56.00)

ZBA Meeting Date

Agenda / Topics

(Schedule subject to revisions, as needed)

August 24, 2023

*** HEARING NOT YET OPEN**

1. Town Planner receives Board approval of this schedule and authorization to seek Peer Review cost estimates from board's Peer Review Consultant (TEC)

September 20, 2023

(29) days since date of filing.

2 hours scheduled for hearing

*** HEARING OPENS**

1. Overview Presentation
2. Review of Waiver Requests
3. Authorize Peer Reviewer (TEC The Engineering Corp)
4. Guidance on Building Design Updates
5. Traffic: determine study network
6. Board questions
7. Public Comment

October 26, 2023

(+36 days since prior meeting)

1.5 hr scheduled for hearing

1. Building Size and Massing Review
2. Building Design
3. Civil: Site Plan, Grading, Utilities, Subdivision, Stormwater
4. Septic

8/25/23

5. Follow-Up on Prior Topics
6. Board questions
7. Public Comment

November 16, 2023

(+21 days since prior meeting)

1.5 hr scheduled for hearing

1. Building Size and Massing Review - Continuation
2. Building Design (if needed)
3. Traffic
4. Follow-Up on Prior Topics
5. Board questions
6. Public Comment

December 14, 2023

(+28 days since prior meeting)

1.5 hr scheduled for hearing

1. Landscaping & Lighting
2. Follow-Up on Prior Topics
3. Board questions
4. Public Comment

January 25, 2024

(+42 days since prior meeting)

1.5 hr scheduled for hearing

1. Follow-Up on Prior Topics
2. Review of Waivers
3. Decision Conditions Discussion
4. Board questions
5. Public Comment
- 6.

February 22, 2024

(+28 days since prior meeting)

1.5 hr scheduled for hearing

1. Follow-up on Prior Topics
2. Close public hearing (before deadline of March 18, 2024)
3. Decision Conditions (Board discussion only)

March 18, 2024

Deadline for closing public hearing (180 days from first Public Hearing)

March 28, 2024

(+35 days since prior meeting)

1.5 hr scheduled for discussion

1. Decision/Conditions (deadline for rendering decision is 40 days after close of public hearing, or April 2, 2024 if hearing closes on Feb. 22, 2024)

NOTE: The schedule above is based on the understanding the ZBA wishes to hear the application during its regularly scheduled meetings, for up to 90 minutes at each meeting, and concentrating on 2-3 subjects each meeting.