

Meeting of the
Southborough Planning Board

Monday, January 12, 2026, 6:30 PM
McAuliffe Hearing Room - Southborough Town House
17 Common Street – Southborough, Massachusetts

RECEIVED

By Town Clerk/ss 11:52 am, Jan 08, 2026

*Those wishing to watch or participate remotely may do so by accessing the meeting link at:
<https://ma-southborough.civicplus.com/674/Virtual-Meetings>*

AGENDA-Revised

6:30 PM

CALL TO ORDER

CONSOLIDATED PUBLIC HEARINGS:

DPW – Scenic Road Stonewall & Tree Removal

- Oak Hill Rd.
- Parkerville Rd.
- Woodland Rd.
- Richards Rd.

Cancelled Improper Notification

DISCUSSION:

40-42 Central St. – Site Plan Compliance

DISCUSSION:

Discuss delegating to Town Counsel the response to the Open Meeting Law complaint filed against the Planning Board by Michael Weishan on behalf of the Southborough Historical Society on January 8, 2026.

ANR:

Northboro Rd. (Map 71- Parcel 6)

DISCUSSION:

MCOD Bylaw-Dimensional Table Correction

DISCUSSION:

55+ Housing Bylaw Update discussion with Affordable Housing Trust

DISCUSSION:

Zoning Amendment – Replace SHOPC with Affordable Housing Trust (AHT)

DISCUSSION:

Industrial Park District Expanded Uses

DISCUSSION:

Subdivision Rules and Regulations update

DISCUSSION:

250 Turnpike Rd. – Parking Variance Request

DISCUSSION:

Master Plan Implementation Committee (MPIC) – Semi-Annual Report & 2025 Annual Report

DISCUSSION:

Open Space Notification/Education Letter – Next Step

Other Business Properly Before the Board:

Planners Report:

- Planning Board 2025 Annual Report
- Project Updates
- Proposed 2026 ATM Warrant Articles
- Clean Energy Siting & Permitting Regulations

Approval of Minutes – November 10, 2025, December 4, 2025, December 8, 2025, December 19, 2025, December 23, 2025

Next Meetings – January 26, 2026, February 9, 2026

ADJOURN

Decision Due Dates:

Meme Luttrell, Chair

Southborough Planning Board

Revised agenda notations:

* **Strikethrough** indicates a deletion

** **Bold, italicized items** are additions

2026 JAN -8 P 4:33

35



TOWN OF SOUTHBOROUGH
Planning Board
FORM A

Application for Endorsement of Plan Believed Not to Require Approval

The undersigned, believing that the accompanying plan of land in the Town of Southborough does not constitute a subdivision within the meaning of the Subdivision Control Law, for the reasons outlined below, herewith submits two copies of this application, a filing fee (See Fee Schedule) for plans creating new boundary lines, the original tracing suitable for recording, and five of said plan for a determination and endorsement that Planning Board approval under the Subdivision Control Law is not required.

1. Name of Applicant Mark Johnson - Director - Johnson Cambell Realty Inc.
 Address 1755 Wavecrest Court Marco Island FL
 Telephone Number Cell #

2. Name of Property Owner Johnson Cambell Realty, Inc. Mark Johnson - Director
 Address 1770 Wavecrest Court Marco Island, FL
 Telephone Number Cell #

3. Name of Engineer or Surveyor Stamski and McNary, Inc.
 Address 1000 Main Street Acton, MA
 Telephone Number: 978-263-8585 ext 206 Cell #:

4. Deed of property recorded in the Worcester Registry of Deeds, Book 13881 Page 216
 5. Location/Address and description of property Town Map 71 Parcel 6 Northboro Road

6. Zoning District: Residence A

7. Reasons approval is not required (check as applicable):
 (a) Every lot shown has the area and frontage required by the Zoning By-law on a way, as defined by Section 81-1, Chapter I 1 of the General Laws and the Southborough Subdivision Rules and Regulations.
 (b) Land designated _____ shall not be used as separate building lots(s) but only together with adjacent lots having the required area and frontage as indicated on the plan.
 (c) Lot(s) having less than required frontage or area resulted from a taking for public purpose or have been recorded _____; no land is available to make up the deficiency and the frontage and area of such lots are not being reduced by this plan.
 (d) Other (please explain) _____

Signature of Applicant Mark Johnson - Director
 Signature of Owner Mark Johnson - Director
 Application accepted this 8th day of January, 2026 as duly submitted under the Rules and Regulations of the Planning Board. By: Karina Quinn, Town Planner

Any material (in addition to that included with the Application Form) that will be referred to by the Applicant (or the Applicant's representatives) at any public hearing or public meeting must be submitted to the Planning Department at least 7 days prior to such hearing or meeting to ensure adequate and proper review by the Board and accessibility to the public. Any material submitted later than this deadline may, at the Board's discretion, constitute a constructive request by the Applicant for a continuation of the hearing if, in the opinion of the Board, the Board, Town staff, or the public have not had adequate time to appropriately consider such material. *Applicants should note that this additional material includes amended plans, renderings, visual displays, models, etc., that may have been prepared after the Application Form was filed and are expected to be used by the Applicant during a public hearing presentation.*

NOTES:

1) THIS PLAN IS BASED ON THE REFERENCED PLANS AND AN ON THE GROUND SURVEY. THE CERTIFICATION HEREON IS INTENDED TO MEET THE REQUIREMENTS OF THE REGISTRY OF DEEDS ONLY, AND IS NOT CERTIFICATION TO THE TITLE OR OWNERSHIP OF THE PROPERTY SHOWN, OR AS TO THE EXISTENCE OF UNRECORDED EASEMENTS. OWNERSHIP OF ABUTTING PROPERTIES ARE FROM CURRENT ASSESSOR'S RECORDS.

2) THE PURPOSE OF THIS PLAN IS TO DIVIDE TOWN MAP 71 PARCEL 6, 9.0 ACRES, INTO 3 LOTS.

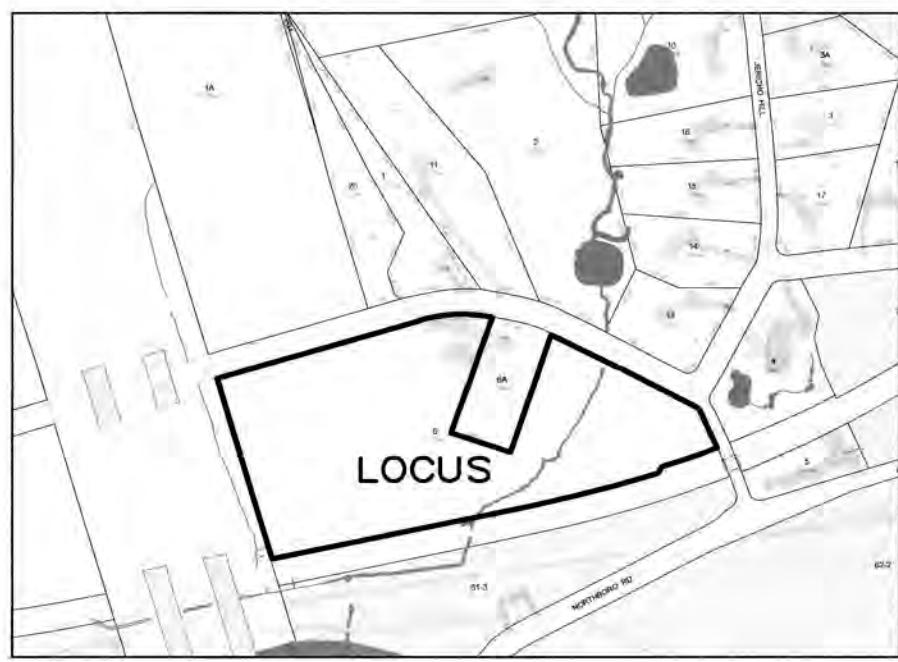
3) THIS PLAN DOES NOT CONSTITUTE A SUBDIVISION UNDER THE SUBDIVISION CONTROL LAW AS EACH OF THE LOTS CREATED MEETS THE REQUIREMENTS OF THE ZONING BYLAW OF THE TOWN OF SOUTHBOROUGH AND THEY HAVE FRONTAGE ON AN EXISTING PUBLIC WAY, NORTHBORO ROAD.

4) THIS PLAN IS BASED ON AN ON THE GROUND SURVEY BY STAMSKI AND MCNARY, INC. PERFORMED IN 2017 AND UPDATED IN 2025.

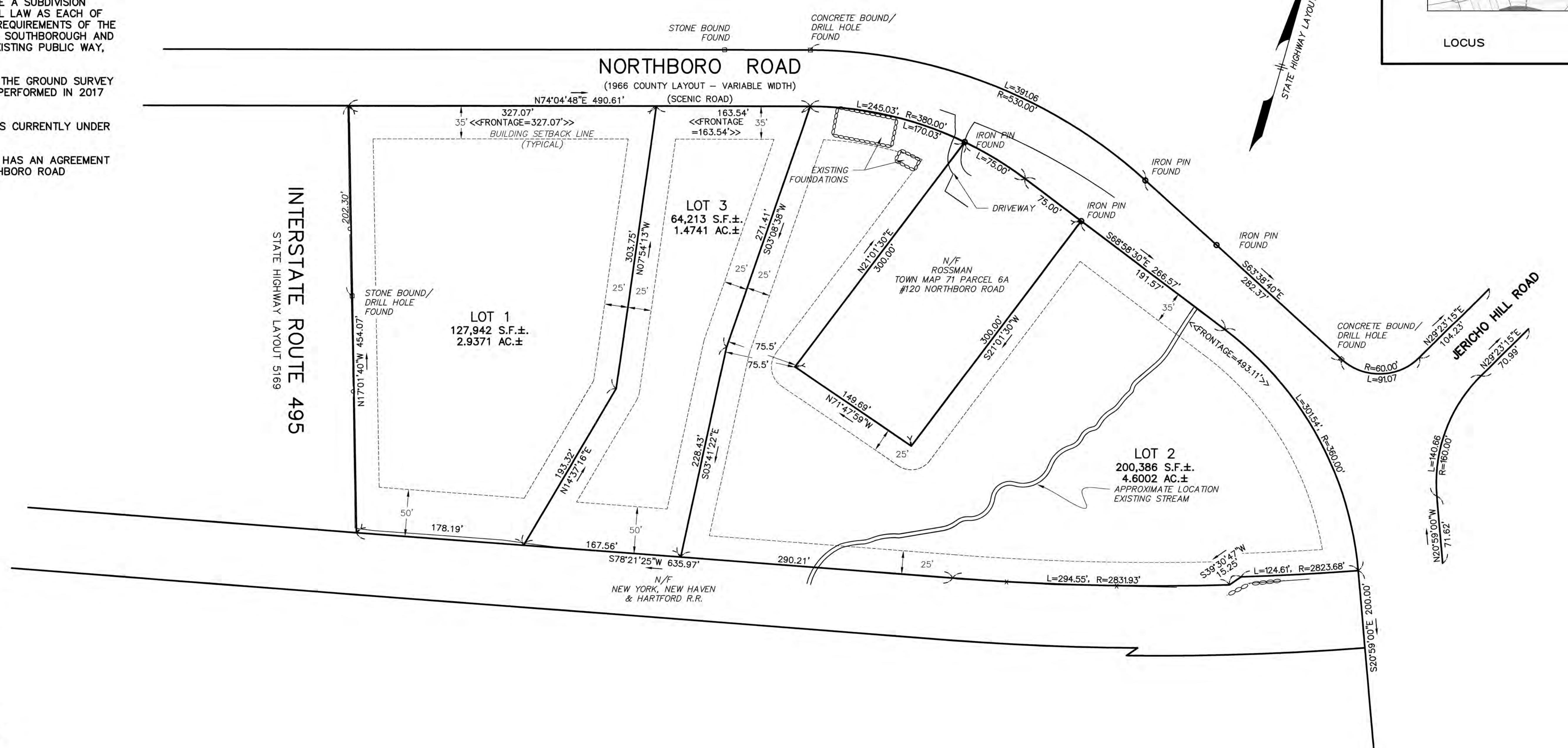
5) THE PROPERTY SHOWN HEREON IS CURRENTLY UNDER CHAPTER 61A.

6) JOHNSON CAMPBELL REALTY, INC. HAS AN AGREEMENT WITH THE OWNERS OF 120 NORTHBORO ROAD REGARDING THE DRIVEWAY.

ZONING CHART			
ZONING DISTRICT:	RESIDENCE A	LOT 1	LOT 2
REGULATION	REQUIRED	LOT 1	LOT 2
LOT AREA	43,560	127,942	200,387
LOT FRONTAGE	150'	327.07	493.11
FRONT SETBACK	35'		
SIDE SETBACK	25'		
REAR SETBACK	50		
		64,213	



LOCUS
NOT TO SCALE



PLANNING BOARD ENDORSEMENT
IS NOT A DETERMINATION AS TO
CONFORMANCE WITH ZONING
REQUIREMENTS.
APPROVAL UNDER SUBDIVISION
CONTROL LAW NOT REQUIRED
SOUTHBOROUGH
PLANNING BOARD

DATE

THIS PLAN HAS BEEN PREPARED IN CONFORMITY
WITH THE RULES AND REGULATIONS OF THE
REGISTERS OF DEEDS OF THE COMMONWEALTH OF
MASSACHUSETTS.

1/8/20

DATE

REGISTERED PROFESSIONAL LAND SURVEYOR

RECORD OWNER

JOHNSON CAMPBELL REALTY, INC
C/O MARK JOHNSON - DIRECTOR
1770 WAVECREST COURT
MARCO ISLAND, FL 34145

REFERENCE

WORCESTER REGISTRY OF DEEDS
DEED BOOK 13881 PAGE 216
PLAN BOOK 314 PLAN 63
PLAN BOOK 302 PLAN 48
RR VALUATION MAP 7-28-32

ZONING DISTRICT

RESIDENCE A
TOWN MAP 71 PARCEL 6



PLAN OF LAND
IN
SOUTHBOROUGH, MASSACHUSETTS
(WORCESTER COUNTY)
(TOWN MAP 71 PARCEL 6)
(NORTHBOROUGH ROAD)

FOR: JOHNSON
SCALE: 1"=60' DECEMBER 2, 2025

STAMSKI AND MCNARY, INC.
1000 MAIN STREET ACTON, MASSACHUSETTS
ENGINEERING - PLANNING - SURVEYING

0 30 60 120 180 240 FT

(6000.ANR.dwg) Northborough Road SM-6000

ARTICLE __: To see if the Town will vote to amend the Zoning Code of the Town of Southborough, §174-9 Special Permit Requirements H (1) and § 174-2 B. Definitions.

§174-9 H Independent, multifamily housing for seniors (55+) is allowed by special permit per the Schedule of Use Regulations, § 174-8.

(1) The Zoning Board of Appeals shall grant a special permit for Independent, multifamily housing for seniors (55+) housing only after considering the following criteria:

(a) No development shall exceed an average per site of a maximum six units per contiguous acre exclusive of 80% of wetlands, and six bedrooms per contiguous acre exclusive of 80% of wetlands.

(b) The units shall have an exterior design that is consistent with the styles of the surrounding residential neighborhoods and the Town of Southborough in general.

(c) Wherever possible, pedestrian connection to local services should be incorporated into the site design to lessen the dependency on the automobile.

(d) The plan shall be designed to maximize the preservation of the natural features of the site through the use of cluster housing and/or creative site planning.

Wherever possible, existing vegetation should be retained throughout the site as a natural buffer to adjacent properties.

(e) The proposed development shall satisfy the criteria of this section (§ 174-9) outlined in Subsection A, Decision considerations.

(f) To promote socioeconomic diversity and meet the needs of independent seniors (55+) residents on fixed or limited incomes, any development approved under this section shall provide that a minimum of 12.5% of the total units be designated as affordable to low- or moderate-income households and 80% of area median income (AMI). These units shall be eligible for inclusion on the Subsidized Housing Inventory (SHI), and shall be subject to long-term affordability restrictions consistent with state requirements.

(g) Independent, multifamily housing for seniors (55+) developments require major site plan approval by the Southborough Planning Board as defined in §174 Zoning, Article III Use Regulations

(h): Contribution in lieu of on-site units and rounding discrepancies for on-site units. The inclusionary zoning requirements of this Section may be satisfied through monetary contributions in lieu of providing Inclusionary Units under the following circumstances:

1. By special permit from the Planning Board, where the Planning Board makes specific findings that there will be an unusual net benefit to achieving the Town's housing objectives as a result of allowing a monetary payment rather than requiring the development of Inclusionary Units. The findings shall include the current balance of the Affordable Housing Trust Fund and the Town's current Subsidized Housing Inventory (SHI) as measured and described in M.G.L. Ch. 40B.
2. The monetary payment per unit shall be equal to two (2) times the most current HUD income limit for a household of four in the metropolitan area that includes Southborough.

§ 174-2 B. Definitions

Remove the definition for: **HOUSING FOR THE ELDERLY**. Housing with occupancy of each dwelling unit reserved to no more than two persons, one of whom must either be 55 years of age or older or handicapped

add: **INDEPENDENT, MULTIFAMILY HOUSING FOR SENIORS (55+)**.

Housing requiring at least 80% of units to have one resident, 55 years of age or older, and stipulating clear intent and age verification in governing documents (deeds, covenants) to maintain the age-restricted status for affordable housing or community planning.

; or do or act anything in relation thereto.

ARTICLE __: To see if the Town will vote to amend the Zoning Code of the Town of Southborough, to remove Southborough Housing Opportunity Partnership Committee SHOPC from Town Code and replace with Southborough Affordable Housing Trust (SAHT) in §9-16 and §174-13.2.

§9-16 Establishment; terms.

A.(7) One member of the Southborough Affordable Housing Trust (SAHT) as designated by a majority vote of the Committee for a term of three years.

§174-13.2 Major residential development

A 1 (a)

With a special permit from the Planning Board, as indicated in § 174-8, Schedule of Use Regulations, with applicants applying under this section required to concurrently file the application with the Southborough Affordable Housing Trust (SAHT) or

E 5 C 2 (c) Prior to the issuance of a final occupancy permit for any portion of the project, the contribution shall be payable in full, or a written agreement approved by the Planning Board and SAHT must be recorded and filed with the Town Treasurer.

; or do or act anything in relation thereto.

Draft language for additional IP uses

§ 174-8.6. IP Industrial Park District. [Added 4-12-1993 ATM by Art. 43]

All uses shall not produce excessive noise, vibration, odor, or emissions beyond the property line.

A. Permitted uses are as follows:

- (1) All uses permitted in the Conservation District.
- (2) Private or non-profit school, childcare nursery, or kindergarten, exclusively for the care and education of children licensed or certified by the Commonwealth of Massachusetts
- (3) Private or non-profit assisted living residence, adult day health center, or similar facility providing care, supervision, or support services for elderly or disabled adults, licensed or certified by the Commonwealth of Massachusetts
- (4) Cafeteria on the premises for use by employees; a commercial kitchen, cafe or restaurant.

B. Uses permitted up to 75,000 square feet are as follows:

- (1) Establishments engaged in data processing, digital services, media production, or publishing, including but not limited to payroll and financial transaction processing, document management, operation of computer and internet-based services, digital and print publishing, and commercial printing. This use does not include broadcasting towers or facilities primarily intended for public transmission unless otherwise permitted
- (2) Indoor or outdoor facilities for recreation, fitness, or athletic training; studios, galleries, or theaters dedicated to the visual, performing, or cultural arts; and private membership clubs or organizations providing social, cultural, or recreational amenities.
- (3) Facilities for the sale, storage, or distribution of fuel, lumber, construction materials, landscaping supplies, and contractor equipment, including contractor's yards. Such uses may include outdoor storage areas, provided they are screened from public view and adjacent properties, and comply with applicable environmental and safety regulations
- (4) Retail establishments and consumer service providers engaged in the sale of goods or provision of services directly to the public, provided that no manufacturing, fabrication, or assembly of products occurs on-site, except for incidental preparation or customization of goods for immediate sale. This use excludes on-site manufacturing, which is addressed separately under Subsection C(2).
- (5) Medical clinics, outpatient care centers, and diagnostic laboratories provided all operations are conducted within enclosed buildings and do not involve overnight patient stays
- (6) Establishments engaged in the sale, leasing, fueling, servicing, or repair of motor vehicles, including gasoline stations, auto repair garages, and new or used vehicle dealerships. All outdoor storage of vehicles, parts, or equipment shall be screened from public view and comply with applicable environmental and safety regulations
- (7) Indoor facilities for wholesale trade, distribution, and storage of goods and materials, excluding any use involving the transfer, handling, or storage of solid waste, hazardous waste, or other regulated materials. All operations shall be conducted within enclosed buildings, and outdoor storage is prohibited unless expressly permitted by special permit

Draft language for additional IP uses

- (8) General scientific research and development
- (9) Light manufacturing refers to the fabrication, assembly, processing, or packaging of finished products or parts, conducted entirely within enclosed buildings and utilizing electric or similarly quiet motive power. Such operations shall not produce noise, vibration, odor, smoke, glare, or other environmental impacts detectable beyond the property line, and shall not involve heavy machinery, hazardous materials, or large-scale freight operations
- (10) Stand-alone electric vehicle charging stations, pay-to-park facilities, and parking garages.

C. Uses requiring a special permit are as follows:

- (1) All uses permitted in Subsection B that exceed 75,000 square feet.
- (2) Retail establishments and consumer service providers engaged in the sale of goods or provision of services directly to the public with on-site manufacturing
- (3) Major public utility infrastructure, such as substations or transmissions facilities.
- (4) Hospitals, inpatient care facilities, and emergency medical centers shall require a special permit due to their scale, intensity, and potential neighborhood impacts on parking, traffic, and noise.
- (5) Veterinary clinics, animal hospitals, dog kennels, and equestrian centers for riding and training, provided that no livestock farming or agricultural animal husbandry is conducted on the premises. All facilities shall be designed to ensure the health and safety of animals and minimize noise, odor, and other impacts on surrounding properties
- (6) Scientific research and development involving Good Laboratories Practices (GLP) or Good Manufacturing Practices (GMP) and chemistry, manufacturing, and controls (CMC) for pharmaceutical or biologic product development. This encompasses the processes and procedures involved in developing, manufacturing, and controlling the quality of a human or veterinarian drug product throughout its lifecycle.
- (7) Other manufacturing not described in Subsection B(9).
- (8) Hazardous waste storage and disposal facilities, other than small generators, as defined by the Environmental Protection Agency and the Commonwealth of Massachusetts, except that a special permit may be issued for such a facility upon approval by the appropriate federal and state agencies, review and comment by the Southborough Board of Health, Conservation Commission, Planning Board and Fire and Police Chiefs, following a duly advertised public hearing and in accordance with the Hazardous Waste Facilities Siting Law.¹
- (9) Adult bookstore, adult video store, adult paraphernalia store, adult motion-picture theater, adult live entertainment (see § 174-9I). **[Added 4-8-1996 ATM by Art. 56]**
- (10) Heliport or landing place for helicopter, not including storage or maintenance facilities as an accessory use to a permitted principal use. **[Added 4-15-1997 ATM by Art. 53]**
- (11) Registered marijuana dispensary as defined in 105 CMR 725.004. **[Added 4-16-2014 ATM by Art. 17]**
- (12) Data center/warehouse, defined as an establishment or facility used for the storage,

Draft language for additional IP uses

management, processing, and transmission of digital data, which may include the housing of computer and/or network equipment, systems, servers, appliances, and other associated equipment or components related to digital data operations.

Supporting equipment may include back-up batteries and power generators, air handlers, water cooling and storage facilities, utility substations, and other associated utility infrastructure to support operations. This definition does not include server rooms or information technology infrastructure that is accessory to the principal use of the site. (Data Center/Warehouse proposal)

- D. Prohibited uses. All uses which are not listed above, legally nonconforming or otherwise allowable by the provisions of the zoning regulations are prohibited.
- E. Development standards are as follows:
 - (1) Minimum lot area: 43,560 square feet (minimum 20,000 square feet exclusive of wetlands). **[Amended 4-8-1996 ATM by Art. 54]**
 - (2) Minimum frontage: 200 feet.
 - (3) Minimum setbacks:
 - (1) Front: 50 feet; 75 feet if on Route 9.
 - (2) Rear: 50 feet.
 - (3) Side: 50 feet.
 - (4) Other street: 50 feet.
 - (4) Maximum height: 45 feet, three stories.
 - (5) Maximum floor area ratio: 0.60.

- F. The operation of any marijuana establishment as defined in MGL c. 94C, § 1, including without limitation a marijuana cultivator, marijuana testing facility, marijuana product manufacturer, marijuana retailer or any other type of licensed marijuana facility is prohibited in all zoning districts of the Town. This prohibition shall not apply to the sale, distribution or cultivation of marijuana for medical purposes, licensed under Chapter 369 of the Acts of 2012 and currently permitted in the Town of Southborough. **[Added 4-25-2017 ATM by Art. 32]**

- 1. Editor's Note: See MGL c. 21D.

Proposed specificity for Data Centers/ Warehouses (Adapted from Fairfax, VA and Chandler, AZ))

Data center

A. Data Center Standards applicable to all data centers:

- (1) To provide visual screening and reduce noise levels, any equipment necessary for cooling, ventilating, or otherwise operating the facility, including power generators or other power supply equipment, must be fully enclosed, except where determined by the Town's Engineer consultants not to be mechanically feasible based on the manufacturer specifications. If the Town's Engineer consultants determines it is not mechanically feasible to fully enclose the equipment, it must be

Draft language for additional IP uses

screened by a wall or similar barrier. In addition, any equipment as referenced above that is located on the ground and any accessory electrical substation must be screened from view from abutting lots and from rights-of-way by a visually solid wall or a building. This standard does not apply to solar panels.

(2) The maximum building size is 50,000 square feet of gross floor area.

(3) Minimum Distance from Residential

- (a) Any data center building must be located at least 300 feet from the lot line of an R district or a property developed with a residential use.
- (b) If located on the ground, any equipment for cooling, ventilating, or otherwise operating the facility, including any power generator or other power supply equipment, must be either:
 - 1. Located at least 400 feet from the lot line of a Residential district or a property developed with a residential use; or
 - 2. Separated from the lot line of a Residential district or a property developed with a residential use by the principal data center building.
- (c) For the purpose of this provision, a Residential district does not include an area within a public street right-of-way.

(4) Development Standards:

- (a) Minimum lot area: 43,560 square feet (minimum 20,000 square feet exclusive of wetlands). **[Amended 4-8-1996 ATM by Art. 54]**
- (b) Minimum frontage: 200 feet.
- (c) Minimum setbacks:
 - (1) Front: 50 feet; 75 feet if on Route 9.
 - (2) Rear: 50 feet.
 - (3) Side: 50 feet.
 - (4) Other street: 50 feet.
- (d) Maximum height: 45 feet, three stories.
- (e) Maximum floor area ratio: 0.60

(5) Prior to site plan approval, a noise study, performed by a third-party acoustic engineer to document baseline sound levels in the area of the proposed Data Center, including noise levels measured at the property line of the nearest property to the Data Center property that is planned or zoned for residential land use must be submitted demonstrating to the Board of Health and Planning Board's satisfaction that the operation of the data center will comply with the Noise Bylaw. In addition, prior to issuance of an occupancy permit, a post-construction noise study must be submitted demonstrating to the Board of Health and Planning Board's satisfaction that the operation complies with the Noise Bylaw. The Data Center must be designed and built to incorporate sound mitigation methods sufficient to prevent the sound levels emanating from the Data Center (as determined by a third-party acoustic firm) from exceeding the ambient noise levels that were observed in the baseline study. Design specifications for such sound mitigation must be provided to the Town before building permit approval.

(6) A data center building must include a main entrance feature that is differentiated from the remainder of the building façade by a change in building material, pattern, texture, color, or accent

Draft language for additional IP uses

material. The entrance feature must also either project or recess from the adjoining building plane.

(7) A data center building must be designed to minimize adverse visual impacts on surrounding development as demonstrated by the submission of elevations, architectural sketches, or sight line studies. The building should have a high-quality design as evidenced by the use of materials, color, and texture. If the building is located less than 300 feet from a Residential district or a property developed with a residential use, it should include changes in building height or other design techniques to provide variation in building mass as viewed from the nearby residential district.

(8) The Data Center operator or property owner must notify residents within a half-mile radius of the parcel, including any affiliated homeowners' association operating within the half-mile radius, that the property owner intends to build and operate a Data Center on the property. The notice required in this section must be mailed to all postal addresses and homeowners' association addresses contained within a half-mile radius extending from the property line where the proposed Data Center will be built.

(9) The Data Center operator must schedule and attend two neighborhood meetings with residents to describe the project and the proposed sound-mitigation aspects of the project design with support from The Planning Board. Notice of the neighborhood meetings must be mailed to all residents and homeowners associations within a half-mile radius of the parcel. A representative of the developer or owner with decision-making authority on the design of the Data Center must attend the neighborhood meetings. The Data Center operator or property owner must also post a sign on the subject property, at least fifteen days before each neighborhood meeting. A sign must be located along an arterial street or other high-visibility location as reasonably determined by the Town Planner. The content of the sign shall (i) be consistent with the Town's generally applicable sign guidelines for posting signs for notification of neighborhood meetings, (ii) include the applicant name and contact information, a brief description of the Data Center project, and the date, time, and location of the neighborhood meeting, and (iii) must be reviewed and approved by the Town Planner prior to installation. The applicant must remove the sign at the conclusion of the citizen review process.

(10) If the Data Center operator intends to use backup power generators on the parcel, the operator must maintain a public website announcing the times when the generators will be in operation. Any routine operation of the backup generators, including for testing purposes, must be announced on the website at least twenty-four hours in advance. The operator shall also notify the Town of Southborough Town Clerk at least 24 hours in advance of a test. Unless the generators are supplying backup electrical supply during a power outage, backup generators may operate between the hours of 9:00 am and 5:00 pm, Monday through Friday, excluding holidays. Upon request by Southborough Town Staff or Elected public officials, the Data Center operator must provide the address of the website where the notices required by this section are published.

MASTER PLAN IMPLEMENTATION COMMITTEE

Deborah DeMuria (Chair)
Alan Belniak (Vice-Chair)
Sam Stivers
William Warren

Southborough's 2021 Master Plan establishes the Town's 2030 Vision and provides a basis for future decision-making by the Town. The Master Plan serves to guide Southborough's growth and change, preserve its natural and cultural resources, and maintain and enhance its public services and facilities. Implementation of recommendations of the 2021 Master Plan began in 2021 with the Planning Board's appointment of the Master Plan Implementation Committee (MPIC).

The MPIC sincerely wishes to thank the many volunteer boards, committees and Town departments for their dedication toward achieving the Master Plan's 39 goals and over 200 recommendations related to the Town's 2030 vision.

Current status

Good progress has been made in many areas, with the majority of goals and recommendations either started or being worked on. There are three areas that show particularly strong progress thus far: Land Use & Zoning, Housing, and Environment & Open Space. The current completion status of the Master Plan recommendations is as follows:

Complete:	12.4%
Ongoing:	16.9%
Started, in progress:	54.2%
Not started:	16.4%

Notable progress and accomplishments for the year include:

Diversity in housing

- The zoning by-laws were amended to allow Accessory Dwelling Units (ADUs) by-right to align with state law at the 2025 Special Town Meeting
- The Housing Production Plan was completed by the Affordable Housing Trust and approved by the State
- The property at 120 Turnpike Road was permitted under a Chapter 40B Comprehensive Permit to increase the supply of affordable housing

Strengthen the sustainability of local businesses, commercial districts, and villages

- A zoning amendment to the Industrial Park district to allow a new use – Highway Major Retail use at the former Dell/EMC property – was approved at the 2025 Special Town Meeting

Protect and maintain open space and sustain our environment

- Tree City USA Community signs were installed at two street locations by the DPW
- A plan to perform a public shade tree inventory and initiate a tree-replacement program for dead/hazardous town-owned trees is in process by the Tree Warden

- The first phase of restoration was completed for the solid waste and asbestos containing material removal at Breakneck Hill Conservation Land
- 6.2 acres abutting Breakneck Hill Conservation Land were committed to be donated to the Town for open space during the 120 Turnpike Road Comprehensive Permit, as required by a prior Major Site Plan Approval

Enhance connectivity within the Town

- The official 2024 Zoning Map was accepted by the Planning Department which updated the 2021 zoning map to include the MBTA Communities Overlay District
- As part of a Pedestrian Improvement Project by DPW the Town will be adding sidewalks to several streets in town

Additional information about the Master Plan and the status of the implementation process can be accessed through the [Master Plan website](#).

Dear Southborough Neighbor,

According to the Southborough Assessors' records, you own property that either borders designated Open Space or contains an Open Space Easement. The Town is actively monitoring the condition of these Open Space areas—whether owned by the Town, land trusts, or protected by easements on private land.

Our monitoring has shown that some property owners may be unaware of Open Space areas on or near their property. The purpose of this letter is to inform you of the presence of such Open Space and the associated restrictions designed to protect these areas from encroachment.

Encroachments are unauthorized alterations or intrusions into Open Space areas. Common examples of prohibited activities include:

- Extending lawns, gardens, or landscaping into Open Space
- Clearing or cutting vegetation
- Installing sheds, fences, or play structures
- Dumping yard waste or debris

These actions can significantly harm wildlife habitats and damage natural resources like wetlands and waterways. For instance, large piles of leaves or grass clippings can smother vegetation and prevent new growth.

If the Town suspects an encroachment on your property, you (and possibly adjacent property owners) will receive a notice. A site visit may be arranged, and if an encroachment is confirmed, you'll be notified and may be required to restore the area or take other corrective actions, depending on the situation.

Generally, no encroachments are allowed on Open Space owned by the Town or a land trust. Restrictions on Open Space Easements on private property are usually outlined in your deed or associated property plans.

If you have any questions or would like further information, please feel free to contact [Name].

Sincerely,

Southborough Planning Board