



## COMMUNITY PLANNING & DEVELOPMENT

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### MEMORANDUM

Date: April 19, 2012

To: Theodore D. Kozak, Town Manager  
Thomas J. Melia, Board of Selectmen Chairman

From: R. Gary Bechtholdt II, Town Planner

**RE: QUARTERLY REPORT (JANUARY – MARCH/APRIL 2012)**

Community Planning & Development Office

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Please accept this as the Community Planning & Development first Quarterly Reporting of 2012. Provided below is a summation of project status, applications, discussions, meetings, and initiatives convened this quarter.

### SUBDIVISION DEVELOPMENTS

#### Carpenter Estates

Located off Carpenter Road this single-access roadway approved in 2007 is to include 18 single-family homes and 45 acres of dedicated open space. Construction has been slowed due to the economy with only frontage lot(s) developed. Recently, the applicant/engineer has met with the Planning office and Highway Superintendent on the ability to revise stormwater management to include Low Impact Development (LID) techniques within the subdivision; to include drainage swales, etc.

#### Castle Hill Estates

This single-family subdivision consisting of Hastings Drive, Cliffe Road, Windsor Ridge and portions of Dublin Way and Clover Hill Road originally approved in 1987 accepted as public ways at the 2011 Fall Annual Town Meeting;. As a result of the developer's failure to address outstanding issues the town (Planning Board) called-in the remaining performance bond in August of 2011. The Planning office shall work with the Department of Public Works (DPW) in the upcoming months on prioritizing and addressing deficiencies which may include failed drainage structures, roadway resurfacing, etc., as well as the formal conveyance of the designated open space within the subdivision.

#### The Camelot

Located off Hill Street and extending through to Hillcrest Road (the Hills at Whitinsville), this single-family subdivision development is to include 65 house lots. Construction has commenced within Phase I (4-phases total); site improvements include water and sanitary sewer. Due to extended and prolonged discussions with the Sewer Department specific to the type/sizing of the sewer pump station the Planning Board granted the ability for the developer to obtain building permits for home construction for up to 6-lots.

Prior to the issuance of occupancy the developer shall be required to post a performance bond with the town (Planning Board) for the release of lots.

#### Farnum Circle

Located off Hill Street this 2-lot single-family subdivision may be best representative of the housing boom in the early 2000s; where construction of a subdivision roadway was deemed incidental to construction of one house lot.

#### Hemlock Estates

Located off Gendron Street; originally approved in 2004 for 102-unit Senior Living development (Special Permit -Pine Knoll, an Adult Living Community) subdivision was modified in 2008; consisting of 21 townhouse units (Senior Living Dev.) and 31 single-family house lots; the development is currently in Phase II/III of construction. As required by the special permit three (3) of the senior-units shall offered as affordable units under MGL CH 40; prior to the issuance of occupancy the developer (Marinella) shall work with the town and DHCD to secure said units are included in the subsidized housing inventory (SHI).

#### Hillside Garden Estates

Located off Thurston Avenue (Deanne Way); originally approved in 2005 for 18-unit Senior Living development, this subdivision was modified in 2010 for up to 10 –single-family house lots. With roadway constructed and infrastructure installed individual lot development is currently underway (4 houses).

#### Presidential Farms

Located off Hill Street; consisting of Washington Street, Kennedy Circle, Wilson Street, Roosevelt Drive, and extending through Lincoln Circle; this single-family “flexible development” subdivision includes 105 house lots and ±40 acres of open space for passive & active recreation. As part of its original approvals an Agricultural Open Space Restriction (2011) has been placed on Parcel B-1; the subject property is located along Hill Street and consists of approximately 21-acres (farmland).

#### Shining Rock Golf Community

At the 2011 Fall Annual Town Meeting Shining Rock Drive (portion of), Fairway Drive (portion of), Clubhouse Lane, and Linkside Court were accepted as public ways. Townhouse construction continues within Phase III –Sandtrap Court; with single-family home construction underway on the remaining portion of Shining Rock Drive.

#### West End Connector Road

Subdivision roadway extending from Main Street (Whitins Rd/Sutton) through to Gilboa Street/Douglas received definitive subdivision approval from the towns of Douglas, Northbridge and Sutton.

### **SITE DEVELOPMENTS**

#### DPW Facility (Fletcher Street) –Site Plan Review

The Planning Board is currently reviewing proposed redevelopment of the DPW facility to include 19,300 square-foot building for administration, maintenance, storage, etc. Proposed access on Fletcher Street will incorporate planned redesign/alignment of Douglas Road bridge (improved access to site). Twenty (20) parking spaces are proposed; 6 adjacent to admin office (with handicapped assessable parking); 7 adjacent to yard for employees; and 7 additional spaces (outside of gate) for overflow. The Planning Board is awaiting input/recommendations from its consulting engineer (JH Engineering Group) and review by the

Conservation Commission. The Board is scheduled to continue its review on Tuesday, April 24, 2012. A meeting of the Technical Review Committee was held on March 28, 2012 with the applicant/engineer and the various municipal departments.

#### Osterman Propane Facility –Site Plan Review

The Planning Board is scheduled to review application on April 24, 2012 for the proposed 12,000 square-foot facility building which shall consist of 6-bays for fleet maintenance; parts/storage, office space, etc. The existing main office will remain; the current maintenance building will be utilized as dry storage/warehouse. A meeting of the Technical Review Committee was held on April 12, 2012 with the applicant/engineer and the various municipal departments. As noted at the Technical Review (reference is made to meeting notes dated 4/12/12) remaining site (±89 acres) may be developed to include a 25,000 square-foot office building and an additional 100,000 to 150,000 square-feet of office/industrial space to be permitted over the next 3 to 5 years.

#### One Plummers Corner –Site Plan Review

The Planning Board is scheduled to continue its review of the application; driveway access from Plummer Park on May 08, 2012. The Board is awaiting input/recommendation from the Safety Committee (meeting to be held on 04/25/12) before making its decision; safety concerns have been raised with the proposed utilization of Plummer Park to access the site development (concerns of traffic, screening/landscaping, etc within the adjacent residential neighborhood). A meeting of the Technical Review Committee was held on September 07, 2011.

#### Linwood Mill Loft

Tenant occupancy of the residential units is scheduled for May 01, 2012; EA Fish Development (Matt Mittelstadt) is working with the Planning office on the residential component of this project specific to the town's subsidized housing inventory (SHI) and with the Northbridge Housing Authority on the senior rental housing. The Planning office (with assistance from EA Fish Development) is preparing a report to DHCD for Northbridge's SHI. All of the 75 (seventy-five) rental-units are structured to count towards the town's affordable housing inventory.

### **ZONING AMENDMENTS**

#### Heritage Zoning District

At the Special Town Meeting (February 21, 2012) the town's Zoning bylaw was amended to extend the Heritage Zoning District to include the Oakhurst property on Hill Street; additionally the Heritage zoning provisions were amended to allow by special permit office for administrative, executive, professional, sales etc and allow an existing use to be changed or altered to permitted multiple uses.

#### Residential Four (R-4) Zoning District

At the Special Town Meeting (held February 21, 2012) the Residential Four (R-4) Zoning district was expanded to include parcel(s) of land including property formerly known as the Northbridge Nursing Home; zoning amendment will allow multi-family dwelling units.

#### Industrial One (I-1) Zoning District

At the Special Town Meeting (held February 21, 2012) the Industrial One (I-1) Zoning district was expanded to include property on Main Street; formerly known as the West End School site; the zoning amendment may allow for the site to be developed as a Planned Business Development (PBD).

### Planned Business Development (PBD)

The Planning Board is sponsoring a zoning amendment article for the 2012 Spring Annual Town Meeting (Art. #23). In working with one of the petitioners (Henry Lane) of warrant article #8 which was passed over at the Special Town Meeting (February 21, 2012), the Board is looking to establish building setback requirements for a Planned Business Development 50-feet from a residential district boundary, where under this existing provision commercial and/or light-industry may be permitted by special permit by the Planning Board within the Industrial zones. The Board feels since commercial uses are typically less intense than industrial operations the setback requirements may be reduced (from 100-feet to 50-feet) for a Planned Business Development.

### **SUBDIVISION RULES & REGULATIONS**

The Planning office is coordinating with the DPW on potential amendments to the town's subdivision rules and regulations.

### **43D -EXPEDITED PERMITTING INITIATIVES**

Since local adoption & state designation (2008) the following initiatives have been completed utilizing Technical Assistance Grant (TAG Funds): (1) preparation of a Best Development Practices Guidebook; (2) zoning bylaw review and assessment (local adoption of expedited permitting provisions); (3) assessment of the public sewer infrastructure for the Linwood Mill area; (4) creation of a local Permitting Guidebook; (5) creation of GIS data layers; (6) roadway analysis Lasell Road/Main Street; (7) West Side Connector Road definitive subdivision; (8) sewer extension feasibility study (Sutton/Northbridge); and (9) parcel-base mapping (GIS). The Interagency Permitting Board (IPB) recently (April 11, 2012) approved Northbridge's request to reallocate remaining TAG funds (\$5,065) for municipal webpage improvements (Virtual Town Hall).

As part of the town's ongoing expedited permitting initiatives the Planning office is preparing a site development flow chart (*-see attached*) aimed to assist applicants through the local permitting process.

### **FEDERAL BROWNFIELDS ASSESSMENT GRANT**

Federal grant funding available to conduct environmental assessment; to facilitate property reuse and redevelopment.

### 2040 Providence Road

As part of CMRPC's Federal Brownfields Assessment Program a Phase I Environmental Site Assessment of 2040 Providence Road (Northbridge Auto) was performed last year. A Phase II ESA is now currently underway –Fuss & O'Neil.

### **PLANNING BOARD MEETINGS**

All approved meeting minutes of the Planning Board are posted on the town's website

- January 10, 2012 (approved)
- January 24, 2012 (approved)
- February 14, 2012 (approved)
- February 28, 2012 (approved)
- March 13, 2012 (approved)
- March 27, 2011 (draft)
- April 03, 2012 (draft)

## **SAFETY COMMITTEE MEETINGS**

- February 15, 2012 (approved)

## **BOARD OF SELECTMEN MEETINGS**

- January 23, 2012: Town Hall Study & Special Town Meeting Zoning Amendment(s)
- February 13, 2012: Special Town Meeting Zoning Amendment Articles
- February 27, 2012: Town Hall Study (absent)
- March 26, 2012: Mass Historical Commission Grant (MPPF Round 18) & Town Hall Study

## **MASS HISTORICAL COMMISSION –HPPF (ROUND 17)**

Town received \$15,000.00 matching grant for the preparation of an exterior building conditions assessment and window survey for the Town Hall (McGinley Kalsow & Associates, Inc); construction/bid documents are to be completed April 30<sup>th</sup>. At the conclusion of the project the Planning office (& consultant) shall prepare a project completion report to Mass Historical Commission for the matching grant reimbursement.

## **MASS HISTORICAL COMMISSION –HPPF (ROUND 18)**

Town submitted application to MHC for the Town Hall windows. It is the understanding of the Planning office MHC has received 51 applications with requests totaling \$2,370,612.00.

## **BLACKSTONE VALLEY PRIORITIZATION PROJECTS**

Over the next several months Northbridge will be working with CMRPC and collaborating with its neighboring communities of Blackstone, Douglas, Mendon, Millville, Millbury, Sutton, and Uxbridge in identifying regional and local priorities for growth, development and land preservation, as well as transportation and other infrastructure investments within the Blackstone Valley. A public workshop (scoping session) is scheduled for Tuesday, May 22, 2012 (7PM –Town Hall).

## **SENIOR CITIZEN PROPERTY TAX WORK-OFF PROGRAM**

The Planning office continues to benefit from this program; since 2008 the Planning office has taken full advantage of this program; in total the Planning & Conservation departments has had nine (9) cycles of this volunteer service. The program has been tremendous in helping us organizing files; weed through outdated plans and duplicate filings.

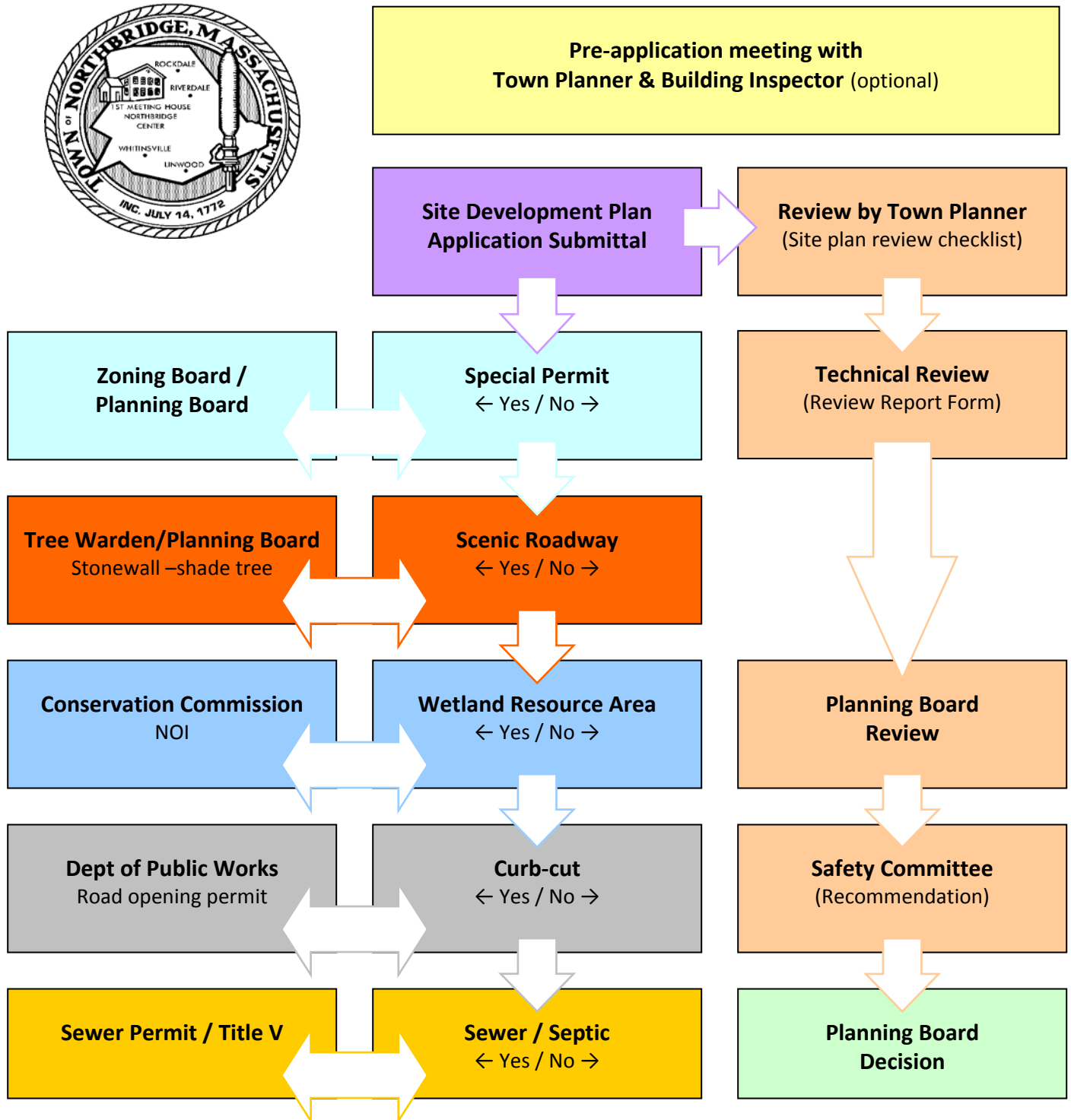
Should you require additional information or have any questions please contact the Planning office.

Cc: Planning Board  
/File

# SITE DEVELOPMENT PLAN REVIEW

DRAFT

"Click" boxes below for more information



For site development proposals that may require permits/approvals from multiple Boards & Commissions applicants are encouraged to submit applications concurrently –Applicant/Engineers are advised to contact the Town Planner and/or Inspector of Buildings prior to submittal(s)