



NORTHBRIDGE PLANNING BOARD MINUTES

Tuesday, October 20, 2015

Recognizing the presence of a quorum Chairman Brian Massey called the meeting to order at 7:00PM with Pamela Ferrara and Mark Key in attendance. Cindy Key, Associate member and R. Gary Bechtholdt II, Town Planner were also present. George Murray was absent. (One vacancy of the Planning Board)

The following members of the public were in attendance: Stephen O'Connell (Andrews Survey & Engineering); Richard Auger (393 Linwood Avenue) & Jeffery Deiana (305 Linwood Avenue)

I. CITIZENS FORUM

None

II. LOT #26 JOSEPH CIRCLE (CAMELOT) –REVIEW/DECISION

Form A (81-P) plan

Mr. Bechtholdt noted that it was his understanding that a representative of the Applicant/Engineer (Stephen O'Connell, Andrews Survey & Engineering, Inc.) was to attend the meeting to review the application. Mr. Bechtholdt reviewed with the Planning Board the ANR Checklist he prepared for plan entitled "Plan of Land on Rebecca Road & Joseph Circle in Northbridge, MA" dated October 20, 2015 prepared by Andrews Survey & Engineering, Inc. Mr. Bechtholdt explained that the intent of the plan is to parcel out the drainage basin which currently occupies a large portion of Lot #26; the result of the ANR would create a new lot 26, to be labeled Lot #26R and Parcel G which will include one of the drainage basins for the subdivision (Camelot).

Mr. Bechtholdt explained that the Map and Parcel reference on the ANR plan appears to be incorrect for the subject property as well as for the adjacent house lot. In addition to revising the plan to address comments noted on the ANR Checklist the Form A application also needs to be completed, where additional information is necessary for item 2(b) specific to the subdivision approval. The Planning Board briefly reviewed the planned parcel & lot reconfiguration and frontage & lot area requirements. Mr. Bechtholdt advised the Board that the application is worthy of an ANR endorsement, suggesting the Board grant approval and withhold endorsement until the completed application and revised plan is provided.

Upon motion duly made (M. Key) and seconded (Ferrara) the Planning Board voted (3-0) to grant an ANR endorsement for Lot #26 Joseph Circle (Camelot); creating Parcel G and Lot 26R. In taking such action the Planning Board withheld endorsement until the revised plan and completed Form A application is received. Mr. Bechtholdt informed Mr. O'Connell that the Planning Board approved the ANR and will endorse the revised plan.

III. WHITINSVILLE CHRISTIAN SCHOOL (279 Linwood Avenue) –PUBLIC MEETING

Site Plan Review by Planning Board -§173-49.1

Mr. Bechtholdt advised the Planning Board that the Public Meeting notice and notification requirements (mailing to abutters) had been satisfied. Mr. Massey noted that Mr. Murray was not in attendance for the

meeting, suggesting Mr. Murray may at a subsequent meeting participate in the by-right review of the site plan however may not be able to vote on the application.

Upon motion duly made and seconded the Planning Board waived the reading of the meeting notice. In accordance with the provisions of Massachusetts General Laws & the Town of Northbridge Zoning Bylaw Chapter 173, the Northbridge Planning Board will hold a public meeting on Tuesday, October 20, 2015 at 7:05 PM in the Selectmen's Chambers of the Northbridge Town Hall, 7 Main Street Whitinsville, MA pursuant to Section 173-49.1 [Site plan review by the Planning Board] of the zoning bylaw to consider Site Plan Review Application dated September 25, 2015 from Whitinsville Society for Christian Instruction, Inc. for its planned 31,500 square-foot Fine Arts Center and athletic field, including 214 parking spaces and other associated site improvements. Reference is made to site development plan entitled "Proposed Parking Lot 279 Linwood Avenue" dated September 09, 2015 prepared by Andrews Survey & Engineering Group, Uxbridge, MA. The subject property (279 Linwood Avenue), designated as Assessors Map 14 Parcel 5 is located within the Residential Three (R-3) Zoning District. Copy of the application, Stormwater Management Report, Site Development Plan and other associated documents are on file with the Office of the Town Clerk (7 Main Street) and Planning office (14 Hill Street) Whitinsville, MA and may be reviewed during normal office hours. The purpose of the meeting is to provide an opportunity for public comment. Anyone wishing to be heard should attend said meeting at the time and place designated.

Stephen O'Connell (Andrews Survey & Engineering, Inc.) on behalf of the Owner/Applicant (Whitinsville Christian School) reviewed with the Planning Board site development plan entitled "Proposed Parking Lot 279 Linwood Avenue" dated September 09, 2015 prepared by Andrews Survey & Engineering Group, Uxbridge, MA. Mr. O'Connell provide a general overview of the locus area (adjacent to the Pine Grove Cemetery) reviewed existing site conditions (location of existing school, parking areas, etc.) and reviewed planned parking expansion, vehicle and pedestrian circulation, proposed location of the fine arts center and sport complex, as well as site conditions (woods, ledge, topography, etc.).

Mr. O'Connell indicated that he is in receipt of letter from the Inspector of Buildings regarding the site plan review (no concerns). Mr. O'Connell reviewed with the Board the planned parking lot expansion, noting that the project has been reviewed and approved by the Conservation Commission (Order of Conditions to be issued later this week/next). Mr. O'Connell explained to the Board that his client plans to initial site clearing activity soon and hopes to construct the parking lot this year with commence of the building construction in the spring.

Mr. O'Connell, in referring to the site development plan reviewed with the Board the location of existing ledge and elevation changes, stating that the parking area will be tiered from the planned location of the fine arts center & sport complex down towards the westerly side of the property (work with existing grade). Mr. O'Connell indicated great lengths were taken in reviewing and exploring site conditions before finalizing the parking location. He noted it is expensive to remove ledge; the site design allows for the minimal ledge removal (minimize blasting to the maximum extent possible) to allow for the necessary site drainage, etc. Mr. O'Connell reviewed the site design of the parking area, noting the location of a series of catch basins and drainage area. Mr. O'Connell pointed out the low point of the parking area and how the drainage system was designed.

Mr. O'Connell noted that the final site design specific to the placement of the building is still being reviewed by the Architect and Structural Engineer, suggesting the same review process for the footprint of the building in order to minimize land disturbance (blasting, hammering, etc.).

Mr. Bechtholdt noted that a Technical Review meeting was held last week with the Building Inspector, Fire Chief, Highway Superintendent, Sewer Superintendent, and Architect (Wayne Salo). Mr. Bechtholdt mentioned that the Fire Chief appeared to be satisfied with the planned access to the proposed building. Mr. Bechtholdt explained that he spoke with Jeff Howland of JH Engineering Group (Planning Board consultant) who wanted to visit the site before finalizing his initial report to the Planning Board.

Ms. Ferrara asked about the planned construction start; Mr. O'Connell explained that the Architects are finalizing plans and should have plans completed within 2-weeks to the satisfaction of the building committee where the project will then go out to bid; looking at a spring construction start for the building. Mr. O'Connell noted the construction of the building may require blasting and ledge removal; those details are being worked out with the Architect and Structural Engineer. Mr. O'Connell explained that they (Whitinsville Christian School) are anxious to start the parking lot construction now because they have available to them (essentially for free) clean structural fill to grade the parking area.

Mr. Key asked about lighting within the parking area; Mr. O'Connell reviewed with the Board the location of eight (8) proposed lights; all contained within the parking area, nothing proposed along the perimeter, noting the lighting locations were prepared by a lighting consultant.

Mr. Massey asked how close the parking lot would be from the Pine Grove Cemetery; Mr. O'Connell explained that the paved surface will be approximately 75-feet from the property line; 35-feet from the toe of slope, and approximately 200-feet from the occupied area of the cemetery, noting there is a wetland resource area running along the properties. Mr. Massey asked about the height of the building noting he read the Inspector of Buildings letter; Mr. Massey noted the Inspector was providing guidance and noted based upon its use there may be an exemption (from the 35-feet restriction). Mr. O'Connell reviewed with the Planning Board rendering of the building prepared by the Architect.

Ms. Ferrara asked for additional clarification on the parking layout/tiered design; Mr. O'Connell explained the elevation change from the driveway to the new parking area (calling out location of elevation 294, elevation 206, elevation 298, etc. on the plan). Mr. O'Connell noted the landscape strip separating the parking will be sloped.

Mr. Key asked if the design includes incorporating steps between the tiers and islands for pedestrian access; Mr. O'Connell suggested they had, anticipated that visitors would walk around, however understands human behavior and will look to incorporate breaks for pedestrian access. Mr. O'Connell suggested they could install after, perhaps a wait & see opportunity as to where those breaks may be needed. Mr. Massey asked what the elevation change between the tiered sections; Mr. O'Connell indicated the elevation change was approximately 3-feet over an 8 to 10-foot span (not a very steep grade). The Board agreed the access did not necessary need to be a formal stair, perhaps landscape pavers, etc. (a visual break) directing pedestrians.

Having no additional questions from the Planning Board Mr. Massey opened discussion to the public in attendance.

Richard Auger of Linwood Avenue expressed concerns with the amount of blasting that may be required, noting when the new high school was built they did not anticipate ledge and had to blast, and jack-hammer; they also needed to bring in a rock-crusher and there was a tremendous amount of dust. Mr. Auger is concerned about dust control and noise during construction. Mr. O'Connell noted the high school project has come up a number of time during the building committee meetings; they do not want to make the same mistakes and are doing their due diligence to make sure they design to the best of their ability around those bedrock conditions; noting geotechnical borings and explorations conducted to locate the depth of ledge.

Mr. O'Connell explained the building is sited where it is to minimize blasting. Mr. O'Connell sympathizes with the abutters concern but cannot guarantee that there will not be any blasting or hammering; we know there is ledge because we found it. Mr. O'Connell stated the building is being designed to the best of their ability to minimize that activity (blasting, etc.); it is expensive to remove rock and it can cause significant schedule delays.

Mr. O'Connell explained there are procedures in place now on an environmental-level that were not in place when the high school was built, specifically the NPDES program managed by the EPA; dust and noise controls are enforceable and need to be complied with. The contractor will be responsible for dust control, noise control, and stormwater runoff.

Mr. Massey inquired about potential blasting for the parking area, questioning if it would be done while school was in session; Mr. O'Connell indicated any blasting would be coordinated accordingly and noted that the majority of the parking area will be constructed above the existing ledge. Drilling and hammering will occur in areas to accommodate a couple of catch basins and the necessary drainage lines.

Mr. Auger asked in the event there was a concern with noise and dust who was the enforcement officer; Board members suggested it would be the Building Inspector. Mr. O'Connell agreed suggesting there are bylaws in place at the Federal level through EPA though the Building Department would likely be your first contact.

Jeffery Deiana of Linwood Avenue inquired about hours of operation (construction); Board members indicated there may be a town bylaw which restricts hours and suggests talking with the Building Inspector. Mr. Deiana noted that he thought initially there was to be two (2) buildings, one for the fine arts center and another for the gym. Mr. O'Connell briefly reviewed prior concepts and schematics considered. Mr. O'Connell reviewed with Mr. Deiana the building layout, entrance and locations of the gym and performing art center.

Mr. Auger asked how long the project would take to complete (parking lot and building); Mr. O'Connell explained that it is anticipated that the building will be completed by the start of the 2017 school year. They (Whitinsville Christian School) had hoped to get the parking lot completed to binder by this fall; however they will now look to get as much done as weather conditions allow and will look to complete the parking area in the spring.

Having no more questions at this time Mr. Massey looked to the Board for a continuance to allow for additional time for review and an opportunity for the Planning Board's consulting engineer to provide comment.

Upon motion duly made (M. Key) and seconded (Ferrara) the Planning Board voted (3-0) to continue the site plan review to Tuesday, November 10, 2015 at 7:45PM to afford additional time for review and public comment.

OLD / NEW BUSINESS

Approval of Meeting Minutes –June 09, 2015; June 23, 2015; August 25, 2015 & September 08, 2015
Planning Board tabled action.

2015 Fall Annual Town Meeting –Tuesday, October 27, 2015 (7:00 PM)

Mr. Massey noted the date and time of the scheduled Town Meeting; Mr. Bechtholdt encouraged Planning Board members to attend.

2015 Fall Annual Town Meeting Articles –Planning Board Report(s)

Planning Board members briefly reviewed (draft) Planning Board report & recommendation prepared by the Town Planner; Mr. Key offered to present Article #8 (Highland Street –land donation) and Mr. Massey agreed to present Article #9 (Deane Way –street acceptance).

Zoning Public Workshop November 10, 2015 (6-7PM –Town Hall)

Planning Board received copy of workshop notice prepared by the Town Planner; Mr. Bechtholdt indicated that a handout announcing the public workshop will be distributed at Town Meeting as suggested by the Town Manager and will also be included on the town's webpage.

Open Space & Recreation Plan Update –Scheduling of next meeting

Mr. Bechtholdt informed the Planning Board that the Evaluation Committee completed its review of the proposal received and based upon their recommendation the Town Manager has selected Beals + Thomas, Inc. to perform the scope of work for the completion of the Open Space & Recreation Plan. Mr. Bechtholdt noted that it's his understanding that the work of the Ad-hoc Committee may have saved the town between \$18-20,000.00. Mr. Bechtholdt will look to coordinate a kick-off meeting once the Contract Agreement is finalized.

Carpenter Estates –Construction Change request

Planning Board reviewed with Stephen O'Connell (Andrews Survey & Engineering, Inc.) proposed construction changes for Carpenter Estates. Mr. O'Connell explained that some field changes are necessary to move the low point of the roadway approximately 40-feet and the need to lower and extend an 18-inch pipe. Mr. Bechtholdt informed the Planning Board that the Board's engineering consultant (JH Engineering Group) and the Department of Public Works has reviewed the proposed changes and is in agreement with the remedies proposed. *Upon motion duly made (Ferrara) and seconded (M. Key) the Planning Board voted (3-0) to consider and approve construction changes to modify Carpenter Estates subdivision by allowing for the necessary field changes to move the low point of the roadway approximately 40-feet and to lower and*

extend an 18-inch pipe as described and shown on mark-up plans presented by Andrews Survey & Engineering, Inc.

Subdivision/Site Developments –Status/Update(s)

Mr. Bechtholdt informed the Board that he has not heard from J&F Marinella Dev. and confirmed for the Planning Board the current bond amount held for the Camelot subdivision; Planning Board signed the updated performance bond and lot release (to be retained until J&F Marinella provides necessary funds). Mr. Bechtholdt indicated that JH Engineering is still awaiting receipt of the sieve analysis for Joseph Circle. Mr. Bechtholdt noted that Brian Clarke is looking to coordinate final paving of Fairway Drive (remaining portion). Mr. Key inquired about the gate recently installed at the end of Fairway Drive. Mr. Key will provide a photo; Mr. Massey indicated that he would take a look the next day.

Green Meadow Court –Status/Update

Tabled –no discussion.

Mixed Use Bylaw –Outline/Review

Tabled –no discussion.

Mail –Review

In addition to the mail listed (attached) the Planning Board noted receipt of the following communications: October 20, 2015 Planning Board Agenda(s): November 10, 2015 and November 24, 2015; Public Meeting Notice for Whitinsville Christian School; Review Report Form dated October 1, 2015 to Town Manager / BOS, BOH, NCC, Building Inspector, Fire Dept. (Safety Committee), Police Dept., DPW Highway , DPW Sewer, WWC and JH Engineering from Town Planner for Whitinsville Christian School Site Plan Review; Letter dated September 25, 2015 to Planning Board from Andrews Engineering regarding Whitinsville Christian School Application for Site Plan Review; Whitinsville Christian School Proposed Site Plan; Letter dated October 19, 2015 to Town Planner from Building Inspector regarding Whitinsville Christian School; Draft Minutes of September 8, 2015; Draft Articles 8 and 9 for the FATM; 2015 FATM Planning Board Report for Article 8 Highland Street Land Donation; 2015 FATM Planning Board Report for Article 9 Deane Way Street Acceptance; Email dated October 20, 2015 to Town Planner from Kopelman & Paige concerning Deane Way Street Acceptance; Layout Plan of Deane Way dated September 22, 2015; Deed for Deane Way; Article #8 Highland Street Land Donation GIS Parcel / Structure Data Layer(s); Article #8 Highland Street Land Donation GIS Parcel / Structure / Wetland Resource / Ortho Data Layer(s); Planning Board Notice of Public Workshop; Email dated October 15, 2015 to Andrews Engineering with a cc: to JH Engineering, Planning Administrative Assistant, Planning Board Chair, DPW Director, and DPW Superintendent; from Town Planner regarding Carpenter Estates Construction Change Request; Carpenter Estates Plan & Profile 1, Carpenter Estates Drainage Plan 1; Email dated October 19, 2015 to Town Planner and Planning Administrative Assistant from JH Engineering concerning the Camelot Sieve Analysis (Joseph Circle); Mixed Use Bylaw – things to consider (when drafting); Draft 2016 Planning Board Meeting Schedule; 2015 Planning Board Meeting Schedule.

Other

Mr. Bechtholdt provided the Planning Board with a (draft) 2016 Planning Board meeting schedule; Mr. Bechtholdt noted that he has not heard back from Joyce Augustus concerning Farnum Circle; Board briefly reviewed Public Workshop announcement which will be distributed at the Fall Annual Town Meeting; Mr.

Bechtholdt brief the Planning Board on an ANR application filed under the 81L exemption (to be considered at the next meeting).

ADJOURNMENT

Having no additional business the Planning Board adjourned its meeting of Tuesday, October 20, 2015 at or about 8:10 PM.

Respectfully submitted,

Approved by the Planning Board –

R. Gary Bechtholdt II
Town Planner

Cc: Town Clerk