



NORTHBRIDGE PLANNING BOARD MINUTES

Tuesday, February 08, 2011



Janet Dolber, Chair called the meeting to order at 7:00 PM. Barbara Gaudette, Edward Palmer, Richard Griggs and Kevin Curtin were in attendance. R. Gary Bechtholdt II, Town Planner was also present.

The following members of the public were also in attendance: Roy Uthoff (Clubhouse Lane), Judi Uthoff (Clubhouse Lane), Rebecca Siegle (Clubhouse Lane), Pat Schmitt (Clubhouse Lane), Bill Mancini (Clubhouse Lane), Cindy Key (Clubhouse Lane), and Marilyn McIlvaine (Clubhouse Lane).

I. CITIZENS FORUM

None

II. ANR PLAN –REVIEW/DECISION

None

III. HOUSING PRODUCTION PLAN (HPP) –REVIEW/DISCUSSION

LOCAL HOUSING PRODUCTION PLAN –DRAFT

Mr. Bechtholdt reminded the Planning Board the he provided electronic-version of the draft some time ago and would like for the Board to review; additionally he will look to contact the members of the Northbridge Housing Partnership, the ad-hoc committee established to assist in the preparation of the local housing production plan to see about hosing a public workshop in April, perhaps April 12, 2011 to review the draft and consider implementation strategies, affordable housing goals, and the needs assessment. Mr. Bechtholdt indicated that he would like to finalize things soon so the Board can refocus its efforts on the Master Plan update, which the completion of the Housing Production Plan will certainly advance this effort.

The Planning Board scheduled a public workshop for the Local Housing Production Plan for Tuesday, April 12, 2011 (7:00PM). Mr. Bechtholdt indicated that he would provide the Board and Housing Partnership committee with additional information as they get closer to the scheduled date.

OLD / NEW BUSINESS

Minutes –November 09, 2010, December 14, 2010, January 11, 2011 & January 25, 2011

Upon motion duly made (Gaudette) and seconded (Curtin) the Planning Board voted (5-0) to approve the meeting minutes of November 09, 2010. Upon motion duly made (Gaudette) and seconded (Griggs) the Planning Board voted (5-0) to approve the meeting minutes of December 14, 2010. Upon motion duly made (Griggs) and seconded (Gaudette) the Planning Board voted (4-0-1 [Palmer abstained]) to approve the meeting minutes of January 11, 2011. Upon motion duly made (Griggs) and seconded (Curtin) the Planning Board voted (5-0) to approve the meeting minutes of January 25, 2011.

The Comprehensive Land Use Reform and Partnership Act (CLURPA) –Senate Docket No. 574

Mr. Bechtholdt provided the Planning Board with an update of the Comprehensive Land Use Reform and Partnership Act, noting this would be the first major update to the Massachusetts zoning statute in over 35-

years. Mr. Bechtholdt provided the Board with a copy of an overview of the bill and general summary of provisions under consideration prepared by the Commonwealth Joint Committee on Municipalities and Regional Government.

Spring Annual Town Meeting –May 03, 2011

Date of the Spring Annual Town Meeting

Planning Board Article(s) –Discussion / Vote to Sponsor

Street Acceptance –Shining Rock Golf Community

Residents from Shining Rock Golf Community met with the Planning Board to discuss the Shining Rock Golf Community street acceptance. Ms. Dolber advised those in attendance that this matter will likely be tabled as the bank/developer (Norwood Cooperative Bank) has not yet provided all the necessary documentation or completed all the required improvements to warrant consideration for street acceptance at this time.

Mr. Bechtholdt added that the bank was hopeful to have roadways considered at the last Fall Annual Town Meeting and recently received a letter from Norwood Cooperative Bank requesting that the Planning Board consider same for the Spring. Mr. Bechtholdt indicated that he has been in discussions with the bank and Town Counsel to review the legal documentation required for street acceptance and noted that the same outstanding issues detailed back in August/September still appear to be deficient. Mr. Bechtholdt added, in addition to the subdivision improvements along the roadways there are easements and also other conveyance documents that need to be provided.

Mr. Bechtholdt suggested because there still may be issues with street trees and streetlights he did not feel that the roadways would be ready for the Spring Annual Town Meeting either. Mr. Bechtholdt suggested however, that the warrant does not close until March 18, 2011 and recommends that the Planning Board table this to its meeting of March 08, 2011, at which time if everything is in order the Planning Board can sponsor for acceptance and if not the Board will not.

Ms. Gaudette noted that the bank needs to provided the necessary information at least 90-days prior to Town Meeting action and suggested that a copy of the street acceptance checklist be provided to all the Planning Board members so they are aware of this requirement.

Roy Uthoff (Clubhouse Lane) asked about inspections. Mr. Bechtholdt explained that both the Planning Board's consulting engineering (Malley Engineering) and the town's Department of Public Works review and inspect the subdivision improvements.

Bill Mancini (Clubhouse Lane) informed the Planning Board that he wrote a letter to the Board recently about ongoing concerns. Mr. Bechtholdt asked if the letter was delivered by mail or email, noting that he was not in receipt of his latest letter. Mr. Mancini will check, noting that his main concern remains the driveways along Clubhouse Lane where the sidewalks were re-poured to address the handicapped access issue (cross-slope). This improvement resulted in a lip along the driveways, which transition back to the sidewalks. This raised edge is so pronounced on his driveway that Mr. Mancini has a difficult time with wheeling out his trash bin, adding if the driveways are left unaddressed they will be compromised (water/ice). Mr. Bechtholdt recalled a discussion some time ago and thought the matter was addressed.

Mr. Bechtholdt will contact the bank to see where they are at with addressing this issue. Mr. Mancini will resend his email communication to Mr. Bechtholdt.

Judi Uthoff (Clubhouse Lane) asked what streets are to be considered for street acceptance. Mr. Bechtholdt indicated that the bank is seeking acceptance of Shining Rock Drive, from School Street to Fairway Drive (not the cul-de-sac portion); Fairway Drive, from Shining Rock Drive to Clubhouse Lane (not the un-built portion); Clubhouse Lane; and Linkside Court.

Marylyn MacIlvane (Clubhouse Lane) mentioned that her husband got multiple flat tires as a result of the sidewalk re-installation and has got no where with talking with Mr. Galvani from the bank about replacing them. Ms. MacIlvane explained the rebar placed in the sidewalk remained there for such a long time before the pouring of concrete the sharp metal punctured their tires.

Upon motion duly made (Griggs) and seconded (Palmer) the Planning Board voted (5-0) to table this matter until Tuesday, March 08, 2011.

Planning Board Article(s) –Discussion / Vote to Sponsor

Street Acceptance –Delwyn Barnes Drive

Mr. Bechtholdt informed the Planning Board that additional information and conveyance documents have been requested by Town Counsel from the developer, suggesting that the Planning Board table this item to the March 08, 2011 Planning Board meeting.

Upon motion duly made (Gaudette) and seconded (Curtin) the Planning Board voted (5-0) to table this matter until Tuesday, March 08, 2011.

Planning Board Article(s) –Discussion / Vote to Sponsor

Zoning Amendment –Residential Zone(s)

Mr. Bechtholdt reminded the Planning Board that during a recent Board of Selectmen's meeting one of the Selectman suggested in an effort to curb the residential build-out and lessen the burden on the schools and municipal services the town may want to consider amending its residential zoning.

Mr. Bechtholdt directed the Planning Board to their packets where he provided copy of Article #15 from the 2005 Fall Annual Town Meeting regarding zoning amendment article to increase the lot area requirements within the residential zones. Mr. Bechtholdt noted that the zoning article originally sought to amend not only to increase the lot area but also the yards setbacks, which caused a lot of angst and concerns from the residents during the Planning Board's public hearing. These discussions resulted in the Board recommending that only the lot area be increase and not the setbacks. Mr. Bechtholdt noted that the zoning article was ultimately passed over

Mr. Bechtholdt suggested if the Board is to consider a similar article to amend the zoning within residential they may want to limit it to the lot area. Ms. Gaudette remembers proposed amendment brought before concerns of pre-existing non-conforming lots and structures. Mr. Palmer recalled same.

Mr. Palmer suggested if this is something that the Board of Selectmen wants the Planning Board to pursue they should discuss and put forth to the Planning Board. The Board directed Mr. Bechtholdt to write a letter to the Board of Selectmen to see if the thought of increasing the lot area within the residential, as expressed by one of its members previously and if shared by others, and if so the Planning Board may sponsor an article for Town Meeting.

Planning Board Article(s) –Discussion / Vote to Sponsor

Zoning Amendment –Residential Zone(s)

Mr. Bechtholdt suggested that the Planning Board may want to consider amending the Zoning District within the Shining Rock Golf Community from I-1 (Industrial) to R-2 (Residential). Noting the zoning change would put the residential into conformance with use and may also provide added protection and/or regulatory oversight, should the abutting industrial zoned properties opposite Upton Street be considered for industrial development.

Ms. Gaudette agreed, noting that as a result of the Open Space Development Overlay special permit issued for Shining Rock Golf Community the “uses” allowed in the underlying zone (Industrial) are no longer permitted anyways, changing the zoning would clean things up for the residential use. Mr. Bechtholdt will prepare a draft article for the Planning Board to consider at its next meeting.

Planning Board Articles

Scheduling of Public Hearings

Mr. Bechtholdt informed the Planning Board that public hearings for the three (3) zoning amendment articles sponsored by the Planning Board have been scheduled for Tuesday, March 08, 2011 as follows.

7:05 PM -Zoning amendment article to amend Zoning Bylaw Section 173-4 [Establishment of Zoning Map] by expanding the Business –One (B-1) Zoning District to include the following parcels designated as Assessors Map 14 Parcel(s) 57, 56 & 55 (704 Church Street, 696-698 Church Street & 690 Church Street).

Mr. Bechtholdt explained that he wrote a letter to other property owner on Church Street to advise that the Planning Board is considering a zoning amendment article to change the zoning from Residential to Business, noting that it is wise to seek input before Town Meeting (provided copy of letter to Board). Ms. Gaudette and other members of the Planning Board agreed. Mr. Bechtholdt provided the Board with a sheet detailing the existing zoning, assessor map parcels and an aerial of the subject properties.

7:15 PM -Zoning amendment article to amend Section 173-12 [Table of Use Regulations] to allow “water filter plant” within the Residential, Business and Industrial Zones By-Right (P) and in the Heritage Zone via Special Permit (S)

Mr. Bechtholdt explained that he contacted Randy Swigor of the Whitinsville Water Company, who plans to attend the public hearing and will provide the Board with additional information.

7:30 PM -Zoning amendment article to amend Section 173-18 [Floodway and Floodplain District] by (1) Updating the District Delineation [§173-18 B1-B2], (2) removing reference to Zones A1-A30, (3) amending

the Base Flood Elevation and Floodway Data [§173-18 E], and (4) updating the Notification of Watercourse Alteration (addresses) [§173-18 G]

Mr. Bechtholdt explained to the Planning Board that he has been communicating with Chris Markesich of DCR's Flood Management Program and provided the Board with the proposed zoning amendment.

2011 SATM Warrant –Close Friday, March 18, 2011

Date of the closing of the warrant for the Spring Annual Town Meeting noted above.

Economic Development –Discussion

The Planning Board briefly reviewed with the Town Planner the various initiatives undertaken to promote economic development within Northbridge which includes not only designated Priority Development Sites in town but also the following: creating a Historic Mill Overlay District which has resulted in Alternative's Mill adaptive reuse project and the Linwood Mill development that will consist of mixed-use, residential and commercial space; preparation of a Sewer Infrastructure Study along Linwood Avenue; creation of a Permitting Guidebook and Best Development Practices document; and preparation of a Sewer Extension Feasibility study with the Town of Sutton. Mr. Bechtholdt reminded the Board of report prepared last year by John Mullin, entitled "The Economic Vitality of the Blackstone Valley Mills" and offered to provide copies if Planning Board members desired one.

Mr. Bechtholdt indicated that he had hoped to talk with the Chairman of the Board of Selectmen before discussion relative to local efforts is to be discussed with the Board. Planning Board members commented that it did not appear to benefit Northbridge at this time to participate in the Regional Economic Development Council. Mr. Bechtholdt will look to contact the Town Manager once again about arranging a meeting with him and the Chairman of the Board of Selectmen in advance of a Board of Selectmen meeting.

43D Expedited Permitting –Update

Mr. Bechtholdt invited Board members to a public workshop to be held on Wednesday, February 16th beginning at 6:00 PM (Sutton Senior Center), noting again the purpose of this public workshop is to review existing traffic patterns and how the potential buildout of undeveloped parcels (properties east of RT 146 between highway and Lackey Dam Road (Lasell Rd)) may affect vehicular movement within this area.

Master Plan –Discussion

No discussion.

Farnum Circle –Update

Mr. Bechtholdt advised the Planning Board that he is in receipt of a letter from a Joyce Augustus and Kenneth Konicki of 14 Farnum Circle concerning the incomplete status of the Farnum Circle subdivision and requesting that the Planning Board call in the bond so the remaining work can be completed. Mr. Bechtholdt explained to the Board that he invited the property owners to its next meeting scheduled for February 22, 2011 to review same and discuss the process of calling in a bond for a subdivision.

Mail –Review

In addition to the mail listed (see attached) the Planning Board noted receipt of the following communications: email communication regarding the Comprehensive Land Use Reform and Partnership Act (CLURPA); Overview of bill (CLURPA); Planning Memorandum to Board of Selectmen/Town Manager regarding Planning Board zoning amendment articles; Planning Memorandum regarding zoning amendment [Floodway & Floodplain District]; DRAFT Zoning Amendment [Floodway & Floodplain District]; FEMA letter dated January 04, 2011 regarding flood elevation determination (updated); public hearing notices for zoning amendment articles (Sec 173-4; Sec 173-12 & Sec 173-18); copy of Planning letter to Ms. Poulin of Church Street regarding proposed zone change; Church Street property information (704, 696-698 & 690 Church Street); email communication to Whitinsville Water Company regarding proposed zoning amendment (water filter plant); Planning Board Report (Article #15 -2005 Fall Annual Town Meeting); Town Meeting action (Article #15 -2005 Fall Annual Town Meeting); excerpt from Zoning Map showing Shining Rock Golf Community underlying zoning district (Industrial –One); copy of memorandum regarding roadway study/workshop (Sutton –February 16th); email communication from Judi Uthoff concerning comprehensive siting reform for land based wind projects (response from State Representative Frank Smizik); Model by-law from Department of Energy Resources (DOER) concerning Large-scale Ground Mounted Solar Photovoltaic Installations; guidance document prepared by DOER for meeting Criterion #1 & #2; Inspector of Building memorandum regarding Green Communities Action Plan and the towns status of satisfying Criteria #1 & #2; Planning Memorandum to Building Inspector regarding status of Criteria #1 & #2; Planning Memorandum (January 28, 2011) to Board of Selectmen/Town Manager concerning Criterion #1 and Criterion #2; Model by-law from DOER on allowing wind facilities by special permit; Planning letter to Joyce Augustus & Kenneth Konicki regarding Farnum Circle; letter from Joyce Augustus & Kenneth Konicki regarding Farnum Circle (includes copy of memo dated 01/15/07 to Ed Renaud and Mike Lambert and letter from Michael Lambert dated 01/21/07 to Joyce Augustus & Kenneth Konicki); Save the Date notice form US EPA concerning upcoming stormwater training clinics; and CMRPC announcement - Quarterly Meeting (Sustainability) March 10, 2011.

Other

None

Adjournment

Having no additional business the Planning Board adjourned its meeting of Tuesday, February 08, 2011 at 8:25 PM.

Respectfully submitted,

R. Gary Bechtholdt II
Town Planner

Cc: Town Clerk