



## **NORTHBRIDGE PLANNING BOARD**

### **MINUTES**

Tuesday, July 26, 2011



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

The following members of the public were in attendance: Sue Green, Rebecca Siegle, Linda DeHaan, Bill Mancini, and Marilyn MacIlvane.

#### **I. PLANNING BOARD REORGANIZATION**

As a result of the absence of Kevin Curtin the Planning Board tabled action on this matter.

#### **II. CITIZENS FORUM**

None

#### **III. ANR PLAN –REVIEW/DECISION**

None

#### **IV. SHINING ROCK GOLF COMMUNITY -REVIEW/DISCUSSION**

Phase III –Sandtrap Court & Phase V –Fairway Drive

Reid Blute of Pulte Homes of New England, LLC reviewed with the Planning Board status of construction on Sandtrap Court (Parcel A) within the Shining Rock Golf Community. Mr. Blute provided and reviewed with the Board letter dated July 26, 2011.

Mr. Blute indicated 30-units in total will be constructed along Sandtrap Court; the majority of the curbing is in; the island is not complete and will remain until home construction is complete. Mr. Blute reminded Board members that the homes will be serviced by a pump station (sewer) which will remain private; owned and operated by the Homeowners Association.

Mr. Blute explained that Pulte Homes has an option to purchase the lots along Fairway Drive (remaining portion); noting the Planning Board recently approved modification to combine six (6) single-family house lots to two parcels and permit up to 14-townhouse units; Pulte will build the roadway, including redoing the intersection (Sandtrap/Clubhouse/Fairway). Mr. Blute explained that the water service that was installed along this section of Fairway Drive needs to be corrected, the waterline is too shallow; as part of this Pulte will redo the intersection when the binder coat Fairway Drive.

Mr. Palmer indicated that he was glad to see things progress and was encouraged that Pulte Homes was getting it done. Marilyn MacIlvane (109 Clubhouse Lane) expressed continued safety concerns with the condition of the intersection and the need to install barriers or cones along the un-built portion of Fairway Drive. Mr. Blute agreed to address this concern.

**V. SHINING ROCK GOLF COMMUNITY -REVIEW/DECISION**

Vote to sponsor Street Acceptance -Phase(s) I & II

Mr. Bechtholdt explained that the Planning office is in receipt of recommendations from the Department of Public Works (memo dated July 15, 2011) and reporting from Malley Engineering, the Planning Board's consultant. Mr. Bechtholdt also explained, Planning Board action this evening is only to vote sponsorship of street acceptance articles; the remaining punchlist items still need to be addressed before the Planning Board offers a positive recommendation on street acceptance at Town Meeting; noting street acceptance is a multi-step process, the Planning Board will hold another public meeting specific to street acceptance articles in August/September –in advance of and in preparation for Town Meeting consideration (October 25, 2011).

Bill Mancini (105 Clubhouse Lane) asked about the status of his concerns; Mr. Bechtholdt recalled that Mr. Mancini mentioned previously his comments were sent via email however never received by the Planning office. Mr. Bechtholdt inquired about concerns; Mr. Mancini explained that he would try to resend punchlist. Mr. Bechtholdt provided Mr. Mancini with his business card suggesting perhaps he misspelled his last name in the email address.

Upon motion duly made (Griggs) and seconded voted (Palmer) the Planning Board voted (4-0) to sponsor street acceptance articles for the following roadways within the Shining Rock Golf Community subdivision: Shining Rock Drive; Fairway Drive; Clubhouse Lane; and Linkside Court. In taking such action, the Planning Board noted and referenced DPW Director Memo dated July 15, 2011. And also noted the intersection of Clubhouse Lane/Fairway Drive/Sandtrap Court shall be completed as part of Phase III & IV of the subdivision development as discussed earlier in the evening.

As noted, prior to the Planning Board providing its recommendation specific to the Town Meeting warrant article(s), the items detailed by DPW, as well as those discussed previously shall be addressed. These include repointing of joints in granite curb (Linkside Court), remaining streetlights, replace damaged street signs & street trees, clean out catchbasins, street sweeping, and general clearing along right-of-way of Shining Rock Drive.

**VI. THE HILLS @ WHITINSVILLE -REVIEW/DISCUSSION**

Open Space parcel(s)

Mr. Bechtholdt explained that he was contacted by Mark Anderson of Heritage Design Group earlier in the month regarding the conveyance of open space parcels to the town; at which time Mr. Bechtholdt reminded Mr. Anderson of the need to address the common driveway issues and runoff from one of the open space parcels before the open space is accepted. Mr. Bechtholdt advised the Planning Board that he is waiting to hear back from Mr. Anderson about meeting with him and Leonard Jolles (owner) to review procedures and outstanding issues. Mr. Bechtholdt noted that it was his understanding the open space is to be conveyed to the Conservation Commission on behalf of the town. The Planning Board tabled discussion for a future Planning Board meeting.

**OLD/NEW BUSINESS**Master Plan Update Public Workshop –Tuesday, October 11, 2011 (6:30 PM –Town Hall)

Mr. Bechtholdt asked the Planning Board if they wanted to schedule a public workshop for the Master Plan update, suggesting they could meet during a regularly scheduled meeting. Board members agreed and decided to on Tuesday, October 11, 2011 (6:30 PM –Town Hall).

Community Planning & Development Second Quarter Report (April–June)

Tabled –no discussion.

Approval of Meeting Minutes–June 14, 2011 & June 28, 2011

Tabled –no discussion.

Castle Hill Estates Subdivision –MGL CH 41 SEC 81 U / Status

Mr. Bechtholdt advised the Planning Board that the Planning office was in receipt of letter from Henry Lane (Blackstone-Chicago) forfeiting the performance bond and waiving the 45-days. Mr. Bechtholdt explained this matter would be included on the next agenda for action by the Planning Board.

CMRPC –Federal Brownfields Assessment Program (Phase II)

Mr. Bechtholdt explained to the Planning Board CMRPC is seeking nominations for the Federal Brownfields Assessment Program, as the Board may recall 2040 Providence Road (Northbridge Auto) was selected for site approval to perform a Phase I Environmental Site Assessment. Mr. Bechtholdt mentioned that he has not received a copy of the report and will check with CMRPC and suggested that the Planning Board may want to nominate same for a Phase II ESA. This matter will be included on the next agenda for update and consideration.

Fall Annual Town Meeting –Tuesday, October 25, 2011

Date of Fall Annual Town Meeting –no discussion.

Carpenter Estates –Proposed Construction Change

Tabled –no discussion.

Hemlock Estates –Covenant Extension Request

Mr. Bechtholdt explained that he was contacted by Mark Anderson of Heritage Design Group to notify the Planning office that the fencing has been installed as required by the Planning Board. Mr. Palmer informed the Board that he visited the site earlier, stating the fencing looked really nice; they did a good job installing it. Upon motion duly made (Gaudette) and seconded (Palmer) the Planning Board voted (4-0) to grant a One-year extension for the completion of Hemlock Estates subdivision.

The Camelot Subdivision –Construction Update

Tabled –no discussion.

Planning Board Site Visit (7/22) –Overview

As a result of the extreme heat and the Town Planner's medical emergency the Planning Board site walk of the Camelot subdivision did not take place on Friday, July 22, 2011; the Planning Board will look to reschedule.

MassWorks Infrastructure Program

Mr. Bechtholdt mentioned to the Planning Board that he is looking into the State's MassWorks Infrastructure Program to see if the towns of Northbridge and Sutton would be eligible to submit a regional application for the preparation of design/construction plans for sewer extension (Sutton's Sanitary Sewer System) along Main Street and Lasell Road (Route 146 area –in Sutton & Northbridge). Mr. Bechtholdt reminded Board members, one of the 43D Expedited Permitting initiatives completed is a Sewer Extension Feasibility Study for Northbridge and Sutton. Mr. Bechtholdt explained that he would be meeting with representatives from the Town of Sutton on Wednesday, July 27, 2011 to review this potential funding opportunity, after which will update the Planning Board at an upcoming meeting.

Mr. Bechtholdt provided Board members with copy of MassWorks Infrastructure Program general guidelines from the State's Housing & Economic Development website.

Farnum Circle Subdivision -Status

Mr. Bechtholdt noted receipt of Malley Engineering reporting dated July 01, 2011. Mr. Bechtholdt also mentioned that he arranged and attended a site visit with the DPW Director June 22, 2011; however the Planning Office has not received correspondence from the Department of Public Works specific to deficiency listing within Farnum Circle. The Planning Board tabled this discussion until receipt of deficiency listing from the DPW.

Delwyn Barnes Drive –Status

Mr. Bechtholdt informed the Planning Board that the Planning office and Town Counsel is still awaiting receipt of the third-party appraisal as requested by Counsel. The Planning Board tabled discussion until its next meeting.

Green Action Plan -Update

Tabled –no discussion.

Marston Heights -Status

Tabled –no discussion.

DHCD FY12 TA Program

Tabled –no discussion.

Mail –Review

In addition to the mail listed (see attached) the Planning Board noted receipt of the following communications: Pulte Homes of New England, LLC letter dated July 26, 2011; Director of Public Works memo dated April 26, 2011 concerning Sandtrap Court; email communication from John Engdahl received July 19, 2011 concerning Sandtrap Court; approved Phasing Plan for Shining Rock Golf Community (01/12/2010); Director of Public Works memo(s) dated July 15, 2011 & July 22, 2011 regarding Shining Rock

Golf site visit and resident concerns; email communication(s) from Patrick Moynihan (31 Fairway Drive) received July 26 & June 29, 2011 concerning Shining Rock Golf Community street acceptance concerns, Mr. Bechtholdt mentioned arrangements are being made to meet with Mr. Moynihan and Mr. Sasseville, DPW Director to review concerns; letter dated July 21, 2011 from Henry Lane (Blackstone-Chicago) regarding Castle Hill Estates subdivision; copy of Planning letter to Henry Lane (Blackstone-Chicago) dated July 06, 2011 regarding Castle Hill Estates, MGL 41 Sec 81U –notification; Director of Public Works memo(s) dated June 08, 2011 & September 16, 2010 regarding Castle Hill Estates deficiencies; copy of Planning letter to Henry Lane (Blackstone-Chicago) dated March 01, 2010 regarding Castle Hill Estates; email communication from Highway Superintendent received February 26, 2010 concerning Clover Hill Road catch basin (Castle Hill Estates subdivision); copy of Planning communication(s) to Henry Lane (Blackstone-Chicago) dated May 17, 2010, June 02, 2010 & September 29, 2010 regarding Castle Hill Estates; Planning Board meeting minutes of October 12, 2010 & December 14, 2010 (Castle Hill Estates); MGL Ch 41 Sec 81U; Kopelman & Paige, P.C. (Town Counsel) letter dated July 13, 2011 regarding Castle Hill Estates; CMRPC Site Nomination Form –Central Massachusetts Brownfields Program; CMRPC correspondence dated July 01, 2011 regarding appointment of Planning Board delegates for FY2012; MassWorks Infrastructure Program information; Malley Engineering report dated July 01, 2011 regarding Farnum Circle; memorandum dated July 21, 2011 from the Northbridge Fire Chief concerning Quarry Road emergency access (Marston Heights); notice from the Office of the Town Clerk dated July 22, 2011 regarding Attorney General approval of zoning amendment articles 23, 24 & 25 (2011 Spring Annual Town Meeting); copy of Planning memorandum dated July 19, 2011 concerning fiscal year 2012 goals; subdivision street name listing prepared by the Planning office; notice of public meeting(s) for National Park Service –Blackstone River Valley Special Resource Study (August 16, 2011 –Northbridge); announcement/invitation Whitin Mill –LEED Gold Certification (August 05, 2011); Notice of Public Hearing –Town of Mendon Planning Board (Rate of Development Bylaw); 2011 Planning Board meeting schedule; and (draft) Planning Board agenda –August 09, 2011.

#### Other

Mr. Bechtholdt noted receipt of special permit application for existing residential driveway (Cooper Road) hearing date scheduled for Tuesday, August 23, 2011. Ms. Gaudette mentioned that she spoke with Mr. William Giannopoulos regarding the Linwood Mill redevelopment; things seem to be moving at a rapid pace; very encouraging to see things progress.

#### Adjournment

Having no additional business the Planning Board adjourned its meeting of Tuesday, July 26, 2011 at 7:50PM.

Respectfully submitted,

Approved by Planning Board –

R. Gary Bechtholdt II  
Town Planner

Cc: Town Clerk