



## NORTHBRIDGE PLANNING BOARD MINUTES

Tuesday, September 13, 2011



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

Note -Planning Board vacancy (K. Curtin resigned).

The following members of the public were in attendance: Normand Parkhurst, Louise Murray, Robert Parkhurst, Milton Patnode, Bernard Cournoyer, Tim Callahan (Hawk Consulting), Cindy Key, Mark Anderson (Heritage Design Group), James Gahan, Stephen McHale, Douglas Priore, Richard Barbetta, Laura Barbetta, Don Goyette, Michael Minichiello, Alfred Barron, Marie Barron, Lee Gaudette, Susan Susienka, Scott Donahue, Jane Jassmond, Pat Yorke, Dawn Burt, and Todd Burt.

### I. CITIZENS FORUM

None

### II. ANR PLAN –REVIEW/DECISION

#### 120 & 128 Prescott Road –Approval Not Required (ANR)

Tim Callahan of Hawk Consulting reviewed with the Planning Board plan showing proposed land conveyance on Prescott Road.

*The Planning Board upon motion duly made (Griggs) and seconded (Palmer) voted (4-0) to GRANT ANR endorsement for the ANR plan. The intent of the ANR is to convey Parcel 1B (not a separate building lot) from AP 1 Parcel 80 to AP 1 Parcel 81; creating Lot 2 (AP 1/81) and Lot 1 (AP 1/80) remainder of land as described on the ANR plan.*

#### Carpenter Road –Approval Not Required (ANR)

Mark Anderson of Heritage Design Group reviewed with the Planning Board plan showing proposed land conveyance on Carpenter Road–Assessor Map 10 Parcel(s) 3 & 42.

*The Planning Board upon motion duly made (Gaudette) and seconded (Palmer) voted (4-0) to GRANT ANR endorsement. As described on the plan, the purpose of the ANR is to is to convey Parcel A, not a separate building lot with Lot 3; to create Retreat Lot as permitted in ZBA Special Permit decision 06-SP-2011, and Parcel B remaining land, not a separate building lot.*

Reference is made to plan entitled “Special Permit Plan” dated June 08, 2011 (revised 06.16.11) prepared by Heritage Design Group concerning Retreat Lot –Special Permit issued by the Northbridge Zoning Board of Appeals.

### III. ONE PLUMMERS CORNER –PUBLIC MEETING

#### §173-49.1 [Site Plan Review]

Barbara Gaudette informed the Planning Board that she would abstain from acting on this application and left the meeting room. R. Gary Bechtholdt II, Town Planner indicated that the posting and notification requirements have been satisfied for this public meeting. Upon motion duly made and seconded the Board waived the reading of public meeting notice and opened the meeting to consider site plan application of Plummers Realty Associates for proposed site improvements to include four (4) additional parking spaces and new curb cut on Plummer Park. The subject property, One Plummers Corner (Assessors Map 23-A Parcel(s) 20, 23, 24, & 25) is zoned Business –One (B-1) and Residential –Three (R-3).

Ms. Dolber reviewed with the Board, applicant/engineer and residents in attendance the site plan review proceedings, noting Ms. Gaudette has rescued herself from this review and will not vote on this matter. Ms. Dolber then explained the applicant/engineer will present the proposal; after which the Board will note distribution of the site plan application to the various municipal departments for review and comment; the Planning Board will then note receipt of correspondence received which includes, Community Planning & Development memorandum dated August 26, 2011, Inspector of Buildings letter dated September 12, 2011, Technical Review meeting notes from September 09, 2011.

Ms. Dolber explained that the Board is still awaiting comments from the DPW Director, Board of Health, Fire Department, Safety Committee, and Conservation Commission. The Planning Board may look to review correspondence received and make initial comments before soliciting comments from the residents in the audience.

Ms. Dolber reminded those in attendance to simply raise their hand and wait to be recognized, after which to state their name and address before offering comments.

Mark Anderson of Heritage Design Group reviewed site plan entitled “Site Improvements Plan” dated June 08, 2011. Lee Gaudette, Applicant explained he is looking to do a minor change to One Plummer Park an office/retail complex. The plan is to allow a curb-cut off Plummer Park to improve vehicular circulation within the site and at the intersection at Plummers Corner; the proposal also includes provisions for two (2) additional parking spaces and a designated handicapped spot.

The Planning Board reviewed the proposed queuing for the drive-thru (Little Coffee Bean). Ms. Dolber opened discussion with members of the Planning Board and then solicited input and comment from residents in the audience.

Jamie Gahan, 15 Plummer Park questions the process of permitting an alteration to a site where currently two buildings occupy multiple lots. Mr. Gahan also explained there was a stipulation placed on the property in 2001, restricting access from Plummer Park. Mr. Gahan also expressed concerns with safety, location of the school bus stop, property values, noise and traffic; noting with the demolition of the single-family home at the corner of Church Street and Plummer Park there is no longer a sound buffer from Plummers Corner; the site is encroaching on the residential area.

Mr. Gahan suggested rather than creating a new curb-cut on Plummer Park the existing curb-cut on Church Street should be widened, this alternative would address Mr. Gaudette's objective and will be a lot safer for the neighborhood.

Ms. Dolber indicated that the Safety Committee will review this application and shall provide the Planning Board with its recommendations.

Doug Priore, 35 Plummer Park shared similar concerns with Mr. Gahan, expressing concern with the swiftness the house at the corner was torn-down. Mr. Priore is concerned with the loss of transition between residential and business uses, safety, vehicles and traffic conflicts. Mr. Priore suggested eliminating the curb-cut, adding a fence & landscape buffers and re-routing the vehicles to existing curb-cut on Church Street.

Normand Parkhurst, 11 Plummer Park explained to the Planning Board that he has lived on Plummer Park for over 40-years and he is against the proposal.

Marie Barron, 29 Laura Lane expressed safety concerns, potential traffic conflicts with the school bus stop and traffic back-up on Church Street; adding additional traffic on Plummer Park does not make sense. Ms. Barron suggested the plan be revised to utilize curb-cut on Church Street and widen existing lane on site property.

Robert Parkhurst, father lives at 11 Plummer Park expressed concerns with character of the neighborhood and safety.

Richard Barbetta 760 Church Street described the proposal before the Planning Board insane; the traffic at Plummer's Corner is ridiculous. Mr. Barbetta explained that he goes to the Coffee Bean every morning, no problem with the interior site circulation; does not make sense to add another driveway access off Plummer Park. Mr. Barbetta questioned how delivery trucks would exit the property; they can fit between the two (2) buildings and the proposed driveway off Plummer Park is entrance only. The driveway off Plummer Park is a bad idea.

Mr. Parkhurst (Normand) noted after the construction of the Hess Gas station headlights constantly shine through his windows at night, citing the neighborhood is losing its buffer between the residential and business districts.

Michael Minichiello, 50 Plummer Park stated he concurs with everyone; it's a bad idea. Too much traffic for this residential roadway, the school bus is a concern; kids walk home from Church Street. Applicant should look to widen existing curb-cut on Church Street.

Laura Barbetta, 760 Church Street suggested that the area is transitioning to more commercial, concerned with lack of buffers/screening from commercial area, traffic concerns and with that safety and property values.

Alfred Barron, 29 Laura Lane raised concern with the proposed interior circulation noting garbage trucks cannot squeeze through the buildings if other access is eliminated for parking.

Stephen McHale, 33 Plummer Park expressed safety concerns, traffic pattern conflicts and the potential for vehicles to utilize the northerly portion of Plummer Park to avoid the traffic on Church Street to access the proposed driveway on Plummer Park; creating more of a safety concern.

Ms. Dolber noted a lot of comments received with a number of concerns. Ms. Dolber asked if the existing driveway on Church Street can be widened and if to please look into. Plummer Park becoming a main access to the site will change the traffic patterns in the area and may create traffic conflicts; concern of utilizing the upper portion of Plummer Park to avoid the back-up on Church Street for those who want to go to the Little Coffee Bean. In regards to buffers, fencing and screening; applicants in the past have provided appropriate screening; the plan should also be revised to show landscaping and additional screening. Edward Palmer suggested that the existing curb-cut on Church Street be widened.

Mr. Gaudette explained, the issues we are looking to address is utilizing the existing curb-cut today results in traffic movement conflicts within the site; the proposal would improve egress for the rear portion of the building (dentist office); a safer internal circulation. The sightlines on Plummer Park are favorable. In regards to the demolition of the house at the corner of Church Street and Plummer Park, Mr. Gaudette explained that it was not their intention to tear down the building; however as a result of freezing over this past winter the structure needed to be razed. Our goal is to make a park-like setting as best as possible; to improve the overall site.

Ms. Dolber reiterated may be able to widen the existing curb-cut to accomplish same. Mr. Palmer echoed previous comment; would like to see curb-cut enlarge on Church Street. Ms. Dolber added, with the now vacant lot may have options to do so.

Ms. Dolber requested that the applicant/engineer look into presenting alternatives to the site layout (traffic circulation & landscape buffers).

*Upon motion duly made (Griggs) and seconded (Palmer) the Planning Board voted 3-0-1 [Gaudette abstained]) to continue the site plan review to Tuesday, October 11, 2011 at 8:05 PM to afford the applicant/engineer the opportunity to review comments received and incorporate revisions to the plan as suggested.*

#### **IV. CASTLE HILL ESTATES SUBDIVISION**

##### **Street Acceptance –Recommendation to Layout**

Janet Dolber read public meeting notice to consider the layout(s) of the following roadways within the Castle Hill Estates subdivision: Hastings Drive; Cliffe Road; Winsor Ridge; and remaining portions of Dublin Way and Clover Hill Road.

R. Gary Bechtholdt II, Town Planner indicated that the posting and notification requirements have been satisfied for this public meeting, indicating the property owners within the subdivision development were notified of such consideration to layout. A copy of the proposed layout plan(s) along with legal descriptions is on file at the Office of the Town Clerk and with the Planning office.

Barbara Gaudette reminded the Planning Board that the open space within Castle Hill Estates remains a concern and should pursue conveyance at a future meeting.

Scott Donahue, 130 Clover Hill Road noted he is aware of the open space status and is thankful that the Planning Board has not lost sight of it; he will inform his neighbors. Jane Jassmond, 211 Clover Hill Road attended meeting and inquired about the street acceptance process (Town Meeting vote).

Ms. Gaudette read Kopelman & Paige (Town Counsel) letter dated September 09, 2011 regarding Castle Hill Estates concerning steps required to layout and accept the roads within Castle Hill Estates subdivision.

*The Planning Board upon motion duly made (Palmer) and seconded (Gaudette) voted unanimously (4-0) to recommend the layout(s) of Hastings Drive, Cliffe Road, Windsor Ridge, and the remaining portions of Dublin Way and Clover Hill Road within the Castle Hill Estates subdivision.*

## **V. DELWYN BARNES ESTATES SUBDIVISION**

### Street Acceptance –Recommendation to Layout

Janet Dolber read public meeting notice to consider the layout of Delwyn Barnes Drive in preparation of and in conjunction with street acceptance as a public way at the 2011 Fall Annual Town Meeting (October 25, 2011).

R. Gary Bechtholdt II, Town Planner indicated that the posting and notification requirements have been satisfied for this public meeting, indicating the property owners within the subdivision development were notified regarding the layout. A copy of the proposed layout plan(s) along with legal descriptions is on file at the Office of the Town Clerk and with the Planning office.

Mr. Bechtholdt explained as a result of the developers' failure to retain the necessary interests in the roadway and certain utility easement (drainage), the street acceptance may require takings of easements. Mr. Bechtholdt noted that he has been working with Town Counsel in preparing the appropriate documentation and explained that a third-party appraisal was completed for the two (2) lots which include the drainage basin.

Pat Yorke, 105 Delwyn Barnes Drive property owner of one of the two (2) house lots with the drainage easement inquired about the process noting she was in favor of having the roadway accepted. Dawn & Todd Burt, 93 Delwyn Barnes Drive is in favor of street acceptance also inquired about the process and Town Meeting vote requirements.

Mr. Bechtholdt briefly reviewed Kopelman & Paige (Town Counsel) letter dated September 09, 2011 regarding Delwyn Barnes Estates concerning steps required to layout and accept the road, similar to the procedures described for the Castle Hill Estates subdivision.

*The Planning Board upon motion duly made (Gaudette) and seconded (Palmer) voted unanimously (4-0) to recommend the layout(s) of Delwyn Barnes Drive within the Delwyn Barnes Estates subdivision.*

**OLD/NEW BUSINESS**Approval of Meeting Minutes –June 14, June 28, July 26, August 09, & August 23, 2011

Upon motion duly made (Palmer) and seconded (Gaudette) the Planning Board voted (4-0) to approve the meeting minutes of June 14, 2011, June 28, 2011, July 26, 2011, August 09, 2011, & August 23, 2011.

Master Plan Update Public Workshop –Tuesday, October 11, 2011 (6:30 PM –Town Hall)

Mr. Bechtholdt briefed the Planning Board on the upcoming master plan update public workshop, indicating that the workshop has been posted on the town's website, run on the local cable access channel, announced at Board of Selectmen meetings. Barbara Gaudette suggested one of the local news sources should be asked to run a press release.

Mr. Bechtholdt reviewed with the Board a worksheet prepared; during the workshop attendees will participate in SWOT (Strengths, Weaknesses, Opportunities, & Threats) as well as other identification exercises.

Fall Annual Town Meeting –Tuesday, October 25, 2011

Point of information –no discussion

Fall Annual Town Meeting Warrant Article(s)

Point of information –no discussion

Carpenter Estates –Proposed Construction Change

Tabled

Hillside Garden Estates –Thurston Avenue

Mr. Bechtholdt informed the Planning Board that the Planning office received a complaint from the Department of Public Works (on 08/29/11) regarding Hillside Garden Estates; where run-off from the subdivision ran onto Thurston Avenue and the Oosterman property across the street. Mr. Bechtholdt advised the Board that he contacted the developer (J. Barges) who cleared the debris from the front yard. Mr. Bechtholdt also informed the Board that he directed Mr. Barges to check the basins and drainage structures and inspect his erosion controls. Mr. Bechtholdt also mentioned that he spoke with Selectman Ampagoomian regarding this matter.

Planning Board –Vacancy

Point of information –no discussion

Mail –Review

In addition to the mail listed (see attached) the Planning Board noted receipt of the following communications: Kopelman & Paige (Town Counsel) letter dated September 09, 2011 regarding Castle Hill Estates; copy of letter to the Town Clerk dated August 31, 2011 concerning the Planning Board's vote to call-in the performance bond for Castle Hill Estates; email communication received August 30, 2011 from the Town Manager concerning the scheduling of the Board of Selectmen's vote to layout Delwyn Barnes Drive; Shining Rock Drive (portion of); Fairway Drive (portion of); Clubhouse Lane; Linkside Court; Hastings Drive; Cliffe Road; Windsor Ridge; Dublin Way (remaining portion of); and Clover Hill Road (remaining

portion of); email communication from Town Planner sent August 29, 2011 concerning Hillside Garden Estates; email communication from Megan DiPrete, CMRPC received September 01, 2011 regarding Priority Development Funds (PDF); email communication from Town Planner sent September 01, 2011 concerning scheduling of a Groundbreaking Ceremony for the Linwood Mill project (Planning Board members suggested October 18<sup>th</sup> in the afternoon may work best); email communication from Town Planner sent September 13, 2011 regarding Camelot subdivision (Phase I –construction schedule & inspections); JH Engineering Group, LLC (the Planning Board’s consulting engineer) reporting on the Camelot subdivision development dated September 12, 2011; and copy of memorandum from the Planning office to Accounting regarding payment to Guerriere & Halnon, Inc for survey services within the Castle Hill Estates subdivision.

#### Other

Mr. Bechtholdt advised the Planning Board that the Board of Selectmen will meet on September 26, 2011 to consider the layouts of Delwyn Barnes Drive; Shining Rock Drive (portion of); Fairway Drive (portion of); Clubhouse Lane; Linkside Court; Hastings Drive; Cliffe Road; Windsor Ridge; Dublin Way (remaining portion of); and Clover Hill Road (remaining portion of) in conjunction with street acceptance. Mr. Bechtholdt also explained that the Finance Committee would also be meeting to consider the warrant articles sponsored by the Planning Board (zoning amendments & street acceptance). Barbara Gaudette and Janet Dolber indicated that they would be available to attend meetings to review articles with the Selectmen and Finance Committee.

#### Adjournment

Having no additional business the Planning Board adjourned its meeting of Tuesday, September 13, 2011 at 9:05 PM.

Respectfully submitted,

Approved by Planning Board –

R. Gary Bechtholdt II  
Town Planner

Cc: Town Clerk