



NORTHBRIDGE PLANNING BOARD MINUTES

Tuesday, October 08, 2013

Brett Simas, Chair called the meeting to order at 7:00 PM. Barbara Gaudette, Janet Dolber, George Murray and Mark Key were in attendance. Cindy Key, Associate member and R. Gary Bechtholdt II, Town Planner were also present.

Mr. Simas and the other Planning Board members welcomed Mark Key, congratulating him on his recent appoint to the Planning Board; filling vacancy left with the resignation of Edward Palmer. Mr. Key's appointment shall run through May 2014, the next ballot election. Mr. Key confirmed that he was sworn-in by the Town Clerk earlier in the week.

I. CITIZEN FORUM

None

II. FORM A'S

None

III. HILLSIDE GARDEN ESTATES –REVIEW/DECISION

Update/Issuance of Building Permit

Mr. Bechtholdt provided a brief overview of the subdivision development history, noting subdivision originally approved for duplex senior-housing; later modified to single-family homes; initial roadway construction included water service laterals (for duplex); developer required to remove abandoned services. As a result of long outstanding issues; including water service, roadway pavement, sidewalk, etc. the Planning Board (July 2013) voted to restrict sign-off on future building permits applications (new homes) until such time the developer addresses punchlist items.

In referencing Community Planning & Development memorandum dated October 02, 2013 (copy included in Board's packet) Mr. Bechtholdt explained received a call from potential buyer for Lot #6, who was made aware of sign-off restrictions; the developer has since been in contact with the Planning office and the Whitinsville Water Company to begin addressing concerns. Board reviewed letter dated October 03, 2013 from the developer detailing construction schedule to complete work; Mr. Bechtholdt explained to the Board that he has communicated with the lender (Mansfield Bank) regarding the status of the performance bond (secured by lenders agreement); the bank is to provide a letter confirming status remains in full force and effect.

Upon motion duly made (Murray) and seconded (Dolber) the Planning Board voted (5-0) to authorize the Town Planner to sign-off on building permit application for Lot #6. In taking such action the Planning Board restricted issuance of occupancy at this time and shall revisit matter at its November 12, 2013 meeting.

Mr. Bechtholdt asked the Board if such restriction could be removed for the other remaining lots; Mr. Murray and other Planning Board members were not comfortable with allowing additional sign-offs at this time. The Planning Board requested consulting engineer perform a site inspection prior to and in conjunction with scheduled meeting and shall look to the Whitinsville Water Company regarding the status of the abandoned water line services. Mr. Murray suggested the Town Planner contact the perspective buyer concerning the Board's action to sign-off on the application while restricting occupancy until such time the developer adequately addressing Planning Board concerns.

Reference made to Community Planning & Development letter dated July 11, 2013 to Mr. John Barges, developer; email communications dated September 26, 2013.

OLD/NEW BUSINESS

Approval of Meeting Minutes –September 17, 2013

Upon motion duly made (Dolber) and seconded (Gaudette) the Planning Board voted (4-0-1 [Key abstained]) to ACCEPT minutes of the September 17, 2013.

2013 FATM –Tuesday, October 22, 2013 (7:00PM –Northridge High School Field House)

Point of information –no discussion other than noting meeting location.

CMRPC Fall Legislative Breakfast –Massachusetts Zoning Reform /House Bill 1859 (October 25, 2013)

Mr. Bechtholdt indicated that he would be attending upcoming meeting and would provide the Board with information at its next meeting.

FY2014 Mass Downtown Initiative (MDI) Program –Technical Assistance (November 15, 2013)

Mr. Bechtholdt indicated the Community Planning & Development office is considering application submittal to the Department of Housing & Community Development for its Technical Assistance program under the Massachusetts Downtown Initiative (MDI), where up to \$10,000 in consultant services may be awarded. Mr. Bechtholdt explained, in talking with the Town Manger, they may solicit interest from the owner of the Whitin Machine Works (formerly) also known as the Shop to scope a program to prepare an Economic Development Strategy for the mill complex: may include existing conditions assessment; evaluation of tenant space; parking and land use analysis, as well as identify potential marketing for tenant; business start-up and incubator space. Mr. Bechtholdt noted the application deadline is November 15, 2013; Planning Board members cited recent vacancies within the mill and indicated its support of the town submitting such an application.

Planning Board Report(s) – 2013 FATM Warrant Article #9 & Warrant Article #10

Board members reviewed Planning Board reports prepared by the Planning office. Mr. Simas will present Planning Board recommendation and report for Article #9 at the Fall Town Meeting; Ms. Gaudette will present Article #10.

Hemlock Estates / Presidential Farms –Status Report

Mr. Bechtholdt explained he requested status reports for various active subdivision developments, noting receipt of correspondence from David Brossi, developer for Presidential Farms, however has not

received any communication from J&F Marinella Development concerning Hemlock Estates, noting it appears the developer recently began excavation within Phase 3.

Medical Marijuana Treatment Centers –Status/Discussion

Mr. Bechtholdt informed the Board since the adoption of a temporary zoning moratorium (2013 Spring Annual Town Meeting) the Community Planning & Development office has been working with the Board of Health Administrator in reviewing Department of Public Health (DPH) regulations as well as potential land use and other local regulations; multiple meetings have been held with the Town Manager, Building Inspector and Police Chief to discuss next steps. A follow-up meeting is scheduled for October to review (draft) model bylaws offered by Town Counsel. Hopes to have the Planning Board review a draft sometime after the first of the year (January 2014) in preparation for zoning amendment article establishing land use provisions and siting of treatment centers for considered at the 2014 Spring Annual Town Meeting.

Planning Board Meeting –October 15, 2013

Upon motion duly made (Murray) and seconded (Dolber) the Planning Board voted (5-0) to cancel its meeting of October 15, 2013. Upon separate motion duly made (Dolber) and seconded (Gaudette) the Planning Board voted (5-0) to cancel its meeting of November 26, 2013 due to potential lack of quorum.

Linwood Mill –Pedestrian Crosswalk

Mr. Bechtholdt informed the Board it was his understanding that the developer may still be awaiting input and direction from the Highway Superintendent and Director of Public Works regarding proposed pedestrian crosswalks along Linwood Avenue. Mr. Murray and other Board members again expressed frustration with the Department of Public Works apparent lack of attention concerning this matter. Mr. Bechtholdt indicated, following the last meeting he left a voicemail with the Highway Superintendent as well as an email communication to both the Highway Superintendent and Director of Public Works, however has not received any form of response. Mr. Murray suggested a letter be sent to the Director of Public Works (copied to the Town Manager) asking why his department has not responded to multiple requests to provide input and direction specific to the proposed pedestrian crosswalks on Linwood Avenue, noting the developer may be delayed in installing crosswalks this year due to the DPW's continued lack of responsibility. Mr. Bechtholdt suggested he would first contact the developer, EA Fish Dev. to see if they have heard back from DPW, if not would send a letter as suggested; Board members agreed.

Farnum Circle (MGL CH 41 SEC 81W)

No discussion -tabled until after the 2013 Fall Annual Town Meeting (October 22, 2013). Mr. Bechtholdt suggested Board members give additional thought in considering additional waivers for this subdivision development to make sure any further modification is in the best interest of the town and future homeowners within the subdivision.

Mail –Review

In addition to the mail listed (see attached) the Planning Board noted receipt of the following communications: Memo dated October 2, 2013 to Planning Board from Town Planner concerning Hillside Garden Estates and future building permits; Letter dated July 11, 2013 to Developer from Town Planner regarding Hillside Garden Estates Subdivision and withholding of sign-offs for building permit

applications until subdivision improvements are completed; Email dated September 26, 2013 to Planning Board Chair from Town Planner concerning Hillside Garden Estates and Developer is planning to move forward on finishing the work needed; Email dated September 30, 2013 to Town Planner from Whitinsville Water Company regarding Hillside Garden Estates and progress on water shut offs and status report for the completion of the road to the top coat; Email dated September 26, 2013 to Town Planner from Whitinsville Water Company concerning Hillside Garden Estates Water Services; Draft Minutes of September 17, 2013; Copy of Warrant Articles; CMRPC Fall Legislative Breakfast Flyer; DHCD FY2014 Technical Assistance Housing Program; FATM 2013 Article #9 – Zoning Amendment to adopt a Large Scale Solar Photovoltaic Installation provision; FATM 2013 Article #10 – Zoning Amendment to the Table of Use Regulations by Adding by-right siting of Large Scale Solar Photovoltaic Facilities within the B-3, I-1 and I-2 Zoning Districts; Letter dated September 18, 2013 to Town Clerk from Town Planner concerning Zoning Amendment Article #9 Recommendation - Article XX Large Scale Solar Photovoltaic Installation provision wording; Letter dated September 18, 2013 to Town Clerk from Town Planner regarding Zoning Amendment Article #10 Recommendation – Table of Use Regulations; Email dated September 30, 2013 to Developer's Engineer from Town Planner regarding Carpenter Estates - LID (budget breakdown) Maintenance; Article from WB Journal entitled "So Medical Pot Sites Are Allowed – Now What?"; 521CMR Architectural Access Board Parking and Passenger Loading Zones Information; Email dated September 25, 2013 to DPW Highway Supervisor and cc to DPW Director from Town Planner concerning Linwood Mill Pedestrian Crosswalk(s); Letter dated September 27, 2013 to Town Planner from JH Engineering regarding St. Camillus Health Center Site Plan Peer Review; Parking Improvements Plan for St. Camillus Health Center; Letter dated September 18, 2013 to Building Inspector from Town Planner regarding Camelot Subdivision Issuance of Building Permit(s); Overall Site Plan of Leonardo Estates; Planning Board Schedule of Meeting Dates.

Other

Ms. Gaudette expressed concerns with the Camelot subdivision where developer is required to plant box hedges along a Hill Street property, stating abutting property was not accurately described during the public hearing (not directly across subdivision entrance) as may have been described originally; as such Ms. Gaudette suggested the Board reconsider requirement to plant box hedges; Mr. Bechtholdt indicated that it was his understanding that the developer is currently working with the owner, suggesting if the developer and/or homeowner were to approach the Board for modification the Planning Board may consider an alternative at that time. Mr. Bechtholdt briefed the Planning Board on Technical Review meeting held on October 03, 2013 regarding planned subdivision submittal to be known as Leonardo Estates, proposed 18-lot single-family residential subdivision development to be located off Highland Street. Mr. Bechtholdt explained, a technical review is an informal meeting where applicants/engineers can meet with the various municipal departments to review proposals and answer questions upon filing application or in advance of a submission. In referencing Community Planning & Development memorandum dated October 04, 2013, Mr. Bechtholdt explained to the Board subject property had previously been approved for subdivision entitled Rocky Ridge Estates (2005), however never constructed and may have been rescinded at the request of the property owner. Mr. Bechtholdt indicated the proposal includes water and sewer, where homes would be serviced by individual grinder pumps; Mr. Bechtholdt continued noting the Sewer Superintendent expressed numerous concerns with this type of low pressure system; stating town not equip to maintain such a system. Mr. Bechtholdt described if the Sewer Superintendent is not comfortable with this type of system then the developer will need to consider a traditional booster pump station. Mr. Murray agreed, noting he attended the

Tech Review meeting, suggested the proposed individual pumps would not be beneficial and would be a burden on the town. Planning Board members thanked Mr. Murray for attending and designated him as their liaison for future technical review meetings. Mr. Bechtholdt mentioned that he, along with the Building Inspector were asked to meet with a member of the Disability Commission, James Mahoney regarding handicap accessible parking spaces; Mr. Bechtholdt indicated concerns were more specific to enforcement rather than land use, however noted Mr. Mahoney is also pursuing regulation changes at the federal/state level to amend current Architectural Access Board (AAB) regulations for parking; Mr. Bechtholdt suggested the Board may want to review local regs specific to handicap parking in conjunction with this effort. Mr. Simas did not see an immediate need to include local provisions as parking is already governed through the AAB; Ms. Key suggested there was nation-wide advocacy to improve ADA standards. Mr. Bechtholdt provided the Planning Board with a copy of the current AAB regulations (521 CMR); noting Mr. Mahoney may look to meet with the Planning Board in the coming months.

Adjournment

Having no additional business the Planning Board adjourned its meeting of Tuesday, October 08, 2013 at or about 8:15 PM.

Respectfully submitted,

Approved by Planning Board –

R. Gary Bechtholdt II
Town Planner

Cc: Town Clerk