



NORTHBRIDGE PLANNING BOARD MINUTES

Tuesday, February 23, 2016

From 6:00PM to 7:00PM the Planning Board hosted a Zoning Public Workshop –see meeting notes for Zoning Public Workshop February 23, 2016.

Recognizing the presence of a quorum the meeting was called to order with Brian Massey, Chairman, Mark Key, Vice Chairman, George Murray, Pamela Ferrara and James Berkowitz in attendance. R. Gary Bechtholdt II, Town Planner was also present. Cindy Key, Associate Member was absent.

The following members of the public were in attendance: Dan Nolan, Bruce Frieswick, Nate Audette, Karen Halloran, Brenda Sulfavo, John Sulfavo, Tom Melia, James Marzec, Henry Lane, Susan Vanderzicht, Charlie Ampagoomian, Ted Kozak, Jeannie Hebert, and Julie Venincasa

I. CITIZENS FORUM

None –see Old/New Business below.

II. FORM A (81P) PLAN

None

OLD / NEW BUSINESS

Approval of Meeting Minutes –February 09, 2016

Upon motion duly made (Murray) and seconded (Key) the Planning Board voted (4-0-1 [Massey abstained]) to approve the meeting minutes of February 09, 2016 as amended.

2016 Spring Annual Town Meeting –Tuesday, May 03, 2016 (7:00 PM)

Point of information –no discussion.

2016 SATM Warrant Closes –Friday, March 04, 2016 (12:00 PM)

Point of information –no discussion.

2016 SATM –Vote to Sponsor Planning Board Warrant Article(s)

The Planning Board voted (5-0) to sponsor Fairway Drive (remaining portion of) for street acceptance considerations at the 2016 Spring Annual Town Meeting –see vote/discussion below (Old/New Business).

Upon motion duly made (Ferrara) and seconded (Key) the Planning Board voted (5-0) to sponsor the following zoning amendment articles for consideration at the 2016 Spring Annual Town Meeting:

Amend Section 173-12 [Table of Use Regulations] by allowing “Stores usually selling a combination of 2 or more of the following: dry goods, apparel and accessories, furniture and home furnishings, small wares, hardware and food” by-right (P) within the B-2 Zoning District whereas such use is currently allowed by special permit (S).

Amend Section 173-12 [Table of Use Regulations] by allowing “Establishments primarily selling food and drink for home preparation and consumption or on its premises” by-right (P) within the B-2 and B-3 Zoning Districts whereas such use is currently allowed by special permit (S).

Amend Section 173-12 [Table of Use Regulations] by allowing “Miscellaneous business offices and services” by-right (P) within the B-2 Zoning District whereas such use is currently allowed by special permit (S).

Amend Section 173-12 [Table of Use Regulations] by allowing “Office for administrative, executive, professional, sales and other similar uses” by-right (P) within the B-1, B-2 and B-3 Zoning Districts whereas such use is currently not permitted (--).

Upon motion duly made (Key) and seconded (Ferrara) the Planning Board voted (5-0) to sponsor zoning amendment article to amend Section 173-4 [Zoning district map] by extending the Business-Two (B2) Zoning District along Church Street to include Assessor Map 14 Parcels 160 & 162, the former Milford Regional Medical Center located at 18 & 28 Granite Street from Residential-Three (R3).

The Planning Board decided to hold-off seeking funds for the preparation of a zoning analysis and may look to secure funding for a Master Plan update in the fall. Mr. Murray agreed suggesting the Board put together a scope of work for a Request for Proposals in time for the Fall Annual Town Meeting. Board members supported the idea of pursuing/completing a Master Plan in advance of any comprehensive zoning initiatives.

Carpenter Estates Performance Bond/Lot Release –Discussion

Mr. Bechtholdt explained to the Board that he is awaiting receipt of JH Engineering Group’s construction estimates for Planning Board review and consideration for establishing the bond amount for Carpenter Estates subdivision. Mr. Bechtholdt reminded Board members that the Applicant/Engineer has not provided all the necessary certifications and as-builts for the retaining wall(s) which should be received before the Board considers lot release.

Planning Board Studies & Initiatives –Discussion

No discussion –the Board will look to prepare a scope of work for a Master Plan update.

Mail –Review

In addition to the mail listed (attached) the Planning Board noted receipt of the following communications: February 23, 2016 Agenda; March 8, 2016 Agenda; Draft Agenda for March 22, 2016; Notice of Public Workshop on Zoning; Economic Development Strategies & Opportunities Worksheet; GIS data layers of the former Milford Regional Medical Center; Table of Use Regulations; Draft Minutes of the February 9, 2016 meeting; Letter dated February 1, 2016 to Planning Board from Tunison Dias, Inc. regarding Shining Rock Golf Community Roadway Acceptance (Fairway Drive); Camelot Sewer Pump Station Log; Draft proposed Planning Board warrant articles; 2016 Planning Board Schedule of Meeting Dates.

Other

Julie Venincasa, on behalf of Shining Rock Developers, LLC requested the Planning Board consider sponsoring street acceptance of the remaining portion of Fairway Drive for the Spring Annual Town Meeting. Mr. Bechtholdt explained that Tunison Dias, Inc. on behalf of the Developer submitted a street acceptance

request to the Planning Board; reference is made to letter dated February 01, 2016 included in the Planning Board packet. Mr. Bechtholdt reminded Board members this was introduced at the last meeting however the Board took no action regarding sponsorship for Town Meeting. Mr. Bechtholdt explained he contacted Tunison Dias, Inc. to inform that the Planning Board had not voted to sponsor street acceptance at this time and would likely wait until the Fall Annual Town Meeting. Mr. Bechtholdt explained the street acceptance process (layout, etc.). Mr. Massey asked if there was enough time to review everything before Town Meeting. Mr. Bechtholdt explained that the documents would need to be provided to Town Counsel for review, adding that the Planning Board's consulting engineer also needs to provide a report noting outstanding issues, if any. Mr. Bechtholdt suggested there may be enough time however will not know until Town Counsel and the Board's engineer review and provide their report and recommendation. Mr. Key asked from an engineering standpoint if they have satisfied the submittal requirements. Mr. Bechtholdt indicated that the submittal seemed to be well organized and that he has prepared the Street Acceptance Checklist; the questions remain as to any punchlist list items to be identified by the Board's engineer and whether or not the Developer retained the appropriate easements, etc. to convey to the town as part of the street acceptance (Town Counsel review). Mr. Murray indicated that he would like to see the acceptance be done in the spring, however noted he is concerned with timing if there are (unknown) punchlist items that may need to be addressed. Mr. Bechtholdt agreed and suggested the Board could vote to sponsor tonight with the understanding if the Board's consulting engineer comes back with a series of punchlist items that need to be addressed then the Board could decide to withdraw the article at its next meeting. Mr. Berkowitz agreed to consider sponsoring street acceptance at this time; Mrs. Ferrara and Mr. Key concurred with the understanding that the Board may choose to withdraw the article if there are a number of punchlist items and outstanding issues to be addressed. *Upon motion duly made (Key) and seconded (Ferrara) the Planning Board voted (5-0) to sponsor street acceptance consideration for Fairway Drive, remaining portion thereof.*

The Planning Board reviewed email thread between the Town Planner and Sewer Superintendent (10/2015-02/2016) concerning the status of the Camelot sewer pump station. Mr. Bechtholdt indicated that he was not sure if the sewer pump failure was addressed and explained that the Sewer Superintendent was waiting to hear back from the Developer regarding the replacement of the failed pump(s). Board members expressed concerns with the town issuing building permits for new homes while the sewer pump situation was not addressed. Mr. Murray suggested the Sewer Superintendent should have a better understanding of what is what within the subdivision and should consider withholding his sign-off on new permits until the pump station is resolved. Mr. Bechtholdt shared his frustration with the Developer noting the subdivision is no longer a construction site, it's a neighborhood with residents living there. Mr. Bechtholdt suggested the streetlights within the occupied areas should be up and operational and the sidewalks should be completed. Mr. Bechtholdt reminded the Board of his concern for the Developer opening up too much of the site and not addressing punchlist items. Mr. Bechtholdt stressed that the Board needs to remind and uphold to the Developer that there is more than just pulling building permits and building new houses. Mr. Massey indicated some of his neighbors have expressed similar concerns. Mr. Bechtholdt explained that he spoke with one of the residents and reviewed the status of the subdivision and the performance bond held. Mr. Bechtholdt suggested the bond should be the incentive to get the work done but for whatever reason has not motivated the Developer to complete the work. Mr. Bechtholdt informed the Board that the Planning office will be notifying the various developers to provide the Planning Board with updated construction schedules. Mr. Bechtholdt also mentioned that the Planning office contacted J&F Marinella Development to remind them that snow clearing maintenance included sidewalks in addition to subdivision roadways. Mr.

Bechtholdt explained in talking with one of the residents within the Camelot subdivision he was informed that the sidewalk at the bus stop location (Rebecca Road/Hill Street) was not always cleared of snow. Mr. Bechtholdt briefed the Board of the notification process for unaccepted subdivision roadways when a developer fails to remove the snow (DPW has contact information for all those responsible for the various subdivision developments). Mr. Bechtholdt was not sure how DPW handles complaints concerning sidewalks. Mr. Murray felt there was no enforcement in town for private roads (unaccepted roads). Mr. Bechtholdt indicated that the Planning office would contact J&F Marinella Development to remind them of their responsibility to remove the snow off the sidewalks and suggested perhaps there may be some liability concerns if they do not maintain them properly. Board members expressed concerns with the Developers' lack of responsiveness concerning the sewer pump station, etc. and the Sewer Department's relatively lax approach in verifying its status. Mr. Murray expressed frustration with the Superintendent suggesting he needs to inspect the pumps and verify if they are working or not and have the Developer address it. Mr. Key asked if the Sewer Department inspects the pump and it is not corrected what is the enforcement? Mr. Murray suggested if that is the case then the Sewer Department should not sign-off on any new building permits from the Developer until he is satisfied with the pumps, etc. Board members noted receipt of JH Engineering report(s) for Leonardo Estates and Carpenter Estate subdivisions.

ADJOURNMENT

Having no additional business the Planning Board adjourned its meeting of Tuesday, February 23, 2016 at or about 8:00 PM.

Respectfully submitted,

Approved by the Planning Board –

R. Gary Bechtholdt II
Town Planner

Cc: Town Clerk