



NORTHBRIDGE PLANNING BOARD MINUTES

Tuesday, March 08, 2016

Recognizing the presence of a quorum Chairman Brian Massey called the meeting to order at 7:00PM with Mark Key, George Murray, Pamela Ferrara and James Berkowitz in attendance. Cindy Key, Associate Member and R. Gary Bechtholdt II, Town Planner were also present.

The following members of the public were in attendance: Gary Archambault, Normand Gamache (Guerrier & Halnon, Inc.), Karina Quinn (Guerrier & Halnon, Inc.), Arthur Masmanian, Eric Bazzett (Heritage Design Group) and Brian Clarke (Shining Rock Golf).

I. CITIZENS FORUM

None

II. FORM A

None

III. QUAKER STREET Assessors Map 27 Parcels 39 & 44 -PUBLIC HEARING

Special Permit [§173-27 E (4) –Common driveway]

Upon motion duly made (Key) and seconded (Berkowitz) the Planning Board voted (5-0) to waive the reading of the notice: *In accordance with the provisions of MGL and Section 173-27 E (4) [Common driveways] of the Northbridge Zoning By-Law, the Planning Board will hold a public hearing on Tuesday, March 08, 2016 at 7:05 PM, in the Selectmen's Chambers of the Northbridge Memorial Town Hall, 7 Main Street, Whitinsville, MA to consider Special Permit application of Tyre Place, LLC to allow common driveway servicing lots 2 & 3 (Assessors Map 27 Parcels 39 & 44) as shown on plan entitled "Special Permit Plan for Common Drive" prepared by Guerriere & Halnon, Inc. of Whitinsville, MA dated January 25, 2016. The special permit application and accompanying documentation is on file with the Office of the Town Clerk (7 Main Street – Town Hall) and the Community Planning & Development Office (14 Hill Street -Town Hall Annex) and may be reviewed during normal business hours. The purpose of this hearing is to provide an opportunity for public comment. Any person interested or wishing to be heard should appear at the time and place designated.*

Mr. Bechtholdt informed the Planning Board that it was his understanding the posting and notification requirements had been satisfied. Upon motion duly made and seconded the Planning Board voted (5-0) to open the Public Hearing. Chairman Massey indicated that Cindy Key, the Board's Associate Member was in attendance, noting Ms. Key may act on the application if a Planning Board member was to abstain or miss a subsequent public hearing.

Normand Gamache and Karina Quinn of Guerriere & Halnon, Inc. presented the common driveway special permit application on behalf of the Owner/Applicant (Tyre Place, LLC). Ms. Quinn, in referencing the plan, reviewed with the Planning Board the locus area, proposed common driveway layout and other site features of the subject property.

Ms. Quinn explained to the Board that a Retreat Lot, Special Permit and Variance were granted for the subject property from the Zoning Board of Appeals, copies of which will be provided for the file. Ms. Quinn reviewed responses to the Community Planning & Development Office communication dated March 02, 2016. Ms. Quinn explained that Lot 1 included the existing home which was damaged in a fire; lot 2 & lot 3 (proposed) would be serviced by the common driveway off Quaker Street. Ms. Quinn explained that an ANR filing will be made for the revised lot lines. Ms. Quinn reviewed proposed grading/slope of the driveway and explained that the driveway will have a 2% cross-slope to direct stormwater runoff to an existing swale where the drainage will be captured and collected away from the roadway.

Mr. Massey opened discussion for the Planning Board. Mr. Murray asked about the Assessor Map information where one of the lots is designated as Upton State Forest and if the Owner/Applicant has clear title to the land. Normand Gamache explained that he has been involved with the property for a number of years now. Mr. Gamache stated that the Assessors Map record was done in error, noting the town took the particular parcel in tax-title a number of years back and later sold it to his client's father. For some reason this land was mislabeled and assumed to be included with the larger parcel(s) of land in Upton State Forest. Mr. Gamache explained that they had a Title Report done as this was questioned and reviewed as part of the Zoning Board of Appeals special permit and variance applications.

Mr. Murray asked about the topography and how the drainage from the driveway (and lot) will be handled further up into the site; Ms. Quinn reviewed existing and proposed topography and hydrology of the site. Ms. Quinn stated runoff will be captured and will not create drainage problems onto abutting sites or the existing house lot on Quaker Street. Mr. Murray asked if it was possible to construct an additional drainage berm along the upper portion to direct runoff to ensure house lot(s) down gradient are not negatively impacted. Mr. Gamache agreed to incorporate a drainage swale or series of check dams to address potential concerns; an additional drainage swale shall be installed the entire length of the driveway.

Ms. Quinn reviewed in more detail the proposed drainage at the entrance and how the driveway will be graded and sloped to direct the runoff away from entering onto Quaker Street.

Mr. Bechtholdt noted that the Planning Board may act on the application tonight as the Owner/Applicant needs to file for approval from the Board an ANR plan showing the lot layouts for Lot 1, Lot 2 & Lot 3, adding the Board should also seek a recommendation from the Safety Committee before rendering its decision.

Mr. Murray asked about the sightlines for the proposed common driveway; Ms. Quinn indicated to the east 400-feet and 750-feet to the west, as noted on the plan.

Arthur Masmanian, a direct abutter, asked about the swale proposed along the driveway; Ms. Quinn reviewed with Mr. Masmanian the elevations (topography) shown on the plan. Mr. Masmanian also inquired about potential blasting. Mr. Gamache indicated that they hope not to blast but if they do they will file for a blasting permit through the Fire Department. Mr. Masmanian asked about the location of the new homes; Mr. Gamache indicated that they have not finalized locations yet, have begun soil testing for Title V, septic. Mr. Masmanian had no further questions.

Upon motion duly made (Key) and seconded (Ferrara) the Planning Board voted (5-0) to continue the public hearing to Tuesday, March 22, 2016 (7:35PM –Town Hall) to provide additional time for review and public

comment. In making its decision to continue the Board requested that the Applicant/Engineer solicit input from the Safety Committee and prepare an ANR plan showing the proposed lots (1-3).

Mr. Key indicated that he would not be available for the March 22, 2016 meeting; Chairman Massey noted that Cindy Key, the Associate Member is authorized and would be able to act on the application for March 22nd.

V. MAIN STREET Assessors Map 2 Parcel(s) 36, 37 & 45 -CONT. PUBLIC HEARING

Special Permit [§173-47 B.2 -Planned Business Development]

Site Plan [§173-49.1 –Site plan review by Planning Board]

Planning Board members acknowledged receipt of the following correspondence: Community Planning & Development memorandum dated January 26, 2016 regarding traffic impact analysis; Heritage Design Group letter dated January 07, 2016; (copy of) Community Planning & Development memorandum dated October 29, 2015; Heritage Design Group letter dated January 28, 2016 requesting certain waivers; and (copy of) Community Planning & Development memorandum dated July 07, 2015/July 15, 2015.

Mr. Bechtholdt suggested reviewing with the Applicant/Engineer the status of the FINAL Traffic Impact Analysis, review the waiver requests and gain an understanding of the overall status of the project proposal.

Eric Bazzett of Heritage Design Group reviewed letter dated January 28, 2016 concerning the five (5) waiver requests from the Planned Business Development zoning provisions.

(1.) §173-101 [Design standards] A –Environmental controls (4a); preservation of the 100-year flood plain as open space. *Planning Board tabled action subject to review/approval of the Zoning Board of Appeals pursuant to §173-18 D2 [Floodway and Floodplain Districts -use regulations].*

As part of its review Mr. Bazzett provided the Planning Board with an overview/update on the proposed amendment to the Floodplain and the status of the town's review/consent to same as it relates to the existing underdrain. The Owner continues to work with the Board of Selectmen and Conservation Commission.

Gary Archambault, abutter across the street of the proposed commented on the existing dirt pile occupying the site suggesting he heard it may be contaminated and should be dealt with first and foremost. Mr. Archambault questioned how the redevelopment of the site may impact his property citing concerns of potential flooding back towards his property if the subject property is to be raised in elevation. Mr. Bazzett reviewed the existing low points of the site and explained to Mr. Archambault the existing culvert will remain and left open (was recently inspected). Mr. Bazzett suggested the redevelopment of the site will have less of an impact as the finish elevations will be much less than that of the existing stock pile. Mr. Bazzett indicated if any of the soil is deemed unsuitable for use on the site it will be removed.

Mr. Bechtholdt asked Mr. Bazzett to clarify how much of an increase in elevation they are proposing; Mr. Bazzett explained the existing elevation of Main Street is approximately 311'. They are looking to raise the elevation of the subject property to approximately 315' (4-feet from the roadway access a distance of about 200-feet to the building location). Mr. Bazzett did not believe altering the site would impact the abutting property or have a significant impact on the floodplain due to its large size compared to the improvements

proposed on the site. Mr. Bechtholdt suggested this type of discussion would likely come up during the Zoning Board of Appeals public hearing. Mr. Bechtholdt explained to Mr. Archambault that he may receive an abutters notice inviting him to attend the Zoning Board hearing once application is filed and a date/time is scheduled.

Mr. Bechtholdt asked Mr. Bazzett when he anticipated filing with the Zoning Board; Mr. Bazzett indicated that they are still waiting to hear back from others before filing the application and he was not sure when that would be. Mr. Bazzett explained that they also need to file with the Conservation Commission, which he feels would take a closer look at the concerns raised by Mr. Archambault.

Mr. Massey asked about the dirt pile area and whether or not it is considered contaminated. Mr. Bazzett did not know that it was contaminated suggesting it would be looked at. Mr. Archambault indicated that he heard it may be contaminated but did not look into it himself. Mr. Archambault questioned where the dirt came from. Mr. Bechtholdt noted that it was his understanding the material was stockpiled there when the addition at 355 Main Street was done some 10 to 12-years ago.

Mr. Key inquired about the subject of the Consent Order issued on the property. Mr. Bechtholdt noted that it was his understanding that the Conservation Commission issued an order to remove the stockpile out of the Floodplain (/resource area) as it was put there without any approvals.

Mr. Bechtholdt asked Mr. Bazzett to look into the status of the stockpile area and whether or not an LSP was hired to prepare a report. Mr. Bazzett recalled that he thought it was tested at one time but was not personally involved back then.

Mr. Murray asked what the elevation was at the inlet and at the pond; Mr. Bazzett indicated that the river elevation was 306' and the pond elevation is 307'. Mr. Bazzett noted the water flows from the pond to the river. Mr. Archambault expressed concerns with the low levels of the pond (Arcade Pond) during certain times of the year, indicating the level of the pond fluctuates a good 12 to 14-inches during the year.

Mr. Archambault commented on the amount of wildlife he has observed over the years including ducks, swans, deer, geese, and muskrat. Mr. Archambault is concerned that the wildlife would be impacted if the water is lowered in the pond. Mr. Massey reminded that the Conservation Commission would review that aspect of the proposal once a Notice of Intent is filed.

(2.) 173-101 [Design standards] B –Open space preservation (1); a minimum of 35% of the tract shall be left as open space. *Planning Board agreed to waive open space requirement.*

Mr. Bazzett explained that the site is relatively small and felt this particular provision, similar to the other waivers requested is meant for a larger-scaled project. Board members did not express any concerns with granting a waiver from this provision. Mr. Bechtholdt questioned the requirement to set aside 35% of land as open space when the intent of the bylaw (Rt. 146 Overlay/Planned Business Development) is to promote economic development, restricting the use of a property (designating it as open space) is counterproductive and inconsistent with the intent of the bylaw. Mr. Bechtholdt supported the request to waive this provision, suggesting the site proposal include additional landscaping and screening in lieu of, understanding the subject property is adjacent to residential properties. Mr. Berkowitz and Mr. Murray agreed, however Mr.

Murray wants to make sure that any additional landscaping is done in an appropriate manner and not just added for the sake of putting in more landscaping. Mr. Murray cited potential concerns with blocking sightlines and additional maintenance long-term. Planning Board agreed to waive requirement.

(3.) §173-101 [Design standards] C –Circulation and access (2b); main entrance shall contain one ground sign of natural material reminiscent of the Blackstone Valley. *Planning Board tabled action until such time the Applicant/Engineer provides a conceptual elevation of the planned alternative.*

Mr. Bazzett indicated that they are not at a point where they have a proposed sign, however feel this requirement may be too restrictive for the proposed use. Mr. Bechtholdt suggested the Board table this request until such time the Applicant/Engineer presents proposed signage to review; Planning Board agreed to table.

(4.) §173-101 [Design standards] C –Parking (3d); up to 25% of the total parking may be sited in front of the building. *Planning Board agreed to waive restriction on total parking in front of the building.*

Mr. Bazzett explained given the proposed use (gas station/convenience store) limiting the parking to satisfy this standard was not practical and less user-friendly. Mr. Bechtholdt agreed, noting again this provision of the Rt. 146 Overlay is intended for larger developments where the site layout may be more of a campus like setting. Planning Board members concurred and agreed to waive this requirement.

(5.) §173-101 [Design standards] C10 –Architectural standards; allow typical architectural design for commercial building and car wash, which may include franchise architectural designs. *Planning Board tabled action until such time the Applicant/Engineer provides a conceptual elevation of the planned alternative.*

Mr. Bechtholdt suggested that before the Planning Board considers this request an elevation plan showing the proposed buildings (architecture) needs to be provided. Mr. Key offered that it's not unusual to have standards where architectural restrictions are in place so that the building is altered to fit within design and character of a small downtown. Mr. Key does not know if it is significantly more expensive or if it may be more of a challenge to incorporate branding ID's, etc. but it can be done. Mr. Key asked that the Developer look at a way to incorporate architecture and design elements that are reminiscent of the downtown and Blackstone Valley. Mr. Massey agreed that the Board needs to see a conceptual before considering; Board members agreed.

Mr. Bechtholdt asked Mr. Bazzett on the status of the traffic impact analysis, noting the Planning Office has not received any correspondence or response to his memorandum dated January 26, 2016. Mr. Bazzett indicated that he would provide the Board with the final traffic impact analysis and response letter. Mr. Bechtholdt noted he understood the cause of delay in providing requested information, some of which may be out of the control of the Engineer but we are getting to a point where the Board is just spinning its wheels and not having productive meetings.

Mr. Archambault expressed concerns with pedestrians crossing the street, suggesting a crosswalk should be installed closed to North Main Street. Mr. Massey explained that the Board has had discussions about the proposed entrance/exits, crosswalks, safety, etc. and appreciates Mr. Archambault's insight. Mr.

Archambault asked if the gas station and convenience store would be open 24-hours a day and what would be the type of lighting. Mr. Bechtholdt explained that the Planning Board will review the lighting, however noted hours of operation was not something the Planning Board typically discusses as part of its site plan review. Mr. Bechtholdt indicated that he was not aware of a town bylaw that restricts hours of operation but may be something that is addressed through the Board of Selectmen when they consider the necessary business licenses and other permits required by the town.

Mr. Massey explained that the Board is awaiting receipt of revised plans for its review, at which time the Board will confirm sightlines, turning movements, vehicle & pedestrian access, lighting, and relocating the existing crosswalk at the corner of Water Street and Main Street, among other items to review.

After some general discussion on the need for the Applicant/Engineer to present requested information the Board considered continuing the review to May. Mr. Murray reminded the Board that the Applicant/Engineer still needs to file with the Zoning Board and Conservation Commission and does not want to waste the Planning Board's time if they are not ready to present new information. Mr. Bazzett indicated that the Owner/Applicant is working on a couple of things and is hopeful to provide the Board with the final traffic study soon.

Upon motion duly made (Berkowitz) and seconded (Key) the Planning Board voted to continue the Site plan/Special permit review for Main Street Commercial to Tuesday, May 24, 2016 at 7:35PM –Town Hall.

V. SUBDIVISION RULES & REGULATIONS -CONT. PUBLIC HEARING

MGL CH 41 81Q (Amendments)

Mr. Bechtholdt advised the Planning Board that since the last public hearing the Planning office compiled an inventory of existing cul-de-sacs in town noting the size of the landscaped island, size of the cul-de-sac and width of the travel lane. Mr. Bechtholdt also explained that he spoke with the Fire Chief about revising the size of cul-de-sacs and requirements for a landscaped island. Reference is made to the Fire Chief's memorandum dated February 04, 2016 included in the Planning Board packet.

According to the Fire Chief, the Fire Department preferred the removal of landscaped islands, however if the Board requires islands the Fire Department requests cul-de-sacs to be similar in size to Hemlock Street, 102-feet with an island no larger than 28-feet and a travel way of 37-feet. The Fire Department also supports allowing for sloped-granite curbing to prevent damage to tires and other equipment.

Mr. Massey indicated that he was in favor of requiring a cul-de-sac similar to that of Hemlock Street and appreciated the Fire Department for looking into this and assisting the Planning Board in its review. Mr. Massey, noting the Board has indicated in the past a preference to require a landscaped island within the cul-de-sac and allowing for sloped-granite curbing.

Mr. Key and Ms. Ferrara supported the size/layout of the cul-de-sac at the end of Hemlock Street. Mr. Murray asked for clarification on whether or not cape-cod berm or sloped-granite would be permissible around the landscaped island. After some discussion, regarding long-term maintenance, the Board allowed for Cape-cod berm to be installed around the landscaped island, sloped-granite around the bulb and the dimensions consistent with Hemlock Street cul-de-sac.

The Planning Board then reviewed cross-section for minor & secondary streets, which proposed the width of the right-of-way at 50-feet, width of pavement at 24-feet, width of grass strip at 4-feet, width of sidewalk at 5-feet, and the width of the planting area at 13-feet, as well as locating the required street trees to the back of sidewalk and along the outer edge of the right-of-way. Mr. Key indicated that he was not in support of the proposed location of the required street trees.

The Planning Board reviewed a draft prepared by the Community Planning & Development Office based upon discussions had during the public hearing which incorporated amendments as discussed during the proceedings. Mr. Murray noted his frustration with the lack of coordination on the part of the Director of Public Works as it relates to working with the Developer(s) in installing required streetlights.

After some additional discussion the Chairman sought further comment from the public in attendance; having none the Planning Board looked to close the public hearing. Upon motion duly made and seconded the Planning Board closed the public hearing.

Upon motion duly made (Murray) and seconded (Key) the Planning Board voted (4-0-1 [Berkowitz abstained]) to approve amendments to the Town of Northbridge Subdivision Rules & Regulations specific to the following section(s): Section 222-9 Definitive plan [Submission requirements]; Section 222-10 Streets [Street trees]; Section 222-12 Utilities; Section 222-12 Fire alarm systems; Section 222-13.1 Street lighting; Section 222-20 General Requirements; Section 222-27 Curbing; Section 222-28 Street signs; Section 222-30 Planting strips; Section 222-26 Inspections; Section 222-37 Lot Release; Table I –Street Design Standards; and Table II – Standards for Cul-de-sacs -see attachment entitled “Town of Northbridge Subdivision Rules & Regulations – amendments (MGL CH 41 SEC 81Q) March 08, 2016”.

OLD / NEW BUSINESS

Approval of Meeting Minutes –February 23, 2016

Upon motion duly made (Key) and seconded (Berkowitz) the Planning Board voted (5-0) to approve meeting minutes of February 23, 2016 as amended.

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

Point of information –no discussion. Mr. Bechtholdt noted the he and the Planning Board Chairman (Massey) will attend the Finance Committee meeting of March 09, 2016 to review the Planning Board articles (zoning amendments).

Carpenter Estates Performance Bond/Lot Release –Discussion

Planning Board noted receipt of JH Engineering Group, LLC (Planning Board consulting engineer) report dated March 05, 2016 including remaining construction punchlist and estimate. Mr. Bechtholdt indicated no action was necessary this evening however will include the matter on the next Planning Board agenda for consideration. Mr. Bechtholdt noted that he will be meeting with the Developer, site contractor, DPW Director, Highway Superintendent, and Building Inspector March 09 2016, to review JH Engineering’s report, the certification requirements for the retaining walls (as-built, etc.), sign-off and confirmation from DPW and Building Inspector before lots are formally released.

Planning Board Studies & Initiatives –Discussion

Tabled –no discussion. Planning Board had indicated they may look to secure some additional funding in the fall for the preparation of a Master Plan (update); to be funded by the Pine Knoll monetary donation and town funds, if necessary.

Planning Board Meeting Schedule –Review

Mr. Bechtholdt noted that Mr. Key will not be available for the March 22, 2016 Planning Board meeting; all other members confirmed their planned attendance.

Subdivision/Site Developments –Updates

None –no discussion.

Mail –Review

In addition to the mail listed (see attached) the Planning Board noted receipt of the following communications: March 08, 2016 Planning Board Agenda; Draft Agendas for March 22, 2016 and April 12, 2016; Public Hearing Notice for a Special Permit for Common Drive on Quaker Street; Letter dated February 2, 2016 to Planning Board from Guerriere & Halnon, Inc. regarding the Special Permit Application for Common Driveway 2094 Quaker Street; Special Permit Application dated February 2, 2016 for 2094 Quaker Street and rear lot for a Special Permit for common driveway; Special Permit Plan for common driveway for 2094 Quaker Street dated January 25, 2016; Declaration of Common Driveway and Utility Easement sample agreement; ZBA Special Permit Amended date of 1/6/16 for 2094 Quaker Street; ZBA Special Permit dated October 13, 2015 for 2094 Quaker Street; Special Permit Plan for Common Driveway for 2094 Quaker Street dated January 25, 2016; Memo dated January 26, 2016 to Heritage Design Group with a cc: to Planning Board and JH Engineering from Town Planner concerning Main Street Commercial (Draft) Traffic Impact Analysis; Letter dated January 7, 2016 to Planning Board from Heritage Design Group concerning Safety Committee Approval for Main Street Commercial; Memo dated October 29, 2015 to Heritage Design Group with a cc: to Planning Board from Town Planner concerning Main Street Commercial Special Permit – Planned Business Development and Site Plan Review Phase 1; Letter dated January 28, 2016 to Planning Board from Heritage Design Group concerning Main Street Commercial Waiver Requests; Memo dated July 7, 2015 / July 15, 2015 to Planning Board and Heritage Design Group with a cc: to Town Manager / BOS, DPW Highway, JH Engineering, Board of Health, DPW Sewer, Owner / Applicant, Building Inspector, Fire Chief, Attorney H. Lane, Conservation Commission, and Whitinsville Water Company from Town Planner concerning Main Street Commercial Special Permit Planned Business Development and Site Plan Review Phase 1; Subdivision Rules & Regulations (proposed amendments) discussion points; Memo dated February 4, 2016 to Town Planner from Fire Chief regarding Cul-de-sacs; Roadway cross-section (typical) minor / secondary streets; Standard road cross section; Roadway cul-de-sac / island / travel way; Leonardo Estates Definitive Residential Subdivision plans dated August 13, 2013; Table of standards and local street hierarchy; Proposed amendments to Section 222; Table I – Street Design Standards Table with proposed amendments; Table II – Standards for Cul-de-sacs Table with proposed amendments; Memo dated January 19, 2016 to Town Departments, Committees, Boards & Commissions and Town Moderator from Executive Assistant to the Town Manager regarding the Spring Annual Town Meeting; Letter dated February 24, 2016 to Town Clerk with cc: to Town Manager / BOS, Planning Board, Building Inspector, and Finance Committee from Town Planner regarding 2016 Spring Annual Town Meeting Zoning Amendment Articles; GIS Data Layers of Milford Regional Medical Center (former); Email dated February 24, 2016 to Town Planner with a cc: to Frank Niro from Law Office of W. Robert Knapik concerning Proposed Zoning Amendment Bylaw amendment

(contractor's yard); Proposed Town Meeting Articles; Email dated February 24, 2016 to Kopelman & Paige with a cc: to Town Manager, Executive Assistant to Town Manager, Town Manager's Administrative Assistant, Casa Builders, and Tunison Dias from Town Planner concerning Fairway Drive Street Acceptance; Memo dated February 25, 2016 to Director of Public Works with a cc: to Planning Board, Tunison Dias and JH Engineering from Town Planner concerning Fairway Drive street acceptance; Email dated February 25, 2016 to Town Planner from DPW Sewer Superintendent concerning Fairway Drive street acceptance; Letter dated February 25, 2016 to J & F Marinella from Planning Administrative Assistant regarding Subdivision Roadways and Sidewalks; Mixed Use Bylaw – things to consider (when drafting); Section 8-9 (b) Bylaw Review; Worcester Telegram and Gazette article dated February 24, 2016 entitled " Shrewsbury frets about tear-downs replaced by larger houses;" and 2016 Planning Board Meeting Schedule.

Other

Fairway Drive, Shining Rock Golf Community (Street Acceptance) -Mr. Bechtholdt reminded the Planning Board that at its meeting of February 23, 2016, the Board voted to sponsor street acceptance for the remaining portion of Fairway Drive, provided there were no major outstanding issues. Mr. Bechtholdt explained the purpose of tonight's discussion was to update the Board on the overall status and to review any outstanding issues as they relate to Fairway Drive. Planning Board received/reviewed JH Engineering Group, LLC report dated March 07, 2016, which included comments specific to easement language, scrivener's errors on the layout/as-built plans and field observations. Brian Clarke on behalf of the Developer explained to the Board that the items identified in JH Engineering's report would be addressed within the next few days. Mr. Bechtholdt informed the Board that the sidewalk and curbing installed stopped short of the cart path. After some general discussions the Board required the Developer to extend the sidewalk and curbing as originally approved and shown on the definitive subdivision plan. Mr. Bechtholdt noted that he did send correspondence to Department of Public Works and is waiting to hear back from them. Mr. Bechtholdt explained to Mr. Clarke that the Planning Board is scheduled to offer its recommendation on the layout at its meeting of March 22, 2016. At that time if the sidewalk, curbing and other items identified have not been addressed the Board will look to not recommend acceptance. Mr. Clarke informed the Board that the remaining outstanding issues would all be resolved prior to the next Planning Board meeting. The Board indicated that the required "yield" sign was not required to be installed at this time. Mr. Key asked about the sewer pump station and condominium association; Mr. Clarke explained there are two separate associations, one for Sand Trap Court and another for the units along Fairway Drive, where payment is made to the Sand Trap Court association for the sewer pump station. Mr. Bechtholdt asked Mr. Clarke to keep him in the loop, requesting as soon as the improvements are made to inform the Planning Office so the Board's consultant and DPW can review same in advance of the March 22, 2016 Planning Board meeting.

Whitinsville Christian School, Fine Arts & Athletics Center -Planning Board reviewed letter dated March 08, 2016 from Andrews Survey & Engineering, Inc. concerning the Whitinsville Christian School Fine Arts & Athletics Center (proposed building). *Upon motion duly made (Ferrara) and seconded (Berkowitz) the Planning Board voted (4-0-1 [Murray abstained]) to consider and grant modification of site plan approval pursuant to Section 173-49.1 H (2) of the town's Zoning Bylaw.* Reference is made to Planning Board decision dated December 11, 2015. Whereas provided for in Condition of Approval (5); approval of the Fine Arts & Athletics Center (building) is hereby incorporate and included in this Certificate of Approval, provided the Applicant/Engineer provides the Planning Board with final design plans, supportive documentation and

other certifications required to satisfy the provisions of Section 173-47.1 H (2) of the Zoning Bylaw. Reference made to plan entitled “Whitinsville Christian School Fine Arts & Field House Project 279 Linwood Street Whitinsville, MA 01588” prepared Andrews Survey & Engineering, Inc. dated February 26, 2016 and consisting of Sheet C1.0 [Existing Conditions], Sheet C2.0 [Layout & Materials] and Sheet C3.0 [Grading, Drainage & Utilities].

By-Law Review Committee –Mr. Bechtholdt advised the Planning Board that they will need to appoint a representative for the Planning Board to participate in the By-Law Review process. This matter will be added to an upcoming agenda for consideration.

Blackstone River Valley National Historical Park –Mr. Bechtholdt informed the Planning Board of its recently celebrated first year anniversary.

The Hills at Whitinsville Open Space Lots –Mr. Bechtholdt informed the Planning Board of a petition article submitted for consideration at the Spring Annual Town Meeting to accept the conveyance of the open space parcels within the subdivision. Mr. Bechtholdt indicated that he would check with the Town Manager to see if he is looking to the Planning Board for a recommendation.

ADJOURNMENT

Having no additional business the Planning Board adjourned its meeting of Tuesday, March 08, 2016 at or about 9:30 PM.

Respectfully submitted,

Approved by the Planning Board –

R. Gary Bechtholdt II
Town Planner

Cc: Town Clerk