



## NORTHBRIDGE PLANNING BOARD MINUTES

Tuesday, June 21, 2016

Recognizing the presence of a quorum Chairman Brian Massey called the meeting to order at 7:00PM with Mark Key, Pamela Ferrara, James Berkowitz, and Harry Berkowitz in attendance. R. Gary Bechtholdt II, Town Planner was also present. Cindy Key, Associate Member arrived at 7:25PM.

The following members of the public were in attendance: Clement Laflash; Kath Laflash; Jackson Song; Steven Edge; Linda Steele; Raymond Sotek; Mike Baillargeon; Al Ratcliffe; Gary Graziano; Karen Graziano; Estelle DiSanto; Paul Klocek; Richard DiSanto; Steven Sinatra; Dirk Koopman; Bill Renaud; Kevin Kaminski; Eric Bazzett (Heritage Design Group); Craig Holmberg (Guerriere & Halnon, Inc.); Robert Knapik; Michael Labbe (Heritage Design Group); and Peter Plumb

### I. PLANNING BOARD RE-ORGANIZATION

The Planning Board sought nominations for Chairman, Vice-Chairman and Clerk.

*Upon motion duly made (Key) and seconded (H. Berkowitz) the Planning Board voted (5-0) to designate Brian Massey Planning Board Chairman.*

*Upon motion duly made (Ferrara) and seconded (H. Berkowitz) the Planning Board voted (5-0) to designate Mark Key Planning Board Vice-Chairman.*

*Upon motion duly made (J. Berkowitz) and seconded (H. Berkowitz) the Planning Board voted (5-0) to designate Pamela Ferrara Planning Board Clerk.*

### II. CITIZENS FORUM

None

### III. FORM A

Quaker Street -Assessors Map 31 Parcel(s) 115, 113 & 7 (128 Quaker Street)

Craig Holmberg (Guerriere & Halnon, Inc.), on behalf of the Owner/Applicant Richard & Estella Disanto and Robert & Elaine Zagame, reviewed with the Planning Board ANR plan entitled "Plan of Land in Northbridge, MA" dated May 03, 2016 (revised June 20, 2016).

*Upon motion duly made (H. Berkowitz) and seconded (Ferrara) the Planning Board voted (5-0) to grant ANR endorsement for the conveyance of Parcel A and Parcel B (non-buildable lots) as shown and described on the plan.*

The Planning Board endorsed the ANR plan at the conclusion of its meeting.

#### IV. MAIN STREET COMMERCIAL [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]

Chairman Massey read into the record a letter dated June 10, 2016 from William Renaud, on behalf of the Owner/Applicant, requesting the Main Street Commercial application be withdrawn.

*Upon motion duly made (Key) and seconded (Ferrara) the Planning Board voted (4-0-1 [H. Berkowitz abstained]) to accept and consent to leave to withdraw the application(s) without prejudice.*

#### V. SUNRISE ESTATES –PUBLIC MEETING

Preliminary Subdivision [§222-8] -South Tessier Street & Fowler Road

Upon motion duly made and seconded, the Planning Board opened the public meeting for Sunrise Estates Preliminary Subdivision review and waived the reading of the public meeting notice. Mr. Bechtholdt noted the notification requirements had been satisfied.

*“In accordance with the provisions of Massachusetts General Laws and Section 222-8 [Preliminary Plan] of the Town of Northbridge Subdivision Rules & Regulations, the Planning Board will hold a public meeting on Tuesday, June 21, 2016 at 7:15PM, in the Selectmen’s Chambers of the Northbridge Memorial Town Hall, 7 Main Street, Whitinsville, MA to consider the application of JBX Developers, Inc. of Johnston, RI for preliminary subdivision plan entitled Sunrise Estates prepared by Heritage Design Group, LLC and dated April 12, 2016. Application is for proposed subdivision roadway for up to seventy-two (72) single-family house lots; the subject property (234 Tessier Lane) consists of ±57 acres and is identified on Assessors Map Plat 21 Parcel 135 located off South Tessier Street and Fowler Road within the Residential-Two (R-2) and Residential-Three (R-3) Zoning Districts; the development proposes to connect to public water and municipal sewer. A copy of preliminary plan and application is on file with the Office of the Town Clerk (7 Main Street –Northbridge Memorial Town Hall) and within the Community Planning & Development Office (14 Hill Street –Aldrich School Town Hall Annex) and may be inspected during regular office hours. The purpose of this meeting is to provide an opportunity for public comment; anyone wishing to be heard should attend said meeting at the time and place designated.”*

Mr. Bechtholdt explained, generally, what the purpose and intent of a preliminary plan submittal is, noting it provides the Owner/Applicant with an opportunity to review the subdivision rules & regulations and for the town to begin to identify potential concerns and requirements for a definitive filing. Additionally, it provides the abutters of the subject property an opportunity to review the potential build-out of the property and to identify issues and concerns.

Eric Bazzett, PE (Heritage Design Group), on behalf of the Owner/Applicant, reviewed preliminary plan entitled Sunrise Estates dated April 12, 2016. Mr. Bazzett reviewed with the Board the locus area indicating the subject property, consisting of approximately 57-acres is located off South Tessier Street and Fowler

84 Road within the Residential–Two and Residential–Three Zoning Districts. Mr. Bazzett indicated, as part of  
85 the planned 72-lot subdivision proposal, water and sewer would be extended into the property.

86 Mr. Bazzett reviewed the general layout of the subdivision roadway(s) to include one (1) secondary street  
87 connecting South Tessier Street to Fowler Road (approx. 4,200-feet) and two (2) minor streets terminating in  
88 cul-de-sacs (approx. 800-feet and 600-feet). Mr. Bazzett indicated that the right-of-way (ROW) of the main  
89 road would be a 50-foot ROW and 40-foot ROW for the two (2) cul-de-sacs. Mr. Bechtholdt informed Mr.  
90 Bazzett that the Planning Board recently amended its Subdivision Rules & Regulations (March 2016), noting  
91 the right-of-way for secondary and minor streets has increased to 60-feet; a definitive filing would require  
92 60-foot ROWs for all three (3) proposed subdivision roadways.

93 Mr. Bazzett indicated that the subject property consists of an elevation change of approx. 150-feet, noting  
94 there will be instances along the roadway layout where maximum grade of 8% will be proposed. Mr. Bazzett  
95 briefly reviewed the lot area and frontage requirements, noting the majority of the property is zoned  
96 Residential-3. Mr. Bazzett mentioned the project will include a wetland crossing and will require a filing with  
97 the local Conservation Commission.

98 Mr. Bazzett informed the Board that the subject property currently is occupied by an electrical easement.  
99 However, he noted that it's anticipated that the easement will be dissolved and removed; suggesting, if not,  
100 the layout will be designed around it.

101 Mr. Bazzett explained that public sewer and public water is available to the site, noting water will be  
102 extended along Fowler Road approximately 2,200-feet to the site. Mr. Bazzett advised the Board that there  
103 are two different water systems within the locus area; one is a high and the other is a low pressure system.  
104 Mr. Bazzett advised the Board that he has had preliminary discussions with the Town and the Whitinsville  
105 Water Company concerning which one is the best option for the proposal. Mr. Bazzett explained that  
106 municipal sewer is currently on Lovelace Lane, which is approximately 500-feet from the South Tessier Street  
107 access; will travel by gravity to a pump station they are proposing. Mr. Bazzett then briefly reviewed  
108 proposed stormwater management plan.

109 Mr. Bazzett noted that he attended an earlier technical review meeting where the Town Planner suggested  
110 consideration shall be given to utilize Tessier Lane, which is an existing private way within the subject  
111 property, rather than proposing a second road (curb cut) on South Tessier Street. Mr. Bazzett suggested if  
112 the Planning Board would prefer Tessier Lane they could accommodate a revised design as part of a  
113 definitive filing, noting the access from South Tessier/Tessier Lane will require review/approval from the  
114 Conservation Commission.

115 After Mr. Bazzett concluded his general overview of the project, Chairman Massey looked to the Planning  
116 Board for initial thoughts. Harry Berkowitz asked if any consideration was made to utilize the town's flexible  
117 development bylaw, where lots may be reduced in size and roadways shortened in exchange for dedicated  
118 open space. Mr. Bazzett suggested, based upon the zoning (R-3) where the minimum lot size is relatively  
119 small (20,000SF), it did not make sense to further reduce the lots. Mr. Berkowitz expressed concerns with  
120 the amount of roadway proposed and suggested there is a lot of ledge up there. Mr. Berkowitz asked if a

121 sewer pump station is necessary, noting the Department of Public Works prefers to limit them. Mr. Bazzett  
122 indicated that they will take another look, suggesting they would like to avoid utilizing a pump station as  
123 well.

124 Mr. Massey asked where on Fowler Road the proposed roadway would be located; Mr. Bazzett indicated  
125 that it's about ½ mile from Highland Street. Mr. Berkowitz questioned if there were 2 electrical easements  
126 running through the property; Mr. Bazzett noted that he would look into it. Mr. Bechtholdt asked Mr.  
127 Bazzett to mark out in the field the planned access on Fowler Road (survey stake or similar) so Board  
128 members and others could observe the location.

129 Having no additional comments or questions from the Planning Board, Chairman Massey solicited comments  
130 from the public.

131 Kathy Laflash (South Main Street) expressed concerns with the existing conditions of Tessier Lane and  
132 questioned where the proposed roadway would be located. Mr. Bazzett explained that Tessier Lane is part  
133 of the subject property and that a new subdivision roadway is proposed to be located adjacent to 144 South  
134 Tessier Street. Ms. Laflash stated that she is aware of wetlands along Tessier Lane; Mr. Bazzett noted a filing  
135 with the Conservation Commission would be required. Ms. Laflash also expressed concerns about traffic and  
136 the impacts to the existing neighborhoods (potential shortcut from Fowler Road). Mr. Bechtholdt noted, as  
137 part of a definitive plan filing, the applicant would be required to submit a detailed traffic study and analysis;  
138 noting the Planning Board would have a third-party traffic consultant review the findings and offer a report  
139 and recommendation to the Board. Mr. Bechtholdt stated the Applicant would be required to address  
140 traffic mitigation identified as traffic impacts.

141 Steve Sinatra (South Tessier Street) informed the Planning Board that he owns the property (house) directly  
142 adjacent to the subject property, next to Tessier Lane. Mr. Sinatra noted there is a wetland area at the  
143 proposed subdivision entrance and shared concerns with traffic. Mr. Sinatra questioned what possibly has  
144 changed since the last proposal (in reference to definitive plan submitted in 2006 entitled Northbridge  
145 Estates). Mr. Sinatra noted that he is concerned with the amount of rock and ledge throughout the site,  
146 concerned with blasting that may be required, stating he already has problems now. Mr. Sinatra also  
147 expressed concerns with wildlife in the area, noting there are a lot of deer and animals. Mr. Sinatra  
148 indicated that South Tessier Street is a very narrow street.

149 Mr. Massey explained, as part of a definitive filing, the Owner/Applicant will need to submit a detailed traffic  
150 study and the Board will have a consultant review the report on its behalf. Mr. Massey noted that he was  
151 aware that there is a resource area at the proposed subdivision roadway on South Tessier Street and likely  
152 another wetland area up by Fowler Road. Mr. Massey explained that a separate filing of the Conservation  
153 Commission would also be required before any approval is to be considered. Mr. Bazzett confirmed that  
154 they will file application with the Conservation Commission as part of a definitive filing; Mr. Bazzett briefly  
155 noted the locations of the wetland resource areas.

156 Mr. Sinatra noted the previous plan had proposed a sewer pump station to be located less than 50-feet from  
157 his home. Mr. Sinatra preferred the pump station not be sited near his property, noting there are spotted-

158 salamanders and various other wildlife in the area which he would like to see protected and maintained. Mr.  
159 Sinatra voiced his opposition to the project.

160 A Resident on Tessier Lane expressed concerns with the existing poor conditions of Tessier Lane with large  
161 potholes, etc. Mr. Bechtholdt explained that Tessier Lane is considered a private way where the  
162 maintenance responsibility is likely not the town but the property owners with the deeded rights to use the  
163 roadway.

164 Mr. Bechtholdt indicated that it was his understanding Tessier Lane is included in the subject property  
165 proposed to be subdivided. Mr. Bazzett concurred; noting they are looking, as an alternative to the  
166 preliminary layout, to utilize Tessier Street. Mr. Bazzett added if they use Tessier Lane the roadway leading  
167 up to the subdivision would be reconstructed to town standards with 24-feet of pavement.

168 Mr. Bechtholdt supported the idea of utilizing Tessier Street as it would help to minimize impacts on South  
169 Tessier (abutters). Mr. Bechtholdt suggested the residents of Tessier Street may want to talk with each  
170 other and the Owner/Applicant about this option. Mr. Bazzett indicated, if the subdivision proposal does not  
171 use Tessier Street, the roadway would remain as is.

172 Mr. Bechtholdt noted there is an existing home on the subject property which is proposed to be razed as  
173 part of a subdivision approval. Mr. Bechtholdt explained the property has a deeded right-of-way (named  
174 Tessier Street) providing access/egress to 4 to 5 house lots. Mr. Bechtholdt suggested one would need to  
175 review their Deed to see who is responsible for maintenance of Tessier Street.

176 Paul Klocek (Spring Hill Avenue), a direct abutter, noted his concerns with water runoff and the amount of  
177 ledge. Mr. Klocek stated his house lot is below the subject property and he is concerned with being flooded  
178 out if they blast or clear-cut the trees. Mr. Massey briefly noted the procedure for blasting permits issued by  
179 the Fire Department (pre-blast survey, etc.).

180 Mr. Klocek noted there are tremendous amount of water problems within the area. Mr. Klocek also  
181 questioned the size of the sewer pipe to be used. Mr. Klocek recalled the electrical easement branches off  
182 within the subject property and that the plan may not show both locations. Mr. Bazzett noted, before filing  
183 a definitive, they would review easements that may exist. Mr. Klocek inquired about the ledge and the  
184 amount of blasting required. Mr. Klocek voiced his opposition to the project, noting he would like to see the  
185 property not developed.

186 Mr. Berkowitz explained that the Planning Board cannot simply say that no, we don't want it. Everyone has  
187 property rights which allow them to build on their property based on the zoning. The Planning Board is  
188 responsible to oversee that a subdivision development is done in accordance with the town's subdivision  
189 rules and regulations. The Board can't just say no, you cannot develop it. Mr. Klocek asked if the Board  
190 knew the housing pricing for the homes. Mr. Massey explained that the Planning Board does not have any  
191 information and it is not something the Board has jurisdiction over.

192 Steve Edge (North Tessier Street) noted his concerns with the high groundwater table and the numerous  
193 times his shared driveway has flooded out, eroded over time and collapsed. Mr. Edge also stated concerns

194 with the proximity of the subdivision, noting his house is only 3-feet from the subject property. Mr. Edge is  
195 concerned how close the new homes will be located to his house (pre-existing non-conforming). The Board  
196 explained the placement of the homes within the subdivision will be dictated by the setback of the zoning  
197 bylaws. Mr. Bazzett indicated the setback is 40-feet to the rear property line.

198 Before seeking additional input from the public, Chairman Massey noted the following issues have been  
199 brought forth thus far: traffic, wetlands, groundwater, ledge, and blasting. Mr. Massey sought additional  
200 comment from the public on new topics of concern.

201 Gary Graziano (Fowler Road) said he shares concerns of traffic. Mr. Graziano noted there is a moving body  
202 of water (wetland area) to the rear of his property; the proposed subdivision roadway off Fowler will require  
203 a wetland crossing. Mr. Graziano explained to the Board that his 1.6 acre house lot is situated at the bottom  
204 of a steep bank (subject property), noting concerns with drainage and potential impacts the development  
205 will have on the aquifer area of his existing well which is, more or less, at the boundary of the subdivision  
206 property. Mr. Graziano also stated he is concerned about privacy (noise, headlights, etc.), noting his home is  
207 located 15-feet from the property line, putting his dining room window approximately 35-feet from the  
208 roadway. Mr. Graziano is concerned about the negative impacts the development will have on his property  
209 value should he decide to sell.

210 A Resident on Fowler Road noted that he recalls a very similar plan being submitted some 10-years ago.  
211 However, it was not constructed. He is curious to learn why the project was not built then and is now being  
212 considered, once again. The resident also questioned who the developer is, noting the previous filing was  
213 with Toll Brothers; expressed concerns with who is behind the project this time around (unknown).

214 Mr. Bechtholdt, understanding that Heritage Design Group was involved with the definitive plan filed 10-  
215 years ago, asked Mr. Bazzett if he could speak about the potential challenges within the site. Mr. Bechtholdt  
216 mentioned, during that particular definitive review, the Planning Board conducted a site walk of the entirety  
217 of the subject property; recalling there was a lot of ledge and elevation changes.

218 Mr. Bazzett suggested the main reason why the development did not progress was due largely to the fact  
219 that the housing market tanked; the economics of the site costs vs. profit did not support construction at  
220 that time. Mr. Bazzett explained when the economy slumped so too did the interest in developing the  
221 property. Now that the market has improved there is, once again, interest in the property.

222 Mr. Bazzett stated they are aware of the ledge, which is an expense, noting they also need to install a sewer  
223 pump station, as well as extend the waterline some 2200-feet up Fowler Road. Mr. Bazzett indicated the  
224 developer will review all these factors to determine if a project is affordable; it's about the economics.

225 A resident noted the subdivision layout does not fully account for the electrical easement that runs through  
226 the property, siting that approximately a dozen homes would be located within this existing easement. The  
227 resident inquired about the potential impacts if National Grid installed the designed 150 KV overhead  
228 transmission lines. The resident wondered how that detail will be worked out in the plan prior to filing a  
229 definitive.

230 Mr. Bazzett explained the developer is working with their attorney to have the easement removed; noting, if  
231 the easement was to remain, they would need to reconfigure a number of the house lots. The resident  
232 indicated that he would like to hear from someone from National Gird commenting on the plan.

233 Mr. Berkowitz suggested the electric company, in the past, has somewhat been reluctant to give up an  
234 easement; once they give it up it's difficult to get it back. Mr. Berkowitz indicated the electric company did  
235 dissolve an easement for the Shining Rock Golf Community; so, it's possible they would but it is up to them  
236 to decide.

237 Mike Baillargeon (South Tessier Street) expressed concern with blasting and need to perform pre-blast  
238 survey of properties, wells, etc. Mr. Bechtholdt noted any blasting to be done would trigger a blasting  
239 permit issued by the Fire Department; adding as part of this a pre-blast survey would be offered to be done  
240 for properties within a certain proximity to the blast zone.

241 Attorney Robert Knapik, representing the interests of an abutting property owner (UniStar Properties, LLC)  
242 situated directly south of the subject property, addressed the Board. Mr. Knapik expressed his clients'  
243 interests for the Planning Board to ensure that the Applicant, as part of a definitive filing, comply with  
244 Subdivision Rules & Regulations, specifically Section 222-10 B 3 [Streets] to require provision be made for  
245 proper projection of streets or for access to adjoining properties.

246 Sharon Curtin (Fowler Road) inquired about the location of the two (2) springs (wetlands) located within the  
247 subject property. Mike Labbe of Heritage Design Group noted they have not flagged or conducted a full  
248 wetland survey at this time, however will do so prior to submitting a definitive. Chairman Massey reminded  
249 the public that this is a preliminary review; all the wetland requirements will need to be met and reviewed by  
250 the Conservation Commission. Mrs. Curtin expressed concerns with the condition of Fowler Road and the  
251 amount of added traffic.

252 Having no additional input from the public, Chairman Massey looked to the Planning Board for comment.

253 Mr. Harry Berkowitz stated his concerns with blasting procedures; noting there were issues early on with the  
254 Shining Rock Golf subdivision. Mr. Berkowitz explained Blasting Permits are issued by the local Fire  
255 Department but that the rules for notification (pre-blast survey) are governed by the State; Mr. Berkowitz  
256 feels the pre-blast survey should be extended beyond the thresholds set by the State, which is only a few  
257 hundred feet.

258 Mr. Bechtholdt, in reference to his memorandum dated June 09 2016/June 16 2016, noted in March of this  
259 year, the Planning Board amended the Subdivision Rules & Regulations which included increasing the  
260 minimum right-of-way width for secondary and minor streets to 50-feet. Mr. Bechtholdt explained that the  
261 preliminary plan only shows 40-foot ROWs; the definitive plan would need to comply with this new standard,  
262 as well as the other amendments.

263 Mr. Bechtholdt noted that the Applicant/Engineer has been in contact with the Department of Public Works  
264 and the Whitinsville Water Company, who has indicated, as part of a definitive filing, the Applicant will need

265 to have (by a third-party) water modeling performed to determine the optimal connection for the water.  
266 Reference is made to WWC letter dated June 10, 2016.

267 Mr. Bechtholdt explained there are regulations on the length of cul-de-sacs (maximum of 500-feet), noting  
268 the two proposed cul-de-sacs exceed this restriction and will need to be satisfied as part of a definitive filing.

269 Mr. Bechtholdt mentioned the Sewer Superintendent indicated that a sewer study would be required of the  
270 sewer collection system; likely, from subject property to its terminus at the WWTP; any deficiencies would  
271 need to be addressed by the Developer. Reference is made to email communication received June 10, 2016.

272 Mr. Bechtholdt noted receipt of letter dated June 14, 2016 from the Building Inspector noting zoning  
273 provisions. Mr. Bechtholdt also informed the Board that the Conservation Commission will review the  
274 preliminary plan at its next meeting, suggesting an NOI is likely to be required for the Definitive filing.

275 Mr. Bechtholdt informed the Board that the DPW Director has indicated that as part of a development  
276 approval, roadway and intersection improvements will be required. Mr. Bechtholdt suggested the  
277 Applicant/Engineer may want to speak with the DPW Director directly to get a better understanding as to  
278 what may be required as part of a subdivision development.

279 *Upon motion duly made (Key) and seconded (J. Berkowitz) the Planning Board voted (5-0) to continue the*  
280 *preliminary plan review to Tuesday, July 26, 2016 at 7:05PM.*

281 Mr. Bechtholdt suggested the Applicant/Engineer contact the Chairman of the Safety Committee (Fire Chief  
282 Nestor) to schedule an initial advisory review of the proposal, as they may have some input to offer before a  
283 definitive plan is prepared. Mr. Harry Berkowitz agreed, noting it is a good idea to get as much information  
284 as possible before submitting a definitive.

285 Mr. Bechtholdt asked that the Applicant/Engineer provide for the next scheduled meeting a narrative  
286 summarizing the comments and concerns considered during the Planning Board's preliminary review.

## 287 **VI. SELF-STORAGE FACILITY (Douglas Rd/Castle Hill Rd) –PUBLIC MEETING**

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

289

290 Upon motion duly made and seconded the Planning Board opened the public meeting for site plan review,  
291 waiving the reading of the public meeting notice. Mr. Bechtholdt indicated that the notification  
292 requirements had been satisfied.

293

294 *"In accordance with the provisions of MA General Laws and the Town of Northbridge Zoning Bylaw Chapter*  
295 *173, the Northbridge Planning Board will hold a public meeting Tuesday, June 21, 2016 at 7:45 PM in the*  
296 *Selectmen's Chambers of the Northbridge Memorial Town Hall, 7 Main Street Whitinsville, MA, to consider*  
297 *the site plan review application of B&E Development for a proposed self-storage complex to be located on 2*  
298 *parcels at the intersection of Douglas Road and Castle Hill Road. The subject property (153 & 171 Douglas*  
299 *Road) identified as Assessors Map 3 Parcel 26 & Map 4 Parcel 35 is located within the Industrial-One (I1)*  
300 *Zoning District of the Town of Northbridge. A copy of the Site Plan application dated May 09 2016 and site*  
301 *development plan entitled "Northbridge Self Storage –Industrial Warehouse Complex" prepared by Heritage*



302 *Design Group (May 02 2016), and Stormwater Management Report is on file with the Office of the Town*  
303 *Clerk (7 Main Street –Town Hall) and the Community Planning & Development Office (14 Hill Street –Town*  
304 *Hall Annex) Whitinsville, MA and may be reviewed during regular office hours. The purpose of the meeting*  
305 *notice is to provide an opportunity for public comment. Anyone wishing to be heard should attend said public*  
306 *hearing at the time and place designated.”*

307 Chairman Massey welcomed the Applicant/Engineer. Eric Bazzett, PE of Heritage Design Group, reviewed  
308 with the Planning Board a site development plan entitled “Northbridge Self Storage –Industrial Warehouse  
309 Complex” dated May 02, 2016. Mr. Bazzett provided a general overview of the locus area, noting the subject  
310 property includes parcels on both sides of Castle Hill Road along Douglas Road, approximately 4-acres in  
311 total within the Industrial-One (I-1) Zoning District.

312  
313 Mr. Bazzett reviewed existing conditions; indicated the existing pavement width of Castle Hill Road is  
314 approximately 22-feet, noting the chain-link fence, which encloses the subject property, is within the right-  
315 of-way of the road and will be removed and replaced with a new fence to be installed within the private  
316 property. Mr. Bazzett indicated that there is approximately 132,000 square-feet of pavement existing  
317 between the two parcels. Mr. Bazzett reminded the Board that the site was occupied over the years for  
318 various uses, including school bus parking, construction staging and stockpiling of equipment and materials.

319  
320 Mr. Bazzett explained that the site is within the buffer zone of the Mumford River, located across from  
321 Douglas Road and a wetland area (holding pond) to the rear of the property off Castle Hill Road. Mr. Bazzett  
322 noted there is an existing 30-inch underground pipe connecting the pond to the Mumford River. This pipe  
323 which runs through the larger parcel will remain. However, portions of the pipe will be relocated to  
324 accommodate the self-storage buildings, the location shown by Mr. Bazzett on the site plan. Mr. Bazzett  
325 pointed out a series of existing catch basins dotting the subject parcels, noting that these interconnected  
326 catch basins would be removed as part of the site development.

327  
328 Mr. Bazzett informed the Planning Board that the Conservation Commission has reviewed the proposal and  
329 issued an Order of Conditions for the planned redevelopment. Mr. Bazzett indicated any changes as a result  
330 of the Planning Board’s review may require an amended order from the Conservation Commission.

331  
332 Mr. Bazzett briefed the Board on the planned stormwater management for the site(s), noting the collection  
333 system will be directed to a series of basins where the stormwater will be treated and discharge back into  
334 the existing 30-inch pipe to the river. The planned redevelopment will have a 4,000SF reduction in  
335 impervious coverage, as well as, 60,000SF less pavement overall. Mr. Bazzett suggested the resulting  
336 redevelopment of the site(s) will have less potential for contaminants than prior uses. Mr. Harry Berkowitz  
337 suggested the new system would be an improvement; the stormwater would be treated and cleaned before  
338 going into the river. Mr. Bazzett agreed, noting the treatment system is designed to remove 80% of the total  
339 suspended solids per DEP. Mr. Bazzett noted they will be providing for infiltration and recharge into the  
340 groundwater, as well.

341  
342 Mr. Bechtholdt thanked Mr. Bazzett for the information regarding drainage and reminded him that the  
343 Planning Board will engage the services of an engineering consultant to review the project on its behalf. Mr.

Bechtholdt asked Mr. Bazzett to provide an overview of the proposed redevelopment to include buildings, access, circulations, lighting, and landscaping. Mr. Bechtholdt noted as part of the consultant's review they will provide commentary concerning drainage, etc. Mr. Massey received confirmation from Mr. Bazzett regarding the planned relocation of the existing 30-inch pipe.

Mr. Bazzett reviewed with the Planning Board the location of eight (8) proposed self-storage buildings, noting two (2) will be located on the westerly side of Castle Hill Road and six (6) on the easterly side. Mr. Bazzett indicated the units will be the typical, low profile self-storage buildings. Mr. Bazzett explained one of the buildings, on the westerly side, will be a 2-story climate controlled building which will also include an office; this 16,800SF building (8400SF footprint) will have water services for fire and domestic use. Mr. Bazzett indicated that town water and sewer is available at the site.

Mr. Harry Berkowitz questioned if Douglas Road, which was recently paved will need to be disturbed for these connections; reminding Mr. Bazzett that there may be a moratorium on road openings of newly paved streets. Mr. Bazzett noted that he has reviewed this restriction with the Highway Superintendent and believes concerns will be addressed.

Mr. Bazzett continued to review the site plan noting access is planned to be off of Castle Hill Road; Mr. Bazzett reviewed internal circulation, location of wall-packs (no free standing lights proposed). Mr. Bazzett then noted before submitting a Landscape Plan he wanted to review with the Planning Board comments received by the residents.

Bill Renaud (Applicant) explained to the Planning Board that he met with a number of residents of Castle Hill Road regarding the project and any concerns they may have with the planned redevelopment. Mr. Renaud noted the existing fence is right off the pavement edge on Castle Hill Road and right along the back of the sidewalk along Douglas Road. Mr. Renaud explained the existing trees on Douglas Road and Castle Hill Road have grown through the fencing, noting a number of the trees have also disturbed the sidewalk along Douglas Road which are in tough condition (root growing up through and patched over the years). Mr. Renaud indicated that they plan to replace the existing sidewalk when they pave the site and will look to replace existing trees where appropriate. Mr. Renaud indicated they don't want to plant trees to screen the entire property but will look to plant smaller trees that won't get too large and unmanageable for the town.

Mr. Bazzett explained to Mr. Massey that a new fence will be installed within the property set back approximately 8 to 10-feet on Castle Hill Road and about 6-feet from the back of sidewalk along Douglas Road. Mr. Key inquired about the distance from the roadway the trees would be planted; Mr. Bazzett suggested they are willing to locate them as far back as possible, noting they are flexible on distance from the roadway. Mr. Massey informed Mr. Bazzett and Mr. Renaud that just recently the Planning Board amended its Subdivision Rules & Regulations requiring trees not to be located within the grass strip and set back at the edge of the right-of-way (approximately 13-feet back from the roadway pavement). Therefore the trees when grown and mature are less likely to negatively impact sidewalks and roadways or damaged by snowplows. Mr. Massey supports the idea of planting trees as far back from the road as possible (7 to 8-feet).

Mr. Bechtholdt asked if the existing grouping of birch trees along Castle Hill Road will be preserved; Mr. Renaud noted that he would look into it but, initially, felt they may be too close to the road. Mr. Renaud noted part of the problem is that many of the trees have grown through the existing fencing, which is in the layout of the roadway, and proposed to be taken down.

Mr. Bazzett provided clarification on the proposed lighting plan, noting wall-packs will be installed on the buildings. Dirk Koopman indicated that some lights may be installed for security at the entrance but majority will be low impact lighting. Mr. Harry Berkowitz asked about access to the site; Mr. Koopman explained that a gated access will be provided (key-pad for 24-hour access).

Mr. Bazzett briefly reviewed planned elevations (samples) of the proposed buildings.

Mr. Koopman summarizing residents' comments noting they are willing to accommodate abutters concerns such as improving signage on Castle Hill Road, making sure the proposed gates are set back far enough to avoid blocking traffic on Castle Hill Road and preserving the historic granite post marker at the corner of Douglas Road and Castle Hill Road. Mr. Koopman indicated that he felt all their comments seemed reasonable, adding that improving the existing sidewalk would be a major improvement for those walking to/from downtown Whitinsville.

Mr. Bazzett reviewed the building layouts with Mr. Key. Mr. Massey asked if any outdoor storage will be allowed; Mr. Bazzett indicated that they do not have the space to accommodate outdoor storage. Mr. Koopman indicated that they do not plan to have any outdoor storage.

Mr. James Berkowitz inquired about the height of the fencing planned to be installed around the site(s), noting the subject property is within an area of town where there have been issues in the past with illegal dumping and graffiti. Mr. Koopman suggested a standard 6-foot fence; Mr. James Berkowitz is concerned about trespassing and vandalizing.

Mr. Massey and Mr. Key asked about proposed project sign; Mr. Bazzett will incorporate signage details in the site development plan set. Harry Berkowitz noted the town does have a sign bylaw within its zoning provisions. Board members questioned if it would be internal or externally lit. Planning Board noted they will want to review and approve any proposed signage as this property lies within the newly designated National Historical Park.

Mr. Bechtholdt reminded the Planning Board they need to formally engage the services of third party to review the plan on its behalf. *Upon motion duly made (H. Berkowitz) and seconded (Ferrara) the Planning Board voted (5-0) to engage the services of JH Engineering Group, LLC of Worcester, MA to perform consulting services on its behalf.* The purpose of JH Engineering Group services shall be to provide the Board with an independent assessment/review of the Douglas Road Self-storage site plan, stormwater management and erosion controls pursuant to state/local bylaws and regulations. Mr. Bechtholdt noted the Applicant/Engineer needs to provide the initial deposit for the engineering consultant.

Mr. Bechtholdt explained to the Planning Board that he sent out the Review Report Forms to the various town departments and noted that a Technical Review was held in May 2016. Mr. Bechtholdt noted receipt of a copy of letter from Lane and Hamer to the Building Inspector concerning the proposed use within the Industrial –One Zoning District; reference is made to letter dated May 16, 2016. Mr. Bechtholdt also noted receipt of the following communications received: letter dated June 15, 2016 from the Inspector of Buildings; letter dated May 19, 2016 from the Whitinsville Water Company; memorandum dated June 17 2016/June 20, 2016 from Community Planning & Development; and letter dated June 08, 2016 from Peter Plumb (resident of Castle Hill Road).

Mr. Bechtholdt suggested the Applicant/Engineer should contact the Chairman of the Safety Committee (Fire Chief Gary Nestor) to determine whether or not a review of the Safety Committee is warranted for this proposal. Harry Berkowitz did not see the need, in this instance; suggesting the proposal was not a big project nor a traffic generator. Mr. Bechtholdt asked the Planning Board if they wanted the Safety Committee to review and offer recommendations. *Upon motion duly made (H. Berkowitz) and seconded (J. Berkowitz) the Planning Board voted (5-0) to not require advisory review of the Safety Committee.*

Mr. Bechtholdt asked the Planning Board to make a determination on whether or not a Development Impact Assessment would be required. *Upon motion duly made (H. Berkowitz) and seconded (J. Berkowitz) the Planning Board voted (5-0) to waive the submission of a Development Impact Assessment pursuant to Section 173-49.1 E.*

Mr. Bechtholdt briefly reviewed with the Planning Board his memorandum specific to existing conditions - landscaping, Castle Hill Road being a designated Scenic Road, sidewalk improvements and potential expansion, external lighting, signage, gated access, fencing, the importance of Whitinsville inclusion in the Blackstone River Valley National Historical Park and the need to have the Planning Board review/approve planned landscaping and proposed signage. Mr. Bechtholdt suggested what is being proposed may only be a self-storage facility which may be viewed as an improvement compared to what has been there. However, he wants to see landscaping, signage and other design features that help contribute to the town's national park designation.

Mr. Bechtholdt suggested the Planning Board should look to work with all Applicants/Engineers when there is opportunity to improve the appearance of a property, the town, a corridor; the Planning Board should take that opportunity to do so. Mr. Bechtholdt asked the Applicant/Engineer to keep in mind what visual impact the landscape section, architectural features and signage will have, noting Douglas Road is one of the main access corridors to Whitinsville. Mr. Bechtholdt would like for the Applicant/Engineer work with the Planning Board to visually enhance the property and Douglas Road.

Chairman Massey sought comment and input from the public.

Peter Plumb (Castle Hill Road) indicated that he was pleased with his interactions with the Owner/Applicant and is looking forward to seeing an improvement to the property. In reference to his letter dated June 08, 2016 Mr. Plumb briefly reviewed comments. Mr. Plumb stated that he would also like to see the historic

stone monument marking at the corner of Douglas Road and Castle Hill Road to be preserved. Mr. Bazzett noted the large marker at the corner would remain.

Having no additional public comment, Chairman Massey sought input from the Planning Board.

Harry Berkowitz suggested the Board close the hearing and approve the site plan development. Mr. Bechtholdt reminded the Board that they are still awaiting input from their consulting engineering. However, if the Board feels they are at a point where, they can conclude its review they may decide to do so this evening; suggesting if the Board wants to go as far as grant approval with provisions tonight one condition should be to make the approval subject to the review and approval of the drainage design, etc. by the Board's consulting engineer. Mr. Bechtholdt also suggested an approval tonight should also be subject to addressing comments received by the municipal departments and input from the public, as well as boilerplate provisions typically included in a site plan decision. Mr. Bechtholdt suggested prior to endorsement of the site plan the Board should have the opportunity to review and approve of the Landscape Plan and proposed signage detail.

Cindy Key, Associate Member suggested if the stone marker is to be preserved the Owner/Applicant should install some sort of placard denoting this historical element; an opportunity to help tell the story of Whitinsville. Planning Board member thought that was a very good idea; the Applicant/Engineer will give consideration in preserving the historical marker at the corner and placing a placard. Mr. Renaud noted that he would need to consult with others as he is not aware of the historical significance of the marker but is willing to consider it. Mr. Bechtholdt thanked Mrs. Key, agreeing with her that some sort of announcement/display would help support the Blackstone River Valley Heritage historical narrative.

Having no additional input the Planning Board closed the site plan review. *Upon motion duly made (H. Berkowitz) and seconded (Ferrara) the Planning Board voted (5-0) to approve with conditions the site plan for the construction of eight (8) self-storage buildings and other associated site improvements as shown on plan entitled "Northbridge Self Storage –Industrial Warehouse Complex" prepared by Heritage Design Group dated May 02 2016 & revised through June 22, 2016 subject to the review and approval of same by the Planning Board's consulting engineer (JH Engineering Group, LLC).* In making said determination a Landscape Plan shall presented to the Planning Board for review and approval showing street trees, shrubs and other landscaping features, as well as signage and historical placard for the stone marker at the corner of Douglas Road and Castle Hill Road.

Conditions of Approval include the following: Owner/Applicant shall comply with all applicable laws, bylaws, rules, regulations, and codes and obtain all the necessary permits and approvals; including but not limited to blasting, water/sewer, street excavation, and/or access to public-way (curb cut), if so required; Planning Board Site Development Plan Approval shall be subject to conditions imposed by the Northbridge Conservation Commission; A copy of this Certificate of Approval, endorsed Site Development Plan and Conservation Commission Orders of Conditions shall be maintained onsite during construction. The Planning Board and/or its designee shall be permitted to access the project site for the duration of the project; Any alteration(s) from this Certificate of Approval shall require a written description of the proposed modifications submitted to the Planning Board for review. A significant alteration deemed by the Planning

Board shall require the filing of a new Site Plan Review application. Changes to the site development plan either prior to or during construction shall be administered through the Planning Board in accordance with Section 173-49.1 H of the Northbridge Zoning By-Laws; Prior to endorsement the Applicant/Engineer shall revise the plan addressing to the satisfaction of the Planning Board the following: Revision date of June 22, 2016, Reference to Planning Board Certificate of Approval, Reference to Conservation Commission Order of Conditions, Comments received by Community Planning & Development Office, Comments received by Department of Public Works, Comments received by Whitinsville Water Company, Comments received by the Inspector of Buildings, and Comments received by JH Engineering Group, LLC; A Landscape Plan, to be reviewed and approved by the Planning Board, shall be provided and incorporated into the Site Development Plan set. Landscaping plan shall note location, height and material of the proposed fencing (black vinyl coated chain linked fence). Accommodations in the landscape design shall be made to preserve the remnant markers located along Douglas Road and monumentation at the easterly corner of Douglas Road and Castle Hill Road; In recognition of the Blackstone River Valley National Historical Park designation the Applicant/Engineer shall consider architectural features, landscaping and other design elements that enhance the visual appearance along Douglas Road and Castle Hill Road; Detail(s) of the proposed signage shall be provided to the Planning Board for review and approval; location of sign shall be clearly noted on the Site Development Plan; A Knox-Box, or similar shall be installed at the gated entrance(s) as required and directed by the Northbridge Fire Department; Owner/Applicant shall coordinate proposed/planned address changes with the Building Department, Assessors Office and public safety departments (Police/Fire). The property currently has an address of 153 & 171 Douglas Road, access for the site development is proposed to be provided via Castle Hill Road. Building AI, as shown on the Layout Plan is to include an office for the facility; Applicant/Engineer shall coordinate installation of the water service(s) with the Whitinsville Water Company (508-234-7358); materials to be used shall be sized and installed to the specifications of the Whitinsville Water Company; Applicant/Engineer shall coordinate installation of sewer service(s) with the Department of Public Works –Sewer Division (508-234-2154); materials to be used shall be sized and installed to the specifications of the Sewer Department; Owner/Applicant shall coordinate road opening and curb cut permits with the Department of Public Works –Highway Division (508-234-3581). Planned removal/installation of sidewalk along Douglas Road shall be done under the direction of the Department of Public Works; Owner/Applicant shall consult the Tree Warden regarding any planned removal of existing public shade streets (Douglas Road/Castle Hill Road); Any illumination, including security lighting shall be arranged so as to reflect away from abutting properties. Said lighting shall be directed in a manner to avoid glare onto adjacent properties and limit the amount of light trespass onto the abutting properties; Outstanding invoices for services rendered by JH Engineering Group, LLC shall be satisfied prior to the issuance of building permit; Prior to issuance of building permit the Applicant/Engineer shall submit the following to the Planning Board: five (5) full-size prints of the endorsed Site Development Plan, two (2) fifty-percent (50%) reduced prints (11" x 17") and one (1) electronic copy; Prior to Issuance of certificate of occupancy the Applicant's Engineer shall provide the Planning Board written certification/verification that drainage system has been constructed as approved and working as designed; Prior to the issuance of a Certificate of Occupancy all conditions of approval noted herein and improvements described in the Site Development Plan shall be satisfied; Violation of any condition(s) noted herein or failure to comply with this site plan development approval shall subject the Owner/Applicant to zoning enforcement action in accordance with the remedies set forth in M.G.L. c. 40 A and as otherwise provided in the Northbridge bylaws; and Pursuant to Section 173-49.1 I (2) of the Northbridge Zoning Bylaw this site plan approval shall

lapse in one (1) year, if a substantial use thereof has not commenced, except to good cause, which shall not include such time required to pursue or await the determination of an appeal.

Mr. Renaud asked about the type of trees and quantity; Mr. Bechtholdt suggested he and Heritage Design Group review the town's Best Development Practices Guidebook found online which includes a comprehensive listing of tree species, shrubs and other landscape features that are appropriate for urbanized areas, along roadways, drought tolerant, low maintenance, etc. Mr. Bechtholdt explained to Mr. Renaud that he would be willing to meet with him to review any proposed Landscaping Plan before it is submitted to the Planning Board for review and approval. Mr. Bechtholdt also offered to assist Mr. Renaud with the required filings with the Tree Warden and Planning Board concerning any proposed public shade tree removal along Douglas Road and Castle Hill Road, a designated Scenic Road in Northbridge.

## VII. HILLS AT WHITINSVILLE –PUBLIC HEARING

§222-9 M [Release of performance guaranty] / Certificate of Completion [Form O]

Chairman Massey noted receipt of request on behalf of the Owner/Applicant to continue without discussion the public hearing for final bond release of the performance surety held for the Hills at Whitinsville subdivision.

*Upon motion duly made (H. Berkowitz) and seconded (M. Key) the Planning Board voted (5-0) to postpone the public hearing to Tuesday, June 28, 2016 at 7:15PM as requested by the Applicant/Engineer.*

## OLD/NEW BUSINESS

### Approval of Meeting Minutes –April 12, 2016 & May 10, 2016

The Planning Board tabled action on approval of meeting minutes.

### 2016 Planning Board Meeting Dates –July, August & September

The Planning Board reviewed upcoming meeting dates for July, August & September 2016. *Upon motion duly made (Ferrara) and seconded (Key) the Planning Board voted (5-0) to cancel its meeting scheduled for July 12, 2016. Upon motion duly made (H. Berkowitz) and seconded (Key) the Planning Board voted (5-0) to cancel its meeting scheduled for August 09, 2016. The Planning Board shall meet on Tuesday, July 26, 2016 and Tuesday, August 23, 2016.*

### Camelot Lot Release –Parcel D & Lot 67R (formerly portion of Lot 37 & Parcel E)

The Planning Board considered lot release of subject property Parcel D and Lot 67R, formerly a portion of Lot 37 and Parcel E within the Camelot subdivision. *Upon motion duly made (Ferrara) and seconded (H. Berkowitz) the Planning Board voted (5-0) to release Lot 67R and Parcel D.*

### Planning Board Studies & Initiatives –Discussion

Mr. Bechtholdt noted this has been a placeholder and looked to the Planning Board for specific topics for discussion. Mr. Bechtholdt reminded the Board that the town's Zoning Bylaw does not define a number of use terms (such as bank, restaurant, pharmacy, antique store, etc.) or clearly establish where such uses are permitted as-of-right, by special permit or prohibited; the town's use terms are very generic and often times

requires the Inspector of Buildings to make interpretations where certain uses are allowed or not allowed. Mr. Bechtholdt suggested having each term of use defined in zoning will help streamline the permitting process and provide much clearer guidance as to what is permitted in a specific zone. Mr. Bechtholdt noted such a zoning amendment would require a significant amount of information for Town Meeting but something the Board should consider in the Fall or next Spring Annual (Town Meeting). Mr. Key asked if the Board is going to consider zoning amendments it should have a devoted meeting space on the agenda so necessary discussion can be had. Mr. Bechtholdt agreed, suggesting if the Planning Board wants to include it as an agenda item for the next meeting, he can. The Planning Board questioned if there was enough time to consider for the Fall Annual Town Meeting; Board members suggested, if this is something the Board wants to take up agenda, space be reserved in the Fall in time for the (2017) Spring Annual Town Meeting.

#### Subdivision/Site Developments –Updates

Planning Board acknowledge receipt of JH Engineering Group report for Carpenter Estates.

Planning Board acknowledged receipt of JH Engineer Group reports for Leonardo Estates, noting the Developer is working with DPW and the Board's consulting engineer in preparing a punchlist and construction estimate for what will be known as Phase I. Mr. Bechtholdt indicated that the Board will be asked to establish a performance bond at its next meeting and consider lot release within Phase I –Leonardo Estates.

Mr. Bechtholdt noted that the Camelot subdivision was scheduled to pave last week however was postponed due to the structures in the roadway being raised only 1 ½ inches where top course is required to be 2-inches. JF Marinella (Developer) was not able to pave per JH Engineering observations, the Developer asked DPW if they could raise the structures using expansion rings however DPW denied this request noting the welds (to the catch basins, manholes) will not hold up over time and the town likely would need to repair them in a couple of years. Mr. Bechtholdt thought a new date has been scheduled with DPW; JH Engineering will coordinate with DPW for any required inspections.

Mr. Bechtholdt indicated there has not been a lot of construction activity within Hemlock Estates and has not received any communication from the Developer.

Mr. Bechtholdt informed the Planning Board that JH Engineer conducted a comprehensive walk-through of Presidential Farms with the Developer; reporting once received it will be provided to the Planning Board, DPW and others. Mr. Bechtholdt noted he did receive correspondence from the Developer's engineer (Guerriere & Halnon, Inc.) concerning accessibility requirements for the walking trail; Mr. Bechtholdt explained that he will reach out to the town's Disability Commission for their comment as well. Mr. Bechtholdt also noted that an NOI (Notice of Intent) was filed with the Conservation Commission for the walking trail and bike path. Mr. Bechtholdt informed the Planning Board that the Planning office has received a number of phone calls and emails from abutters to the planned walking trail; residents would like to see the layout of the walking trail altered to be further away from their properties. Mr. Bechtholdt noted that he instructed those to contact the Developer (David Brossi) to coordinate any proposed realignment. Mr. Bechtholdt explained, in talking with the Developer that some did reach out to him about moving the walking trail, however Mr. Brossi was not willing to do so based upon added cost and other factors. Mr.



Brossi is going to follow the layout as shown on the approved definitive plan. Mr. Brossi has also been contacted by the property owner abutting Phase V (remaining portion of Roosevelt Drive), concerned about the construction activity and impacts to his property: loss of trees, construction easement, etc. Mr. Bechtholdt explained the property owner would like to have a second driveway installed, one that is accessed from the new roadway. Mr. Bechtholdt noted the he explained to the homeowner what the temporary construction easement is for and the need to talk with the Developer to see if provisions for a second driveway could be made at this time while the roadway was still in early construction. Mr. Bechtholdt noted the property owner did reach out to Mr. Brossi, however he is not willing to make accommodations for a second driveway and suggested the homeowner work with the town once the road is accepted. Mr. Bechtholdt mentioned that he also explained to the property owner that the Planning Board has a consultant who will review the construction to make sure improvements are done in accordance with the Planning Board approval and the Department of Public Works. Mr. Bechtholdt concluded, noting he invited the homeowner to provide comments to the Planning Board with any concerns. Mr. Massey noted the Planning Board is in receipt of a copy of his email. Mr. Key asked what the town's exposure is regarding the walking path as it relates to ADA compliance. Mr. Bechtholdt explained the Planning Board is seeking a review from the town's local Disability Commission, adding at some point the Board will need to have Town Counsel review. Mr. Bechtholdt indicated that it was his understanding the Developer wanted to complete the bike path and walking trails in time for consideration at the Fall Annual Town Meeting. Mr. Bechtholdt suggested there is no guarantee the town will accept the bike path and walking trails; it will be up to the Town Meeting voters. Harry Berkowitz recalled the Planning Board at the time spent weeks on discussing the bike path and walking trail; he did not want it then; Barbara Gaudette was adamant about it so it was put in. Mr. Massey informed Mr. Berkowitz that the Planning Board spent the greater part of 5-months last year discussing alternatives to eliminate the walking trail and bike path, the Developer had proposed a very nice playground and other amenities to be installed on the open space parcel however decided not to pursue and the Board was forced to keep the bike path and walking trails as originally approved in 2000. Mr. Bechtholdt noted it was unfortunate, as he saw the value in having a neighborhood park rather than an unmanageable walking trail and bike path. Mr. Key noted the Developer and residents could not come to a consensus for an alternative.

#### Open Space & Recreation Plan –Update

Mr. Bechtholdt indicated that the Consultant continues to work on the OSRP; a joint meeting of the Planning Board and Open Space Plan Update Committee will be arranged for later this summer (July/August).

#### Housing Production Plan –Update

Mr. Bechtholdt indicated that the Consultant continues to prepare the draft Housing Production Plan; a public forum will be scheduled for August/September.

#### Mail –Review

In addition to the mail listed (attached) the Planning Board noted receipt of the following communications: Planning Board Agenda for June 21, 2016 meeting; Draft Agenda for June 28, 2016; Plan of Land Quaker Street dated May 3, 2016; 128 & 142 Quaker Street Checklist for Approval Not Required Plan; Email dated June 16, 2016 to Town Planner from Craig Holmberg with a cc: Guerriere & Halnon regarding the revised ANR plan for Quaker Street; Memo dated June 03, 2016 to Planning Board and Heritage Design Group with a

cc: to Owner/Applicant, JH Engineering, DPW Director, Inspector of Buildings, DPW Highway, Whitinsville Water Company, Board of Health, DPW Sewer and Conservation Commission from Town Planner concerning Main Street Commercial Special Permit/Site Plan Review; Letter dated June 10, 2016 to Town Planner from William Renaud concerning Main Street Commercial withdrawal without prejudice the open application; Letter dated May 12, 2016 to Planning Board Chair from Heritage Design Group concerning the request for continuation of Public Hearing for Main Street Commercial; Memo dated June 15, 2016 to Planning Board from Conservation Commission concerning the Review for Main Street; Public Hearing Notice for Sunrise Estates prepared by Heritage Design Group dated April 12, 2016; Application for Approval of a Preliminary Plan dated April 12, 2016 for JBX Developers, Inc. (applicant) for preliminary plan "Sunrise Estates;" Letter dated April 28, 2016 to Planning Board Chair from Heritage Design Group regarding Sunrise Estates Preliminary Plan; Sunrise Estates Waiver Request List dated April 28, 2016; Sunrise Estates Preliminary Plan dated April 12, 2016; Review Report Form dated May 11, 2016 to Town Manager/BOS, Board of Health, Conservation Commission, Building Inspector, Fire Department (Safety Committee), Police Department, DPW Highway, DPW Sewer, & Whitinsville Water Company with a Cc: to Town Clerk, Applicant/Engineer, Assessors, & Treasurer from Town Planner for Sunrise Estates; Memo dated June 9, 2016/June 16, 2016 to Planning Board and Heritage Design Group with a Cc: to Applicant/Engineer, Whitinsville Water Company, Fire Department, DPW Highway, Conservation Commission, Police Department, DPW Sewer, Building Inspector, DPW Director and Board of Health from Town Planner regarding Sunrise Estates Preliminary Subdivision Plan; Checklist for Preliminary Subdivision Plan for Sunrise Estates; Letter dated June 10, 2016 to Planning Board and Town Planner from Whitinsville Water Company regarding Sunrise Estates Preliminary Subdivision Plan; Email dated June 10, 2016 to Town Planner from DPW Sewer Superintendent regarding Sunrise Estates; Letter dated June 14, 2016 to Town Planner from Building Inspector regarding Preliminary Subdivision Plans for Sunrise Estates; Notice of Public Meeting with a Cc: to Town Clerk, Conservation Commission, Safety Committee, DPW Highway, BOS/Town Manager, DPW Director, Daniel Puccio, SPW Sewer, Board of Health, Whitinsville Water Company, Applicant/Engineer, Building Department, Fire Department, and Abutters for self-storage complex to be located at the intersection of Douglas Road and Castle Hill Road; Review Report Form dated May 16, 2016 with a Cc: to Town Clerk, Assessors, Treasurer, and Applicant/Engineer for Self-Storage Complex Site Plan Review; Letter dated May 16, 2016 to Building Inspector from Lane and Hamer concerning Douglas Rd self-storage facility; Letter dated June 15, 2016 to Town Planner from Building Inspector concerning self-storage complex; Letter dated May 19, 2016 to Town Planner from Whitinsville Water Company concerning self-storage facility at Douglas and Castle Hill Rd; Letter dated June 08, 2016 to Planning Board from Peter B. Plumb with a Cc: to Ed and Bill Renaud concerning plans for Castle Hill Rd and Douglas Rd; Notice of Public Hearing with a Cc: to Town Clerk, DPW Highway/Sewer, Town Manager/BOS, Inspector of Buildings, Board of Health, Fire Department, Conservation Commission and Whitinsville Water Company for Certificate of Completion and Release of Municipal Interest of Hill Street Nominee Trust (c/o WRT Management) for subdivision known as "Hills at Whitinsville;" Memo to Town Planner from Heritage Design Group dated June 01, 2016 regarding Hills at Whitinsville; Memo dated April 20, 2016 to Planning Board from Conservation Commission regarding Hills at Whitinsville Bond Release; Memo dated June 03, 2016 to Board of Health, Fire Department and Building Inspector with a cc: to Applicant/Engineer, Town Treasurer, and Town Accountant from Town Planner regarding Hills at Whitinsville Certificate of Completion/Release of Municipal Interest; Chapter 222 Subdivision Rules and Regulations M. Release of Performance guaranty pages 37–38; Memo dated June 15, 2016 to Town Planner from Board of Health regarding Hills at Whitinsville Certificate of Completion/Release of Municipal Interest; Letter dated

May 11, 2016 to Building Inspector with a Cc: to Applicant/Engineer, Conservation Commission, DPW Director, Sewer Superintendent, and Planning Board from Town Planner concerning Leonardo Estates Lot #18 –Issuance of Building Permit; Leonardo Estates Subdivision Construction Schedule Update dated May 10, 2016; Letter dated May 25, 2016 to Town Planner with a cc: to Conservation Commission, DPW Director, and Andrews Engineering from JH Engineering concerning Leonardo Estates Construction Observation Report, Memo dated May 17, 2016 to Board of Selectmen and Town Manager with a cc: to Planning Board, Pasture Development Group, LLC, DPW Director, Playground & Recreation Committee, and Town Accountant from Town Planner regarding Monetary Gift Donation Carpenter Estates; Email dated June 09, 2016 to Russell Bertelsen with a cc: to Disabilities Commission and Planning Board Chair from Town Planner concerning Presidential Farms Bike and Walking Path –ADA requirements; Email dated May 16, 2016 to Rosa Orazine from Town Planner concerning the Walking/Bike path at Presidential Farms; Email dated June 13, 2016 to Town Planner from Jon Toloczko regarding the temporary easement at Lot 64 (85 Lincoln Circle); Jim, Jim and Pat document received on June 9, 2016 regarding update to get Casa Builders to complete work at the common areas of Shining Rock; Letter dated June 8, 2016 to Town Planner from Department of Conservation and Recreation concerning the Northbridge Trail and Canoe Launch project; Listing of Uses; 2016 Northbridge Planning Board meeting schedule.

#### Other

Chairman Massey brought to the attention of the Planning Board complaint(s) received concerning the clearing of trees and vegetation within the 50-foot buffer zone of Lot 41 Roosevelt Drive (Presidential Farms). Mr. Massey indicated that he has spoken with the Building Inspector and suggests the Board formally request the Inspector, as the Zoning Enforcement Officer to review the matter and make a determination as to whether or not a violation of the buffer zone has occurred. *Upon motion duly made (H. Berkowitz) and seconded (Ferrara) the Planning Board voted (5-0) to authorize the Chairman to send a letter to the Building Inspector/Zoning Enforcement Officer regarding potential violation of the 50-foot buffer, same to be provided to the property owner.* Mr. Bechtholdt explained to the Planning Board that prospective buyers of the building at the corner of Hill Street and Cottage Street planned to meet with the Planning Board at its next meeting to review the process to convert the property, located in the Heritage District, to single-family. Harry Berkowitz did not see a problem with converting to a home, noting the building was a doctor's office at one time. Mr. Bechtholdt informed the Planning Board that the town received the Massachusetts Historical Commission Grant (\$50,000.00) for the Great Hall (MPPF –Round 22) for decorative plaster work and painting. Mr. Bechtholdt mentioned the Senate recently passed the Zoning Reform Bill adding he was not sure if the House would vote on it before the summer session. Mr. Bechtholdt informed the Board that the Planning office has been copied on a number of communications from the Fairway Drive Homeowners Association to the builder regarding ongoing concerns with individual units and common areas; the Planning Administrative Assistant has explained to the association that this is a private matter, not one that involves the Planning Board; Mr. Bechtholdt noted he reviewed the letter and visited the site to see about potential street trees not surviving; the street trees looked healthy to him. Planning Board members noted receipt of Woonsocket Glass' Ribbon Cutting (Thursday, June 23<sup>rd</sup> 11:30 AM), noting they hope to attend. Chairman Massey would like the Planning Board to spend 5 to 10-minutes at the end of meetings to review the Planning Board's role and responsibilities and asked Board members to prepare discussion items for the next agenda. Mr. Massey also encouraged Board members to visit the subdivisions and site

772 developments when they can, especially projects that may be on the agenda; Board members agreed, noting  
773 it will provide them with a better understanding as to what is going on.

774 Adjournment

775 Having no additional business the Planning Board adjourned its meeting of Tuesday, June 21, 2016 at or  
776 about 9:50PM.

777

778 Respectfully submitted,

779 Approved by the Planning Board –

780 R. Gary Bechtholdt II  
781 Northbridge Town Planner

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784 Cc: Town Clerk

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