



NORTHBRIDGE PLANNING BOARD MINUTES

Tuesday, August 23, 2016

Prior to its regularly scheduled meeting, the Planning Board hosted a Housing Production Plan public forum from 7-8:35PM. Karen Sunnarborg, Housing & Planning Consultant reviewed a PowerPoint presentation, consisting of the following headings: Benefits of a Housing Needs Assessment; What is Affordable Housing; Who Needs Affordable Housing; What Housing is affordable in Northbridge; Key Demographic Trends; Population Change, 1950 to 2010; Change in Age Distribution, 1990 to 2014; Projected Changes in Age Distribution, 2010 to 2030; Key Economic Trends; Change in Income Distribution, 1989 to 2014; Key Housing Trends; Housing Costs -Ownership; Comparison of Median Single-Family Home Values; Housing Costs - Rentals; Substantial Cost Burdens; Priority Housing Needs; & Next Steps.

Following the public forum and recognizing the presence of a quorum Chairman Brian Massey called the meeting of the Planning Board to order at 8:40PM with Mark Key, Pamela Ferrara, James Berkowitz, and Harry 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: Bill Renaud; Dirk Koopman; Eric Bassett (Heritage Design Group); Brian Distefano; Bill Giannopoulos; Patty Giannopoulos; Steve Sinatra; Deborah Sinatra; Sandra Gautreau; Susan VanderZicht; Carol Brower; C.J. Stasinos; Karen Grasiano; Kevin Kaminiski; Karen Kaminiski; Michael Baillargeon; Eric Diaz (Strong Point Engineering); David Brossi; & Steve Asadoorian.

I. CITIZENS FORUM

None

II. FORM A

1827 PROVIDENCE ROAD –REVIEW/DECISION

(ANR plan) Assessor Map 21 Parcel 41

Planning Board reviewed application of Gerald M. Violette, Jr. for ANR plan entitled "Division of Land of 1827 Providence Road in Northbridge, Massachusetts" prepared by Andrews Survey & Engineering, Inc. and dated August 23, 2016. Planning Board reviewed ANR Checklist prepared by Community Planning & Development.

Upon motion duly made and seconded the Planning Board voted (5-0) to grant ANR endorsement for the creation of Lot 1, Lot 2, Lot 3, & Lot 4 as shown and described on the plan.

III. CASTLE HILL ROAD, SCENIC ROAD –PUBLIC HEARING

Scenic Roadway Rules & Regulations –Tree Removal

In accordance with the provisions of MGL Ch. 40, Sec. 15C [Scenic roads], Ch. 87, Sec. 3 [Shade trees] Sec. 6-200 [Scenic Roads -General Codes] and the Scenic Roadway Rules & Regulations of the Town of Northbridge, the Planning Board opened its public hearing to consider the removal of up to 50 public shade trees located along Castle Hill Road, a designated Scenic Road.

Bill Renaud, on behalf of the Owner/Applicant, Whitinsville Redevelopment Trust reviewed with the Planning Board a series of photographs and inventory of existing trees along Douglas Road and Castle Hill Road. Mr. Renaud explained to the Board that a number of the trees have grown into the chain-linked fencing along Douglas Road and Castle Hill Road, noting the majority of the trees are in poor to bad condition.

R. Gary Bechtholdt clarified that a number of trees identified are less than 3-inches in caliper and may not be considered “public shade trees” due to their size and location outside of the right-of-way. Mr. Bechtholdt also added that a number of trees listed are located along Douglas Road, which is not a designated scenic road.

Mr. Renaud explained to the Board that the Tree Warden has reviewed same and had no objections to removing trees. Planning Board noted receipt of correspondence dated August 23, 2016 from the DPW Director/Tree Warden for the proposed self-storage facility at Douglas Road/Castle Hill Road. Planning Board also acknowledged receipt of correspondence from the Northbridge Historical Commission.

The Planning Board stated the trees along Douglas Road are not located along a designated scenic road, noting their decision would focus on Castle Hill Road which is a Scenic Road. Planning Board reviewed site development plan, driveway entrance for the proposed Self-storage facility and discussed preserving some existing trees along Castle Hill Road. After some general questions regarding size and location of trees the Planning Board closed its public hearing.

Upon motion duly made and seconded the Planning Board voted (5-0) to allow for the removal of thirteen (13) trees and the trimming of two (2) trees situated along Castle Hill Road, a designated Scenic Road within the Town of Northbridge. In taking such action, the Planning Board shall require the Owner/Applicant to save an existing 12-inch Oak; an existing 8-inch Oak and the existing 30-inch White Oak along the easterly-side of Castle Hill Road. Further the Owner/Applicant shall plant five (5) Red Maples, a minimum of 2 ½ to 3-inches in caliper, along the same side of the roadway. The Owner/Applicant (successor of interest) shall be responsible for the long-term survival of the trees and shall replace any trees that do not survive.

After the close of the public hearing the Board reviewed the revised landscaping plan for the self-storage facility. Mark Key inquired about the status of the project sign; Mr. Bechtholdt informed the Board that he met with the Building Inspector, noting the sign will need to satisfy the zoning requirements (height, size, etc.). If a sign is proposed that does not meet zoning then the Owner/Applicant will need to seek a variance through the Zoning Board.

Planning Board reviewed proposed landscaping offer comments; recommending additional trees and plantings along Douglas Road and Castle Hill Road. Revised landscape plan to be provided for Planning Board signature. Reference is made to Community Planning & Development memorandum dated July 22, 2016.

IV. SUNRISE ESTATES –CONT. PUBLIC MEETING

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

Planning Board noted receipt of correspondence from the Sewer Superintendent concerned about proposed sewer pump stations. Planning Board sought additional (new) comments as it relates to the preliminary subdivision plan review.

Eric Bassett of Heritage Design Group, on behalf of the Owner/Applicant provided a brief overview of the preliminary plan. Mr. Bassett noted that the proposed would require a minimum of two (2) sewer pump stations. The Board discussed the thought of improving and utilizing Tessier Lane, which is a private way; the Board recognized this as being a preferred option, rather than constructing a new roadway parallel and directly adjacent to Tessier Lane. The Planning Board felt the impact to improving the existing layout of Tessier Lane would be less environmentally and reduce the impacts on abutters. Board recognized that improving Tessier Lane would also benefit existing residents on Tessier Lane, adding once the subdivision road is completed and accepted by the town, the town would be responsible for plowing etc. which is beneficial.

R. Gary Bechtholdt II, Town Planner agreed with the Planning Board that utilizing and improving may be the preferred option and should be considered moving forward. Mr. Bechtholdt noted as result, the project may be reduced by a number of lots but the overall design, etc. would be improved. The Board advised the Applicant/Engineer to utilize Tessier Lane rather than a new roadway directly adjacent to it. The Planning Board directed to continue to explore Tessier Lane option. The Planning Board open discussion to the public.

Steve Sinatra supported exploring utilization of Tessier Lane, noting concerns with location of proposed roadway. Sandra Gautreau indicated that she lives in the last house on Tessier Lane, has lived there for about 35-years. Mrs. Gautreau would be concerned about additional traffic (safety) on Tessier Lane if the roadway was used for access.

The Planning Board indicted as part of any definitive filing the option to utilize Tessier Lane should be fully vetted as a viable option. The Planning Board reviewed with the public the preliminary plan process, what it means, and what needs to go into a definitive plan filing. Having no additional comment, the Planning Board closed its public meeting.

Upon motion duly made and seconded the Planning Board voted (5-0) to accept with conditions the Preliminary subdivision plan showing up to seventy-two (72) single-family house lots on 57.0 acres of land located off of South Tessier Street and Fowler Road within the Residential-Three and Residential-Two Zoning Districts. The Preliminary plan depicted proposed house lots to be serviced by public water and municipal sanitary sewer.

Submittal of a preliminary plan enables the Subdivider, the Planning Board, municipal departments and owners of property abutting the proposed subdivision to discuss and clarify potential concerns/requirements before a Definitive Subdivision Plan is prepared. The filing of a preliminary plan does not entitle the plan to recording at the Registry of Deeds nor secure approval of a Definitive Subdivision plan. Submittal of a preliminary plan, followed within seven months by a Definitive Plan, “freezes” the zoning in effect with regard to land shown on the plan for a period of eight (8) years from the date of the endorsement of Definitive Plan. Definitive subdivision plan may be filed and submitted pursuant to Section 222-9 [Definitive plan] and as otherwise required in the Subdivision Rules & Regulations as amended through March 08, 2016. The subject property contains wetland resource areas protected under the MA Wetland Protection Act (WPA) and the Town of Northbridge Wetlands Protection Bylaw; the project will require filing of a Notice of Intent (NOI) with the Northbridge Conservation Commission. Proposed house lots shown on a Definitive Plan shall conform to all requirements of the Northbridge Zoning Bylaw including lot area, frontage, width, depth, and lot line front; reference is made to Town of Northbridge Zoning Bylaw Chapter 173 –Table of

Area Regulations Section 173-19. As part of the Definitive subdivision review the Applicant/Engineer shall make arrangements to meet with the Northbridge Safety Committee for an advisory review in conjunction with any Planning Board review. The subject property (AP 21 Lot 135) includes deeded right-of-way for 5 to 6 existing homes (Tessier Lane, private way). As part of the Definitive subdivision plan application the Applicant/Engineer shall utilize this existing right-of-way for its proposed access from South Tessier Street rather than a second road from South Tessier Street. Planning Board recommends Applicant/Engineer utilize existing layout of the driveway (234 Tessier Lane) through to the originally proposed cul-de-sac and eliminate portion of roadway back to South Tessier Street. As part of the Definitive subdivision plan submission the Applicant/Engineer shall provide the Planning Board with copies of the deeded right-of-way for adjacent properties along "Tessier Lane" (private way), along with Title documentation to determine rights to Tessier Lane and the Developer/Subdivider's ability to develop and/or improve Tessier Lane with/without the consent of the other abutters who may have an interest in the right-of-way. The subject property (234 Tessier Lane) contains a dwelling and accessory structures. The existing residence and structures are to be razed as part of the redevelopment of the property [-see note preliminary plan sheet 1 of 5]. It is the understanding of the Planning Board that the existing structure (single-family home) will need to be removed prior to recording of an approved Definitive plan with the Registry of Deeds. Proposed Lot 38 may not satisfy minimum zoning requirements for a corner lot and as such may not be considered a building lot. Additionally, Lot(s) 37, 38 & 27 may be considered through lots; all lots proposed in the Definitive plan shall meet the minimum lot area, frontage and other standards of the underlying zoning district. The subject property includes an 80-foot wide utility easement for Worcester County Electric Company. As part of a Definitive filing all easement location(s) shall be clearly depicted on the plan along with supportive documentation describing any limitations. It is the understanding of the Planning Board that the Applicant/Owner is to contact the utility to dissolve (remove) the existing easements and/or relocate the easement(s) within the subject property. If the easement(s) are to be relocated, the revised layout shall not result in placing the utility easement(s) directly over the proposed subdivision roadways. The subject property is located adjacent to and abuts town-owned land known as Bennett's Pasture (AP 21 Parcel 133). As part of a Definitive subdivision filing the Applicant/Engineer shall review with the Conservation Commission, Planning Board and/or the Open Space & Recreation Plan Implementation Committee opportunities for access, improvements and potential parking provisions via the subdivision roadway. Sunny Road (proposed) shall be considered a "Secondary street"; Sunrise Road (proposed) and Sunset Road (proposed) are to be considered "Minor streets", as defined in Section 222-4 [Definitions] of the Subdivision Rules & Regulations. The minimum right-of-way width for Secondary and Minor streets is 50-feet, the preliminary plan depicted only 40-foot widths; Definitive filing shall satisfy minimum standards for right-of-way widths –see Table I Street Design Standards and Figure 1 (amended 03.08.2016). Where in the opinion of the Planning Board the minimum pavement width (24-feet) of Sunny Road (proposed) may be increased to 26-feet. Prior to a Definitive subdivision approval wetland crossing(s) and associated retaining walls, arch culvert, pre-fabricated beam bridge or other shall be reviewed and approved by the Building Inspector, Department of Public Works and Planning Board's consulting engineer. Such crossing(s) shall be designed by a Professional Engineer and Licensed Structural Engineer to MA Highway standards for bridge design. The Planning Board, at the request of the Department of Public Works shall hire a third-party Structural Engineer to review proposed crossing(s) on its behalf. Such consultation shall be performed at the expense of the Owner/Applicant. Prior to lot release, as-built certifications shall be provided for review; a maintenance endowment of not less than \$30,000.00 may be required to be provided to the Department of Public Works, where upon street acceptance the town shall utilize funds for the purpose of performing maintenance and repair to the bridge. Prior to street acceptance such maintenance and repair shall be the responsibility of the Developer/Subdivider. Bi-annual safety inspections of the bridge/crossing(s) shall be performed with

documentation provided to the town. The Developer/Subdivider shall provide sufficient evidence to the Director of Public Works verifying that any warranties associated with the arch culvert, pre-fabricated bridge or other may be transferrable to the town upon acceptance of the roadway; Warranty transfers shall be provided to the town. Pursuant to Table II –Standards for Cul-de-sacs of the Subdivision Rules & Regulations, the maximum length of a cul-de-sac shall be 500-feet unless the water system is looped or, in the opinion of the Planning Board a greater length is necessitated by topography or local conditions. Stormwater facilities (ponds, basins, etc.) shall wherever possible be located directly off roadways for enhanced visibility and maintenance accessibility. As part of the Definitive plan filing/review the Applicant/Engineer shall have the town's consultant (CDM-Smith) prepare a comprehensive impact study of the town's collection system and treatment plant as it relates to the proposed residential development. The cost associated shall be borne by the Owner/Applicant. The Applicant/Developer shall be responsible for addressing recommended actions items to mitigate any deficiencies, repairs or impacts to the collection system and improvements to the treatment plant, as may be required. As part of the Definitive plan filing/review the Applicant/Engineer shall work with the town's agent (Whitinsville Water Company) to undertake a hydraulic modeling study to determine water main connection(s). The cost associated with this study, to be conducted by the agent's consultant shall be borne by the Owner/Applicant. The Applicant/Engineer shall seek alternatives to the planned sanitary sewer system that proposes multiple sewer pump stations; the Department of Public Works does not recommend sewer pump stations. Pursuant to Section 222-10 B [Streets] -All streets in the subdivision shall be designed so that, in the opinion of the Planning Board, they will provide safe vehicular traffic and an attractive street layout in order to obtain the maximum safety and amenity for future residents of the subdivision, and in accordance with the rules and regulations of the Board of Selectmen and the Director of Public Works. Pursuant to Section 222-10 B (3) [Streets] –Provisions satisfactory to the Planning Board shall be made for the proper projection of streets or for access to adjoining property, whether or not subdivided. Pursuant to Section 222-10 C (2) [Adequate access from public way] -Where the street system within a subdivision does not connect with or have, in the opinion of the Board, adequate access from an existing public way, the Board may require as a condition of approval of a plan that such adequate access be provided by the Subdivider and/or that the Subdivider make physical improvements to and within such a way of access, in accord with these regulations, from a street within the subdivision to an existing public way. As part of a Definitive subdivision approval the Owner/Subdivider may be required to make physical improvements to but not limited to the following roadways: Fowler Road; South Tessier Street; Lovelace Lane; Spring Hill Avenue; Hudson Avenue; Elston Avenue; South Main Street; and Tessier Lane. Pursuant to Section 222-10 C (3) [Adequate access from public way] -Where the physical condition of pavement width of a public way from which a subdivision has its access is considered by the Board to be inadequate to carry the traffic expected to be generated by such subdivision, the Board may require that the Subdivider dedicate a strip of land for the purpose of widening the abutting public way to a width at least commensurate with that required within the subdivision and to make physical improvements to and within the subdivision. Any such dedication of land for the public way and any such work performed within such public way shall be made only with permission of the governmental agency having jurisdiction over such way, and all costs of such widening or construction shall be borne by the Subdivider. Definitive subdivision plan shall be prepared showing percolation test (perc test) and test pit locations for the subdivision roadway, drainage systems as described in Section 222-9 D of the Subdivision Rules & Regulations. An Environmental and Community Impact Statement (ECIS) may be required for this proposed residential development. Pursuant to Section 222-9 D (6) [Environmental and community impact statement], an environmental and community impact statement may be required for residential developments of 20 lots or more and all nonresidential subdivisions and as otherwise required by the Board. The ECIS shall clearly and methodically assess the relationship of the proposed development to the natural and man-made environment of Northbridge.

Copies of the ECIS shall be filed with the Office of the Town Clerk with the Definitive Subdivision plan submittal. The ECIS shall include; Natural environment, Man-made environment, Public services, Aesthetics, and Planning as prescribed in the Subdivision Rules & Regulations of Northbridge. A comprehensive Traffic Impact Report shall be required at the time of submittal of the Definitive subdivision plan. The following intersections/roadways shall be considered and included in the analysis: Fowler Road; Fowler Road/Cooper Road; Fowler Road/Highland Street; Fowler Road/Hill Street; Fowler Road/Sutton Street; South Tessier Street; South Tessier Street/Lovelace Lane; Lovelace Lane; Lovelace Lane/South Main Street; Spring Hill Avenue; Hudson Avenue; Elston Avenue; Elston Avenue/Providence Road; South Main Street; South Main Street/Providence Road; and Tessier Lane. Pursuant to Section 222-10 E [Street names] -To provide names in keeping with the character of the town, street names shall be subject to the approval of the Planning Board. Proposed street names shall not duplicate nor bear phonetic resemblance to the name of the existing public ways, paper streets or any other way qualified to afford frontage under MGL C. 41, § 81-L. A proposed street, which is in alignment with an existing street, shall bear the same name as the existing street. Street names must also be approved by the Police Chief and Fire Chief. Storm drainage system shall be designed and constructed pursuant to Section 222-11 [Storm drainage] of the Subdivision Rules & Regulations. Drainage shall be designed to prevent impacts of downstream flooding. The stormwater system must comply will all applicable stormwater management regulations. Definitive plans shall include provisions for drainage that comply with all local and applicable Stormwater Management Regulations of the Department of Environmental Protection. Pursuant to Section 222-11 H [Storm drainage] -Lots shall be prepared and graded in such a manner that development of one shall not cause detrimental drainage on another; if provision is necessary to carry drainage to or across a lot, an easement or drainage right-of-way of adequate width and proper side slope shall be provided. The Planning Board may require that the applicant provide evidence as to any lot or lots that adequate provision has been made for the proper drainage of surface and underground waters from such lot or lots. Pursuant to Section 222-12 [Utilities] –Required utilities include water, sewer, storm drainage system, telephone, electricity, gas, streetlights, fire alarm systems and cable television; unless otherwise specified by the Planning Board. The applicant shall submit evidence of complete financial arrangements with private utility companies prior to approval. All utilities shall be placed underground at the time of initial construction. The Planning Board may permit transformers, switches and other such equipment to be placed on the ground in approved locations, screened from view with evergreen shrubbery. Pursuant to Section 222-12.1 [Sewerage] –if a public sewerage system is located within 1,000 feet of a subdivision of single-family and it has been determined by engineering analysis there is sufficient excess capacity in the existing downstream collection system, including receiving pumping stations to accept the additional flow, all lots in the subdivision shall be connected to the public sewerage system by the developer. A sewer capacity analysis as directed by the Director of Public Works shall be prepared and submitted to the Planning Board as part of a Definitive plan application filing. In accordance with Section 222-12.1 [Sewerage] Sub-section E, if a sewer line is installed on an existing town road, laterals shall be provided to each existing house lot along its route. Pursuant to Section 222-12.1 [Sewerage] Sub-section F of the Subdivision Rules & Regulations the following shall be required: (1) Subdivision developments requiring the installation of a sewer pump station(s) shall be required to provide a one-time monetary contribution of \$1.50 per gallon of average daily design flow. Monetary contribution for expanded pump station shall be based upon the net increase in average daily flow. Such contribution shall be deposited into a maintenance account and shall be drawn upon from time to time by the Department of Public Works, after acceptance by the town and Planning Board release of municipal interest. Maintenance contribution shall be satisfied prior to initial lot release within the subdivision development. (2) Operation and maintenance of sewer pump stations, including utilities and other associated costs, shall remain the responsibility of the owner/developer until such time as all subdivision roadways and infrastructure improvements are

completed, formally accepted by the Town and recorded with the Registry of Deeds. Pump stations wholly serving private developments shall remain the property of the developer and/or homeowners' association which shall be responsible for all costs associated with the operation maintenance and repairs of the station.

(3) When existing pump stations are proposed to accept additional flows from new or expanded developments, developer shall be responsible for all required upgrades to the station to accept the additional flows and shall additionally be responsible for operations, maintenance and repairs to the modified pump station until such time as the new/expanded development has been completed and all improvements have been accepted by the town. (4) Sewer pump stations, ownership of which will be conveyed to the Town, shall be sited on a separate lot of a minimum of 20,000 square-feet with a minimum of 50-feet of frontage on an existing public way or proposed subdivision roadway. The design and construction of the sewer pump station(s) shall be approved by the Department of Public Works and built in accordance to town specifications. Pursuant to Section 222-12.2 [Water] of the Subdivision Rules & Regulations, every subdivision shall be connected to the Northbridge water system unless otherwise approved by the Planning Board and Board of Health. Pursuant to Section 222-12.2 [Water], where water systems are required, pipes and related equipment such as hydrants and main shutoff valves shall be installed within the subdivision as necessary to provide all lots on each street with adequate water supply and pressure for domestic use and adequate fire protection. Pursuant to Section 222-12.2 [Water], a separate metered service connection is required for each housing unit. Service connections shall be installed in accordance with the requirements of the Whitinsville Water Company and/or the Northbridge Water System. Streetlights shall be installed at locations reviewed and approved by the Northbridge Safety Committee pursuant to the Board of Selectmen Streetlight Policy. Before approval of a plan, the Planning Board may require the plan to show a park or parks, suitably located for active and/or passive recreation purposes. The park or parks shall not be unreasonable in area relation to the land being subdivided and to the prospective uses of the land. The Board may, by appropriate endorsement on the plan, require that no building be erected on such park or parks without its approval for a period of three years. Each area reserved for such purpose shall be suitable area, dimensions, topography and natural character for the recreational purposes. The area or areas shall be so located as to serve adequately all parts of the subdivision. The Board may require that the area or areas reserved shall be located and laid out so as to be used in conjunction with similar areas of adjoining subdivisions or of probable subdivisions. The total amount of area to be reserved for park and/or playground purposes shall be no less than 10% of the gross area of the subdivision. Any land so reserved shall be graded to dispose properly of surface water and shall be left for the purpose intended, as required by the Planning Board. The town shall have the right to acquire ownership of the same by gift or as provided in MGL C. 41, § 81-Q. Any applicant with a definitive plan on which open space areas appear are to be transferred to the town shall provide the town with evidence of clear title held by owner or applicant, in the form of a quitclaim deed and a title certificate upon approval of such definitive plan by the Planning Board. The Planning Board has in the past and may consider one-time monetary donations offered to the town for the purpose of improving existing town recreational facilities in lieu of designating open space within the subject property. Pursuant to Section 222-16 [Protection of natural features] –Due regard shall be shown for all natural features, such as large trees, wooded areas, watercourses, scenic points, historic spots and similar community assets, which, if preserved will add attractiveness and value to the subdivision. Outside of street rights-of-way, no trees over 15 feet inches in caliper, measured at four feet above the existing grade, shall be removed or have the grade level surrounding the trunk altered by more than six inches without the approval of the Planning Board after its consultation with the Conservation Commission. As part of a Definitive Subdivision approval, the Planning Board may require the plan to show a park or parks, suitably located for active and/or passive recreation purposes. The park or parks shall not be unreasonable in area relation to the land being subdivided and to the prospective uses of the land. The Board may, by

appropriate endorsement on the plan, require that no building be erected on such park or parks without its approval for a period of three years. Each area reserved for such purpose shall be suitable area, dimensions, topography and natural character for the recreational purposes. The area or areas shall be so located as to serve adequately all parts of the subdivision. The Board may require that the area or areas reserved shall be located and laid out so as to be used in conjunction with similar areas of adjoining subdivisions or of probable subdivisions. The total amount of area to be reserved for park and/or playground purposes shall be no less than 10% of the gross area of the subdivision. Any land so reserved shall be graded to dispose properly of surface water and shall be left for the purpose intended, as required by the Planning Board. The town shall have the right to acquire ownership of the same by gift or as provided in MGL C. 41, § 81-Q. As part of Definitive submittal plans shall be prepared to accommodate this provision. Pursuant to Section 222-17 [Bikeways, walkways and trails] -Public bikeways, pedestrian walkways or bridal paths may be required by the Planning Board to provide circulation or access to schools, playgrounds, parks, shopping, transportation, open space and/or community facilities or for such other reason as the Board may determine. Pursuant to Section 222-29 [Sidewalks] -Sidewalks shall be constructed on concrete (such as Portland Cement) conforming to MHD specification M4.02.00, and in accordance with the requirements of Sidewalks, Wheelchair Ramps and Driveways (MHD Section 701). The cross slope shall be 1/4 of an inch per foot of width to provide for proper drainage. Sidewalks shall conform to the requirements of the Massachusetts Architectural Access Board. Sidewalks shall be required along all roadways of the subdivision, with adequate off-street parking provisions provided at cul-de-sac intersection(s) for school bus pick-up/drop-off. The Planning Board may require sidewalks to be extended and installed from the subdivision to Providence Road. At the time of filing the Definitive subdivision application the associated submission fees as described in Section 222-40 [Fees] shall be satisfied by the Owner/Applicant. Pursuant to Section 222-41 [Review and inspection account] -In accordance with the MGL C. 44, § 53G, as added to by Chapter 593 of the Acts of 1989, a separate account known as the "Planning Board's Review and Inspection Account" shall be established to be used to offset costs of hiring outside consultants to assist in the review of the application and to pay for Professional inspections of construction work. The Planning Board may request that additional funds be deposited into this special account by the applicant according to §§222-39 and 222-40 of these regulations. Moneys may be expended from this account by the Planning Board without Town Meeting appropriation. Any excess amount attributable to a particular project, including accrued interest, will be repaid to the applicant at the conclusion of the project. Pursuant to Section 222-42 [Review and inspection fees] –At the time of Definitive Subdivision application, a deposit for engineering review and inspection fees shall be paid by the applicant to the town in such amount as is required by the Planning Board. Such initial deposit will be \$750 for a subdivision of five lots or less and \$250 per lot for a subdivision of six or more lots. Said deposit shall be replenished by the applicant as required by the Planning Board before the amount of expenses equals in value the amount of deposit. Any portion of the deposit, which is not used, will be returned to the applicant. In the event any review or inspection fees are deemed to be insufficient the applicant shall satisfy such within seven days. In the event the applicant fails to do so, the Board may cease all review and shall deny the application as presented. Applicant/Engineer shall comply with all applicable laws, by-laws, rules, regulations, and codes of the Town of Northbridge and Commonwealth of Massachusetts and shall obtain all the necessary permits and approvals; including but not limited to water/sewer, street excavation, and/or access to public-way permits. Applicant/Engineer shall refer to and follow the design standards detailed and set forth in the Town Northbridge "Best Development Practices Guidebook" (December 2009) specific to Site planning; Landscape design; Stormwater management; and Erosion & Sediment controls. Best Development Practices Checklists shall be provided with the Definitive plan application submission. Due to site conditions and soil type utilization of LID –Low Impact Development techniques may be limited. Subdivision roadway design shall confirm to MassDOT standard specifications

and as otherwise required by the Northbridge Department of Public Works Highway Division. Water service and municipal sanitary sewer shall be designed to specifications as required by the Whitinsville Water Company and the Northbridge Department of Public Works Sewer Division. Definitive subdivision plan shall be prepared in consideration of the issues presented by the Planning Board, municipal departments and abutters (the public) in attendance at the June 21, 2016; July 26, 2016 & August 23, 2016 public meetings; including but not limited to: roadway right-of-way widths, length of proposed cul-de-sacs, clearcutting of trees, cut & fill amounts, improving Tessier Lane, stormwater management, traffic, groundwater/flooding, blasting, preservation/protection of natural features and buffers to existing residents, drainage, roadway improvements to existing town roads, density/number of house lots, steep grades, ledge, existing utility easement(s) on subject property, sightlines along Fowler Road, South Main Street, limiting impacts to abutters, encroachment on existing homes, roadway wetland crossing(s), and wetland impacts. As part of the Definitive subdivision plan application the Applicant/Engineer shall develop and provide the Planning Board with a checklist summarizing this Preliminary Plan Certificate of Action. No waivers were considered, contemplated, discussed or agreed upon during the Preliminary subdivision review; all requirements and standards not explicitly waived during the Definitive review shall comply with the Northbridge Subdivision Rules & Regulations.

OLD / NEW BUSINESS

Approval of Meeting Minutes –June 21, 2016 & July 26, 2016

Upon motion duly made (H. Berkowitz) and seconded (M. Key) voted to approve the meeting minutes for June 21, 2016. Minutes for July 26, 2016 were tabled by the Planning Board.

2016 Fall Annual Town Meeting –Tuesday, October 25, 2016 (7:00PM)

Point of information -no discussion.

Shining Rock Drive (remaining portion) -Street Acceptance Consideration

Eric Diaz, Strong Point Engineering Solutions, LLC on behalf of Norwood Bank reviewed with Planning Board request to sponsor street acceptance of the remaining portion of Shining Rock Drive. Mr. Bechtholdt informed the Planning Board that earlier in July, a site inspection was conducted with the DWP Director, Highway Superintendent, Norwood Bank, JH Engineering Group and others to review and inspect the subdivision roadway. Mr. Bechtholdt noted at that time it was determined that the roadway, rather than patching bits and pieces it was agreed to mill and pave the entire length which was done yesterday and today. Mr. Bechtholdt noted that he is looking to municipal departments to review and provide comment to the Board regarding acceptance considerations. Mr. Bechtholdt also noted that the proposed conveyance documents have been forwarded to Town Counsel for review. Eric Diaz provided an update on the overall status; streetlights, stop sign and final cleanup. *Upon motion duly made (H. Berkowitz) and seconded (P. Ferrara) the Planning Board voted to sponsor the street acceptance article for Town Meeting.* The Board noted if outstanding issues are not addressed the Board can provide a recommendation on the layout prior to Town Meeting.

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

Planning Board reviewed with Susan VanderZicht and Steve Asadoorian request to amend zoning use table to expand uses allowed by-right within the Heritage Zoning District. Ms. VanderZicht suggested to the Board that it appears uses allowed in the building at the corner of Hill Street and Cottage Street are limited based upon the feedback they have received from the Building Inspector. Planning Board reviewed Section 173.12

Table of Use Regulations of the Zoning Bylaw. Ms. VanderZicht asked the Board if they would be willing to sponsor a warrant article at Town Meeting; based upon her discussions with the Building Inspector would be looking at allowing by-right “Miscellaneous business office and services” and “Office for administrative, executive, professional, sales and other similar uses” within the Heritage zone. Mr. Asadoorian expressed his frustration with how the Inspector of Buildings has been interrupting the town’s zoning Use Table, noting he has had multiple would-be buyers walk away after discussion with the Building Inspector, who informed them that a proposed use is not allowed within the Heritage Zone. Ms. VanderZicht shared concerns as she too experienced similar results when she spoke with the Inspector of Buildings. Mr. Asadoorian noted he is confused as to what is allowed based upon the Inspector’s interpretation for the last 3-years. Mr. Asadoorian indicated that the Building Inspector has been telling perspective buyers uses are not allowed (prohibited) where in fact the uses are allowed by special permit based upon looking at the Table of Use regulations. The Planning Board is confused why the Inspector of Buildings has determined “Office for administrative, executive, professional, sales and other similar uses” to be not allowed in the Heritage zone where the Table of Use allows for such use by special permit. Mr. Bechtholdt noted “Miscellaneous business office and services” appears to be prohibited however, Office for admin services is shown to be allowed by special permit. Mr. Bechtholdt explained that he asked the Building Inspector to provide comment to the Board in preparation for tonight’s meeting, however has not heard from the Inspector of Buildings. Mr. Asadoorian stated he wished the Building Inspector was in attendance to answer questions. Mr. Asadoorian is confused and frustrated, noting for the last 3-years he has been told uses are not allowed when it looks like certain uses are allowed by special permit. *After some additional comment, the Planning Board, upon motion duly made (H. Berkowitz) and seconded (M. Key) voted to sponsor zoning amendment article for Town Meeting to allow by-right “Office for administrative, executive, professional, sales and other similar uses” and “Miscellaneous business office and services” within the Heritage Zoning District.* Chairman Massey will have a discussion with the Inspector of Buildings regarding the importance of providing the Planning Board will timely receipt of correspondence. Mr. Bechtholdt explained to the Board that he spoke with the Fire Chief regarding a recently enacted CMR concerning long residential driveways and emergency vehicles. Mr. Bechtholdt mentioned that he was looking to the Fire Chief and the Inspector of Buildings for comment to prepare a zoning article specific to residential driveway requirements. Mr. Bechtholdt informed the Board that the Fire Chief was satisfied with draft however, the Inspector of Buildings did not follow-up or offer any comment. Mark Key suggested without any input from the Building Inspector the Planning Board should hold-off on sponsoring an article; Planning Board members agreed. Chairman Massey expressed frustration with the Building Inspector’s lack of response. Mr. Bechtholdt, in talking with the Town Manager advised the Planning Board that there may be some municipal funds available for updating the Master Plan. *Upon motion duly made (H. Berkowitz) and seconded (P. Ferrara) the Planning Board voted to sponsor warrant article to seek available funds at the 2016 Fall Annual Town Meeting for Master Plan update.*

Subdivision/Site Developments –Updates

David Brossi, Developer of Presidential Farms provided the Planning Board with an overall update on Wilson Street and Roosevelt Drive in preparation for street acceptance consideration. Mr. Bechtholdt informed Mr. Brossi that he has not received any documents or correspondence from his engineer (as-built, legal descriptions). Mr. Brossi noted Phase III & Phase IV has been paved, met with Jim Shuris, DPW Director to review. Mr. Brossi explained that the streetlights were misordered and should be installed within the next week. Mr. Brossi informed the Board that he contacted the Town (Board of Selectmen) regarding the conveyance of open space containing the bike path and walking trail. Chairman Massey expressed concerns with sponsoring at this time due to a number of outstanding issues (punchlist items) and lack of paperwork received (for roadways and drainage ponds). Mr. Bechtholdt suggested the Planning Board schedule and

conduct a site walk for Tuesday, August 30, 2016 (5PM). Mr. Massey felt the Planning Board was being rushed to make Town Meeting. Harry Berkowitz shared concerns with items not being ready, where the Board is then forced to pass-over street acceptance article(s) at Town Meeting. Mr. Bechtholdt reviewed with the Board and Developer street acceptance process; Board of Selectmen vote intent to layout, Planning Board recommendation to layout, Board of Selectmen vote to layout, and Town Meeting vote. Mr. Massey is concerned punchlist items and paperwork will not be received in time. Mr. Brossi stated he was confident that everything will be done and approved by the Board's consultant and DPW. The Planning Board reviewed DPW punchlist items, reference to letter dated August 01, 2016. *Upon motion duly made (M. Key) and seconded (J. Berkowitz) the Planning Board voted to sponsor street acceptance articles for Wilson Street and Roosevelt Drive for the 2016 Fall Annual Town Meeting with the understanding if outstanding issues remain during layout considerations the Planning Board will not recommend the layouts and will withdraw the articles prior to Town Meeting.* As part of its review the Board briefly met with C.J. Stasinos (Roosevelt Drive) who described a number ongoing concerns at it relates to his driveway, the condition of the landscape island, the open space parcel, and streetlights. Reference is made to email communications received by C.J. Stasinos (Lot 28); Russ Bertelsen (Lot 31); Edward Orazine (Lot 35); and Jon Toloczko (Lot 64).

ADJOURNMENT

Having no additional business, the Planning Board adjourned its meeting of Tuesday, August 23, 2016 at or about 11:25 PM.

Respectfully submitted,

Approved by the Planning Board –

R. Gary Bechtholdt II
Town Planner

Cc: Town Clerk