



NORTHBRIDGE PLANNING BOARD

MINUTES

Tuesday, October 08, 2019

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Recognizing the presence of a quorum, Chair Brian Massey called the meeting to order at 8:00 PM. James Berkowitz, Harry Berkowitz and Abdul Kafal were in attendance. R. Gary Bechtholdt II, Town Planner was also present with Rainer Forst and Barbara A. Kinney, Planning/Conservation Administrative Assistant absent. One (1) Planning Board vacancy remains (Associate Member).

The following members of the public were in attendance: Robert Cherrier

I. CITIZENS FORUM

None

II. FORM A

None

III. (315 MAIN STREET) BUSINESS DEVELOPMENT

Proposed Building Elevations

Robert Cherrier, on behalf of the Owner/Applicant of the Main Street property for the approved "Main Street Planned Business Development" to consist of a carwash/auto repair facility and two contractor buildings; reference made to site plan Certificate of Approval dated January 23, 2019.

Mr. Cherrier reviewed with the Planning Board proposed building elevations for the three (3) buildings planned for the subject property. Planning Board reviewed preliminary design drawings from Morton Buildings, Inc. (consisting of 3 sheets). In accordance with the site plan approval (01/23/2019), prior to the issuance of building permits, the Planning Board shall review and approve the exterior design facades of each building.

Upon motion duly made (H. Berkowitz) and seconded (J. Berkowitz) the Planning Board voted 4-0 to approve proposed building elevations for the 315 Main Street as presented by Mr. Cherrier. In making its decision the Board supported the color-scheme of white for the main structure (carwash/auto repair building) with stone-veneer facing and maroon for the two (2) secondary buildings with stone-veneer facing.

Planning Board members thanked Mr. Cherrier and wished him well.

OLD / NEW BUSINES

Approval of Meeting Minutes -April 16, March 26, June 11 & 25, & September 10, 2019

Upon motion duly made and second the Planning Board voted (4-0) to approve the meeting minutes of June 25, 2019 and September 10, 2019 subject to review by the Town Planner. Planning Board tabled action on the other meeting minutes.

2019 Fall Annual Town Meeting -Tuesday, October 22, 2019 (7:00 PM -Middle School)

Point of information -no discussion.

(CPA) Community Preservation Funds -Recommendation for Goals & Objectives

Harry Berkowitz and Gary Bechtholdt explained to the Board that the Community Preservation Committee is reaching out to the various town boards and committees to gather initial input on identifying goals and objectives for a Community Preservation Plan, to be prepared by the Committee. The Community Preservation Plan will be the guidance document to facilitate implementation of the Community Preservation Act and proposed expenditures of the CPA funds. Mr. Bechtholdt noted Harry Berkowitz is an at-large member on the Community Preservation Committee and Rainer Forst is the Planning Board representative.

(OSRP) Open Space & Recreation Plan Update -Status

Mr. Bechtholdt informed the Board, once Planning is done assisting the Local Historic District Study Committee with their proposed Local Historic District Bylaw, to be considered at the 2019 Fall Annual Town Meeting, he and the Conservation Agent hope to focus efforts on completing the Open Space & Recreation Plan update.

Planning Board Consultant -JH Engineering Group, LLC / Graves Engineering, Inc.

Mr. Bechtholdt advised the Planning Board that he spoke with Jeff Howland of JH Engineering Group, LLC and Jeff Walsh of Graves Engineering, Inc., noting both are in agreement with transitioning from JH Engineering to Graves Engineering for consulting services (inspections, etc.) of the active subdivision developments; Carpenter Estates, Camelot, Hemlock Estates, Leonardo Estates, and Presidential Farms. Mr. Bechtholdt explained to the Board that JH Engineering Group, LLC would continue to conduct inspections for Camelot and Hemlock Estates short-term, through this construction season, noting arrangements have been made with the Developer and Consultant (JH Eng) to coordinate planned paving of phase 1A & 1B. Upon motion duly made (J. Berkowitz) and seconded (A. Kafal) the Planning Board voted 4-0 to engage the services of Graves Engineering, Inc to serve as its consulting engineering for the subdivisions currently under construction. Mr. Bechtholdt mentioned that he and the Conservation Agent toured the developments earlier in the week with Jeff Walsh (Graves Engineering, Inc) and will provide copies of the subdivision plans and inspection reports included in the file.

Stone Hill Condominiums Certificate of Approval -Correspondence

Mr. Bechtholdt reviewed with the Planning Board letter(s) dated August 30, 2019 & September 13, 2019 to Town Planner, the Planning Board and Building Inspector from Repm Builders & Developers. The Planning Board acknowledged and consented to each question raised regarding certain conditions (Special Permit and Site Plan approvals). The Planning Board shall defer to the Building Inspector concerning zoning interpretations, etc. noted in the letter addressed to the Building Inspector. Mr. Bechtholdt advised the Planning Board that he, along with the Conservation Agent met with the project engineer for Stone Hill condominiums (Andrews Survey & Engineering) and the project engineer for the abutting solar project (Beals Associates) to review Beals Associates letter (dated September 24, 2019). Mr. Bechtholdt noted both parties were in agreement with designs plans addressing potential drainage concerns. Planning Board acknowledged receipt of correspondence from the Sewer Superintendent dated September 19, 2019 regarding (follow-up to Owner/Applicant) regarding Stone Hills Condominiums project and the need to perform a collection systems analysis study.

Subdivision -Extension of Completion Date(s)/Performance Bond Updates

Planning Board reviewed with the Town Planner overall status of the active subdivision developments: Presidential Farms (Phase V & II); Camelot (Phase 1A, 1B & II); Hemlock Estates; Leonardo Estates; & Carpenter Estates. Planning Board reviewed/discussed Camelot & Hemlock Estates subdivisions first. Planning Board acknowledged receipt of letter dated October 07, 2019 from Joseph Marinella (Developer, Camelot & Hemlock Estates) requesting bond reductions. *Upon motion duly made (H. Berkowitz) and seconded (J. Berkowitz) the Planning Board voted 4-0 to grant bond reduction for Hemlock Estates subject to JH Engineering Group's updated punchlist and construction estimates for remaining work, review and consent of same by the Department of Public Works and the Developer satisfying owed lot release fees (\$200) and addressing the drainage easement area off Fir Hill Lane where a shed and fence has been constructed blocking access to one of the drainage ponds. Upon motion duly made (H. Berkowitz) and seconded (J. Berkowitz) the Planning Board voted 4-0 to grant bond reduction for Camelot subject to JH Engineering Group's updated punchlist and construction estimates for remaining work, review and consent of same by the Department of Public Works and the Developer satisfying lot release fees owed to the Town (\$500). Upon motion duly made (J. Berkowitz) and seconded (H. Berkowitz) the Planning Board voted 4-0 to extend the date of completion for each subdivision one-year from the current date of completion.* In making said determination the Planning Board noted it was important that the performance agreements remained valid, effective and up-to-date, noting it much easier for the Developers to complete the subdivisions than it would be for the Planning Board to procure for and oversee a third-party contractor to complete the improvements.

Subdivision -Status Report(s)

Planning Board noted receipt of email communication from Muneer Ahmed (Developer, Carpenter Estates) including updated construction schedule; memorandum from the Department of Public Works dated September 20, 2019 regarding Hemlock Estates; memorandum from the Department of Public Works dated September 20, 2019 regarding Camelot; and Conservation Agent report issued October 01, 2019. Planning Board also acknowledged receipt of correspondence from Grave Engineering, Inc. concerning their review of the ECIS report submitted for the Moon Hill Estates definitive subdivision, where GEI indicates no engineering related issues with the report provided. Chair Massey will talk with the DPW Director regarding the status of streetlight installation and coordination with the town, Developer and National Grid.

Planning Board -Associate Member (Vacancy)

Point of information -no discussion.

Planning -Weekly Report(s)

Planning Board noted receipt of weekly reports for September 23-27, 2019 and September 30 – October 04, 2019.

Planning Board Concerns

Brian Massey questioned the status of streetlight installation within the various subdivision developments, noting the Planning Board has expressed concerns in the past where coordination through DPW may have resulted in delays; Board members voiced frustrations. The Town Planner informed the Board that the town (DPW) is currently participating in an LED streetlight retrofit program with MAPC, a grant received by the town where streetlights throughout town will be upgraded, suggesting DPW's focus has likely been

completing this project. Mr. Massey suggested he would contact DPW again to see what progress, if any has been made with coordinating installation of new streetlights.

Mail –Review

In addition to the mail listed (attached) the Planning Board noted receipt of the following communications: Planning Board Agenda for the October 08, 2019 meeting; Draft Planning Board Agendas for November 12, 2019; Building Design Plans dated September 24, 2019 for 315 Main Street (Business Development); Draft Planning Board Minutes of September 10, 2019; Letter dated August 30, 2019 to Town Planner from Repm Builders & Developers regarding Stone Hill Condominiums for clarification of Conditions of Approval; Letter dated September 13, 2019 to Planning Board from Repm Builders & Developers regarding Stone Hill Condominiums, Church Street for revision request of language in Condition #11 of the Special Permit dated June 19, 2019; Letter dated September 13, 2019 to Building Inspector from Repm Builders & Developers regarding Stone Hill Condominiums for approval for revision of Condition #3 of the Special Permit issued June 19, 2019; Letter dated September 24, 2019 to Town Planner from Beals Associates concerning Stone Hill Condominiums; Stone Hill Condominiums Plan dated August 02, 2019; Email dated September 10, 2019 to Town Planner from Mujeeb Construction concerning Carpenter Estates Construction Schedule; Memo dated September 20, 2019 to Planning Board from DPW Highway regarding Subdivision Report recommendations (Hemlock Estates); Memo dated September 20, 2019 to Planning Board from DPW Highway regarding Subdivision Report recommendations (The Camelot) with pictures; Email dated September 24, 2019 to Town Planner from Graves Engineering concerning Moon Hill Estates Environmental and Community Impact Statement Review; Conservation Agent Report dated October 1, 2019 with pictures; Letter dated September 18, 2019 to Planning Board from Nitsch Engineering regarding Northbridge Elementary School (Balmer School) with Attachment A; Community Planning & Development Weekly Report for September 30 – October 04, 2019; Community Planning & Development Weekly Report for September 23 – September 27, 2019; 2019 Planning Board Schedule of Meeting Dates.

Other

Planning Board acknowledged receipt of letter dated September 18, 2019 from Nitsch Engineering regarding the Balmer Elementary School project.

Adjournment

Having no additional business, the Planning Board adjourned its meeting of October 08, 2019 at or about 9:05PM.

Respectfully submitted,

Approved by the Planning Board:

11/12/2019

R. Gary Bechtholdt II
Town Planner

Cc: Town Clerk
/File