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NORTHBRIDGE PLANNING BOARD MINUTES

Tuesday, September 08, 2020



NORTHBRIDGE TOWN CLERK
LINDA E. ZYWIEN

JOIN ZOOM MEETING
<https://zoom.us/j/94583700999?pwd=OHFYTHerc1htYThzc2c4SzY5MElaQT09>

Meeting ID: 945 8370 0999

Passcode: 712864

Dial-In Option: 1 (929) 205-6099

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, MGL Chapter 30A Section 18 and the Governor's March 15, 2020 Order concerning imposition on strict limitations on the number of people that may gather in one place, meetings of the Northbridge Planning Board shall be conducted via remote participation to the greatest extent possible. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public may adequately access the proceedings as provided in the Order.

Recognizing the presence of a quorum by roll call vote, Chair Brian Massey (Yes) called the meeting (virtual meeting) to order at 7:10PM. Harry Berkowitz -Yes; James Berkowitz -Yes; and Rainer Forst -Yes were in attendance, with Abdul Kafal arriving at or about 8:20PM. R. Gary Bechtholdt II, Town Planner and Barbara A. Kinney, Planning Administrative Assistant were also present. One (1) Planning Board vacancy remains (Associate Member).

The following members of the public were in attendance: Gyles Ham, Vanasse & Associates; Alex Bedrosian; Amelia Pires; Jeff Walsh, Graves Engineering, Inc.; Steve O'Connell, Turning Point Engineering, Inc.; Scott Bentley; Muneer Ahmed, Pasture Development Group; Joe Gerardi; Rob Knapik, Knapik Law; Lenny Smith, Chair Historic Commission; Heather Carr Reiter; Tim Reiter; Kristen LaBrie, Andrews Survey & Engineering; Tim Cashman; Mike Hunnewell; Mike Aldi, Eskar, LLC; Andrew Knott; and Vincent Osterman.

I. CITIZENS FORUM

B. Massey explained, Citizen's Forum is intended to provide the public with an opportunity to present concerns to the Planning Board not included on the agenda. Citizen's Forum is not meant to be a back-and-forth discussion. If the Planning Board feels a follow-up discussion is warranted, arrangement may be made to discuss concerns at the next available meeting with the hopes of concluding a resolution. Having no comments during Citizens' Forum the Planning Board moved to agenda items.

II. HANNAH DRIVE (CARPENTER ESTATES) -PUBLIC MEETING

2020 Fall Annual Town Meeting -Street Acceptance Article
Recommendation to Layout Hannah Drive

Planning Board reviewed with Muneer Ahmed (Developer) and Stephen O'Connell (Project Engineer) status of Hannah Drive (Carpenter Estates) as it relates to overall completion and street acceptance consideration for the 2020 Fall Annual Town Meeting.

G. Bechtholdt advised the Planning Board that notice was sent out property owners within the subdivision; inviting them to participate in tonight's proceedings by offering comments/concerns as it relates to Hannah Drive.

48 G. Bechtholdt informed the Planning Board that the Board of Selectmen voted their intent to layout
49 Hannah Drive, referring the matter to the Planning Board for recommendation.

50
51 S. O'Connell confirmed for the Planning Board that the roadway, Hannah Drive as constructed is within the
52 limits of the designated right-of-way and that all easement areas have been confirmed and surveyed. Mr.
53 O'Connell noted, in addition to the layout plan, As-Built plans have been prepared and distributed for
54 review to the various municipal departments.

55
56 J. Walsh, PE, Graves Engineering, Inc, (Planning Board Consultant) reviewed with the Planning Board and
57 Developer latest inspections and observations made (follow-up to his July site visit); Mr. Walsh will provide
58 the Planning Board with a written report to be reviewed by the Department of Public Works and shared
59 with the Developer/Engineer.

60
61 G. Bechtholdt reminded the Planning Board that the Developer is currently working with the Director of
62 Public Works and coordinating with National Grid the installation of one (1) streetlight to be installed on an
63 existing utility pole on Carpenter Road, directly across from the intersection of Hannah Drive. Mr.
64 Bechtholdt also informed the Board that the Developer is currently ordering the street trees (approximately
65 36 in total) that still need to be planted along the roadway. Mr. Bechtholdt advised the Board that the
66 Planning Board shall hold security (bond surety) to guarantee the street trees for a period of 2-years. M.
67 Ahmed indicated the trees are on order and should be planted later this month/next, noting planting that
68 many trees during the summer months (hot/dry) was not advisable.

69
70 Scott Bentley (resident) inquired about maintenance; B. Massey explained if the town accepts Hannah
71 Drive as the Fall Town Meeting, the Town (DPW) would be responsible for long-term maintenance of the
72 drainage swales and vegetation along the road. B. Massey noted, due to limited staffing DPW may not
73 routinely maintain the swales, suggesting residents and property owners may want to remove weeds and
74 overgrowth to keep up with the appears, suggesting typically DPW provides snowplowing and may make
75 repairs as needed but may not conduct seasonal weeding and cleanup; their main focus has been on
76 snowplowing and making sure the roadway is okay.

77
78 Tim Cashman (resident) inquired about the rain gardens and vegetative swales along the roadway, noting
79 some may need to be reseeded, citing he often sees them filled with standing water. S. O'Connell explained
80 how the rain gardens and swales function to collect stormwater and offer pretreatment before the water is
81 infiltrated into the ground. J. Walsh indicated he has inspected the swales, noting they appear to be
82 functioning as designed. S. O'Connell commented that the Conservation Agent has also reviewed the
83 swales and finds them to be well constructed and working.

84
85 G. Bechtholdt asked the Developer if he foresee any difficulties in planting two (2) street trees per lot,
86 noting the subdivision (Carpenter Estates) is a Flexible Development allowing for reduced lot dimensions
87 compared to a conventional subdivision, specially where the lot frontage may be smaller (especially around
88 the cul-de-sac). M. Ahmed suggest they should be okay with street trees placing (4 to 5 may be
89 adjusted/relocated), noting some may be shifted slightly due to underground utilities and presence of
90 ledge. Mr. Bechtholdt suggested the Developer stake out in the field proposed locations, so property
91 owners may view prior to planting and offer some suggestion on locations as appropriate. M. Ahmed
92 agreed, noting he ordered a variety of trees and should be able to mark out locations next week. B. Massey

explained although the street trees to be planted are not on private property (within the roadway right-of-way or easement area) the Board appreciates if the Developer works with the individual property owners as best he can.

M. Ahmed confirmed for R. Forst that the total number of street trees (36) will remain but the locations may be elsewhere; replacement trees may be planted along the entrance or embankment area if possible.

T. Cashman and Amelia Pires (resident) agreed that it made sense to have the proposed street tree locations marked out prior to planting.

A. Pires inquired about the easement between Lots 7 & 8. G. Bechtholdt explained the easement area is reserved for drainage (outfall structure towards the back of the lots) and for access to the designated open space. Mr. Bechtholdt indicated the open space (\pm 40-acres) will be conveyed to the Town (Conservation Commission), suggesting the open space which abuts large parcels on undeveloped land will mostly remain undisturbed providing natural habitat and wildlife corridors. Mr. Bechtholdt suggested passive recreation such as trails may be introduced later as the open space connects with other town-owned open space parcels.

A. Pires expressed a potential safety concern with the exposed metal edges of the guardrail posts along the sidewalk; M. Ahmed indicated he would take a look and come up with a solution to address safety concerns. A. Pires also mentioned a portion of the fence where there is a foot difference where the crushed stone is; S. O'Connell suggested they would review the area as well.

S. Bentley commented that the roadway and asphalt curbing is chipped and damaged (scuffed). J. Walsh noted that he observed same, explaining the chips and markings on the bituminous cape-cod berm and asphalt roadway pavement is no more of an aesthetic thing, stating the curbing still functions to collect the stormwater and the pavement condition is not compromising the overall integrity of the roadway. Mr. Walsh did advise the Developer to address an area where there was a small void in the asphalt which will need to be filled and patched.

Joe Gerardi (resident) reviewed with the Board and Applicant/Engineer his property line and where the wetland crossing begins/ends.

Developer was advised to remove additional weeds and overgrowth along the roadway (wetland crossing) and at the community mailbox location suggesting not to use WeedEx or similar sprays as they are not bee friendly. B. Massey suggested moving forward, if residents want to clean-up the area and introduce additional plantings they may do so, noting again the DPW may be somewhat limited on manpower to focus attention on weeds, etc.

After soliciting additional input from the public and having no additional comments or questions, the Planning Board provided its recommendation to the Board of Selectmen on the Layout of Hannah Drive. *Upon motion duly made (H. Berkowitz) and seconded (R. Forst), the Planning Board voted 4-0 by roll call vote of R. Forst -Yes; H. Berkowitz -Yes; J. Berkowitz -Yes; and B. Massey -Yes to recommend the Board of Selectmen Layout Hannah Drive.*

G. Bechtholdt provided residents in attendance a quick rundown on the street acceptance process and next steps; noting all registered voters may attend Town Meeting and may vote to accept or vote not accept Hannah Drive as a public way. Board members encouraged residents and their neighbors to attend Town Meeting, noting the town is not obligated to accept subdivision roadways; it shall be up to the voters to decide if Hannah Drive is accepted.

III. HILL STREET (LOT 2 & LOT 3) SINGLE-FAMILY HOMES –CONT PUBLIC HEARING

§173-6 -Heritage Zoning District (Special permit applications)

Assessor Map 15, Parcels 222 & 223 (formerly part of 120 Hill Street)

With the arrival of A. Kafal (at or about 8:20 PM), the Planning Board had a sufficient voting quorum to continue its review of Lot 2 & Lot 3 -Hill Street special permit applications.

B. Massey noted the Planning Board, at its last meeting (August 25, 2020) voted on the two (2) Scenic Road applications for Lot 2 & Lot 3, allowing for stonewall removal for the driveways on Hill Street, a designated scenic road.

B. Massey explained the Planning Board continued its review of the Special Permit application at its meeting of August 25, 2020, as the Board had sought additional input/recommendation from the Northbridge Historic Commission specific to the proposed use (single-family homes) within the Heritage Zoning District. The Planning Board looked to the Historic Commission to offer comment on the proposed architecture (building façades) for Lot 2 & Lot 3 -Hill Street.

Heather Carr Reiter and Tim Reiter (residents) inquired about extending the sidewalk along Hill Street, proposed building elevations, brick wall and other existing features on the abutting properties.

Lenard Smith, Chair Northbridge Historic Commission reviewed letter dated September 06, 2020 from the Historic Commission indicating the Commission generally agrees the proposed dwellings are in-line with the general look and aesthetics of the area provided each dwelling use wood or Hardie-board in construction and not vinyl siding.

L. Smith continued, noting the Commission suggests a Deed restriction (or condition the special permit) to restrict sheds, fences, pools and other structures from the frontage of the property. L. Smith indicated the Commission does not recommend extending the sidewalk to include Lot 2 & Lot 3, noting Hill Street is a designated scenic road and should be maintained naturally and not be altered, suggesting while the sidewalk aligns with the aesthetics of the Whitinsville Historic District it is not an improvement to a designated Scenic Road.

G. Bechtholdt suggested if the Planning Board, as part of a special permit decision restricted sheds, etc. from the front of the property as part of a condition of approval; the town would have more authority or ability to enforce (via Zoning) than it likely would if such restrictions was simply incorporated by Deed Restriction on the properties.

After some discussions on whether or not the two dwellings should have chimneys visible from Hill Street, L. Smith conceded recommendation of the Commission (requiring chimneys) and the Planning Board

(majority of) felt requiring chimneys with today's building codes and traditional use/construction of was not absolutely necessary.

Planning Board determined existing features such as chain-linked fencing and brick wall was not within the purview or scope of the Board's special permit application review.

R. Forst sought clarification of the special permit review process for the Heritage District. B. Massey explained if the Planning Board is to deny a permit, they would need to indicate what was deficient in the application to warrant a denial. Mr. Massey agreed with Mr. Forst that the Heritage Zoning District provisions are not very comprehensive, leaving perhaps more subjectivity to the Special Permit Granting Authority (Planning Board) to consider and render its decision.

Andrew Knott (resident) expressed his concern and lack of support of the application(s), suggesting if the lots were to be developed as single-family homes (Lot 2 & Lot 3), the abutter property Lasell Manor (Lot 1) would be devalued. Mr. Knott suggested he did not know what would become of the mansion if he is unable to sell it with two (2) houses there. Mr. Knott objects to any house on any of the lots.

B. Massey polled Planning Board members on their thoughts specific to the proposed building elevations for Lot 2 and Lot 3 -Hill Street. R. Forst stated he wants a chimney and feels the proposed house (without porch) is not consistent with the architecture of the District and should be redesigned. J. Berkowitz indicated he is okay with not requiring chimneys and likes the idea of wood-siding. H. Berkowitz noted he was fine with the houses proposed. A. Kafal felt the proposed houses were okay and agreed with the wood or Hardie-board requirement. B. Massey explained that he looks to the Northbridge Historic Commission for guidance and agrees with the recommendations.

Having not received or heard any new comment/concerns the Planning Board concluded its review.

Upon motion duly made (H. Berkowitz) and seconded (R. Forst), the Planning Board voted 5-0 by roll call vote of R. Forst -Yes; H. Berkowitz -Yes; A. Kafal -Yes; J. Berkowitz -Yes; and B. Massey -Yes to close the Public Hearing for Lot 2 and Lot 3 -Hill Street.

Upon motion duly made (H. Berkowitz) and seconded (J. Berkowitz), the Planning Board voted (4-1) by roll call vote of H. Berkowitz – Yes; A. Kafal – Yes; J. Berkowitz – Yes; B. Massey Yes and R. Forst – No to grant with condition Special Permit for Lot 2 and for Lot 3 -Hill Street in accordance with the Heritage Zoning District and special permit provisions.

Conditions of the Special Permit(s) to include the following: use wood or Hardie-board in construction (vinyl siding prohibited); No sheds, fence, pool or other similar structures shall be installed/placed within or along the frontage of the property; Fences, sheds, pools, etc. shall be limited to areas directly behind the dwelling and not within the frontage along Hill Street.

IV. RETAIL MARIJUANA DISPENSARY -CONT PUBLIC HEARING

Osterman Commerce Park Bldg. #4 (Eskar Northbridge, LLC)

§173-18.6 Retail Marijuana Dispensary -Special Permit

§173.49.1 -Site Plan Review

G. Bechtholdt reminded the Planning Board at the last meeting the Board directed the Applicant/Engineer to locate/identify additional overflow parking (12 spaces); Applicant/Engineer reviewed with the Planning Board additional parking spaces, noting same has been reviewed and approved by the Conservation Commission.

Planning Board acknowledged receipt of letter from Inspector of Buildings regarding status of Variance issued for proposed use, noting still valid in accordance with Chapter 53 of the Acts of 2020 as it relates to tolling of existing permits.

The Planning Board then reviewed draft conditions of approval (Special Permit/Site Plan) prepared by the Town Planner and shared with the Applicant/Engineer prior to the meeting. Upon reviewing proposed conditions of approval B. Massey sought additional comment from the public; having none the Board concluded its review.

Upon motion duly made (H. Berkowitz) and seconded (R. Forst), the Planning Board voted 5-0 by roll call vote of R. Forst -Yes; H. Berkowitz -Yes; A. Kafal -Yes; J. Berkowitz -Yes; and B. Massey -Yes to close the Public Hearing.

G. Bechtholdt suggested the Planning Board consider and act on the Special Permit application first and then vote on the Site Plan Review.

Upon motion duly made (H. Berkowitz) and seconded (A. Kafal), the Planning Board voted 5-0 by roll call vote of R. Forst -Yes; H. Berkowitz -Yes; A. Kafal -Yes; J. Berkowitz -Yes; and B. Massey -Yes to grant with conditions Special Permit for Eskar Northbridge, LLC (Bldg. #4).

Conditions of the Special Permit to include: Issuance of licensing of same by the Cannabis Control Commission; Planning Board Site Plan Review approval; No outside storage of marijuana, marijuana products or related supplies, marijuana accessories, or educational materials is permitted; Hours of operation limited between to 8:00 AM and 9:00 PM (Monday-Saturday) and 10:00 AM to 9:00 PM (Sunday); Marijuana establishment (retail dispensary) shall be located within a fully enclosed, secured, permanent building; including a concrete floor and may not be located in a trailer, cargo container, motor vehicle or other similar non-permanent enclosure; Marijuana, marijuana products, associated supplies, and promotional advertising materials shall not be displayed or visible from the exterior of the building; Marijuana establishment (retail dispensary) shall be ventilated in such a manner that no odor from marijuana can be detected by a person with an unimpaired and otherwise normal sense of smell at the exterior of the building or within any adjoining property; Prior to issuance of building permit building floor plan and layout shall be reviewed/approved by the Northbridge Police Department; Prior to issuance of occupancy the Northbridge Police Department shall have the opportunity to inspect the premises and review safety and security protocols; Sidewalk at the Commerce Drive entrance (Church Street Extension) shall be extend easterly through to the Blackstone River & Canal Heritage State Park; Introduction of a dynamic-green for north-bound travel on Providence Road/Church Street (Plummers Corner); Road Safety Audit (RSA) of Church Street Extension/Quaker Street intersection; and Signal Warrant Analysis of Church Street Extension/Quaker Street intersection.

Upon motion duly made (H. Berkowitz) and seconded (R. Forst), the Planning Board voted 5-0 by roll call vote of R. Forst -Yes; H. Berkowitz -Yes; A. Kafal -Yes; J. Berkowitz -Yes; and B. Massey -Yes to grant with

conditions Site Plan Approval for the 5,000 square-foot retail marijuana dispensary and other associated site improvements.

Conditions of the Site Plan approval to include: Conservation Commission Order of Conditions; Special Permit for Recreational Marijuana Establishment; 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; Signage associated with the site development shall comply with the Northbridge Zoning Bylaws [Article VII –Signs]; Coordination of installation of water/sewer; Northbridge Police Department shall conduct an onsite security inspection of the business facility and grounds prior to opening.

OLD / NEW BUSINESS

Approval of Meeting Minutes –August 11, 2020 & August 25, 2020

Upon motion duly made (H. Berkowitz) and seconded (J. Berkowitz), the Planning Board voted 4-0 by roll call vote of R. Forst -Yes; H. Berkowitz -Yes; J. Berkowitz -Yes; and B. Massey -Yes to approve the minutes of August 11, 2020. The Planning Board tabled action on the minutes of August 25, 2020.

Board of Selectmen -Vote to Layout Hannah Drive (September 14, 2020)

Point of information -G. Bechtholdt briefly reviewed processes/status.

2020 Fall Annual Town Meeting (FATM) -Tuesday, October 27, 2020 (7:00 PM)

Point of information -no discussion

2020 FATM Warrant Articles -Planning Board Vote/Recommendation(s)

G. Bechtholdt noted there are five (5) articles for consideration at the 2020 Fall Annual Town Meeting; including two (2) petition articles, neither of which are zoning related.

Stone Hill Condominiums (Monetary Donation) -Vote to Consider Payment

Planning Board considered Developer's option to offer a reduced lump sum in lieu of a larger payment based upon buildout of the project. Developer proposed to provide the sum of \$300,000 (lump sum) rather than the \$467,500 spread out in installments as units are constructed. Board members felt reduction was too significant and was not sure how funds would be re-distributed to initiatives identified. After review of the initiatives and dollar amounts earmarked, the Planning Board determined a lump sum reduction to \$400,000 would be agreeable, noting the reduction would eliminate \$50,000 earmarked for the Community Preservation Fund and \$17,500 towards unspecified planning initiatives. G. Bechtholdt explained that he would advise the Developer accordingly. Upon motion duly made (H. Berkowitz) and seconded (R. Forst), the Planning Board voted 5-0 by roll call vote of R. Forst -Yes; H. Berkowitz -Yes; A. Kafal -Yes; J. Berkowitz -Yes; and B. Massey -Yes to accept a lump sum of \$400,000 in lieu of the schedule of payment (donation) \$467,500.00 as described in the Special Permit approval.

Camelot (Phase 1A & 1B) -Bond Reduction Request

Planning Board to instruct Graves Engineering, Inc. (Consulting Engineer) to prepare an updated punchlist and construction estimates for remaining work once the final top course paving is completed for Rebecca Road and Joseph Circle (Phase 1A & 1B). Upon motion duly made (H. Berkowitz) and seconded (R. Forst),

the Planning Board voted 4-0-1 by roll call vote: R. Forst -Yes; H. Berkowitz -Yes; A. Kafal -Yes; and J. Berkowitz -Yes with B. Massey abstaining, to grant bond reduction (Phase 1A & 1B) subject to Graves Engineering, Inc. updated construction estimates, to be reviewed and consented to same by the Department of Public Works. In taking said action, the Planning Board noted the punchlist and construction estimates (for all subdivisions) shall include a line item to cover costs of roadway deterioration.

Community Preservation Plan -Public Forum w/Community Preservation Committee

G. Bechtholdt explained to the Planning Board the originally scheduled public forum (April 14, 2020) with the Community Preservation Committee was canceled due to the State of Emergency. Planning Board agreed to keep its October 13, 2020 meeting open for the informational meeting (via ZOOM) to review the Community Development Plan.

Planning Board -Associate Member (Vacancy)

Point of information.

Subdivision Status -Update(s)

G. Bechtholdt advised the Planning Board of petition from property owners within Leonardo Estates (Windstone Drive) requesting the Board allow for the elimination of sidewalk. It was acknowledged the Developer had requested a similar request as a construction change, however the Board determined proposed elimination of the sidewalk was a subdivision modification, requiring a formal submittal (public hearing, notification, etc.). Planning Board noted the Developer needs to submit request, upon which the Board will consider at a scheduled public hearing. G. Bechtholdt informed the Board that the Planning office is in receipt of building permit application for Lot 13 -Leonardo Estates, noting in action taken in June 2019 the Planning Board restrict future sign-offs until such time the Developer progresses with the roadway improvements within the subdivision (i.e. curbing, etc.). G. Bechtholdt indicated based upon recent observations made it does not appear the Developer has satisfied curbing installs through Station 13+00 as agreed to previously. G. Bechtholdt noted that he contacted the Developer, reminding him of requirements to satisfy before the Planning office (Town Planner) is authorized to sign building permit applications. The Planning Board took no action to authorize sign-off at this time.

Planning Board Concerns

None noted at this time.

Mail –Review

In addition to the mail listed (see attached) the Planning Board noted receipt of the following communications: Agenda dated September 08, 2020; Draft Agenda dated September 22, 2020; Citizens Forum document; Public Meeting Notice to layout Hannah Drive (Carpenter Estates subdivision); Memo dated August 10, 2020 to Board of Selectmen and Town Manager from Town Planner regarding Hannah Drive – Carpenter Estates – Vote Intent to Layout; Memo dated August 18, 2020 to Town Planner from Town Manager's Office regarding Intent to Lay Out Hannah Drive; Letter dated August 12, 2020 to Town Clerk from Town Planner regarding Hannah Drive (Carpenter Estates) Street Acceptance; Road Acceptance Plans for Hannah Drive dated August 12, 2020; Quitclaim Deed for Hannah Drive; Street Acceptance Checklist; Site Visit Report dated July 21, 2020 from Graves Engineering, Inc. regarding Carpenter Estates; Letter dated July 27, 2020 to Planning Board from Graves Engineering, Inc. regarding Carpenter Estates (Hannah Drive) Updated Engineer's Opinion Construction Cost Estimate; Memo dated July 28, 2020 to

Town Planner from Department of Public Works Director regarding Carpenter Estates (Hannah Drive); Letter dated July 21, 2020 to Planning Board from Fire Chief regarding Hannah Drive; Memo dated July 21, 2020 to Planning Board from Town Planner concerning Lots 2 & 3 Hill Street (formerly part of 120 Hill Street) Special Permit -Heritage District and Scenic Road Permit; House renderings for Lots 2 & 3 Hill Street; Plans of Lots 2 & 3 Hill Street dated August 12, 2011; Site Layout Plan dated May 29, 2020 of Phase 3, Building 4 Osterman Commerce Park (Commerce Drive); Draft Special Permit for Recreational Marijuana Establishment Eskar Northbridge, LLC -Osterman Commerce Park (Building #4); Draft Certificate of Approval for Site Plan Review of Osterman Commerce Park -Building #4, Eskar Northbridge, LLC; Email dated August 27, 2020 to Town Planner from Boucher Real Estate regarding Stone Hill Condos -Affordable Housing Payment; Copy of Special Permit pages 5 and 6 of Stone Hill Condominiums -Senior Living Development (Article XVII); Email dated September 02, 2020 to Town Planner from Bill Renaud concerning Camelot Bond Reduction; Email dated August 31, 2020 to Kevin Cotter from Town Planner regarding Windstone Drive sidewalk; Windstone Drive Neighborhood Petition pages; Memo dated August 28, 2020 to Planning Board Chair, Town Planner and Town Manager from Kevin Cotter, 50 Windstone Drive regarding Leonardo Estates (Windstone Drive) construction change/modification (sidewalk); Letter dated August 31, 2020 to Planning Board from Graves Engineering, Inc. regarding Leonardo Estates (Windstone Drive) Engineer's Opinion Construction Cost Estimate; Community Planning & Development Weekly Report dated August 24-28, 2020; 2020 Planning Board Schedule of Meeting Dates.

Other

G. Bechtholdt informed the Planning Board, the Planning office in receipt of zoning change request for subject property located off Upton Street (upper portion) to change zoning from Industrial to Residential. G. Bechtholdt advised the Board that he will meet with the proponents and will look to schedule an informal review with the Planning Board (October/November 2020).

ADJOURNMENT

Having no additional business, the Planning Board adjourned its meeting of August 25, 2020 at or about 9:55PM.

Respectfully submitted,


Barbara A. Kinney
Planning Administrative Assistant

Approved by the Planning Board:



Cc: Town Clerk
/File

FROM	DATE	SUBJECT
George F. Connors, Attorney	09/03/2020	Rezoning Proposal Discussion – Upton Street

Douglas

- Public Hearing Notice – For Town to prune and remove trees that are dead or dying or impede the safe travel along Orange Street in Douglas (see notice for specific trees).

Upton ZBA

- Decision – Granted a Variance to Michael White for setbacks to allow a shed to be no bigger than 20 feet x 14 feet at 60 Main Street.
- Public Hearing Notice – Application of Mariana & George Vasilakeris for a Special Permit and Variance for an accessory (in-law) apartment to be greater than 1,000 square feet on a new house to be built at 158 Glenview Street; and Application of Lauren Oles & Kyle Van Offeren for a Special Permit for an accessory (in-law) apartment to be attached to the existing house and a Variance for front setback at 63 Glen Avenue.
- Decision – Granted a Variance to Jessica & Eric Polselli to demolish the pre-existing, nonconforming house that was destroyed in a fire and build a new house with the same setback allowances at 135 Glen Avenue.
- Decision – Granted a Variance to Thomas Ratay for setback for a shed roof addition off the left side of the existing garage as the house was built less than 50 feet from the property line at 74 Fisk Mill Road.