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## NORTHBRIDGE PLANNING BOARD

## MINUTES

Tuesday, September 22, 2020

NORTHBRIDGE TOWN CLERK  
LINDA L. EYSEN

JOIN ZOOM MEETING  
<https://zoom.us/j/94391563865?pwd=MGVhSndzSHh5MzFESWsxNGtabUpCQT09>

Meeting ID: 943 9156 3865

Passcode: 095941

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 7:03PM. Harry Berkowitz -Yes; James Berkowitz -Yes; and Rainer Forst -Yes were in attendance. Abdul Kafal was absent. 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: Jeff Walsh, Graves Engineering, Inc.; Steve O'Connell, Turning Point Engineering, Inc.; Muneer Ahmed, Pasture Development Group; Tim & Holly Henault; Spencer Pollack; and Shamus McGovern.

## 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, STREET ACCEPTANCE - PUBLIC MEETING

### Warrant Article #3 -2020 Fall Annual Town Meeting

G. Bechtholdt explained that the Fall Annual Town Meeting Warrant Article #3 is for the street acceptance of Hannah Drive (Carpenter Estates) and the Planning Board needs to provide a recommendation for street acceptance. The stamped layout plans are in the Planning Office and need to be endorsed by both the Planning Board and Board of Selectmen. Then they need to be filed with the Town Clerk at least seven (7) days before Town Meeting.

The safety concerns of the guardrail that were expressed at the last meeting have been reviewed. The developer is proposing to install corrugated pipe on the front and back post with a wood cap along the top as shown in the mock-up. Jeff Walsh, Planning Board Consultant explained that the safety concern is with the steel post and the corrugated pipe with the wood on top to cover the entire post would appear to address concern. G. Bechtholdt stated that the Planning Office has received feedback from a resident who

wants both sides of the post addressed. The Planning Board is fine with that. Per M. Ahmed, the guardrail safety improvements will be addressed by October 02, 2020. G. Bechtholdt suggested the developer also install signage indicating that no skateboarding or biking is allowed on the sidewalk. The Planning Board does not see a need for a sign.

J. Walsh had six (6) concerns from his last report. 1. Install two (2) inch ladder rungs on drain manhole. There are pictures that this has been addressed. 2. The silt fence should be removed. This will be addressed with the Conservation Commission with the Certificate of Compliance. 3. The Certificate of Compliance needs to be recorded. This will be done once the Certificate of Compliance has been issued. 4. The trees have been staked out and will be planted soon. 5. The streetlight is in the process of being installed. 6. The guardrail concerns noted above. G. Bechtholdt reminded the developer that the type of trees being planted needs to be confirmed so that there are no invasive species. Muneer Ahmed will provide a list of species to be planted. G. Bechtholdt also reminded the developer that a surety will be carried because the trees need to be guaranteed for two (2) years. The street acceptance checklist has been reviewed and all departments are all set except where listed above. The Treasurer's Office confirmed there are no outstanding taxes owed. All documents have been received and the conveyance of the deed is in process, being reviewed by Town Counsel. The Planning Board feels everything appears to be in order for street acceptance.

*Upon motion duly made (H. Berkowitz) and seconded (J. Berkowitz), the Planning Board voted 4-0 by roll call vote of H. Berkowitz – Yes; R. Forst – Yes; J. Berkowitz – Yes; and B. Massey – Yes to recommend street acceptance of Hannah Drive at the Fall Annual Town Meeting 2020.*

*Upon motion duly made (H. Berkowitz) and seconded (J. Berkowitz), the Planning Board voted 4-0 by roll call vote of H. Berkowitz – Yes; R. Forst – Yes; J. Berkowitz – Yes; and B. Massey – Yes to reduce the bond held for Carpenter Estates based on Grave's Engineering's new punchlist which will be provided soon.*

## **OLD/NEW BUSINESS**

### Approval of Meeting Minutes –August 25 & September 08, 2020

*Upon motion duly made (H. Berkowitz) and seconded (J. Berkowitz), the Planning Board voted 4-0 by roll call vote of H. Berkowitz – Yes; R. Forst – Yes; J. Berkowitz – Yes; and B. Massey – Yes to approve the minutes of August 25, 2020. September 08, 2020 minutes were tabled.*

### 2020 Fall Annual Town Meeting -Tuesday, October 27, 2020

Point of information -no discussion.

### 2020 FATM Warrant Articles -Planning Board Vote/Recommendation (Article #4)

Article 4 is a petition article to discontinue a portion of Piedmont Street which is unbuilt. The Planning Office is waiting for Town Counsel to determine if the Planning Board needs to provide a recommendation. G. Bechtholdt recommends that the Planning Board offer its recommendation at this time, in the event it is required for Town Meeting consideration. *Upon motion duly made (H. Berkowitz) and seconded (J. Berkowitz), the Planning Board voted 4-0 by roll call vote of H. Berkowitz – Yes; R. Forst – Yes; J. Berkowitz – Yes; and B. Massey – Yes to recommend discontinuance of the portion of Piedmont Street as described in the warrant.*

(CPC) Community Preservation Plan -Informational Public Forum (October 13, 2020)

Planning Board scheduled to meet with Glenn King, Chair of Community Preservation Committee (CPC) to review Community Preservation Act and draft Community Preservation Plan prepared by the CPC.

Mike's Way, Definitive Subdivision Plan Approval –Status

A letter was sent to the Applicant/Engineer indicating the Deed references need to be provided before the definitive approval can be filed with the Town Clerk.

Camelot Subdivision -Request for Construction Change(s)

A request for construction changes has been received to change the sidewalk from concrete to asphalt and the curbing from vertical to Cape Cod berm. They also wish to reduce the trees from two (2) per lot to one (1) per lot. J. Berkowitz commented that he does not mind if the sidewalk changes, but the curbing should remain vertical and the same number of trees should remain to keep the neighborhood uniform. B. Massey noted that he does not vote on the first part of Rebecca Road as he lives there. Some changes make sense, but the developer should stick to what was approved. He is against limiting the number of trees because the amount is in the Subdivision Rules and Regulations. The curbing he doesn't mind except that vertical was used to start the subdivision so it should be kept throughout. He also does not want the change from concrete to asphalt sidewalks because the subdivision was started with concrete so it should continue as concrete. He is not in favor of any changes, noting however the Department of Public Works has no problem with the change from concrete to asphalt in general. Holly Henault, 266 Rebecca Road, explained they moved there in 2013 they were told the neighborhood would look a certain way and the project should be completed that way. She is concerned with the proposed construction changes of the sidewalks from concrete to asphalt and the curbing from vertical to Cape Cod berm. Everything should be uniform and not look like two (2) separate neighborhoods. These changes should not be made in her opinion. Spencer Pollack, 320 Rebecca Road, has the same concerns especially since he lives on the corner of Rebecca Road and Genivieve Drive. If the changes are allowed, then he would have concrete sidewalk and vertical granite curbing on one side and on the other side he would have asphalt sidewalk and Cape Cod berm. It would look aesthetically terrible. *Upon motion duly made (H. Berkowitz) and seconded (R. Forst), the Planning Board voted 4-0 by roll call vote of H. Berkowitz –Yes; R. Forst –Yes; J. Berkowitz –Yes; and B. Massey –Yes to not consider/grant the construction changes.*

Heritage Zoning District Provisions –Discussion

G. Bechtholdt provided a copy of the current Table of Use Regulations, Special Permit criteria and the Heritage Zoning District bylaw provisions. G. Bechtholdt suggested if the Planning Board wants to amend the provisions, they would need to do so via a zoning amendment. R. Forst explained that he would like to see more formal guidelines and criteria for the Heritage Zoning District. Mr. Bechtholdt noted the Heritage Zone may be unique to Northbridge, suggesting once the Whitinsville Downtown Crossroads Local Historic Commission is formed and they adopt guidelines and standards for the local historic district, elements may be shared and included in a zoning amendment to the Heritage zoning provisions.

Planning Board -Associate Member (Vacancy)

Point of information.

Green Meadow Court –Status

G. Bechtholdt reminded the Board that Green Meadow Court remains an unaccepted public way. At this point the Planning Board may want to look into accepting the roadway “as is”, similar to the roadways within Castle Hill Estates, where the Developer also walked away. Planning Board suggested they can explore this further during the winter months once things quiet down.

Subdivision Status -Update(s)

*The Camelot* subdivision has paving scheduled for September 25, 2020 and some preparation work has been done. *Moon Hill Estates* has progress being made with some large cuts and the second drainage basin looks good. *Roosevelt Drive* has the curbing in and the catch basins need to be cleaned. *Stone Hill Condos* has continued progress from Church Street. *Leonardo Estates* -G. Bechtholdt explained that after the last meeting the developer submitted a building permit application for Lot 13 Windstone Drive. However, the Planning Board has restricted issuances of building permit applications until the granite curbing has been installed through Lot 6 (Station 13+00). At this time, the developer has installed it to Lot 5 which is about ±300 feet short. G. Bechtholdt is looking to the Planning Board as to whether Lot 13 building permit application should be signed off at this time. B. Massey’s thoughts are that the developer has accomplished quite a bit towards the goal so he does not have a problem with the sign off of Lot 13, but no more permit applications are to be signed off until the goal is completed and more is done for the infrastructure. H. Berkowitz does not like that an agreement is reached and then the developer comes back later on and wants to change it again. In that case, the agreement should not have been set in the first place because it loses meaning if changes are done again. B. Massey agrees that they cannot keep changing the agreement. Per Graves Engineering, there is about 1,000 feet of curbing installed. B. Massey changed his mind about the sign-off on the permit until 100% of the curbing is cemented into place as there is only about 50% done. However, the developer is not cementing the curbing into place until the sidewalk issue is resolved because it will dictate whether sloped or vertical curbing is installed. H. Berkowitz will agree but is very leery that the developer will walk away. R. Forst stated it is important to have quantifiable criteria for the progress of the infrastructure. G. Bechtholdt suggested that the Planning Board should establish milestones with the developer at a future meeting. J. Berkowitz is fine with giving leeway on this permit application only. *Upon motion duly made (R. Forst) and seconded (H. Berkowitz), the Planning Board voted 4-0 by roll call vote of H. Berkowitz –Yes; R. Forst –Yes; J. Berkowitz –Yes; and B. Massey – Yes to authorize G. Bechtholdt to sign off on the building permit application for Lot 13 with the condition that the developer provides a construction schedule and the developer works with the Planning Board to set new milestones before any more building permit applications are signed off. This may be reviewed and discussed at another meeting.* J. Walsh provided a punch list and explained that Joe Leonardo compared this to his construction schedule. He wants J. Walsh to review and revise the construction estimate because according to him the last estimate of values did not reduce the curbing cost but did reduce the cost of cement. J. Walsh explained that J. Leonardo misunderstood the punchlist and has since explained it to him.

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 22, 2020; Draft Agenda dated October 13, 2020; Citizen’s Forum document; Hannah Drive pictures of guardrail concerns; Memo dated September 16, 2020 to Town Planner

from Town Manager's Office regarding Vote to Lay Out Hannah Drive (Carpenter Estates); Road Acceptance Plans for Carpenter Estates dated August 12, 2020; Quitclaim Deed for Hannah Drive; As-Built Roadway Plans for Hannah Drive dated August 12, 2020; Site Visit Report dated September 04, 2020 from Graves Engineering concerning Carpenter Estates; Street Acceptance Checklist; Letter dated July 21, 2020 to Planning Board from Fire Chief regarding Hannah Drive; Memo dated September 17, 2020 to Town Planner from Department of Public Works Director regarding Carpenter Estates (Hannah Drive); Email dated September 14, 2020 to Town Planner from Town Treasurer regarding property taxes for Carpenter Estates; Draft Minutes of August 25, 2020; Draft Warrant for the Fall Annual Town Meeting; Email dated September 03, 2020 to Town Planner from Bill Renaud concerning the Camelot -Construction Change Request; Chapter 173 Zoning Article III Zoning Districts Established Section 173-6 Purpose of Heritage District; Map of Heritage District; Chapter 173 Zoning Article X Administration and Enforcement Section 173-47 Special Permits; Zoning 173 Attachment 2 Table of Use Regulations; Community Planning & Development Weekly Report September 14-18, 2020; Community Planning & Development Weekly Report September 08-11, 2020; Community Planning & Development Weekly Report August 31-September 04, 2020; 2020 Planning Board Schedule of Meeting Dates; Memo dated September 17, 2020 to JM Grenier Associates, Inc. from Town Planner regarding Mike's Way Definitive Subdivision (Status of Approval).

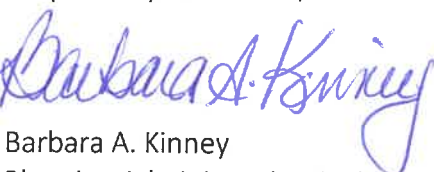
#### Other

G. Bechtholdt informed the Planning Board that he participated in a ZOOM meeting with the Towns of Sutton, Douglas and Uxbridge regarding a proposed warehouse/distribution facility to be built around Exit 4 or 5 of Route 146 (North). This will generate over 1,000 vehicle trips per day. An Environmental Notification Form has been submitted to the state, as part of this a letter was submitted concerning potential traffic concerns. R. Forst wanted to know what the Planning Board has in their arsenal to address potential traffic burden. G. Bechtholdt explained that any traffic mitigation would need to be done by the developer, but the site is not in Northbridge so he is not sure how much say Northbridge would ultimately have. H. Berkowitz stated he is meeting on Sunday, September 27, 2020 with a potential candidate (John Perro) who is interested in the Associate Member vacancy. He will give him the talent bank form to fill out.

#### **ADJOURNMENT**

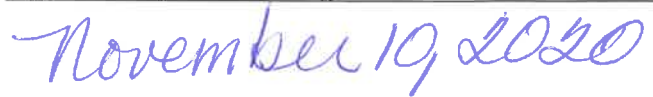
Having no additional business, the Planning Board adjourned its meeting of September 22, 2020 at or about 8:30PM.

Respectfully submitted,



Barbara A. Kinney  
Planning Administrative Assistant

Approved by the Planning Board:



Cc: Town Clerk  
/File

September 22, 2020

Planning Board

FROM	DATE	SUBJECT
Planning Board	09/10/2020	Certificate of Approval for Site Plan Osterman Commerce Park Bldg 4
Planning Board	09/10/2020	Winston Woods Preliminary Subdivision Certificate of Action
Conservation Commission	09/21/2020	Carpenter Estates Status
Terreno Realty, LLC	09/20/2020	Leonardo Estates Bldg Permit for Lot 13 & Bond Reduction Request
Graves Engineering, Inc.	09/17/2020	Osterman Commerce Park Building 4 Site Plan Review
Graves Engineering, Inc.	09/03/2020	Site Visit Report Moon Hill Estates
Graves Engineering, Inc.	08/28/2020	Site Visit Report Moon Hill Estates
Graves Engineering, Inc.	09/02/2020	Site Visit Report Moon Hill Estates
Graves Engineering, Inc.	09/18/2020	Site Visit Report Carpenter Estates
Planning Board	09/10/2020	Certificate of Approval for Mike's Way
Planning Board	09/22/2020	Blackstone Logistic Center
Conservation Commission	09/22/2020	RDA 279 Douglas Road (Proposed Scale House)

#### Douglas

- Public Hearing Notice – Application of Pyne Sand & Stone (applicant) and St. Denis Cemetery (owner) for an Earth Removal Zoning Bylaw permit and Water Resource Protection Overlay District permit at 62 Manchaug Road.

#### Grafton

- Public Hearing Notice – Application of Estabrook Valley, LLC to modify the Special Permit and Site Plan Approval for a second one-year extension of an approval with conditions at 43 Estabrook Avenue; and Application of BWC Lake Ripple, LLC to modify the Special Permit and Site Plan Approval for a second one-year extension of an approval with conditions at 44 Estabrook Avenue. The owner for both properties is Patricia K. Knowlton, Knowlton Farms Nominee Trust.
- Public Hearing Notice – Application of Stephen David, Trustee, 61 Maple Avenue Realty Trust (applicant) and Chung Hee Chun Pak To Hyong (owner) for a Major Residential Special Permit and Preliminary Plan Approval for a 37 lot residential development on property located at 61 Maple Avenue.
- Public Hearing Notice – Application of Nature's Remedy of MA, Inc. (applicant) and Valiant Enterprises, LLC (owner) for a Modification of a Special Permit for a third one year extension of an approval with conditions at 8 Millennium Drive.
- Public Hearing Notice – Application of Adams Road Trust to consider the status of completion of High Point Estates Subdivision roadways and infrastructure and to consider a recommendation to Grafton BOS to issue a warrant article concerning public acceptance of the roadway(s) by the Town at the Fall 2020 Town Meeting.

#### Sutton

- Decision – Approved with conditions the Scenic Road Application and Public Shade Tree Application for Christine Goodwin at 480 Boston Road.
- Memo – Application and supporting documents by James Fitzpatrick for a new 3,200 square foot commercial building / garage located at 190 / 192 Worcester Providence Turnpike in the Route 146 Overlay District.
- Public Hearing Notice – Application of Corey Litchfield on behalf of Sutton Youth Baseball for a Site Plan Review to create a third field (baseball) on town leased property at 23 Hough Road.
- Public Hearing Notice – Applications of James Fitzpatrick for a Site Plan Review and V. D. Route 146 Overlay District permit to construct a new 3,200 sf commercial building / garage with paved parking area at 190 & 192 Worcester Providence Turnpike (Route 146).

#### Uxbridge BOS

- Public Hearing Notice – Vote its intent to layout Maslow's Way, Phase II of Tucker Hill Estates.

#### ZBA

- Public Hearing Notice – Application of Scott & Catherine Casey for a Variance for front setback in order for the applicant to install an above ground pool at 41 Arthur Drive.
- Public Hearing Notice – Applications of Edward Renaud, Jr. for Special Permits for Lot 2 Goldthwaite Road and Lot 1 Goldthwaite Road in order to build a duplex on each lot.