



## NORTHBRIDGE PLANNING BOARD MINUTES

Tuesday, February 09, 2021



*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 7:00PM. Abdul Kafal – Yes; and Harry Berkowitz – Yes were in attendance. Rainer Forst and Jim Berkowitz were 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).

Attendees: Steve O'Connell, Turning Point Engineering; Bill Renaud; Denise Brookhouse; Elena B. Metro Signs; and Liane Boucher, REPM.

### **I. CITIZENS FORUM**

None

### **II. DIGITAL SUBMISSION STANDARDS - CONT. PUBLIC HEARING** Amendment to Subdivision Rules & Regulations

With Planning Board members, Rainer Forst and James Berkowitz absent the Board looked to continue the public hearing without discussion.

*Upon motion duly made (H. Berkowitz) and seconded (A. Kafal) the Planning Board continued the public hearing to February 23, 2021 at 7:35 PM. Planning Board voted 3-0 by roll call vote of H. Berkowitz -yes; A. Kafal -yes; and B. Massey -yes.*

### **OLD / NEW BUSINESS**

#### Approval of Meeting Minutes –January 12, 2021

*Upon motion duly made (H. Berkowitz) and seconded (A. Kafal), the Planning Board voted 3-0 by roll call vote of H. Berkowitz – yes; A. Kafal – Yes; and B. Massey – Yes to approve the minutes of January 12, 2021.*

#### 2021 Spring Annual Town Meeting (SATM) -Tuesday May 04, 2021 (7:00 PM) Point of Information.

#### 2021 SATM Warrant Closes -Friday, March 05, 2021 (12:00 PM) Point of Information.

#### 2021 SATM -Planning Board Vote to Sponsor Article(s) No discussion at this time.

Stone Hill Condominium -Project Signage Review/Approval

Planning Board reviewed proposed monument-style project sign for the Stone Hill Condominiums development. *Upon motion duly made (H. Berkowitz) and seconded (A. Kafal) Planning Board voted to approve proposed double-face freestanding monument-style sign for the Stone Hill Condominiums development.* Planning Board voted 3-0 by roll call vote of H. Berkowitz -yes; A. Kafal -yes; and B. Massey -yes. In taking such action, the Planning Board reviewed conceptual design/drawing prepared by Metro Sign & Awning, Inc. dated 01.13.2021. The Planning Board approves of the size/scale of the sign which is proposed to be internally illuminated with LED fixtures; the planter base and columns (as shown on drawing) are to be done by others. It is the understanding of the Planning Board that the dimensions of the planter and columns will be consistent to what is shown, however may be fabricated with different materials and likely of stone from the development site. The location of the project sign shall be situated in a manner that does not impact sight distances along Church Street nor interfere with access or turning moving of emergency vehicles in/out of the site.

FEMA Floodplain Bylaw Provisions -Zoning Amendment (Public Hearing TBD)

Planning Board noted receipt of email from Joy Duperrault, the State's Director the Flood hazard Management Program. G. Bechtholdt explained to the Board, FEMA requires that NFIP participating communities like Northbridge need to maintain updated floodplain bylaws. Mr. Bechtholdt explained, the state has worked with FEMA last year to produce a model floodplain bylaw for Massachusetts. Mr. Bechtholdt noted that he has contacted the Building Inspector /Zoning Enforcement Officer to review same and to offer recommendation/guidance to the Planning Board. Mr. Bechtholdt suggested arrangements shall be made to consider any zoning amendments required for the 2021 Fall Annual Town Meeting.

Local Planning Assistance (LPA) Mid-Year Update

Planning Board acknowledged receipt of CMRPC's LPA mid-year update.

(draft) Community Preservation Plan -Review/Recommendation

Planning Board issued letter of support for the town's Community Preservation Plan prepared by the Northbridge Community Preservation Committee. *Upon motion duly made (H. Berkowitz) and seconded (A. Kafal), the Planning Board voted 3-0 by roll call vote of H. Berkowitz -yes; A. Kafal -yes; and B. Massey -yes to support the Community Preservation Plan.*

Camelot (Phase 2 & Phase 3) – Lot Release Request

Planning Board reviewed letter dated January 28, 2021 from Stephen O'Connell requesting release of lots within phase 3 & 4 Camelot. Upon motion duly made (H. Berkowitz) and seconded (A. Kafal) the Planning Board *voted 3-0 by roll call vote of H. Berkowitz -yes; A. Kafal -yes; and B. Massey -yes to release the following lots: 43, 44, 47, 49, Parcel F, 50, 52, 53, 54, & 56 (Rebecca Road/Genevieve Drive).* In taking such action, the Planning Board noted and explained to the Applicant/Developer that conditions of approval [Definitive Subdivision Certificate of Approval dated January 18, 2010] shall be satisfied prior to formal issuance of the Form P -Lot Release, including updated construction schedule and certification from project engineer drainage basins are constructed as approved and working as designed.

Subdivision/Site Development -Status/Updates

G. Bechtholdt advised the Planning Board that Graves Engineering, Inc. (Consultant) and David Pickart (Conservation Agent) continue to review project construction, noting the Agent is working with the Developers (/project engineers) of Stone Hill and the adjacent solar project concerns of runoff onto properties along Leland Road. G. Bechtholdt also noted complaints received from residents along Deane Way regarding blasting for the Stone Hill Condominium project.

Planning Board 2020 Annual Report

Community Planning & Development office to prepare and submit on the Planning Board's behalf.

Planning Board Associate Member –Vacancy

Point of Information -no discussion.

Planning Board Concerns

Planning Board had general discussion of updating its Subdivision Rules and Regulations. G. Bechtholdt suggested if Board members had specific provisions for consideration, the Planning Board would need to hold a public hearing to formally adopt amendments. Mr. Bechtholdt reminded Board members that the Director of Public Works was contacted some time ago, requesting DPW identify any potential amendments; nothing has been received to date.

Mail –Review

In addition to the mail listed (see attached) the Planning Board noted receipt of the following communications: Planning Board Agenda dated February 09, 2021; Draft Agenda February 23, 2021; Citizens Forum document; Public Hearing Notice for adding Digital Submission Standards for subdivision and ANR applications; Email dated October 14, 2020 to Town Planner from CMRPC regarding Digital Submission Standards language; Memo dated January 14, 2021 to All Town Departments, Committees, Boards & Commissions, Town Moderator from Town Manager's Office concerning Spring Annual Town Meeting; Memo dated January 14, 2021 to All Town Departments, Committees, Boards & Commissions from Town Manager's Office concerning Warrant Article Submission Procedure; Letter dated January 18, 2021 to Town Planner from REPM regarding Stone Hill Condos Noise Control; Stone Hill Condos Signage page; Email dated January 21, 2021 to Building Inspector, Town Manager, Conservation Agent from MA Flood Hazard Management Program concerning required floodplain district bylaws revisions; Email dated January 15, 2021 to CMRPC Planning Boards, Delegates, Town Planners and Town Administrators/Managers from CMRPC regarding Local Planning Assistance; Memo dated January 12, 2021 to CMRPC Planning Boards, Delegates, Town Planners and Town Administrators / Managers from CMRPC regarding Local Planning Assistance; Letter dated January 28, 2021 to Planning Board from Turning Point Engineering concerning Request for Partial Release of Covenant for "The Camelot" Definitive Subdivision; Site Visit dated January 18, 2021 from Graves Engineering for The Camelot Phases 2 and 3; Site Visit Report dated January 20, 2021 from Graves Engineering for The Camelot Phases 2 and 3; Memo dated February 02, 2021 to Town Planner from Beals Associates concerning Syncarpha Northbridge I and II Community Solar Project; Public Hearing Notice for the Towns of Douglas, Sutton and Uxbridge regarding the construction of a +/-640,000 square foot warehouse and distribution facility to be located at 40 & 100 Lackey Dam Road in Uxbridge and on adjacent land in Sutton (1 & 3 Lackey Dam Road & 20R & 30R Oakhurst Road) and Douglas (Map 114, Parcels 3-6); KP Law eUpdate dated February 01, 2021 regarding Housing Choice Act of 2020 Update; Community Planning & Development Weekly Report January 25-29, 2021; Planning Board Schedule of Meeting Dates 2021.

Other

Blackstone Logistics -Planning Board authorized Town Planner (/Planning Board Chair) to issue a letter to the Planning Boards of Douglas, Sutton & Uxbridge concerning potential future traffic impacts with proposed warehouse/distribution facility planned for Lackey Dam Road (/Rt 146). Letter to recommend/request traffic counts within Northbridge and provisions for future traffic mitigation.

Housing Choice Act of 2020 -Planning Board acknowledged receipt of KP Law summary brief on the Housing Choice Act of 2020. G. Bechtholdt explained, the Act includes a number of substantial changes to housing and development statutes, including Smart Growth Districts, Housing Development Initiative Programs and Zoning. Mr. Bechtholdt noted that he has contacted the Building Inspector /Zoning Enforcement Officer to review same and shall offer recommendation/guidance to the Planning Board. Similar to the FEMA floodplain provision amendments, Mr. Bechtholdt suggested arrangements shall be made to consider any zoning amendments required for the 2021 Fall Annual Town Meeting.

**ADJOURNMENT**

Having no additional business, the Planning Board adjourned its meeting of February 09, 2021 at or about 7:55 PM.

[Prepared by Barbara A. Kinney, Planning Administrative Assistant]

Approved by the Planning Board: \_\_\_\_\_

Submitted by:

R. Gary Bechtholdt II, Town Planner

Cc: Town Clerk  
/File