



NORTHBRIDGE PLANNING BOARD MINUTES

Tuesday, August 09, 2022



Pursuant to Chapter 20 of the Acts of 2021, this meeting will be conducted via remote means. Members of the public who wish to access the meeting may do so via ZOOM. No in-person attendance of members of the public will be permitted and public participation in any public hearing conducted during this meeting shall be remote means only.

Recognizing the presence of a quorum, Brian Massey (Yes) called the meeting to order at 7:01PM. Mike Baker - Yes; Jim Berkowitz - Yes; and Rainer Forst - Yes were in attendance. Abdul Kafal was absent. Andrew Howden, Associate Member was present. R. Gary Bechtholdt II, Town Planner, and Barbara A. Kinney, Planning Administrative Assistant, were also present.

Attendees: Elisha Nyberg, Allen Engineering & Associates; Eric Weiss, Pioneer Valley Planning Commission; Ken Comia, Pioneer Valley Planning Commission; Praven Joseph, Syncarpha Solar; Brian Payio, Syncarpha Solar; Devin Howe, Beals Associates; and Rusfid Haroon, CS Energy.

I. CITIZENS FORUM

None

II. FORM A'S CASTLE HILL ROAD –REVIEW/DECISION

ANR -81P Assessor Map 4 Parcel 33 (& AP3/1 & 4)

Elisha Nyberg explained that the property was recently sold and the new owner and the town are working on a land acquisition. The owner is looking to carve out a lot for a house with the existing barn on the property. The remaining property would be for the town to acquire. There was a question on whether the previous owner should be listed on the ANR plan, but they did sign the application. E. Nyberg explained that the attorney needs to have it listed as Bernan Realty. There are several parcels now that will be combined as part of the ANR plan and to carve out the house lot. A parcel closer to Douglas Road will also be considered for land acquisition by the town but it is not part of this ANR plan.

Upon motion duly made (R. Forst) and seconded (M. Baker), the Planning Board voted (4-0) to GRANT ANR Endorsement for the above referenced plan (Plan of Land for Castle Hill Road); creating Lot 1, consisting of ±7.85 acres, with ±490.91-feet of frontage along Castle Hill Road and Remaining Land consisting of ±76.89 acres as shown and described on the ANR plan.

III. CONTRACTORS YARD –CONTINUED PUBLIC HEARING

Douglas Road -Assessor Map 3 Parcel(s) 115 & 116

Site Plan Review §173-49.1

J. Berkowitz will abstain from this Public Hearing. The applicant has requested a continuance to allow for additional time to address the comments/concerns raised by the Department of Environmental Protection regarding floodplain elevations.

Upon motion duly made (M. Baker) and seconded (R. Forst), the Planning Board voted 3-0-1 by roll call vote of M. Baker – Yes; R. Forst - Yes; B. Massey – Yes; and J. Berkowitz - Abstain to continue the Public Hearing to August 23, 2022 at 7:05PM.

IV. HOUSING PRODUCTION PLAN -KICKOFF MEETING

Ken Comia, Pioneer Valley Planning Commission (PVPC)
760 CMR 56.03(4)

K. Comia is excited to “kickoff” the Housing Production Plan (HPP) and summarized the process. Lori Tanner, Economic Development Manager, will be the overseeing the plan. Eric Weiss, Director of Economic & Municipal Collaboration, is filling in for her tonight.

The purpose of the HPP is to preserve and develop affordable housing. This plan will help the town realize unmet housing needs for low and moderate income residents in the community. This plan will influence the type, amount and location of mixed-income and Affordable Housing. It will assist the communities with meeting the state mandate requiring 10% of total year-round housing units be Affordable by setting a numeric goal for annual housing production. As of 2020, Northbridge’s subsidized housing inventory was 7.6%. This could also possibly prevent unwanted Chapter 40B development through a certified HPP. It will address what the housing market is currently. The HPP is specific to affordable housing but will also encompass housing in general with the tight markets that exist. They will identify the market rate and affordable housing to find the need. The plan is approved by the Department of Housing and Community Development (DHCD) and will be good for five (5) years once adopted (Adopted in 2023; good until 2028). The draft will be submitted to DHCD for a completeness review and any deficiencies will then be addressed. The HPP will be endorsed by the Planning Board and the Board of Selectmen for adoption. There will be a working group committee; it could be the Planning Board or a committee could be formed.

The HPP will consist of (1) data to assess the housing needs and demands based on current data, population and development trends, and regional growth factors; (2) an analysis of geographic (including environmental) and regulatory (including zoning) constraints; (3) identifying specific sites for housing production; (4) housing goals, including an annual numeric housing production target; and (5) recommendations with various departments of ways to work towards the goals.

The timeline for the HPP is as follows: Part One should be completed by November/December 2022 and consists of the collection of quantitative and qualitative data on housing and demographics with some forecasting too, meetings (virtual or in-person) with town staff and officials as needed to obtain or clarify housing issues, draft the introduction, housing assessment, and housing development conditions chapters, and the committee will review those documents. There will be two (2) or three (3) meetings to review drafts and provide input. There was one (1) public meeting to share the draft housing needs assessment and gather needs about challenges in town regarding housing.

Part Two should be completed about April 2023 and consist of reviewing and prioritizing identified strategies, drafting an action plan, finalizing next step(s) and hold a final public meeting. Additional committee meetings will be held if needed to review identified strategies, prioritize and finalize them for the public meeting and drafting the document. In the fall of 2023, another public meeting may be held to provide an overview of the housing needs and proposed action plan to address housing needs. A sample survey was provided from Pioneer Valley Planning Commission that can be modified to collect the data. An end date to collect the surveys will need to be decided. Information will be included in a press release and launched on social media to get the survey and meeting information out to everyone. The Planning Board may contact any of the three (3) people from Pioneer Valley Planning Commission with any questions.

OLD/NEW BUSINESSApproval of Meeting Minutes -July 12, 2022

Upon motion duly made (M. Baker) and seconded (J. Berkowitz), the Planning Board voted 4-0 by roll call vote of J. Berkowitz – Yes; R. Forst – Yes; M. Baker – Yes; and B. Massey – Yes to approve the minutes of July 12, 2022.

Earth Removal Board – Planning Board Representative

Tabled.

Bylaw Review Committee -Planning Board Representative

Tabled. Confirm that they may be wrapping up as a Committee and may no longer needs a Planning Board representative.

Housing Partnership Committee -Planning Board Representative

Tabled. The Planning Board may act as this committee so a separate committee may not need to be formed. Solicitation of interest from others (targeted interest) will be requested. This will be discussed again. We don't want any difficulty of putting a committee together to stall the Housing Production Plan.

Chapter 20 of the Acts of 2021 [Open Meeting Law] -Extension of Virtual Meetings

This item will be kept on the agenda and revisited again at the end of September 2022.

2022 Fall Annual Town Meeting (FATM) -Tuesday, October 25, 2022 (7:00 PM)

Point of Information. The Planning Board has nothing to submit for the Fall Annual Town Meeting. However, a petition article may come in before the deadline. G. Bechtholdt does not anticipate any warrant articles being submitted including ones for street acceptance. We have not heard back from the State yet regarding multi-family housing by-right and we would also need direction from James Sheehan, Zoning Officer, so we don't know if a warrant article would be needed regarding this.

2022 FATM Warrant Close -August 26, 2022 (12:00 PM)

Point of Information.

Site Plan/Subdivision Development -Status/Updates

The developers have provided responses to the request for status/updates. Ron Henault has installed curbing along one (1) side of the road and may be looking for a bond reduction and G. Bechtholdt asked him to put the request in writing. He also explained the process to him. Graves Engineering will review the development and provide a new estimate of remaining work. At Leonardo Estates, the street lights have been installed and the trees have been planted on the lots that have dwellings finished. National Grid needs to energize the street lights. The curbing will be installed on these lots. Joe Marinella has been waiting for the delivery of materials for the Camelot and Hemlock Estates. He has the bill of sale and is also waiting for subcontractors too especially for work to be done at Hemlock Estates. Moon Hill Estates is continuing work.

Northbridge I Solar (Church Street) -Project Closeout

Devin Howe submitted a request for the project closeout for Northbridge I Solar. Northbridge II Solar has already been closed and a letter from the Planning Board was sent to the Building Inspector stating that

Northbridge II Solar was constructed as approved. They are looking for the same from the Planning Board for Northbridge I Solar. National Grid has completed the interconnections. The developer finalized stabilization in a few areas, repaired the erosion that occurred adjacent to the Stone Hill Condos area and updated the as-built plans with the interconnection and punchlist items such as removal of the check dams and re-pavement of the entrance drive. All overhead poles have been installed; everything is completed. Graves Engineering and the Conservation Agent have done a site inspection. Graves Engineering provided a report. The Conservation Commission has issued their Certificate of Compliance.

Upon motion duly made (R. Forst) and seconded (J. Berkowitz), the Planning Board voted 4-0 by roll call vote of J. Berkowitz – Yes; R. Forst – Yes; M. Baker – Yes; and B. Massey – Yes to issue the letter of completeness for Northbridge I Solar to the Building Inspector.

Mumford Riverwalk Boardwalk -Status/Update

Funding has been received from Stone Hill Partners (Condos) in the amount of \$200,000 and from the American Recovery & Reinvestment Act (ARRA) funds in the amount of \$400,000 to fund the design and construction of the Mumford River boardwalk. It will be a 300 foot boardwalk along Linwood Avenue from approximately Lasell Field to the Whitinsville Christian School on the other side of the street from those properties.

Rockdale Pocket Park (Providence Rd) -Status/Update

G. Bechtholdt met onsite today to discuss the design concepts. Funding has been secured from Stone Hill Partners of \$50,000 and \$25,000 from American Recovery & Reinvestment Act (ARRA) funds for the survey and design of the pocket park. G. Bechtholdt met with Mike Dryden, Allen Engineering, at the site.

MGL CH 41 SEC 81U -Proceedings/Hemlock Estates

On hold for now. See subdivisions Development Status/Updates above.

Planning Board Concerns

None

Mail –Review

In addition to the mail listed (see attached), the Planning Board noted receipt of the following communications: Planning Board Agenda dated August 09, 2022; Draft Planning Board Agenda dated August 23, 2022; Citizens Forum Document; Form A Application for Endorsement of Plan Believed Not to Require Approval dated July 29, 2022 for Alexander and Alexandra Vander Baan at Castle Hill Road; Plan of Land for Castle Hill Road dated June 28, 2022; Checklist for Approval Not Required Plan dated July 21, 2022 for Castle Hill Road; Assessors' Map 4 showing Parcel 33; Assessors' Map 3 showing parcels 1 and 4; Proposed Contractor Condominiums Douglas Road Plan; Memo dated August 04, 2022 to Planning Board and Town Planner from the Department of Public Works regarding Douglas Road Contractor's Yard; Chapter 40B Housing Production Plan Regulations; Housing Production Plan Section II.B of MGL c. 40B Comprehensive Permit/Projects Subsidized Housing Inventory Guidelines; Housing Production Plans Frequently Asked Questions; Draft Planning Board Minutes of July 12, 2022; Email dated July 18, 2022 to Planning Department and others from Town Clerk concerning Open Meeting Law Update from the Division of Open Government; Email dated July 06, 2022 to Town Planner and Conservation Agent from Town Manager regarding Meetings Held by ZOOM; Email dated July 25, 2022 to Planning Administrative Assistant from David Brossi concerning

Construction Schedule/Status Update for Presidential Farms; Mike's Way Subdivision Construction Updates; Email dated August 03, 2022 to Town Planner from Joseph Leonardo regarding Leonardo Estates Street Lights; Email dated July 21, 2022 to Town Planner from Beals Associates concerning Northbridge I and Northbridge II Solar Projects; Letter dated July 20, 2022 to Planning Board from Graves Engineering concerning Northbridge I Solar Project As-Built Plan and Construction Completeness Review; 2022 Planning Board Meeting Dates.

Other

None

ADJOURNMENT

Having no additional business, the Planning Board adjourned its meeting of August 09, 2022 at or about 7:44PM.

Respectfully submitted,



Barbara A. Kinney
Planning Administrative Assistant

Approved by the Planning Board:



Cc: Town Clerk /File

August 09, 2022

Planning Board

FROM	DATE	SUBJECT

ZBA

- Public Hearing Notice – Application of Debra Cadarette for a Special Permit to divide the existing lot and create a retreat lot at 500 Cooper Road.

Douglas

- Public Hearing Notice – Application of JMT Sleepy Hollow, LLC for an Earth Removal Special Permit at 22, 24, 25 and 28 Joseph Road.

Grafton

- Public Hearing Notice – Application of Central MA Builders, LLC to modify a Definitive Plan Approval by modifying lot lines of Lots 8, 9, and 10 to meet the required areas to build single-family dwellings at “Abby Woods” located at 18 Carroll Road.
- Public Hearing Notice – Application of Carol Ringer for a Special Permit and Site Plan Approval for an accessory apartment located at 45 Elliot Trail.
- Public Hearing Notice – Application of Todd Cahill and Amy Kinch/Factory Cat, Inc. for a Modification of the Site Plan Approval for an extension of the period of validity of a Site Plan Approval at 308 Providence Road.
Decision – Approved with Conditions the Modification of a Special Permit for CBJD Holdings, LLC ~~for~~ to add Marijuana Product Manufacturing use to the marijuana establishment at 135 Westboro Road.
- Decision – Approved with Conditions the Special Permit for Forgues EyeCare (applicant) and Point House Properties, LLC (owner) for medical/dental offices and optometry use at 41-43 Main Street.
- Decision – Approved with Conditions the Scenic Road Permit for Ron Ernenwein (applicant) and Monika Ernenwein, Trustee, 125 George Hill Real Estate Trust (owner) for a stone wall repair at 125 George Hill Road.
- Decision – Approved with Conditions the Special Permit for a booster pump station replacement, including construction of a new above-ground pump station at 10 Pigeon Hill Drive owned by Grafton Water District.

Sutton

- Public Hearing Notice – Application of James Zuraitis for an Accessory Apartment in a detached garage to be constructed at 12 Farm Road.
- Decision – Approved with Conditions Special Permits for Use (Warehouse and Distribution), Special Permit for more than 2,500 square feet of impervious area and stormwater management in the Groundwater Protection District, Special Permit for Height of 45 feet, Special Permit for Common Driveway and Site Plan Review for UGPG RE Sutton, LLC at 40 & 42 Unified Parkway (formerly known as 39, 39R, 47, 49R, 51 and 63 Buttonwood Avenue; 7, 11, 14, 26, 34 and 39R Hatchery Drive; and 53, 71 and 105 Providence Road).

Upton ZBA

- Decision – Granted a Variance to Joshua Cooney at 5 Henrys Path for side setback relief for the installation of an in-ground pool.
- Decision – Granted a Variance with a condition to Jessica Golden-Weaver at 6 Depot Street for a 12 foot by 14 foot projection deck over the existing brick patio that abuts the property line.