



NORTHBRIDGE PLANNING BOARD
MINUTES
Tuesday, December 13, 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 by remote means only.

Recognizing the presence of a quorum Brian Massey, Chair called meeting to order at 7:04 PM, with the following other members in attendance: Michael Baker and Rainer Forst. Abdul Kafal and Jim Berkowitz were absent. Andrew Howden (Associate Member) was present. R. Gary Bechtholdt II, Town Planner and Barbara A. Kinney, Planning/Conservation Admin Assistant were also present.

Attendees of Public: Chris Bergier; Henry Lane; Adam Gaudette and Byron Andrews, DiPrete Engineering.

I. CITIZENS FORUM

None

II. FORM A'S

500 COOPER ROAD -REVIEW/DECISION

ANR 81-P Assessor Map 20 Parcel(s) 89

Byron Andrews explained that this is a retreat lot plan on Cooper Road. The Zoning Board of Appeals issued a Special Permit. The lot has a 50-foot access strip with Lot 2 having the existing dwelling with sewer from Sutton Street. The retreat lot will be on septic. The digital submission has been received.

Upon motion duly made (M. Baker) and seconded (R. Forst), the Planning Board voted 3-0 by roll call vote of M. Baker – Yes; R. Forst – Yes; and B. Massey – Yes to GRANT ENDORSEMENT for the above referenced ANR Plan. The intent of the ANR plan is to create Lot 1, Retreat Lot as authorized by Zoning Board Special Permit [BK 68597 PG 319] issued for the subject property and as noted/described on the plan.

Chris Bergier joined the meeting via ZOOM with Adam Gaudette later in the meeting and the Planning Board explained the ANR plan and what the Planning Board voted.

308 HILL STREET – REVIEW/DECISION

ANR 81-P Assessor Map 15 Parcel 9

This ANR plan was tabled as it has not been received in the Planning Office yet.

III. CAMELOT PHASE IV (GRACE STREET) -REVIEW/DECISION

Extension of Completion Date

Henry Lane was present to request an extension to the completion date of the Camelot subdivision (specifically Phase IV) to December 31, 2023. Reference is made to the email he sent on December 02, 2022 requesting the same. They have a new buyer to finish Grace Street (Phase IV).

47
48 *Upon motion duly made (M. Baker) and seconded (R. Forst), the Planning Board voted 3-0 by roll call vote of*
49 *M. Baker – Yes; R. Forst – Yes; and B. Massey – Yes to GRANT BOND REDUCTION for Camelot -Phase 1A &*
50 *Phase 1B, SUBJECT TO REVIEW AND CONSENT of same by the Department of Public Works of updated*
51 *punchlist items to be determined by the Planning Board’s Consultant (Graves Engineering, Inc.). In taking*
52 *such action, the Planning Board indicated the Sewer Pump Maintenance Contribution shall be satisfied, as to*
53 *be determined by the Director of Public Works & Sewer Superintendent or sufficiently bonded with the Town*
54 *(Planning Board). Reference is made to Condition E7 of the Planning Board Certificate of Approval dated*
55 *February 18, 2010 [BK46701 PG 323]. The Planning Board’s Consultant (Graves Engineering, Inc.) shall*
56 *prepare a punchlist with construction estimates for remaining improvements within Camelot Phase 1A &*
57 *Phase 1B, including if any, previously completed improvements that may have deteriorated since the last*
58 *report was prepared; reference is made to Graves Engineering, Inc. report dated December 20, 2020 (typo*
59 *2021). Said punchlist/construction estimates shall include updated values for work to be completed.*

60 61 **OLD/NEW BUSINESS**

62 63 Approval of Meeting Minutes -November 22, 2022

64 *Upon motion duly made (R. Forst) and seconded (M. Baker), the Planning Board voted 3-0 by roll call vote of*
65 *M. Baker – Yes; R. Forst – Yes; and B. Massey – Yes to approve the minutes of November 22, 2022.*

66 67 Planning Board Meeting -Vote to Cancel (December 27, 2022)

68 *Upon motion duly made (M. Baker) and seconded (R. Forst), the Planning Board voted 3-0 by roll call vote of*
69 *M. Baker – Yes; R. Forst – Yes; and B. Massey – Yes to cancel the meeting of December 27, 2022.*

70 71 Camelot – Bond Reduction Request

72 The pumps, fencing, etc. have been installed. Graves Engineering will confirm what has been completed and
73 make sure there are no new concerns that should be included in the punchlist. G. Bechtholdt suggested that
74 the Planning Board vote on the bond reduction subject to the Department of Public Works approval and an
75 updated punchlist from Graves Engineering. The Sewer Pump Maintenance Contribution shall be satisfied,
76 to be determined by the Director of Public Works & Sewer Superintendent or sufficiently bonded with the
77 Town for the maintenance of the pump station. The developer was to provide a maintenance endowment
78 for the pump station. (See also the discussion above regarding the extension of the completion date).

79
80 *Upon motion duly made (M. Baker) and seconded (R. Forst), the Planning Board voted 3-0 by roll call vote of*
81 *M. Baker – Yes; R. Forst – Yes; and B. Massey – Yes to reduce the bond subject to Department of Public Works*
82 *approval and an updated punchlist from Graves Engineering.*

83 84 Chapter 20 of Acts of 2021 [Open Meeting] -Status of Remote Means

85 Meetings are allowed to be held by remote means through March 31, 2023. The Planning Board will
86 continue holding remote meetings until that time.

87 88 Open Space & Recreation Plan (Update) -Status & Next Steps

89 The Open Space and Recreation Plan Update Committee will be meeting tomorrow night (December 14,
90 2022) and the draft plan will be presented to the Planning Board in January 2023.

Northbridge Housing Production Plan -Status & Next Steps

Pioneer Valley Planning Commission is compiling a draft of the Housing Production Plan. It may be ready for the next Planning Board meeting.

Mumford Riverwalk Boardwalk (Linwood Ave) -Status/Update

The Request for Proposal will be sent to engineers later in the week and construction should begin in the spring.

Rockdale Pocket Park (Providence Rd) -Status/Update

There will be a meeting with the Safety Committee. Construction should begin in the spring.

Site Plan/Subdivision Developments -Status/Update

Progress has been slow but the roadways within Hemlock Estates have received their final topcoat.

Sanding & Snow Plowing Contacts -Coordinating w/DPW

The Planning Board was reminded that we send out the request for the Department of Public Works to developers that have private roadways. The developers are to provide contact information to the Department of Public Works for plowing and sanding during storms. If a private roadway must be plowed/sanded by the Department of Public Works for safety reasons, then the developer is charged for this service.

Green Meadow Court -Status/Update

This was tabled to a future meeting.

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 December 13, 2022; Draft Planning Board Agenda dated January 10, 2023; Citizens Forum Document; Form A Application for Endorsement of Plan Believed Not to Require Approval dated November 18, 2022 for 500 Cooper Road; ANR plan for 500 Cooper Road dated December 01, 2022; Checklist for Approval Not Required Plan dated December 02, 2022 for 500 Cooper Road; Zoning Board of Appeals Granted Special Permit for the creation of a retreat lot at 500 Cooper Road; Zoning Board of Appeals Granted Special Permit for the creation of two (2) retreat lots at 308 Hill Street; Zoning Board of Appeals plan of 308 Hill Street dated October 28, 2022; Email dated December 02, 2022 to Town Planner from Attorney Henry Lane regarding Camelot – Phase IV Extension Request; Letter dated May 27, 2021 to Town Clerk from Planning Board regarding Camelot Phase IV Extension of Completion; Email dated December 08, 2022 to Bill Renaud, Joe Marinella, DPW Director and DPW Sewer Superintendent from Town Planner concerning the Camelot Pump Station Bond Reduction; Letter dated December 20, 2020 to Planning Board from Graves Engineering concerning the Camelot Phases 1A and 1B engineer's opinion construction cost estimates; Mumford Riverwalk Improvements Linwood Avenue plans; Draft plan of Proposed Design Plan for Rockdale Pocket Park at 2217 Providence Road; Letter dated November 28, 2022 to DPW Director from Whitinsville Downtown Crossroads Historic District Commission regarding LED bulletin

board at Town Hall; Notice of Public Hearing for FY2020 Massachusetts CDBG Grant Progress Report and Proposed Re-allocation of FY2020 Grant Funding; 2023 Planning Board Meeting Dates.

Other

None

ADJOURNMENT

Having no additional business, the Planning Board adjourned its meeting of December 13, 2022 at or about 7:30 PM.

Respectfully submitted,

Approved by the Planning Board:


Barbara A. Kinney
Planning Administrative Assistant

February 14, 2023

Cc: Town Clerk /File

December 13, 2022

Planning Board

FROM	DATE	SUBJECT
W. Robert Knapik's Office	11/23/2022	Site Plan & Special Permits 1096 & 1110 Main Street (Retail Marijuana)

Grafton

- Public Hearing Notice – Application of Jagath Senasinghe for Site Plan Approval for Family Daycare at 25 Snow Road.
- Public Hearing Notice – In association with the wireless communication facility Special Permit application at 58 Follette Street, a balloon test will be conducted.

Sutton

- Public Hearing Notice – Application of Jeffrey P. Lizotte for an accessory apartment under the Assessory Apartment Bylaw at 181 Burbank Road.

Upton ZBA

- Agenda – Application of Peter A. Albee, 130 South Street, for a Variance to change the size and shape of the lot, and grant a frontage Variance of approximately 8.3 feet to create a subdivision with a road and multiple buildable lots; Application of Matthew & Elizabeth Collins, 1 Barbara's Path, for a Variance to place a shed and reduce the minimum setback requirements; Application of Joseph and Gail Pelli, 8 Stearns Road, for a Special Permit to build a two car detached garage with an in-law apartment above for family members to visit and stay in; Application of Ludlow Franklin, 27 Hartford Avenue North, for a Variance to build a covered patio on the property line less than 10 feet from side due to rocks and boulders on property which hinder it's location within the setbacks; Application of Burak Yilmaz, 58 East Street, for a Variance to keep an installed yurt and platform closer to the side setback allowed; and Continued Public Hearing for a comprehensive permit application to be located at 27 James Road.
- ZBA Minutes from meeting on November 16, 2022.