



NORTHBRIDGE PLANNING BOARD

MINUTES

Tuesday, June 28, 2011



Janet Dolber, Chair called the meeting to order at 7:00 PM. Barbara Gaudette, Richard Griggs were in attendance. Edward Palmer and Kevin Curtin were absent. R. Gary Bechtholdt II, Town Planner was present.

The following members of the public were in attendance: John Galvani (Norwood Bank –SRG), John Crowley (Norwood Bank –SRG), Eric Dias (Tunison Smith –SRG), Bill McCormick, Patrick Moynihan, Roy Uthoff, Sue Green, Rebecca Siegle, Linda DeHaan, Richard Foley, Marie Foley, Judith Uthoff, Marilyn MacIlvane, Gerilyn Hogan, Cindy Key, and Mark Key

I. PLANNING BOARD REORGANIZATION

As a result of the absence of Edward Palmer and Kevin Curtin, the Planning Board tabled action on the reorganization of the Planning Board. Judi Uthoff inquired about the organization; Ms. Dolber explained the Board each year, shall vote for Chair, Vice Chair & Clerk of the Planning Board.

II. CITIZENS FORUM

None

III. ANR PLAN –REVIEW/DECISION

None

IV. SHINING ROCK GOLF COMMUNITY -DISCUSSION

Street Acceptance -Phase I & II

Mr. Bechtholdt explained the Planning Board has restricted the release of additional lots specifically Phase III & IV –Shining Rock Golf Community (SRG) until Phases 1 & II are completed to the satisfaction of the Planning Board. The Planning Board required the developer to address remaining issues identified (through Planning Board site walk, Planning Board meeting discussions, and correspondence received) and ready the roadways for street acceptance consideration. Mr. Bechtholdt mentioned Phase I & II roadways were being prepared for the 2010 Fall Annual Town Meeting however certain deficiencies had not been addressed in time for street acceptance.

Ms. Dolber read letter from Norwood Bank dated June 22, 2011 concerning the lot release request of Phase III. Mr. Bechtholdt suggested the Board first review the status of Phase I & II. Mr. Galvani indicated the last remaining issue is the installation of streetlights, due to the recent tornado National Grid has understandable greater priorities. Mr. Bechtholdt noted the street trees have been bonded and have been continually monitored.

Ms. Gaudette explained, in addition to the remaining light installation some existing lights may not be working properly. Eric Dias (Tunison Smith) noted there is a photo-sensor issue that National Grid has been aware of and will also look into.

Ms. Dolber opened the discussion up to the general public. Linda DeHaan noted receipt of the core-testing from the DPW Director; Ms. DeHaan and Sue Green inquired about the timing. Mr. Bechtholdt briefly reviewed the process of installing the binder, establishing a performance bond and seeking lot release; adding he recalls certain roadways may have been redone (pulverized) and that DPW has since inspected the roadways.

Rebecca Siegle asked about the intersection (Fairway Drive/Clubhouse Lane/Sandtrap Court) as to when it would be completed. Ms. Siegle and Marilyn MacIlvane expressed concerns with the intersection. Mr. Bechtholdt explained that it was his understanding that the bank (Norwood Bank) is coordinating the completion of the intersection with Pulte Homes of New England in conjunction with completion of the remaining portion of Fairway Drive (Phase IV).

Patrick Moynihan expressed concerns with the existing conditions of the roadway paving, suggesting that the DPW should take another look at the roadway condition as it is questionable. Mr. Moynihan explained there is a tripping hazard along the sidewalk in front of his home; additionally the granite curbing is of concern, as well as, the general condition of the roads.

One resident noted one of the street trees planted along their front yard had died and was removed; had three (3) trees now only two (2). Other residents inquired about the speed limit on Shining Rock Drive, the location of the community mailboxes, maintenance of landscaped boulevard and the detention ponds. Mr. Bechtholdt suggested that one would need to check with the Police Department regarding posted speed limits; the location of mailboxes continues to be a concern with the Planning Board and wished the local Postmaster would coordinate with the town; DPW has indicated they do not have the staffing to maintain landscape islands and grass strips throughout town; lastly Mr. Bechtholdt noted that the golf course will be responsible for the maintenance of the detention ponds as stormwater from the golf course and roadway empty into the various detention basins, adding as part of Town Counsels review last year this arrangement was reviewed.

Ms. Gaudette suggested, need to go back in the records as she tends to think the golf course would maintain the boulevard entrance. Bill McCormick explained that he did some general cleaning within the landscaped boulevard since the last meeting.

Ms. MacIlvane suggested that the roadways should be swept and the catchbasins cleaned; Mr. Bechtholdt added, the developer will need to sweep the roadways and the catchbasins although less of concern now that most of the lots are stabilized and developed will need to cleanout the catchbasins.

Cindy Key expressed her concern with additional driveways not being repaired. Ms. Gaudette noted the driveways that were repaired by Norwood Bank were done because they were cut beyond the right-of-way; this work was done by the bank and not required of the Planning Board.

Ms. Gaudette suggested given the amount of comments received perhaps the Board should hold-off until we know whats resolved and whats not. Ms. Dolber explained the Planning Board looks to DPW for comments and recommendations. Mr. Griggs added DPW has been out to the site and is satisfied.

Mr. Bechtholdt indicated that the Planning Board does not need to make a determination on street acceptance at tonight's meeting. Ms. Gaudette suggested if residents have concerns to contact the DPW directly to make him aware of your concerns.

The Planning Board tabled this matter to July 26, 2011 at which time they will review updated comments from the DPW Director and will also invite Pulte Homes to review the status of Sandtrap Court and the intersection of Fairway Drive/Clubhouse Lane/Sandtrap Court.

V. SHINING ROCK GOLF COMMUNITY -DECISION

Lot Release –Phase III /Shining Rock Drive

Planning Board reviewed letter dated June 22, 2011 from Norwood Bank requesting the release of Phase III lots including; Lot(s) 27, 28, 29, 30, 31, 34, 35, 36, 37, 38, & 39 along remaining portion of Shining Rock Drive (cul-de-sac). The Board also reviewed copy of performance bond established for Phase III in the amount of \$48,200.00 (dated December 07, 2010) and letter dated June 04, 2011 from Tunison Dias, Inc concerning Phase I and Phase II.

Upon motion duly made (Griggs) and seconded (Gaudette) the Planning Board voted (3-0) to release Phase III of the Shining Rock Golf Community Lot(s) 27, 28, 29, 30, 31, 34, 35, 36, 37, 38, & 39. Lot 32 & Lot 33 shall remain restricted to the Covenant and not subject to lot release at this time.

OLD/NEW BUSINESS

Approval of Meeting Minutes –June 14, 2011

Tabled –no discussion.

Postpone/Cancel Planning Board meeting of July 12, 2011 (7/26)

Upon motion duly made and seconded the Planning Board voted (3-0) to cancel the meeting of July 12, 2011.

Mass Historical Commission Preservation Project Fund –Grant Award

Mr. Bechtholdt informed the Planning Board of the awarding of Mass Historical Preservation Project Funds to perform an exterior building conditions assessment and comprehensive window survey for the Northbridge Memorial Town Hall. Board members congratulated Mr. Bechtholdt and thanked him for all his efforts.

Blackstone River Corridor Management Plan Update –Input

Mr. Bechtholdt informed the Planning Board that he was asked and completed a corridor management plan (online) survey for the Blackstone River.

Scheduling of Public Workshop /Master Plan Update

Mr. Bechtholdt requested Planning Board members to look at their schedules in the upcoming months September/October to see when they may want to host another public workshop for the Master Plan update; perhaps the Board could meet earlier in the evening (October 11, 2011) if that worked with other members.

Hillside Garden Estates –Request for Lot Release (Parcel #5)

Planning Board reviewed letter dated June 24, 2011 from John Barges, Hillside Garden Estates, LLC concerning lot release. The Board also reviewed performance surety in the amount of \$61,000.00. Mr. Bechtholdt advised the Planning Board that parcel 5 is labeled on the approved Definitive plan as ‘not a separate building lot without further consideration by the Planning Board and Zoning Board’ suggesting the lot may be considered a retreat lot, however would need to receive a Special Permit from the ZBA. Upon motion duly made (Gaudette) and seconded (Griggs) the Planning Board voted (3-0) to release Parcel #5 within the Hillside Garden Estates subdivision.

Carpenter Estates –Proposed Construction Change

At the request of the applicant/engineer the Planning Board tabled this matter. Mr. Bechtholdt explained to the Planning Board that the Planning office reviewed the request and offered recommendations in letter dated June 17, 2011 to Heritage Design Group.

Castle Hill Estates Subdivision –MGL CH 41 SEC 81U

The Planning Board authorized the Town Planner to notify the developer (Blackstone-Chicago) pursuant to Mass General Laws concerning deficiencies, upon input from Town Counsel.

Fall Annual Town Meeting –October 25, 2011

Date of the Fall Town Meeting –no discussion.

Hemlock Estates –Covenant Extension

At the request of the applicant/engineer the Planning Board tabled this matter –no discussion.

43D Expedited Permitting -Update

Mr. Bechtholdt provided general update; pursuing ability to redirect portion of uncommitted grant funds for parcel based-mapping (GIS) and multi-user license for ArcView GIS (ESRI). Mr. Bechtholdt also briefly reviewed with the Planning Board the year-end report the Planning office prepared for the State (Fiscal Year 2011).

Zoning/Subdivision Booklets

Mr. Bechtholdt explained to the Planning Board that the Planning office has reformatted and updated the Zoning Bylaws (including the zoning amendments of the 2011 Spring Session) is awaiting approval from the Attorney General's Office, after which will provide each Board member and the Office of the Town Clerk (as well as the Zoning Board of Appeals and Building Department) with copies of same in a binder for ease of use and quick reference. Mr. Bechtholdt noted funding for the printing was through the Building department and Zoning Board. Mr. Bechtholdt showed members an example and hoped to deliver copies later in the summer. Planning Board members were grateful and felt the new format was a tremendous improvement from before. Mr. Bechtholdt added an electronic-version will also be made available on the town's website.

Green Action Plan -Update

Mr. Bechtholdt inquired if the Planning Board wanted to pursue any zoning amendments for the Fall Town Meeting concerning wind or solar energy. Mr. Bechtholdt added that it was his understanding that the State is currently participating in various informational sessions specific to wind turbines.

Mail –Review

In addition to the mail listed (see attached) the Planning Board noted receipt of the following communications: Tunison Dias, Inc letter dated June 04, 2011 concerning Shining Rock Golf; Norwood Bank letter dated June 22, 2011 regarding Shining Rock Golf lot release; Planning Board action dated December 07, 2010 regarding Shining Rock Golf performance bond –Phase 3; Shining Rock Golf phasing plan; letter dated June 24, 2011 from John Barges concerning Hillside Garden Estates; Form K –Performance Surety for Hillside Garden Estates (\$61,000); email communication from Mark Anderson of Heritage Design Group received June 27, 2011 regarding Carpenter Estates and Hemlock Estates; Planning letter dated June 17, 2011 concerning Carpenter Estates proposed construction change; email communication from Barbara Kinney, Planning/Conservation Secretary received June 14, 2011 listing Cullinan Engineering projects; memorandum dated June 27, 2011 from Conservation Commission regarding status of Hemlock Estates; and inter-office memo to Town Manager’s Office concerning Cindy Key’s reappointment and attendance record.

Other

Mr. Bechtholdt mentioned Board members had inquired about scheduling a Planning Board site walk for the Camelot subdivision and asked if the Board was interested in conducting one of either July 15th or July 22nd Planning Board set site walk for Friday, July 22, 2011 at 11 AM; Mr. Bechtholdt informed the Planning Board that Kevin Curtin may resign, Ms. Dolber suggested she would draft a letter to Mr. Curtin explaining if he decides to resign that he needs to provide a letter to the Town Clerk that way the vacancy can be filled; Mr. Bechtholdt provided the Planning Board with a listing of projects (prepared by Barbara Kinney, Planning/Conservation Secretary) that Cullinan Engineering had been overseeing on behalf of the Planning Board (Camelot, Carpenter Estates, Marston Heights, Hillside Garden, Linwood Mill, and Winston Woods).

Adjournment

Having no additional business the Planning Board adjourned its meeting of Tuesday, June 28 at 8:41 PM.

Respectfully submitted,

Approved by Planning Board –

R. Gary Bechtholdt II
Town Planner

Cc: Town Clerk