



NORTHBRIDGE PLANNING BOARD
MINUTES
Tuesday, April 25, 2023



Recognizing the presence of a quorum Jim Berkowitz, Vice Chair called the meeting to order at 7:01 PM, with the following other members in attendance: Michael Baker and Abdul Kafal. Rainer Forst, Brian Massey, and Andrew Howden (Associate Member) were absent. R. Gary Bechtholdt II, Town Planner, and Barbara A. Kinney, Administrative Assistant, were also present.

The following members of the public were also in attendance: None.

I. CITIZENS FORUM

None

II. FORM A

None

OLD/NEW BUSINESS

Approval of Meeting Minutes -April 11, 2023

Upon motion duly made (M. Baker) and seconded (A. Kafal), the Planning Board voted 3-0 by roll call vote of M. Baker – Yes; A. Kafal – Yes and J. Berkowitz – Yes to accept the minutes of April 11, 2023.

Planning Board (May 09, 2023) -Meeting Canceled due to Lack of Quorum

Point of information. The May 09, 2023 Planning Board meeting was officially cancelled at the last Planning Board meeting.

Site Development Plan Review -Vote to Engage Services of Consulting Engineer

Upon motion duly made (M. Baker) and seconded (A. Kafal), the Planning Board voted 3-0 by roll call vote of M. Baker – Yes; A. Kafal – Yes and J. Berkowitz – Yes to engage the services of Graves Engineering, Inc., to perform consulting services on its behalf for Building #6, Osterman Commerce Park.

Phase 3, Building #6 Osterman Commerce Park -Site Plan Review/Scheduling of Public Meeting

The Public Meeting for Building #6 Osterman Commerce Park has been scheduled for May 23, 2023 and the Planning Board meeting will be in-person.

Winston Woods (Spring Street) Definitive Subdivision -Status of Plan Endorsement

This project was approved by the Planning Board approximately a year and a half ago. No plans have been submitted to the Planning Board for endorsement yet. Reference is made to memo dated April 18, 2023 from the Town Planner regarding the status of endorsement of the Winston Woods Plans. The endorsement of the plans by the Planning Board is considered an administrative act so there will be no issue with the changing of the Planning Board members as a result of the Town election.

Housing Production Plan Public Forum -Scheduling of Meeting (TBD)

The Housing Production Plan Public Forum will be scheduled after the Spring Annual Town Meeting.

Mike's Way – Lot Release Request for Lots 6 & 7

The Planning Board was reminded that the covenant of a subdivision restricts the lots for development. A bond has been posted for Mike's Way so the lots may be released from the covenant. Most developers request that the lots be released in phases or all at once. This developer wants to have the lots released individually. There is a discrepancy in the communications in which several lots were mentioned to be released but the Planning Board can vote to release the lot and the paperwork will reflect the correct lot.

Upon motion duly made (M. Baker) and seconded (J. Berkowitz), the Planning Board voted 3-0 by roll call vote of M. Baker – Yes; A. Kafal – Yes and J. Berkowitz – Yes to grant the lot release and the paperwork will reflect the correct lot upon confirmation.

Castle Hill Farm Acquisition (portion of) -Status/Update

The Purchase and Sale has been or will be signed and the closing is scheduled for the end of April 2023.

Comprehensive Master Plan -MGL Chapter 41 Section 81D

This is a placeholder on the agenda. The Planning Board needs to start thinking about putting together the master plan. The Housing Production Plan and the Open Space and Recreation Plan which are almost complete will be part of this master plan. The master plan will take about a year to complete.

2023-2030 Open Space & Recreation Plan -Status

The Open Space and Recreation Plan is nearing completion and will be provided to the Planning Board once it is complete.

Mumford Riverwalk Boardwalk -Update

The Town Planner, Department of Public Works Director, and NCC Agent will be meeting with the Owner's Project Manager next Monday.

Rockdale Pocket Park -Update

The Notice of Intent is nearing completion and will be submitted to the Conservation Commission soon in anticipation of the Public Hearing to be opened at the second Conservation Meeting in May.

Site Plan/Subdivision Developments -Updates

Sidewalk and curbing continue to be installed at The Camelot. No progress has been made at Hemlock Estates. There is not much progress at Leonardo Estates, but the subdivision looks good. House lots are being built upon at Moon Hill Estates and there are no concerns.

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 April 25, 2023; Draft Planning Board Agenda dated May 23,

2023; Citizens Forum Document; Draft Planning Board Minutes of April 11, 2023; Review Report Form dated April 19, 2023 for Osterman Commerce Park Building #6 Site Plan Review (Eyepoint Pharmaceuticals); Existing Overall Plan of Building 6, Phase 3 Osterman Commerce Park dated April 05, 2023; Site Landscaping Plan for Building 6, Phase 3 Osterman Commerce Park dated April 05, 2023; Public Meeting Notice for Building #6, Phase 3 Osterman Commerce Park for a commercial/pharmaceutical facility; Memo dated April 18, 2023 to Planning Board from Town Planner regarding Winston Woods Definitive Subdivision Status of Plan Endorsement; Email dated April 14, 2023 to Town Planner from Graves Engineering concerning Winston Woods "Prior to Endorsement" Definitive Plan Review Status; Certificate of Approval dated March 10, 2022 for Winston Woods; 2023 Planning Board Meeting Schedule.

Other

The Spring Annual Town Meeting is next Tuesday, May 2, 2023 at 7:00PM. The Planning Board will need to read their recommendations on the two (2) petition articles. Another Planning Board member needs to be available to read the recommendations in case B. Massey is unable to attend the Spring Annual Town Meeting.

The next meeting of the Planning Board will be on May 23, 2023.

ADJOURNMENT


Having no additional business, the Planning Board adjourned its meeting of April 25, 2023 at or about 7:13 PM.

Respectfully submitted,

Approved by the Planning Board:



Barbara A. Kinney
Planning Administrative Assistant



Cc: Town Clerk /File

April 25, 2023

Planning Board

FROM	DATE	SUBJECT
Allen Engineering	04/11/2023	Osterman Commerce Park Building 6 Site Plan (Eyepoint Pharmaceuticals)

Grafton

- Decision – Approved with Conditions the Modification of Special Permit to modify the connection with the adjacent subdivision by removing the vehicular connection and shifting alignment of the pedestrian connection at 100 Westboro Road for Pulte Homes of New England.
- Decision – Approved with Conditions the application for a construction deadline extension regarding a Definitive Subdivision for 46 lot Conventional Development Residential Subdivision at 100 Westboro Road and Institute Road for Pulte Homes of New England.
- Decision – Approved with Conditions the Site Plan for a café with seating up to 36 people 1 Grafton Common for Sean Padgett (applicant) and Town of Grafton (owner).
- Public Hearing Notice – Amendment to Zoning Bylaw to Amend Section 4.2 Off-Street Parking and Loading to exclude structures and uses within the Grafton Common Historic District from off-street parking requirements and to modify the units of measure in the Off-Street Parking Schedule; Amend Section 12.7.4 Shared Parking and Section 12.7.6 Off-Street Parking Schedule to revise parking requirements in the Village Mixed Use Zoning District; Amend Section 3.3.3 Special Cases to define requirements for two (2) or more principal structures erected on the same lot; Amend Section 12.6 Development Types, to update the numbering for the Village Mixed Use District; Amend Section 3.2.3.1 Use Regulations Schedule for the purpose of allowing, via Special Permit and Site Plan Review an accessory use to a primary agricultural use, Seasonal, Outdoor Eating and Drinking Establishments, including Banquet Facilities, Alcohol Sales and Live Entertainment; Add a new Section 5.12 Accessory Uses in Agricultural and Residential Districts for Seasonal Outdoor Eating and Drinking Establishments, including Banquet Facilities, Alcohol Sales, and Live Entertainment, to outline requirements; and Amend Section 1.5.5 to add an additional condition for accessory uses.

Uxbridge

- Public Hearing Notice – Article 18 to authorize the Board of Selectmen to submit special legislation to General Court amending the charter to change the name to Select Board.
- Public Hearing Notice – Article 21 Citizen's petition to change Board of Selectmen to Select Board.

Uxbridge ZBA

- Public Hearing Notice – Application of Brenda Manning and Mary Fournier for a Variance from the frontage requirement of Retreat Lots at 56 Homeward Avenue.