



NORTHBRIDGE PLANNING BOARD
MINUTES
TUESDAY, July 11, 2023



Recognizing the presence of a quorum Rebecca Rushford, Chair called the meeting to order at 7:03 PM, with the following other members in attendance: Michael Baker, James Berkowitz, and Michael Wilkes. Abdul Kafal was absent. R. Gary Bechtholdt, Planning & Community Development Director and Barbara Kinney, Planning/Conservation Administrative Assistant were also in attendance. Andrew Howden, Associate Member, was absent.

Attendees of the Public: Brian Fitzgerald; Kenneth S. True; Michael Bangma; James Austin; Robert Lussier, CMG Environmental and Engineering; and Clarence Risher.

I. CITIZENS FORUM

None

II. FORM A's

None

III. WINSTON WOODS, DEFINITIVE SUBDIVISION PLAN -PUBLIC HEARING

Planning Board Certificate of Approval -March 10, 2022

Waiver Request -Section 222-9 I (2) h -Definitive Plan Endorsement

The notification requirements have been satisfied including publication of the legal ad. M. Wilkes read the Public Hearing Notice into the record. In accordance with provisions of Massachusetts General Laws and Chapter 222 -Northbridge Subdivision Rules & Regulations, the Planning Board shall hold a Public Hearing Tuesday, July 11, 2023 (7:05 PM) to consider application of Brian D. Fitzgerald (Owner/Applicant) for modification of "Winston Woods" Definitive Subdivision Approval, specifically WAIVER REQUEST of Northbridge Subdivision Rules & Regulations Section 222-9 I (2)(h) -Plan Endorsement, where the applicant was to submit the approved plan for endorsement no later than six (6) months following the Board's Certificate of Approval (dated March 10, 2022) for subject property identified as Assessor Map 15A Parcel(s) 224-232 (Spring Street). Copy of Application for Modification of Approved Definitive Plan dated June 06, 2023; letter dated June 12, 2023 requesting waiver; and other supportive documents are on file with Town Clerk (7 Main Street) and Community Planning & Development (14 Hill Street) may be viewed during posted office hours or via online (northbridgema.org/planning-board). The purpose of the meeting notice is to provide an opportunity for public comment. Anyone wishing to be heard should attend said meeting at the time and place designated.

Upon motion duly made (J. Berkowitz) and seconded (M. Wilkes), the Planning Board voted 4-0 to open the Public Hearing.

Brian Fitzgerald explained that the Public Hearing is for a waiver of the six (6) month deadline for the endorsement of plans by the Planning Board. Reference is made to letter dated June 12, 2023 from

NORTHBRIDGE TOWN CLERK
LINDA E. ZYWIEN

RECEIVED
23 AUG 11 AM 11:42

Guerriere & Halnon. Mike Bangma, 8 Spring Street, wanted to know if the plans were just sat on. The plans were not just sat on and there has been communication back and forth. The applicant/engineer made efforts to modify the plan, but the Planning Board needs to endorse the plans exactly as they were approved. M. Bangma has water in his basement now and is concerned that the water will get worse when construction starts, and the subdivision is built. Once the plan has been endorsed and recorded, construction may start. B. Fitzgerald explained that he can do the construction himself, however he is exploring other options as well such as having a partner on the project.

G. Bechtholdt explained that once the decision has been filed with the Town Clerk, there is a 20-day appeal period. Once the Planning Board receives the plans with the new revision date(s) and confirmation is made that the plans are what was approved, the Planning Board will endorse the plans.

Clarence Risher, 120 Hill Street, is an abutter and wanted to know if there was any allowance for the existing walking trails considered. It was explained that this item did not come up in the discussions of this project because the existing walking trails are not on the land owned by B. Fitzgerald.

Ken True, 41 Spring Street, wanted more information on this request. It was explained that the Planning Board reviews any changes and determines whether it is a construction change or a subdivision modification. If it is a subdivision modification, then the whole approval process begins again. An approval is good for two (2) years and the Planning Board can grant extensions to the approval. The covenant is put in place to guarantee that the roadway, utilities, and offsite improvements are constructed. Then the remaining work is bonded and individual house lots can be released from the covenant and built. The Department of Public Works will issue a road opening permit to start the construction of a subdivision. The binder coat of pavement will need to winter over one (1) year before the topcoat can be placed. A question was asked about Spring Street becoming a throughway in the future. It was determined that it is not appropriate for Spring Street to become a throughway. The drainage and the new basins will flow into the existing drains.

Upon motion duly made (J. Berkowitz) and seconded (M. Baker), the Planning Board voted 4-0 to close the Public Hearing. Upon motion duly made (M. Baker) and seconded (J. Berkowitz), the Planning Board voted 4-0 to GRANT WAIVER from Article III Section 222-9 I (2) h (Plan endorsement) of the Northbridge Subdivision Rules & Regulations; allowing for Planning Board plan endorsement of Definitive Subdivision Plan entitled "Winston Woods" beyond the six (6) months following the Board's Certificate of Approval dated March 10, 2022.

IV. CONTRACTORS YARD, DOUGLAS ROAD -PUBLIC HEARING

**Northbridge Zoning Bylaw -Section 173-49.1 Site Plan Review of the Planning Board
Assessor Map 3 Parcel(s) 115-118**

J. Berkowitz will abstain from this Public Hearing and exited the room. That will leave three (3) members to vote on the Public Hearing. The option was given to the applicant/engineer on whether to proceed tonight or postpone the Public Hearing until the other board member is present. The applicant/engineer opted to proceed. The legal requirements have been satisfied including publication of the legal ad.

Upon motion duly made (M. Baker) and seconded (M. Wilkes), the Planning Board voted 3-0-1 (J. Berkowitz abstained) to waive the reading of the Public Hearing. Upon motion duly made (M. Baker) and seconded (M.

Wilkes), the Planning Board voted 3-0-1 (J. Berkowitz abstained) to open the Public Hearing. In accordance with provisions of Massachusetts General Laws & Chapter 173 Section 173-49.1 [Site Plan Review by Planning Board] of the Northbridge Zoning Bylaw, the Northbridge Planning Board shall hold a public hearing on Tuesday, July 11, 2023 at 7:15 PM in the Board of Selectmen's Room, 7 Main Street, to consider application of TJJ Development Corp. (Whitinsville, MA) for a "Contractor Yard" consisting of three (3) metal buildings, with paved parking and outdoor storage spaces, alterations to the existing stormwater management system and associated utilities on subject property identified as Assessor Map 3 Parcel(s) 115 116, 117 & 118) Douglas Road within the Industrial-One (I1) Zoning District in Northbridge. Copy of Site Plan Review Application dated May 19, 2023; Site Development Plan entitled "Site Plan Modification 'Contractor Yard'" prepared by CMG Engineer Services dated May 26, 2023; Stormwater Report prepared by CMG Engineering Services dated May 26, 2023; and other supportive documents are on file with Town Clerk (7 Main Street) and Community Planning & Development (14 Hill Street) may be viewed during regular office hours or viewed via the town's webpage at: northbridgema.org/planning-board. The purpose of this notice is to provide an opportunity for public comment. Anyone wishing to be heard may submit comments directly to Community Planning & Development at planning@northbridgema.org or participate during said meeting.

G. Bechtholdt explained that once the Planning Board receives a submittal, a technical review meeting is scheduled with various town departments, the applicant, the applicant's engineer, the town's engineering consultant, etc. The Safety Committee will review the driveway locations later this month. The Fire Department indicated that they have no concerns at this time. G. Bechtholdt has provided the Planning Board with the review checklist and comments.

Rob Lussier explained that this project is on four (4) parcels on Douglas Road totaling +/-seven (7) acres. There are wetlands in the southwest corner and the central area of the property. There is also an isolated wetland along Douglas Road. There are catch basins that flow to Meadow Pond across from Douglas Road. Some of the property is in the floodplain. They are proposing three (3) steel buildings with overhead doors. The Conservation Commission approved a contractor yard in 2020 and some site work has been done under that Order of Conditions. 33 parking spaces will be provided and only 30 are required. There will be two (2) impervious outside storage areas. There will be two (2) curb cuts to Douglas Road with one (1) access in on the west side of the property and one (1) access out on the east side of the property. There will be a proposed paved storage area on the east side of the property opposite the wetland. The work will be staying mostly outside of the floodplain. The previously approved access will extend along the back slope and the area has already been cleared. There is substantial fly ash on the property that limits where things can be placed. The fly ash cannot be taken off site, so it is mixed with new soil and graded.

Compensatory storage will be added, and the large basin will be modified to accommodate the buildings and impervious storage stormwater runoff. On the east side, an underground Cul-tec system will be installed and that system will be piped to a catch basin. There is a drainage easement on the property that is associated with the subdivision that abuts the property to the south. The narrative is vague on what can be done within the easement so it will be deferred to others. The Order of Conditions was amended for the drainage connection between the culverts. The drainage documents will be submitted to the Planning Board and Graves Engineering for review. The stormwater will have deep sump catch basin(s) and a water quality unit before it is discharged into the basin to capture the contaminants. MA Department of Environmental Protection standards will be followed. A resident was concerned with the capacity of the basin, and it was

explained that the basin is designed to hold 6.7 inches in a 24-hour span which is modeled for the 100-year storm. This is a tough site as a portion of the property is in the floodplain, there are wetlands, and the soil contains fly ash.

James Austin , 79 Cliffe Road, is concerned with the remediation of noise and removal of mature trees. There is not much under brush as well. The noise comes up the slope to his house now. R. Lussier explained that they cannot go past the property line, but they could propose some plantings such as arborvitaes, etc. to help shield the noise. Another concern is with the dumpsters that will be stored along the back of the property near the residences. Some concerns include the number of dumpsters, the contents of the dumpsters (empty?), the smell from the dumpsters and would the dumpsters attract animals that could be a nuisance in the neighborhood. Daily operations were discussed, and residents expressed concerns with the noise of moving the dumpsters around near the residences' homes early in the morning and requested that the ones closest to the road be moved first and the ones along the back of the property be moved later in the day. R. Lussier thinks that the dumpster area along the back property line is only +/-25 feet wide, but he will confirm the exact width.

M. Wilkes wanted more information on the trucks that are parked on the site now and was told that no trucks will be parked on this site, and they will be moved to the existing Berkowitz Trucking site. The equipment/materials that will be stored outside at the facility are envisioned to be things like a mini excavator or bobcat. The units will be for professions such as landscapers, roofers, electricians, carpenters, etc. G. Bechtholdt is waiting for feedback from various departments and our consulting engineer. Ideally, the Planning Board would issue final approval after any changes are made/requested by the Zoning Board of Appeals, Conservation Commission, etc. so the applicant would not need to resubmit to the Planning Board for a modification.

The Planning Board discussed whether a traffic impact assessment would be required. *Upon motion duly made (M. Baker) and seconded (M. Wilkes), the Planning Board voted 3-0-1 (J. Berkowitz abstained) to waive the requirement for a traffic impact assessment.*

Upon motion duly made (M. Wilkes) and seconded (M. Baker), the Planning Board voted 3-0-1 (J. Berkowitz abstained) to continue the Public Hearing to August 08, 2023 at 7:05M.

OLD/NEW BUSINESS

Approval of Meeting Minutes -June 13, 2023 & June 27, 2023

Upon motion duly made (M. Wilkes) and seconded (J. Berkowitz), the Planning Board voted 4-0 to accept the minutes of June 13, 2023 and June 27, 2023.

Planning Board Meeting -Vote to Cancel (Tuesday, July 25, 2023)

Upon motion duly made (M. Baker) and seconded (M. Wilkes), the Planning Board voted 4-0 to cancel the Planning Board meeting on July 25, 2023 due to the potential lack of quorum.

Planning Board Associate Member -Vote to Reappoint Andrew Howden (3-year term)

Upon motion duly made (M. Baker) and seconded (J. Berkowitz), the Planning Board voted 4-0 to reappoint A. Howden as Associate Member. The appointment is a joint appointment of the Board of Selectmen and the

181 *Planning Board. The Board of Selectmen voted on the reappointment of A. Howden at their meeting on June*
182 *26, 2023.*

184 Site Plan Review Main Street -Vote Engage Services of Graves Engineering, Inc (Consultant)
185 *Upon motion duly made (J. Berkowitz) and seconded (M. Baker), the Planning Board voted 4-0 to engage the*
186 *services of Graves Engineering to review the site plan for 315 Main Street Contractor Yard.*

188 Off-Street Parking Area -Request for Construction Change (Camelot)
189 This item has been tabled because the written request for the construction change has not been received.

191 Community Preservation Committee -Appoint Planning Board Representative
192 The Community Preservation Committee oversees the Community Preservation Act funds. The projects
193 currently under review/construction are the Linwood basketball courts and the Rockdale Pocket Park on
194 Providence Road. There are also portions of the funds set aside for housing initiatives and historic
195 preservation. The Community Preservation Committee meets on Monday nights at 6:30PM via ZOOM. M.
196 Wilkes expressed interest in serving as the Planning Board representative on this committee.

198 *Upon motion duly made (J. Berkowitz) and seconded (M. Baker), the Planning Board voted 4-0 to appoint M.*
199 *Wilkes as the Planning Board representative to the Community Preservation Committee.*

201 2023 Housing Production Plan -Status, Next Steps & Approval Process
202 G. Bechtholdt received an email late today, but he has not reviewed it yet regarding the Housing Production
203 Plan. He is working on closing out grants and will concentrate on the Housing Production Plan soon.

205 MBTA Communities Zoning Law -MGL Ch 40A Sec 3A
206 The town is still waiting to hear from the state on whether Northbridge is in compliance with our current
207 zoning and whether there are any impacts.

209 Comprehensive Master Plan -MGL Chapter 41 Section 81D
210 Once the Housing Production Plan & Open Space & Recreation Plan are completed then the Master Plan will
211 be updated/drafted. The Housing Production Plan & Open Space & Recreation Plan are components of the
212 master plan. It will take about 12 to 18 months to complete. A consultant will be hired to help with the
213 master plan. The last Master Plan was updated in 1994.

215 2023-30 Open Space & Recreation Plan -Status
216 Input/recommendations are being sought from various departments. Once the index, etc. is finalized, the
217 Open Space & Recreation Plan will be presented to the Planning Board. It will then be sent to the State for
218 approval. Once approved, it is good for seven (7) years. This will create more grant opportunities for the
219 Town.

221 Site Plan/Subdivision Developments -Updates
222 Moon Hill Estates has lots of sediment coming down the subdivision roadway due to the recent rain,
223 however, it has not impacted the abutters. It appears to be coming off the lots that have been cleared for
224 construction. G. Bechtholdt explained to the new board members that lot development is under the
225 purview of the Building Inspector. Erosion controls for wetland resource areas will be inspected by the

Conservation Agent and other erosion controls are under the jurisdiction of the Building Inspector. The Planning Office is in receipt of a report from Graves Engineering regarding The Camelot. Leonardo Estates and Mike's Way are in pretty good shape. The duplex units on Mike's Way were discussed and the units are connected by a cross wall even though they look to be separate units.

Mumford Riverwalk Boardwalk -Update

The Planning Office is waiting for the Owner's Project Manager to issue/advertise the Request for Proposal.

Rockdale Pocket Park -Update

G. Bechtholdt explained that comments came from the Department of Environmental Protection who wanted to deny the project. The Conservation Commission continued the Public Hearing so the Conservation Agent could do more research and provide justification regarding the Department of Environmental Protection concerns.

Planning Board Concerns

None

Mail -Review

G. Bechtholdt pointed out/discussed: the letter dated June 28, 2023 from the Attorney General regarding the rezoning of property on Providence Road and Wing Road that was taken up at the Spring Annual Town Meeting 2023; and in the mail that was received from abutting towns, Upton has received a comprehensive permit application (Chapter 40B).

In addition to the mail listed (see attached), the Planning Board noted receipt of the following communications: Planning Board Agenda dated July 11, 2023; Draft Planning Board Agenda dated August 08, 2023; Citizens Forum Document; Public Hearing Notice for Winston Woods Waiver Request; Letter dated June 12, 2023 to Planning Board from Guerriere & Halnon regarding Winston Woods Project Modification Request; Site Plan Layout dated June 01, 2021 for Winston Woods; Application for Modification of Approved Definitive Plan dated June 06, 2023 for Winston Woods; Public Hearing Notice for Contractor Yard on Douglas Road; Application for Site Plan Review dated May 19, 2023 for Douglas Road Contractor Yard; Letter dated May 26, 2023 to Town Planner from CMG Environmental & Engineering concerning Contractor Yard Douglas Road Site Plan Review Project Narrative; Site Layout Plan dated May 26, 2023 for Douglas Road; Memo dated July 06, 2023 to the Planning Board and CMG Engineering Services from Town Planner concerning Contractors Yard Douglas Road Site Plan Review; Checklist for Site Plan Review dated July 05, 2023 for Contractors Yard (Douglas Road); Chapter 173 Zoning, Article X. Administration and Enforcement, Section 73-49.1 Site Plan Review by Planning Board; Draft Planning Board Minutes dated June 13, 2023; Draft Planning Board Minutes dated June 27, 2023; Memo dated June 29, 2023 to Town Planner from Executive Assistant to the Town Manager regarding the Reappointment of Andrew Howden, Planning Board Associate Member; Letter dated May 30, 2023 to Andrew Howden from Town Manager regarding reappointment to Planning Board (Associate Member); Memo dated June 14, 2023 to Town Clerk from Town Planner concerning Michael Wilkes as representative from the Planning Board to the Bylaw Review Committee; Letter dated June 28, 2023 to Town Clerk from Attorney General concerning Northbridge Annual Town Meeting (May 02, 2023) Warrant Articles # 24 and 25 (Zoning); Certificate of Approval dated May 24, 2023 to Town Clerk from Planning Board for Building #6 Phase 3 Osterman Commerce Park; Residential Developments spreadsheet dated June 01, 2023; Map of Northbridge shown Residential Developments

under construction and preliminary/conceptual developments build-out yield; Residential Buildout sheet dated November 2022; Residential Developments Open Space sheet dated July 26, 2022; 2023 Planning Board Meeting Schedule.

Other

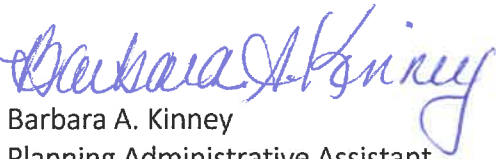
None

ADJOURNMENT

Having no additional business, the Planning Board adjourned its meeting of Tuesday, July 11, 2023 at or about 8:45PM.

Respectfully submitted,

Approved by the Planning Board:



Barbara A. Kinney
Planning Administrative Assistant



Cc: Town Clerk /File

July 11, 2023

Planning Board

FROM	DATE	SUBJECT
Whitinsville Water Company	07/07/2023	Contractors Yard, Douglas Road Plan Review Comments
Graves Engineering	05/31/2023	The Camelot Phase 4 Site Visit Report
Graves Engineering	07/05/2023	The Camelot Phase 4 Site Visit Report

ZBA

- Application – TJJ Development for a Special Permit for work within the Flood Plain at Douglas Road.

Grafton

- Decision – Approved with conditions the Special Permit for Willard House Clock Museum, Inc. for a common driveway to serve 2 single-family houses at 62 Wesson Street.

Upton ZBA

- Decision – Approved with conditions the Special Permit for the appeal of Maura and Stephanie Garner, “The Garner Girls,” applicant, with the owner’s permission for a light manufacturing or packaging for a portable saw-mill at 162A Main Street.
- Public Hearing Notice – Application of Andrea Baham for a Special Permit to construct an accessory apartment within a proposed addition to the existing house at 9 Oak Lane; and Application of Joseph Pelli for a Variance from the minimum side yard and rear yard setback requirements to construct a two-car garage with an accessory apartment at 8 Stearns Road. The applicant was previously approved by Special Permit for the accessory apartment use.
- Decision – Approved with conditions the Special Permit for Ashland-Chestnut Realty, LLC, applicant, for a 27 town-house and garden apartment units at 0 Milford Street.
- Decision – Approved with conditions the Comprehensive Permit for Vineyard Point Ventures, Inc., applicant, for a development of 4 residential units at 27 James Road.