



NORTHBRIDGE PLANNING BOARD
MINUTES
TUESDAY, August 08, 2023



Recognizing the presence of a quorum Rebecca Rushford, Chair called the meeting to order at 7:00 PM, with the following other members in attendance: Michael Baker, James Berkowitz, Abdul Kafal, and Michael Wilkes. 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: Bill Renaud; Earl Ebbeling; and Mike Dryden, Allen Engineering.

I. CITIZENS FORUM

None

II. FORM A's

None

III. CONTRACTORS YARD, DOUGLAS ROAD -CONTINUED PUBLIC HEARING

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

The applicant/engineer has requested a continuance of this Public Hearing. *Upon motion duly made (M. Wilkes) and seconded (A. Kafal), the Planning Board voted 4-0-1 (J. Berkowitz abstained) to continue the Public Hearing to September 12, 2023 at 7:05PM.*

IV. CONTRACTORS YARD, MAIN STREET -PUBLIC HEARING

Northbridge Zoning Bylaw -Section 173-49.1 Site Plan Review of the Planning Board
Assessor Map 2 Parcel 36

The notification requirements have been satisfied including publication of the legal ad.

Upon motion duly made (J. Berkowitz) and seconded (M. Wilkes), the Planning Board voted 5-0 to waive the reading of the Public Hearing Notice.

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 Tuesday, August 08, 2023 at 7:25 PM in the Board of Selectmen's Chambers of the Northbridge Memorial Town Hall, 7 Main Street, Whitinsville, MA to consider application of KEE Properties, LLC (Northbridge, MA) for proposed "Contractors Yard" including two (2) building structures, parking areas, and other associated site improvements for subject property (315 Main Street) identified as Assessor Map 2 Parcel 36 within the Industrial-One (I-1) Zoning District in Northbridge. Copy of Site Plan Review Application; Site Development Plan entitled "Site Plan for Contractors Storage Facility" prepared by Allen Engineering &

Associates, Inc. dated July 03, 2023; Drainage Analysis prepared by Allen Engineering & Associates, Inc. dated July 03, 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: northbridgemass.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@northbridgemass.org or participate during said meeting.

Upon motion duly made (A. Kafal) and seconded (M. Baker), the Planning Board voted 5-0 to open the Public Hearing for the Contractor's Yard at 315 Main Street.

Mike Dryden of Allen Engineering & Associates, Inc. on behalf of the Applicant, Earl Ebbeling explained that a previous approval was granted for this property and the adjacent property, but the project was never built. The developer is looking to keep this property as a contractor yard. Arcade Pond is located across the street and the property is within an Industrial Zone. The portion of Water Street that is located on the property is considered abandoned and is privately owned; Applicant/Engineer is to provide the Planning Board with supportive documentation regarding official status of Water Street. The former school was on this property and the slab still exists. There is a sidewalk across the front of the property on Main Street. The existing sidewalk will be replaced to accommodate the Americans with Disabilities Act ramps and the Department of Public Works will determine if other sidewalk improvements are needed.

The developer sought relief from the Zoning Board of Appeals for rear and side setbacks because there are residences on three (3) sides of the property and was Granted a Variance. The Zoning Board of Appeals also Granted a Special Permit for the use of a contractor yard. Because part of the property is located within the 100-year floodplain, a separate Special Permit from the Zoning Board may also be required for project as proposed. Applicant/Engineer is to review with the Building Inspector/Zoning Enforcement Officer (ZEO) to determine additional permits and approvals. Additionally, the Building Inspector/ZEO shall provide the Planning Board with information and guidance on Zoning Board condition of approval (variance & contractors yard), where Planning Board approval of the Stormwater Management Plan is to be required. The developer has filed with the Conservation Commission because a small portion of the property is located in the 100-foot buffer zone of Arcade Pond.

There will be a metal building with six (6) bays and a smaller separate office building. The reason for the two (2) buildings is because if a building is less than 7,000 square feet then a sprinkler system is not required. There will be an access in only on Main Street across from Water Street and an exit only access on Main Street across from Lake Street. Zoning requires 11 parking spaces and six (6) will be along the front of the property (Main Street) and five (5) will be along the east side of the property. The test pits revealed that the soils on the property consist of fly ash, glass, rubble, etc. and it must be removed. The elevation of the site is dictated by the groundwater, and they will be using a subsurface drainage system that will go to the existing catch basin which is then piped under Main Street to Arcade Pond. The site is flat, and lighting will be mitigated for the residential neighbors with wall pack lighting only for the minimum safety lighting requirements.

As approved by the Zoning Board (variance granted), the developer is looking to have only 10 feet of landscaping along the front of the property on Main Street and not 15 feet. M. Dryden will see if there can be more landscaping as there may be some opportunities in some small sections. The landscaping in the

front of the property along Main Street will be evergreens in the center and lower plants closer to the access points to maintain site distances. There will be fencing along the residential neighbor's side(s) of the property. On the side of the property where CoreMark is located (along backside of Water Street), the existing chain link fence will remain.

At the conclusion of the Applicant/Engineer's presentation, R Rushford, Chair sought initial input and comment from Planning Board members and the public. Having none at the time G Bechtholdt, Town Planner noted Review Report Forms were distributed to the various town departments for review and comment. G Bechtholdt acknowledged receipt of review comments received by Whitinsville Water Company, Building Inspector and Graves Engineering, Inc., the Planning Board's consulting engineer.

G Bechtholdt briefly reviewed Community Planning & Development memorandum to the Planning Board and Applicant/Engineer as well as Site Plan Review Checklist prepared for this application. G Bechtholdt inquired about any proposed outdoor storage, legal status of Water Street (public, private, abandoned, etc.), potential need to establish easements for the town and water company along Water Street layout, where existing water main and sewer line remain. G Bechtholdt expressed concern with the amount of impervious coverage within the site, suggesting the Applicant/Engineer look to incorporate additional landscaping and green space to reduce pavement areas. E Ebbeling indicated the pavement areas are needed for parking and maneuvering vehicles in and out of the site.

G Bechtholdt reminded the Planning Board and Applicant/Engineer of Northbridge's inclusion in the Blackstone River Valley National Historical Park, where efforts should be made with every new project to add visual enhancements along the public ways, including architectural design features of buildings and landscaping. Applicant/Engineer shall provide additional information (samples) of the proposed buildings for Planning Board review.

G Bechtholdt advised the Planning Board of the need for them to determine if a Development Impact Assessment report is to be required pursuant to Section 173-49.1 E (2)p of the Zoning Bylaw, where the Planning Board may waive such requirements based upon project scope. *Upon motion duly made (J. Berkowitz) and seconded (M. Baker), the Planning Board voted 5-0 to waive the traffic impact assessment.*

M. Dryden said he was a little taken aback by the letter from Whitinsville Water Company dated August 08, 2023 that they do not support this development unless the water main is relocated to West Street. M. Dryden will follow up with Whitinsville Water Company on what options are available to address this concern.

G. Bechtholdt reviewed the site plan process that a technical review meeting is typically held with various town departments, and they provide comments to the Planning Board. A Safety Committee meeting is also held that is comprised of the Town Planner, Police Chief, Fire Chief, Department of Public Works Director, and a business liaison. The Safety Committee supported the Main Street layout and wants provisions for a lockable gate for emergencies at Water Street. The developer will be moving the dumpster to accommodate the emergency access and the owner is not sure if he even needs a dumpster as his trash is minimal. Documentation is needed on what the status of that section of Water Street is such as discontinued or abandoned. Designated snow storage area(s) needs to be shown on the plan; to be located in a manner not to impede access in the event of an emergency or restrict parking/circulation within the site.

Upon motion duly made (M. Wilkes) and seconded (J. Berkowitz), the Planning Board voted 5-0 to continue the Public Hearing to September 12, 2023 at 7:25PM.

OLD/NEW BUSINESS

Approval of Meeting Minutes -July 11, 2023

Upon motion duly made (J. Berkowitz) and seconded (M. Wilkes), the Planning Board voted 5-0 to approve the minutes of July 11, 2023.

Central MA Regional Planning Commission (CMRPC) -Planning Board Delegates

Upon motion duly made (J. Berkowitz) and seconded (M. Baker), the Planning Board voted 5-0 to appoint J. Berkowitz and M. Wilkes as the Planning Board delegates.

Off-Street Parking Area (Camelot) -Request for Construction Change

The Planning Board was to review request to relocate the off-street parking at its meeting, however, was informed that the proposed relocation is not currently owned or controlled by the Developer. As such, the Board looked to table this matter. Upon motion duly made (J. Berkowitz) and seconded (A. Kafal), the Planning Board voted 5-0 to table this agenda item until the developer secures approval from the other landowner(s).

Leonardo Estates Date of Completion -Request for Extension

Upon motion duly made (J. Berkowitz) and seconded (M. Wilkes), the Planning Board voted 5-0 to extend the date of completion for Leonardo Estates to August 31, 2024. Once the new document is prepared and the developer secures the signatures needed from the bank, etc., the Planning Board will sign the document.

2023 Fall Annual Town Meeting -Warrant Closes August 25, 2023 (12:00PM)

Point of Information. G. Bechtholdt explained the process for Town Meeting Warrant Articles and the Planning Board's role in conducting public hearings and offering recommendations (Planning Board Report) on all zoning articles.

2023 Housing Production Plan (DRAFT) -Approval & Recommendation

The draft Housing Production Plan has been updated following the Public Forum held by the Planning Board. G Bechtholdt explained the next step is for the Board to review and offer its recommendation/approval. Then the Board of Selectmen will be given a presentation and provide their recommendation/approval. The Plan will then be sent to the State for approval. An approved Housing Production Plan that is certified by the State (where affordable units are created in accordance with the Plan), the Town (Zoning Board of Appeals) may deny a Comprehensive Permit if it does not align with the town Housing Production Plan. G Bechtholdt reminded the Board, absent an approved and certified Plan, a developer may submit a Comprehensive Permit under the provision of MGL Chapter 40B anywhere in town and ignore local zoning and local wetland bylaw provisions (including land use and unit density). Bill Renaud attended the meeting as it relates to the Providence Road property and inclusion in the Housing Production Plan. The Planning Board then discussed the land on Providence Road that is privately owned with an abutting property that is town owned. The informal proposal is for a mixed-use development that includes residential housing. The town owned property would need to be declared surplus at a Town Meeting. A form of Request for Proposal would then

be needed to sell the property. The town would potentially select a buyer based on price and intended end use of the property from the Request for Proposals received. The properties are zoned Industrial and would need a zoning changed to allow for residential use. These properties have been identified and are included in the Housing Production Plan. G. Bechtholdt pointed out that Grafton has a development proposal before them currently for 120-units (5 buildings consisting of 24 dwelling units). Upton is also considering two (2) relatively large-scale residential projects, perhaps a Comprehensive Permit (CH40B) that may or may not be sited appropriately. Recognizing the need for Planning Board members to review and offer comment, R. Rushford, Chair suggested a working session be convened for Tuesday, August 22, 2023 (7:05 PM -Town Hall), whereupon at its conclusion the Board will offer comment to Pioneer Valley Planning Commission and look to vote on approval at its meeting of September 12, 2023.

2023-30 Open Space & Recreation Plan (DRAFT) -Letter of Support

A draft copy of the Open Space and Recreation Plan will be sent to the Planning Board for their review. The Planning Board will vote on their recommendation at the September 12, 2023 meeting.

MBTA Communities Zoning Law -MGL Chapter 40A Section 3A

Northbridge is awaiting determination from the State on issuance of compliance where the town's existing Residential-5 Zoning District permits multifamily dwelling units by-right at or exceeding the density required of the MBTA requirements. Other surrounding towns may need to revise their zoning to comply with the new MBTA Communities Law.

Comprehensive Master Plan -Massachusetts General Law Chapter 41 Section 81D

This item is a placeholder to be discussed at a future meeting.

Site Plan/Subdivision Developments -Updates

As a result of the recent rain event, Moon Hill Estates once again experienced washouts where sediment from building lots under construction was observed on the subdivision roadway (and Moon Hill Road), where erosion control measures are not being implemented, as required as part of lot development. The Building Inspector will be notified and will need to follow up; G. Bechtholdt and R. Rushford will inform the Building Inspector.

Mumford Riverwalk Boardwalk -Status

The Request for Proposal for the Mumford River Walk will be advertised later this week, where bid proposals will be due early September.

Rockdale Pocket Park -Status

Conservation Commission approved the planned Rockdale Pocket Park and issued an Order of Conditions. The Order of Conditions will be recorded at the Registry of Deeds after the 10-day appeal period has passed.

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 08, 2023; Draft Planning Board Agenda dated August

22, 2023; Citizens Forum Document; Letter dated July 13, 2023 to Town Clerk from Planning Administrative Assistant regarding continuance of meeting and items needed for Contractor Yard Douglas Road; Memo dated July 06, 2023 to Planning Board and CMG Engineering Services from Town Planner regarding Contractor Yard Douglas Road Site Plan Review; Proposed Contractor Yard Douglas Road Site Layout Plan dated May 26, 2023; Letter received July 11, 2023 to Planning Board from Fire Department regarding Contractors Yard Douglas Road; Memo dated July 18, 2023 to Conservation Commission, CMG Engineering, and TJJ Development Corporation from Conservation Agent regarding Contractor Buildings Douglas Road; Public Hearing Notice for Contractors Yard 315 Main Street; Application for Site Plan Review undated for KEE Properties, LLC concerning 315 Main Street Contractor's Yard; Site Plan Project Narrative dated July 05, 2023 for Contractor's Storage Facility 315 Main Street; Zoning Board of Appeals Special Permit Granted to Earl Ebbling (applicant) and Whitinsville Redevelopment Trust (owner) for a contractor's yard for storage and vehicles and equipment on the corner of Main Street and Water Street; Zoning Board of Appeals Variance Granted to Earl Ebbling (applicant) and Whitinsville Redevelopment Trust (owner) for a contractor's yard for storage and vehicles and equipment on the corner of Main Street and Water Street; Site Plans for Contractor's Storage Facility at 315 Main Street; Review Report Form dated July 10, 2023 to Various Departments from Town Planner concerning Contractors Yard 315 Main Street Site Plan Review; Memo dated August 03, 2023 to Planning Board & Allen Engineering from Town Planner concerning Contractors Yard Main Street Site Plan Review; Checklist for Site Plan Review dated August 03, 2023 for Contractors Yard (Main Street); Chapter 173 Zoning Article X. Administration and Enforcement Section 173-49.1 Site Plan Review by Planning Board; Letter dated August 03, 2023 to Town Planner from Inspector of Buildings concerning Contractor's Yard 315 Main Street; Draft minutes of July 11, 2023; Memo dated July 1, 2023 to Planning Board and Board of Selectmen from Central Massachusetts Regional Planning Commission regarding Appointment of Delegates and Alternate to the Central Massachusetts Regional Planning Commission for Fiscal Year 2024; Plans of The Camelot Grace Street Subdivision regarding off-street parking; Email dated July 06, 2023 to Terreno Realty from Planning Administrative Assistant concerning Leonardo Estates Bond Extension; Letter dated June 15, 2023 to Planning Board from Terreno Realty, LLC concerning Leonardo Estates Subdivision – Request for Bond Extension and Status Report as of June 15, 2023; Memo dated July 24, 2023 to All Town Departments, Boards and Commissions and Town Moderator from Executive Assistant to the Town Manager regarding Fall Annual Town Meeting Tuesday, October 24, 2023; Email dated July 18, 2023 to Town Planner from REPM concerning Grace Street Plans Status; Letter dated August 03, 2023 to Planning Board from Graves Engineering concerning The Camelot Subdivision Phase 4 Grace Street Modifications Review; Email dated July 18, 2023 to Samiotes Consultants from Town Planner concerning Northbridge Fire Infiltration Basin #1; Site Visit Report dated July 14, 2023 from Graves Engineering regarding Mike's Way; Certificate of Approval dated July 12, 2023 for Definitive Subdivision (Modification) – Winston Woods; Notice of Decision Definitive Subdivision Winston Woods; Memo dated July 13, 2023 to Town Clerk from Planning Administrative Assistant concerning Community Preservation Committee Mike Wilkes Planning Board representative; 2023 Planning Board Meeting Schedule.

Other

The Planning Board shall vote to authorize the use of electronic signatures, in accordance with MGL will be considered at an upcoming meeting. Where upon approval (and recording at the Registry) live signatures will only be necessary for plan endorsement and certain Planning Board documents.

ADJOURNMENT

270 Having no additional business, the Planning Board adjourned its meeting of Tuesday, August 08, 2023 at or
271 about 8:52PM.

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273 Respectfully submitted,

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Barbara A. Kinney

Planning Administrative Assistant

Cc: Town Clerk /File

Approved by the Planning Board:



August 08, 2023

Planning Board

FROM	DATE	SUBJECT
Building Inspector	08/04/2023	Letter for Contractor's Yard – Douglas Road
DPW	08/04/2023	Memo for Douglas Road Contractor's Yard
Graves Engineering, Inc.	08/04/2023	Contractor's Storage Facility 315 Main Street Site Plan Review
Graves Engineering, Inc.	08/04/2023	Contractors Yard 0 Douglas Roda Site Plan Review
Whitinsville Water Company	08082023	315 Main Street Review Comments

Douglas

- Public Hearing Notice – Application of Robert and Susan Leonardi for a Special Permit for an accessory apartment at 78 Pine Street.
- Public Hearing Notice – Proposed Amendment to adopt new Section 6.8 Residentially-Scaled and Commercially-Scaled Solar Energy Systems to the Zoning Bylaws.
- Public Hearing Notice – Application of Second Generation Partners, LLC for an Earth Removal Special Permit and a Site Plan Review for clearing and grading for outdoor storage of construction materials at 100 Davis Street.

Grafton

- Public Hearing Notice – Application of Cellco Partnership, d/b/a Verizon Wireless (applicant) and Sutton, LLC (owner) for a Special Permit and Site Plan Review request to construct a Wireless Communications Facility at 58 Follette Street.
- Public Hearing Notice – Application of Lauren and Kathy Pardee (applicants) and Kathy Pardee (owner) for a Special Permit and Site Plan Approval for an accessory apartment at 1 Meadow Lane.
- Public Hearing Notice – Application of Westboro Road Property Owner, LLC , c/o GFI Partners (applicant) and Massachusetts Development Finance Agency (owner) for a Special Permit and Site Plan Approval for a Major Industrial Complex, consisting of light manufacturing and warehouse facilities at 124 Westboro Road.
- Public Hearing Notice – Application of Broadmeadow Realty, LLC for a Special Permit and Site Plan Approval for five (5) 24 unit apartment buildings and one (1) sales center at 188 Providence Road.

Grafton ZBA

- Constructive Approval Notice – Variance Application for 3 Bridle Ridge Drive.
- Constructive Approval Notice – Variance Application for 3 Bridle Ridge Drive.

Sutton

- Decision – Granted with Conditions the Special Permit for a Retreat Lot & Common Driveway to Thomas & Kathleen Palumbo at 38 Southwick Road.