



NORTHBRIDGE PLANNING BOARD MINUTES

Tuesday, March 13, 2012



Janet Dolber, Chair called the meeting to order at 7:00 PM. Barbara Gaudette, Edward Palmer and Richard Griggs were in attendance. R. Gary Bechtholdt II, Town Planner was also present. Cindy Key, Associate member was absent. Note: One (1) Planning Board vacancy. The following members of the public were in attendance: None

I. CITIZENS FORUM

None

II. ANR PLAN REVIEW

None

III. CAMELOT SUBDIVISION –REVIEW/DECISION

§222-37 -Request for Lot(s) Release

Mr. Bechtholdt informed the Planning Board Town Counsel determined the sample forms proposed by the developer (copies of which provided to Board members) are not within the scope of security methods established under the subdivision control laws. Mr. Bechtholdt will discuss options with Town Counsel later in the week, noting until this matter is resolved and a performance bond is in place the lots may not be released from the Covenant.

Mr. Bechtholdt provided the Planning Board with a copy of memorandum dated March 13, 2012 from Heritage Design Group concerning status report on the progress of the Camelot subdivision since the last Board meeting (& memorandum dated January 24, 2012). Mr. Bechtholdt noted that the Board's consulting engineer (JF Engineering Group LLC) conducted a site inspection earlier in the day to review the detention pond and drainage system. A copy of inspection report dated March 13, 2012 from JH Engineering was distributed to the Planning Board. Mr. Bechtholdt explained additional work on the pond still needs to be performed before the required as-builts and certification is provided, adding the stormceptor has not been installed as part of the initial drainage construction. Mr. Bechtholdt suggested to the Board, in talking with the engineering (JH Engineering) the stormceptor could be installed at a later date, the drainage pond would function as design in the interim however would require additional oversight and maintenance to remove silt & debris collected in the pond. Mr. Bechtholdt also mentioned the developer has installed rip-rap along the roadway (roadway A) as a preventive method to keep runoff from the roadway during individual lot development, noting that the Planning Board suggested installing hay bales in lieu of a temporary cape-cod berm.

Mr. Bechtholdt then reviewed with the Board planning memorandum (March 07, 2012) sent to the Sewer Superintendent (Mark Kuras) concerning his position/concern if the Planning Board granted lot release (w/in Phase IA) prior to the completion of the sewer and pump station. Mr. Bechtholdt explained that Mr. Kuras in an email communication received March 09, 2012 in response to his memorandum stated he would not sign-off any sewer connection permits until the force main piping for 538 Hill Street was reconnected. Mr. Bechtholdt will contact the Sewer Superintendent once again regarding his concerns, if any relative to the timing of lot release within Phase IA.

Mr. Bechtholdt suggested that the Planning Board table this matter to its next meeting (March 27, 2012) at which time the developer should have finalized an acceptable performance surety for Phase IA, reminding the Board that this agreement needs to be formalized before lots are considered for release regardless of the progress of the subdivision and satisfying conditions of approval.

Mr. Palmer indicated that he was more inclined to continue this matter to the first meeting in April, as the developer has shown they are not ready. Mr. Bechtholdt agreed with Mr. Palmer's sentiment however explained if the developer (and Planning Board) can at least finalize the surety on March 27th that would be one less item to be addressed. Planning Board members agreed to table the Camelot subdivision review/decision to March 27, 2012 at 7:35PM.

OLD/NEW BUSINESS

Approval of Meeting Minutes- February 14, 2012 & February 28, 2012

Upon motion duly made (Palmer) and seconded (Griggs) the Planning Board voted (4-0) to accept the meeting minutes of February 14th and February 28th 2012.

2011 FATM Zoning Amendment(s) –Attorney General Approvals

Planning Board reviewed copy of letter dated February 15, 2012 to the Town Clerk from the Office of the Attorney General concerning zoning amendments (articles 7, 11 & 12) acted on at the 2011 Fall Annual Town Meeting. Mr. Bechtholdt noted the three (3) articles received approval from the Attorney General with the exception of (Article 12 –Expedited Permitting) where the provision concerning resubmission is in conflict with MGL CH 43D SEC 5. Mr. Bechtholdt explained this discrepancy is in result of the state's General Law Chapter 43D being in conflict with the state's implementing regulations (CMR), where 43D references a 30-day period and the applicable CMR provision notes a 20-day period for review. Mr. Bechtholdt will look to review same with Town Counsel at a later date.

Spring Annual Town Meeting (SATM) –Tuesday, May 01, 2012

Point of information –no discussion.

2012 SATM Closing of Warrant –Thursday, March 16, 2012

Mr. Bechtholdt explained to the Planning Board, after speaking with Henry Lane earlier last week he is not aware of any zoning amendment petition articles. However noted who knows; one may be submitted prior to the closing of the warrant. Board members agreed that it was not possible to determine if someone was to submit a petition or not.

Planning Board Meeting –Wednesday, April 04, 2012

Mr. Bechtholdt suggested, if a zoning amendment petition article is filed the Planning Board will need to schedule a meeting for Wednesday, April 04, 2012 in order to hold its required public hearing before the Finance Committee provides its final recommendations before the town booklets are sent to the printers. As reviewed before, the warrant will close 7-weeks prior to Town meeting; the booklets need to be sent to the printers 4-weeks prior, which leave three (3) weeks for the Planning Board to coordinate and conduct its required public hearing, noting before opening the hearing the legal advertisement needs to run in the local newspaper 2-weeks prior; which leaves the Planning Board with only 1-week to hold its hearing. Mr. Bechtholdt reminded the Planning Board that he reviewed this scheduling issue with the Town Manager

before. Unfortunately depending whether or not a zoning petition article is received for the Spring Session we may be in the same predicament as we were with the Special Town Meeting in February. In order to help minimize potential criticism the Planning Board should schedule a meeting for Wednesday, April 04, 2012 at 6:00PM, the same day the FinCom is scheduled to hold its last meeting before finalizing their recommendations. With the warrant closing on Thursday, March 16th the earliest the Planning Board hearing could be is April 04, 2012. Mr. Bechtholdt reminded the Board that he would put together a memorandum to the Board of Selectmen informing them of this scheduling issue and suggest that they consider closing the warrant sooner or opt to print the booklets in a different manner, one that does not require 4-weeks to complete.

Upon motion duly made (Griggs) and seconded (Palmer) the Planning Board voted (4-0) to schedule a Planning Board meeting on Wednesday, April 04, 2012 at 6:00PM in the event a zoning amendment petition article is received prior to the closing of the Spring Annual Town Meeting.

2012 SATM Planning Board Articles –Vote to Sponsor

Mr. Bechtholdt informed the Planning Board that he as directed by the Board contacted Henry Lane in a letter dated March 05, 2012 and later discussed with Mr. Lane proposed zoning amendment article to be sponsored by the Planning Board concerning setbacks for Planned Business Developments. Mr. Bechtholdt reviewed with the Planning Board revised draft prepared by Mr. Lane along with a conceptual layout of the subject property on Main Street (as requested by the Planning Board). Rather than proposing an amendment to Footnote #8 Mr. Bechtholdt suggested the Board look to incorporate setback requirements within the Planned Business Development provision of the bylaw. The Town Planner reviewed with the Board proposed zoning amendment to Section 173-47 B (2) –Planned Business Development by adding subsection (I) as follows: No building or structures (except fencing) in a Planned Business Development shall be erected within 50-feet of a residential district boundary. Mr. Bechtholdt explained that he reviewed same with Mr. Lane earlier; the proposed amendment would address the petitioner(s) original intention.

Upon motion duly made (Palmer) and seconded (Gaudette) the Planning Board voted (4-0) to SPONSOR zoning amendment article for the 2012 Spring Annual Town Meeting.

Pursuant to M.G.L. Ch 40A Sec. 5 [Adoption or change of zoning ordinances or by-laws; procedures] the Planning Board will hold a public hearing prior to Town Meeting.

2012 SATM –Scheduling of Public Hearing(s)

Upon motion duly made and seconded the Planning Board voted (4-0) to conduct its public hearing for zoning amendment article concerning Section 173-47 B (2) –Planned Business Development on Tuesday, April 03, 2012 at 7:05PM.

FY2013 Planning Budget (proposed) –Review

Planning Board briefly reviewed Planning budget for next fiscal-year. Mr. Bechtholdt indicated the budget is more or less a level-fund like previous years, noting the assessment (cost) for the Regional Planning Agency continues to increase which is based on per capita (from \$3,275 to \$3,785).

Linwood Mill –Site visit overview/comments

Mr. Griggs explained that he was very impressed with all the work that had been done. Ms. Gaudette agreed, stating the mixed use redevelopment of the property appears to be a very good reuse of the historic mill. Ms. Dolber and Mr. Palmer both agreed and praised the owner and developers for their efforts. Mr. Bechtholdt mentioned that he talked with Matt Mittelstadt briefly during the site visit of March 12, 2012 and will review with him remaining outstanding issues before a temporary occupancy permit is sought for the residential units. Mr. Bechtholdt mentioned that he would be meeting with Rita Osborne and the Chairman of the Northbridge Housing Authority, along with Matt Mittelstadt of EA Fish Development to review the role of the local housing authority as it relates to the rental units.

Planning Board –Vacancy

Point of information –no discussion.

Mail –Review

In addition to the mail listed (see attached) and as described herein the Planning Board noted receipt of the following communications: email communication(s) between Northbridge Town Planner, Sutton Planning Director and Julie Holstrom of the Worcester Business Development Corporation regarding Sutton Commerce Pak; email communication received March 12, 2012 from David Doneski (Town Counsel) regarding Camelot surety agreement; email communication(s) regarding Camelot and sewer installation; email communication from the Blackstone River Valley National Heritage Corridor regarding the National Park Bill Update; and email communication from Joanna Doherty of the John H. Chafee Blackstone River Valley National Heritage Corridor regarding announcement for April 21, 2012 for the 27th Annual Rhode Island Historic Preservation Conference, where in addition to bus tours in Rhode Island tours will also be offered in Hopedale, MA and Whitinsville.

OtherConflict of Interest Online Training

Ms. Gaudette provided a copy of her certificate for completing the online Conflict of Interest training, to be included in the Planning file. Mr. Bechtholdt indicated all Planning Board members may be good for at least 2-years.

Castle Hill Farms presentation

Ms. Gaudette explained to the Board that she attended the Castle Hill Farm presentation of the Northbridge Historical Society last week at the library; she indicated that it was very well done and well attended. All who presented did a really nice job; really glad she went. Town Planner provided Board members with online article entitled “Northbridge Historians Present Castle Hill Farm” by Deborah E. Gauthier (the Daily Northbridge –March 07, 2012).

Zone I & Zone II Aquifer Protection District

Mr. Bechtholdt mentioned if the proposed Riverdale Water Company was to go online and provide water to Northbridge residents the town may need to create additional Zone I and Zone II water protection districts; reminding Planning Board members this was presented to the Planning Board several months ago by James & Jayne Knott; at which time the Board was concerned about potential loss of property rights

within the would be designated zones and requested additional information. The Town Planner will look to review this with the Town Manager and Building Inspector.

Wastewater Management Plan

Mr. Bechtholdt informed the Planning Board that he met recently with the DPW Director and Sewer Superintendent on the preparation of a comprehensive wastewater management plan. The town is currently drafting a scope and objectives for the study; as this initiative progress the Planning Board may be asked to weigh in on certain build-out scenarios.

Gilmore Drive (Northbridge/Sutton)

Mr. Bechtholdt explained to the Planning Board that he was contacted by Julie Holstrom, Project Manger with the Worcester Business Development Corporation (WBDC) concerning Gilmore Drive, subdivision roadway (Sutton Commerce Park) located within Northbridge & Sutton. Mr. Bechtholdt noted the portion in Sutton (majority of roadway) was recently accepted as a public way. Mr. Bechtholdt will review street acceptance requirements for Northbridge with the WBDC and the Sutton Planning Director (Jen Hager), as well as, discuss long term maintenance and repair responsibilities upon acceptance.

DPW Facility Improvements –Fletcher Street

Mr. Bechtholdt informed the Planning Board site plan application for the construction of 19,300 square-feet DPW facility (11 Fletcher Street) prepared by PARE Engineering was submitted to the Planning Office on March 13, 2012. Mr. Bechtholdt noted, in addition to filing with the Planning Board for site plan review the proposed requires filing with the Conservation Commission, as well as the Zoning Board for activity within the floodplain/floodway and pre-existing nonconforming status of the lot. Board members briefly reviewed proposed layout of the facility; the Planning Board shall consider the site plan review at its meeting of April 03, 2012.

Sandtrap Court –Island cul-de-sac

Mr. Bechtholdt informed the Planning Board that Pulte Homes has expressed a preference to keep the landscaped island within the cul-de-sac of Sandtrap Court; copy of email communication(s) regarding Shining Rock Golf Community –Sandtrap Court was provided to the Planning Board. The Board acknowledged and noted if the school's policy prohibits buses from accessing cul-de-sacs then they too would prefer the island remain.

Adjournment

Having no additional business the Planning Board adjourned its meeting of Tuesday, March 13, 2012 at 8:00 PM.

Respectfully submitted,

Approved by Planning Board –

R. Gary Bechtholdt II
Town Planner

Cc: Town Clerk