



## **NORTHBRIDGE PLANNING BOARD MINUTES**

Tuesday, April 24, 2012



Janet Dolber, Chair called the meeting to order at 7:05 PM. Barbara Gaudette, Edward Palmer and Richard Griggs were in attendance. R. Gary Bechtholdt II, Town Planner was also present. Note: One (1) Planning Board vacancy. Cindy Key, Associate member was absent.

The following members of the public were in attendance: Judi Uthoff, Roy Uthoff, Bill Hammer, Matt Emmott, Timothy R. Riordan, Brett A. Simas, Scott Lindgren (PARE Corporation), James Shuris, Susan Green, Rebecca Siegle, Stan DeHaan, Linda DeHaan, Joe Susienka, Sue Susienka, John Galvani (Norwood Cooperative Bank), John Crowley (Norwood Cooperative Bank), Mark Anderson (Heritage Design Group), and Vincent Osterman (Osterman Propane LLC).

### **I. CITIZENS FORUM**

Judi Uthoff indicated she was in attendance for the Shining Rock Golf Community discussion; Ms. Dolber informed Ms. Uthoff if she wished to speak she may do so when the Planning Board takes up Shining Rock Golf Community under Old/New Business.

Susan Green inquired about the status of the proposed Riverdale Water Company; Planning Board suggested that she contact the Town Manager's office for information as they had no information available on its status.

### **II. 220 & 246 HEMLOCK STREET** ANR plan –Review/Decision

Timothy R. Riordan of 220 Hemlock Street (Applicant) reviewed with the Planning Board ANR plan prepared by Andrews Survey & Engineering (Uxbridge, MA) to convey parcels of land (parcel A & parcel B) with his neighbor (Barnatt) as a result of shed being located on abutter's property. Upon review of the ANR plan and general questions, the Planning Board acted on the application.

*Upon motion duly made (Gaudette) and seconded (Palmer) voted 4-0 to GRANT ANR endorsement for 220 & 246 Hemlock Street. As described and shown on the plan, the intent of the ANR is to convey Parcel A from AP19/355 to AP19/356 and convey Parcel B from AP19/356 to AP19/355.*

### **III. NORTHBRIDGE DPW FACILITY –CONT. PUBLIC MEETING** §173-49.1 [Site Plan Review]

Scott Lindgren (PARE Corporation) provided the Planning Board with an update noting receipt of comments received from JH Engineering Group LLC, the Planning Board's consultant for this project. Mr. Lindgren reviewed with the Board JH Engineering Group report dated April 03, 2012, as well as PARE Corporation response letter dated April 24, 2012. Mr. Bechtholdt noted that the Zoning Board recently granted approvals (special permits) for the proposed activity within the Floodplain and for pre-existing nonconforming status.

Mr. Lindgren explained that the Conservation Commission has begun its review of the application and will be conducting a site visit on Saturday, April 28, 2012 with the continued review scheduled for May 09, 2012. Mr. Bechtholdt noted that JH Engineering Group is also performing engineering review on behalf of the Conservation Commission as well. Ms. Dolber opened up discussion to the public. Mr. Shuris (DPW Director) suggested this project is an improvement to the site; with municipal sewer hook-up, interior storage of equipment and vehicles, as well as relocating the salt shed outside the floodplain. The overall site layout is better creating a safer place to work for the DPW workers.

Ms. Gaudette inquired about the proposed timeline and the cost involved. Mr. Shuris suggested by late May/June should have rough numbers, noting final design costs will be ready for the 2012 Fall Annual Town Meeting. Ms. Dolber indicated that she was impressed with the material samples reviewed at the previous meeting. Mr. Shuris explained that the building cannot be modular; the building may be stick-built or pre-engineered.

Mr. Uthoff asked for clarification on the location, if it was the same site as the existing DPW facility. Mr. Shuris explained that the current site is proposed to be redeveloped; Fletcher Street is the perfect location for the town. Ms. Gaudette inquired about the timing of the Douglas Road bridge work; Mr. Shuris indicated that the work is shovel ready and should start within the next couple of weeks; noting the improvements will realign the intersection of Douglas Road and Fletcher Street. Planning Board received in their packets copy of MassDOT –plan and profile of Douglas Road over the Mumford River.

Having no additional comments the Planning Board looked to conclude its review; Mr. Bechtholdt indicated that the Safety Committee is scheduled to review proposal at its meeting of April 25, 2012 and that the Conservation Commission has not completed its review; however the Board may decide to act on the application subject to Safety Committee favorable review and subject to conditions of the Conservation Commission.

*Upon motion duly made and seconded the Planning Board closed the public meeting for the proposed DPW facility. Upon motion duly made (Gaudette) and seconded (Palmer) the Planning Board voted 4-0 to approve with conditions the site (re)development plan for the Northbridge Department of Public Works facility located at 11 Fletcher Street subject to the Conservation Commission, Safety Committee and JH Engineering Group LLC (including general conditions for site plan approvals and as discussed during review). The Town Planner shall prepare Certificate of Approval for Planning Board signature to be dated April 26, 2012.*

#### **IV. OSTERMAN PROPANE MAINTENANCE FACILITY -PUBLIC MEETING**

##### **§173-49.1 [Site Plan Review]**

Ms. Dolber read the meeting notice: In accordance with the provisions of Massachusetts General Laws & the Town of Northbridge Zoning By-Law Chapter 173, the Northbridge Planning Board will hold a public meeting on Tuesday, April 24, 2012 at 7:15 PM in the Selectmen's Chambers of the Northbridge Town Hall, 7 Main Street Whitinsville, MA, to consider the site plan application of Osterman Propane, LLC for the proposed construction of a ±12,000 square-foot maintenance facility, parking area and other associated site improvements. The subject property (6.94 acres) identified as Assessor Map 28 Parcel(s) 6, 7, 46, 73 & 74 is located on Church Street (extension) within the Industrial-One Zoning

District. Copy of the Application, Stormwater Management Report (dated March 22, 2012) and Site Development Plan entitled “Osterman Propane Maintenance Facility” prepared by Heritage Design Group and dated March 22, 2012 is on file with the Office of the Town Clerk (7 Main Street) and the Planning office (14 Hill Street) Whitinsville, MA and may be reviewed during normal office hours. The purpose of the meeting is to provide an opportunity for public comment. Anyone wishing to be heard should attend said meeting at the time and place designated.

Mr. Bechtholdt indicated notification requirements for the public meeting were satisfied. The Planning Board opened its site plan review.

Mark Anderson (Heritage Design Group), on behalf of the owner/applicant, Vincent Osterman (Osterman Propane LLC) reviewed with the Planning Board site development plan entitled “Osterman Propane Maintenance Facility” dated March 22, 2012.

Mr. Anderson reviewed proposed site layout/circulation, briefed the Planning Board on the day-to-day operations of the facility and reviewed the stormwater design; proposing to utilize certain Low Impact Development techniques within the site; the proposed 12,000 square-foot facility building which shall consist of 6-bays for fleet maintenance; parts/storage, office space, etc. Existing main office will remain; the current maintenance building will be utilized as dry storage/warehouse. Screening includes landscaping and fencing around the entirety of the site (security).

Mr. Anderson concluded noting that the Safety Committee is scheduled to review the proposal at its meeting of April 25<sup>th</sup> as well as the Conservation Commission.

Mr. Griggs inquired about the location of the recently installed propane tanks (2 additional tanks); Mr. Anderson described the location of the four 30,000 gallon tanks, totaling 120,000 gallons; noting they have been fully permitted by the State Fire Marshal and the town. Mr. Anderson also noted a new 12-inch water service will be brought into the site; with dedicated domestic and fire suppression lines to the facility maintenance building which may include an automated truck washing station in the interior of the building. Sanitary sewer (10-inch line) will also be brought in from the main. The site development will include a new hydrant, 2 water cannons (existing) and sprinkler system w/in proposed maintenance building.

Ms. Dolber opened up comments to the public. Judi Uthoff asked about the size of the propane tanks (three 30,000 gallon tanks). Joe Susienka inquired about the type of screening/buffer proposed; Mr. Anderson explained a row of White Pines with a grass/wildflower mixture proposed along the westerly side of the property and the P&W rail (Providence-Worcester).

Mr. Bechtholdt noted that the Planning Board’s engineering consultant (JH Engineering Group LLC) has provided an initial report dated April 19, 2012 and shall review same with the Conservation Commission at its meeting of April 25, 2012.

*Upon motion duly made and seconded the Planning Board voted (4-0) to continue the site plan review to Tuesday, May 08, 2012 at 7:35PM to allow additional time for review and comment.*

**OLD/NEW BUSINESS**Approval of Meeting Minutes- March 27, 2012 & April 03, 2012

Upon motion duly made (Palmer) and seconded (Gaudette) the Planning Board voted (4-0) to approve the meeting minutes of March 27, 2012. Upon motion duly made (Palmer) and seconded (Gaudette) the Planning Board voted (4-0) to approve the meeting minutes of April 03, 2012.

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

Mr. Bechtholdt reminded Board members that the Spring Annual Town Meeting will be held at the Northbridge High School, not at the Middle School. Mr. Griggs offered to read Planning Board zoning amendment article (Art. #23) recommendation & report at Town Meeting.

Shining Rock Golf Community –Performance Bond/Lot Release

John Galvani and John Crowley of Norwood Cooperative Bank met with the Planning Board to discuss and review the status of Shining Rock Golf Community requesting (1) the establishment of a performance bond for Phase V (last phase) for the remaining portion of Fairway Drive and (2) lot release of remaining lots (single-family & townhouse units). Reference is made to letter dated April 23, 2012 from Norwood Bank received by the Planning Board.

Mr. Galvani indicated the remaining portion of Shining Rock Drive is complete with only as-builts and the installation of one streetlight remains. Mr. Galvani explained that Pulte Homes has recently notified the bank that they are no longer interested in developing the remaining parcel(s) of land on Fairway Drive for condominium units. Mr. Galvani suggested given its proximity to the surrounding condo units already constructed it makes sense to remain as condos (14-units).

Rebecca Siegle and Judi Uthoff of Shining Rock Golf Community expressed concerns with the condition of the intersection (Fairway Drive/Sandtrap Court/Clubhouse Lane) questioning when the work would be completed. Mr. Galvani indicated as part of the construction of the remaining portion of Fairway Drive the intersection would be completed; noting the waterline located in the intersection needs to be adjusted as part of such construction. Judi Uthoff provided photographs illustrating concerns with the intersection.

Stan DeHaan of Shining Rock Golf Community expressed concerns with the debris and stockpile areas created by Pulte Homes as part of their condominium unit construction on Sandtrap Court. Mr. Galvani noted that the bank is aware of this and shares the concerns of the residents; Norwood Bank is holding an escrow/deposit with Pulte Homes and will review matter with them to ensure the area is cleaned up before releasing the deposit.

Mr. Bechtholdt advised the Board that Malley Engineering, the Planning Board's consulting engineer prepared a punchlist and cost estimate for Fairway Drive however this figure did not appear to include costs for the intersection as requested. Board members reviewed the punchlist and cost estimates; noting estimates for the roadway paving seemed low. Reference is made to Malley Engineering report (Shining Rock Golf –Fairway Drive extension) dated April 23, 2012.

Having the need to obtain additional information from the Board's engineer the Planning Board tabled this matter to its next meeting scheduled for Tuesday, May 08, 2012. The Town Planner shall contact Malley Engineering for cost estimates for the intersection (Fairway Drive/Sandtrap Court/Clubhouse Lane) and additional information concerning the estimates provided for paving.

#### Carpenter Estates –LID Discussion

Mark Anderson of Heritage Design Group met with the Planning Board to review possible subdivision modification for Carpenter Estates where Low Impact Development (LID) techniques may be implemented as part of the overall stormwater management for the site development. Mr. Anderson noted that he has met with the Town Planner, the new Highway Superintendent (Robert Van Meter), as well as the Planning Board's consultant for this project (JH Engineering Group LLC). Mr. Anderson indicated that Mr. Van Meter was open to the idea as long as maintenance was not an issue.

Mr. Anderson explained his client (C & S Realty Trust) would like to utilize grass swales and other LID techniques rather than the typical standard drainpipe to basin engineered system. Mr. Anderson explained sidewalk and curbing (vertical granite) would be eliminated from approximately Station 9 + 00 through to the cul-de-sac (Station 15 + 00); stormwater would be directed to sheet flow into a grass-swale along the roadway to the detention pond which also may be redesigned. Mr. Bechtholdt suggested that the sidewalks may not be eliminated.

Ms. Dolber inquired if there were any existing subdivisions in the area that have utilized LID techniques. Mr. Anderson indicated NorthWoods2 in Bellingham/Mendon is a LID subdivision. Mr. Anderson suggested a homeowners association could oversee the maintenance of the drainage swales.

Ms. Gaudette expressed concerns with long-term maintenance; suggesting if the homeowners did not maintain the grass-swales the stormwater management will no longer work which could create problems. Ms. Gaudette suggested if the development was smaller (say 6-lots) may be appropriate; concerned with the size of the subdivision development and the number of driveway crossings over the grass-swale. Mr. Bechtholdt agreed with Ms. Gaudette and added the developer has also been asked to incorporate shared driveways to minimize impervious coverage and crossings over the drainage swales.

Mr. Palmer stated that he likes the idea however is concerned with potential implementation and long-term maintenance. Mr. Anderson suggested maintenance could be an issue; rather than a Homeowners Association the town could be responsibility. Mr. Bechtholdt suggested Mr. Anderson met again with the Highway Superintendent and JH Engineering to review concept and long-term maintenance. Ms. Gaudette indicated she would like to see common driveways wherever possible to reduce crossings over the grass-swales.

Mr. Anderson agreed to meet with the Town Planner, Highway Superintendent and JH Engineering Group, after which will coordinate with the Planning Board a follow-up discussion.

#### Camelot Subdivision –Update

Mr. Bechtholdt informed the Planning Board installation of subdrains along certain sections of Roadway A has been determined to be not necessary. Reference is made Heritage Design Group letter

dated April 04, 2012 and JH Engineering Group, LLC memo dated April 05, 2012 concerning same. Mr. Bechtholdt also advised the Planning Board that JH Engineering has prepared an update for Phase 1A construction estimates, which has also been recalculated to separate the sanitary sewer pump station & force main (totaling \$283,762.50) and the remainder of roadway and other infrastructure improvements required for Phase 1A (totaling \$373,267.00). Mr. Bechtholdt explained, since the last Planning Board meeting (April 03, 2012) the Sewer Superintendent (Mark Kuras) met with the developer (JF Marinella), along with Jeff Howland (the Boards consulting engineer) and Cheryl Peterson (the developers engineer) to discuss the sewer pump (size, model, type); accordingly everyone should be on the same page. The developer needs to provide the sewer department (and JH Engineering) with the shop drawings and specs for review. Mr. Bechtholdt explained it was his understanding the pump needs to be fabricated (not off the shelf) and may take 8 to 12-weeks before it arrives on site.

#### Linwood Mill Lofts –Update

Mr. Bechtholdt explained to the Planning Board that it was his understanding that tenant occupancy of the residential units is scheduled for May 01, 2012; and that EA Fish Development has been working with the Planning office on the affordable housing component of the project; noting as part of the approval the units (75 senior units) shall clarify and count towards the town's subsidized housing inventory. The Planning office has provided the Department of Housing and Community Development (DHCD) with a request for new units; EA Fish Development has also been asked to prepare a punchlist for the Planning Board to review remaining outstanding issues specific to the site plan and special permit approvals granted for the Linwood Mill redevelopment project. Reference is made to Community Planning & Development letter dated April 23, 2012 to DHCD concerning Northbridge's Subsidized Housing Inventory.

#### Planning Board –Vacancy

Brett Simas attended the meeting once again to inform the Planning Board that he has talked with the Town Clerk and will do a sticker campaign for the May 15<sup>th</sup> town elections as a write-in for the Planning Board vacancy.

#### Mail –Review

In addition to the mail listed (see attached) the Planning Board noted receipt of the following communications: Community Planning & Development memorandum dated April 12, 2012 regarding Osterman Propane technical review meeting; JH Engineering Group, LLC review dated April 19, 2012 regarding Osterman Propane Maintenance Facility; email communication from Norwood Bank received April 18, 2012 concerning Shining Rock Golf Community; email communication from Mr. Bechtholdt sent April 09, 2012 to Malley Engineering concerning Shining Rock Golf Community performance bond; email communication from Jeff Howland (JH Engineering Group) received April 20, 2012 concerning the Camelot subdivision; email communication from Mr. Bechtholdt to Ms. Dolber sent April 09, 2012 concerning the Camelot subdivision; email communication from Matt Mittelstadt (EA Fish Development) received April 05, 2012 concerning Linwood Mill Loft; Zoning Board of Appeals memorandum dated April 12, 2012 regarding Whitinsville Water Company special permit application; (draft) correspondence to Town Manager prepared by Town Planner concerning timeline for closing warrant and printing of Town Meeting booklets; Community Planning & Development memorandum dated April 19, 2012 regarding quarterly reporting (January-March/April) for the Planning office; email communication from Town Planner to Town Manager sent April 13, 2012 concerning approval from the

State (IPB) to reprogram remaining 43D Technical Assistance Grant funds (\$5,065) to contract with a vendor for municipal webpage; (copy of) recommended FY2013 budget; (draft) notice prepared by CMRPC concerning Blackstone Valley Prioritization Project; copy of letter dated March 28, 2012 from Larry Adams, Executive Director CMRPC concerning Blackstone Valley Prioritization Project; and (copy of) Community Planning & Development letter dated April 23, 2012 to DHCD concerning Linwood Mill apartments (SHI).

### Other

#### Solar Farm –Northbridge/Sutton

Mr. Bechtholdt informed the Planning Board that he along with the Building Inspector (James Sheehan) met with Henry Lane (representing the property owner on Lasell Road) on April 17, 2012 concerning a potential solar farm within Northbridge and Sutton (Lasell Road/Oakhurst). Mr. Bechtholdt explained, according to the Building Inspector the proposed use (power plant) may not be permitted in Northbridge's Business-3 Zoning District however is allowed by-right in the Industrial Zoning Districts. Mr. Bechtholdt indicated that the Building Inspector will make a formal determination soon and will update the Board as additional information is made available.

#### Water Filtration Treatment Facility

The Planning Board reviewed Whitinsville Water Company's application for Special Permit to construct a water filtration treatment facility to be sited within the town's floodplain (Carr Street). The Planning Board voted (4-0) in support of the Floodplain special permit application; noting it's the understanding of the Planning Board site plan review shall be conducted pursuant to Section 173-49 [Site plan review] of the Northbridge Zoning Bylaws to be performed by the Building Inspector. The Town Planner shall prepare letter to the Zoning Board detailing the Planning Board's position on this matter.

#### Blackstone Valley Prioritization Project

Mr. Bechtholdt explained to the Planning Board that he met with Vera Kolias of CMRPC (regional planning agency) on an initiative to identify regional and local priorities for growth, development and land preservation, as well as transportation and other infrastructure investments within the Blackstone Valley. As part of the Planning Board's scheduled meeting of Tuesday, May 22, 2012 a public workshop (scoping session) will be held to gather input and public comment.

#### Warrant Articles/Town Meeting Booklets

Mr. Griggs mentioned that he had an opportunity to watch a recording of one of the recent Board of Selectmen meetings where the Finance Committee reviewed the warrant articles for the Spring Annual Town Meeting. Mr. Griggs indicated that he was concerned and disappointed how the Planning Board was portrayed as not being able to conduct its hearings in time for the printing of the town booklets. Ms. Gaudette mentioned that she attended the Finance Committee meeting in March where the Finance Committee voted to take no action on the zoning article because the Planning Board had not held its public hearing. Mr. Bechtholdt reminded Board members that the Town Manager had provided a timeline for the Spring Town Meeting in February which included a schedule for the Finance Committee meeting (April 4, 2012) to be held prior to the printing of the booklets; understanding this the Planning Board scheduled its public hearing for the zoning amendment to satisfy this date. Ms. Gaudette noted that the Finance Committee instead met on March 28, 2012. Mr. Griggs suggested the

Planning Board prepare a letter to the Town Manger and Selectmen to clarify things and set the record straight. Mr. Bechtholdt mentioned that he had prepared a draft sometime ago and has not reviewed since hearing about the recent discussions between the Board of Selectmen and Finance Committee. The Planning Board members agreed that the Board should review this matter with the Selectmen after Town Meeting.

Adjournment

Having no additional business the Planning Board adjourned its meeting of Tuesday, April 24, 2012 at or about 9:00 PM.

Respectfully submitted,

Approved by Planning Board –

R. Gary Bechtholdt II  
Town Planner

Cc: Town Clerk