



NORTHBRIDGE PLANNING BOARD MINUTES

Monday, July 24, 2012



Barbara Gaudette, Chair called the meeting to order at 7:00 PM. Janet Dolber, Edward Palmer and Brett Simas were in attendance. R. Gary Bechtholdt II, Town Planner was also present. Richard Griggs was absent.

The following members of the public were in attendance: Deb Gauthier (Northbridge Daily Voice), Mark Anderson (Heritage Design Group) and Cindy Key.

I. CITIZEN FORUM

Cindy Key advised the Planning Board that the lot at the corner of Sandtrap Court and Fairway Drive (Shining Rock Golf Community) has been cleared of debris and seeded; noting it looks nice and they did a great job. Mr. Palmer thanked Ms. Key for bringing this to the attention of the Planning Board, suggesting the Board should provide Norwood Bank with a letter thanking them for all the work they have done in completing this subdivision; Ms. Gaudette agreed however suggested waiting until the remaining roadways are accepted.

II. FORM A'S

REBECCA ROAD [07-FA-2012]

ANR plan –Review/Decision

Mark Anderson of Hertiage Deisgn Group reviewed with the Planning Board ANR application to revise property lines of two (2) parcels within the Camelot subdivision; Lot 24 and Parcel C. Ms. Gaudette asked about proposed building portion of lot noting presence of wetland resource areas; Mr. Anderson explained both lots satisfy the minimum upland requirements and although will likely require filing with the Conservation Commission proposed houses will meet the setback requirements for the zoning district. Mr. Simas inquired about reason for property line change; Mr. Anderson indicated his client would rather seek a building permit for conventional lots rather than a retreat lot, noting both lots satisfy the frontage requirements for a building lot, not requiring a special permit for a retreat lot.

Upon motion duly made (Palmer) and seconded (Dobler) the Planning Board voted (4-0) to GRANT an ANR endorsement for plan entitled "Plan of Land" in the Town of Northbridge, Mass prepared by Heritage Design Group dated July 02, 2012 as described and noted on the ANR plan.

ROCKY ROAD [06-FA-2012]

ANR plan –Review/Decision

Mr. Bechtholdt advised the Planning Board that he met with Henry Lane concerning the ANR application and offered to provide an overview of the ANR application in his absence. Mr. Bechtholdt explained as part of the submittal documents concerning the layout of Rocky Road was provided and also noted that the Board had previously endorsed an ANR plan for subject property for a proposed retreat lot. After general discussion concerning access the Planning Board voted on the application.

Upon motion duly made (Palmer) and seconded (Dobler) the Planning Board voted (4-0) to GRANT an ANR endorsement for plan entitled “Plan of Land” in the Town of Northbridge, Mass Rocky Road prepared by Heritage Design Group and dated March 29, 2012 for one (1) single-family house lot.

The Planning Board determined the constructed portion of Rocky Road (paved cul-de-sac) provided sufficient access for the proposed building lot.

III. OSTERMAN PROPANE FACILITY –CONT. PUBLIC MEETING

§173-49.1 [Site Plan Review] /Modification

Mark Anderson of Heritage Design Group reviewed with the Planning Board proposed site plan modification for Osterman Propane Facility, noting Board recently approved site plan for the expansion. Mr. Bechtholdt reminded the Board they determined the proposed changes require a new site plan review and as such the Board continued its review of July 10, 2012. Mr. Anderson provided the Board with an overview of the proposed changes; noting the building will increase from 12,000 square-feet to 12,500; the building will also be shifted 10-feet closer to Church Street; building will be lowered approximately 18-inches (grade/elevation); and the drainage system will be revised. Mr. Anderson noted receipt of comments from the Inspector of Buildings and Jeff Howland (JH Engineering Group) the Board’s consulting engineering and explained that the Conservation Commission will review same at its meeting of August 08, 2012.

Mr. Bechtholdt asked if the modification would alter any proposed uses or increase traffic; Mr. Anderson responded no to both questions. Mr. Palmer noted he was not an engineer but raised concerns as to the elevation of the property (low) and questioned if the project would be prone to flooding. Mr. Anderson explained that the Board’s reviewing engineer asked similar questions and why he (Jeff Howland, JF Engineering Group) requested test pits at various locations to verify and ensure drainage works during high rain events; Mr. Anderson also noted FEMA recently revised its Flood Elevations within this area. Mr. Simas observed it appears the loading dock proposed for the existing building may be at risk to flooding during a 100-year flood event; Mr. Anderson concurred explaining all the buildings (existing & proposed) would be outside the floodplain.

Having no additional questions the Planning Board looked to close the public meeting; Mr. Bechtholdt suggested the Board conditions its approval similar to the previous approval for Osterman Propane Facility subject to Conservation Commission and as otherwise described in decision dated May 14, 2012.

Upon motion duly made (Palmer) and seconded (Dobler) the Planning Board closed the public meeting (4-0). Upon motion duly made (Palmer) and seconded (Dobler) the Planning Board voted (4-0) to APPROVE WITH CONDITIONS, site plan (modification) for the construction of a ±12,500 square-foot maintenance facility, parking areas and other associated site improvements.

Based on its finding the Planning Board WAIVED the Development Impact Assessment; Section 173-49.1 E (2) of the Northbridge Zoning By-Laws.

OLD/NEW BUSINESSApproval of Meeting Minutes- July 10, 2012

Tabled to next meeting.

Linwood Mill Lofts –Update/ZBA filing

Mr. Bechtholdt noted receipt of Zoning Board of Appeals (ZBA) agenda packet (August 09 Public Hearing –Northbridge Housing Authority petition) informing the Planning Board that the Housing Authority has sought appeal(s) of the Building Inspector's (James Sheehan) determination concerning EA Fish Development (Linwood Mill). Mr. Bechtholdt explained the Housing Authority (NHA) has filed petition to the ZBA specifically (1) applicability of the Senior Living Bylaw and (2) zoning provision Section 173-131E [Historic Mill Adaptive Reuse]. Mr. Bechtholdt reminded Board members that Mr. Sheehan, in letter dated June 21, 2012 determined the Linwood Mill project, as approved by the Planning Board did not require additional permits (i.e. special permit –Senior Living bylaw). Mr. Bechtholdt explained to the Board that the NHA has the right to appeal Mr. Sheehan's decision and has elected to do so to the ZBA; noting it's unfortunate as he believe everyone considers the Linwood Mill project as being a positive development for Northbridge. Mr. Palmer and Ms. Gaudette questioned the motives of the NHA. Cindy Key (Associate Planning Board member) recalled representatives from the Housing Authority attending the special permit public hearings of the Planning Board. Ms. Gaudette noted same and expressed concerns with NHA not expressing concerns during the public hearing. Mr. Palmer recalled EA Fish may have presented its tenant selection plan during the hearing; Ms. Gaudette recounted same. Mr. Bechtholdt noted Peabody Properties did attend the public hearing. Ms. Gaudette explained she was not sure why the NHA was now questioning the special permit. Mr. Bechtholdt suggested it looks like the NHA is appealing the decision of the Planning Board (through the recent determination of the Building Inspector), and if so the NHA had the ability to appeal the Special Permit during the appeal process 3-years ago. Mr. Bechtholdt reviewed with the Planning Board letter from Department of Housing & Community Development dated July 17, 2012 to the NHA. Mr. Bechtholdt also noted that DHCD recently approved the new units to count towards the town's Subsidized Housing Inventory earlier this year. Mr. Simas questioned if the NHA is looking to address a known gap in services and was not sure what they are looking to resolve. Ms. Key reiterated that she recalls NHA attended and participated in the public hearing process where the leasing management firm attended the meetings. Mr. Bechtholdt noted members of the NHA however have since changed. The Planning Board agreed to provide the Zoning Board with a letter describing their position as it relates to the Linwood Mill development; noting as the Special Permit Granting Authority (SPGA) the Planning Board feels the project has satisfied the purpose and intent of the Historic Mill Adaptive Reuse bylaw and that the Linwood Mill project as approved does not require any additional special permit (senior living) or approvals for the residential component; as such was approved as part of the original Special Permit decision. Ms. Gaudette indicated that she would attend the ZBA meeting on the Planning Board's behalf; Mr. Palmer suggested that he too would attend. Mr. Bechtholdt reminded members if a quorum of the Planning Board was to attend he would need to post a meeting notice. Mr. Palmer indicated that he would not attend; Ms. Key was undecided. Mr. Bechtholdt explained that he did not mind posting a meeting of the Planning Board if needed.

2012 Fall Annual Town Meeting –October 23, 2012

Point of information –no discussion.

2012 FATM –Warrant Closes (August 24, 2012)

Point of information –no discussion.

Zoning Overlay District Map –Vote to sponsor

Upon motion duly made (Palmer) and seconded (Dobler) the Planning Board voted (4-0) to SPONSOR zoning amendment article to amend Northbridge Zoning Bylaw Section(s) 173-16.1 A [Forest Product Overlay District]; 173-18 B [Floodway and Floodplain Districts]; 173-72 A [Aquifer Protection Districts]; 173-91 A [Open Space Development Overlay District]; [Route 146 Overlay District]; & 173-125 [Historic Mill Adaptive Reuse Overlay District] to include by reference (a new) Overlay Districts Map entitled Northbridge, Massachusetts Zoning Overlay Districts prepared by CMRPC (Central Mass Regional Planning Commission) dated October 2012. The Planning Board will provide its reports and recommendations at Town Meeting. Mr. Bechtholdt noted the required public hearing is scheduled for August 28, 2012.

Zoning Amendment Article(s) –Vote to Sponsor

No additional zoning amendment articles –see above.

Street Acceptance Article(s) –Vote to Sponsor

Upon motion duly made (Palmer) and seconded (Dobler) the Planning Board voted (4-0) to SPONSOR street acceptance for Shining Rock Drive (remaining portion –Shining Rock Golf Community); and upon motion duly made (Simas) and seconded (Dobler) the Planning Board voted (4-0) to SPONSOR street acceptance for Sandtrap Court (Shining Rock Golf Community) for the 2012 Fall Annual Town Meeting. In making said determination the Board noted the intersection of Fairway Drive/Sandtrap Court/Clubhouse Lane shall be repaved prior to positive recommendation.

Mr. Bechtholdt informed the Board Gilmore Drive (Northbridge portion) was once again put on hold and will not be considered for street acceptance at this time. Reference is made to Tunison Dias, Inc letter dated July 13, 2012 –Shining Rock Drive street acceptance & Pulte Homes letter dated July 18, 2012 –Sandtrap Court.

Camelot Subdivision –Update/Status report

Mr. Bechtholdt noted receipt of Camelot construction schedule update (July 17) noting developer now indicates completion of the force main by August 31st and pumps installed by September 15th

Subdivision Status Reports –Review

No discussion.

Mail –Review

In addition to the mail listed (see attached) the Planning Board noted receipt of the following communications: ANR Checklist –Rebecca Road; ANR Checklist –Rocky Road; Public Meeting notice –Osterman Propane site plan review; Heritage Design Group letter dated June 20, 2012 –Osterman Propane facility; Review Report Form –Osterman Propane site plan review; email communication received July 23, 2012 from Sewer Superintendent –Osterman; (copy of) Certificate of Approval –Osterman Propane Facility (May 14, 2012); Zoning Board of Appeals agenda (August 09, 2012) –Northbridge Housing Authority; Inspector of Buildings letter dated June 21, 2012 –Northbridge Housing

Authority; Department of Housing & Community Development letter dated July 17, 2012 –Northbridge Housing Authority; Northbridge Housing Authority letter dated July 11, 2012 to Zoning Board of Appeals (11-APP-2012); Northbridge Housing Authority letter dated July 11, 2012 to Zoning Board of Appeals (10-APP-2012); existing Zoning Overlay District provision(s); Street Acceptance Checklist; Tunison Dias, Inc letter dated July 13, 2012 –Shining Rock Drive street acceptance; Community Planning & Development memorandum dated July 20, 2012 to Town Counsel –Shining Rock Drive street acceptance; Pulte Homes letter dated July 18, 2012 –Sandtrap Court street acceptance; email communication(s) received through July 18, 2012 –South Sutton Commerce Park (Gilmore Drive); Camelot construction schedule update dated July 17, 2012; email communication received July 17, 2012 from Mark Anderson (Heritage Design Group) –Carpenter Estates; email communication sent July 20, 2012 from Town Planner –Hemlock Estates; email communication sent July 19, 2012 from Town Planner –Sandtrap Court; email communication received June 25, 2012 from Daniel LaFrance (Fuss & O’Neil) –Brownfields program (2040 Providence Road); memorandum dated July 17, 2012 from the Office of the Town Manager –Remote Participation; email communication sent July 12, 2012 from Town Planner –DPW’s position on LID techniques; email communication sent July 12, 2012 from Town Planner –common driveway/open space; Pulte Homes letter dated July 18, 2012 –Sandtrap Court performance bond; Planned Business Development (conceptual) meeting notes July 24, 2012 –Church Street; (copy of) letter dated July 24, 2012 to JF Marinella –Camelot lot release; JH Engineering Group, LLC report dated July 20, 2012 –Osterman Propane Maintenance Facility; email communication from Fire Chief Gary Nestor received July 24, 2012 –Ashton Place and Osterman Gas; Environmental Notification Form (ENF) prepared by Tata & Howard (July 2012) –Whitin Wellfield Water Treatment Facility; and Environmental Notification Form (ENF) prepared by Heritage Design Group (July 2012) –Osterman Commerce Park.

Other

Environmental Notification Form (ENF) Osterman Commerce Park –Mr. Bechtholdt noted receipt of ENF for Church Street Extension, mentioning that he met with Mark Anderson (Heritage Design Group) and various municipal departments to review proposed Planned Business Development for multiple buildings (office/industrial) multi-phased project.

Environmental Notification Form (ENF) Whitin Wellfield Water Treatment Facility –Mr. Bechtholdt noted receipt of ENF for Whitinsville Water Company to address high levels of iron and manganese.

Ethics –Mr. Palmer asked Ms. Dobler if she heard anything from the Ethics Commission; Ms. Dobler explained she did, noting as long as she does not have any direct listings there is no conflict of interest, adding if she was to have a listing in the future would need to recues herself from participating. Mr. Palmer thanked Ms. Dobler for looking into this matter.

Low Impact Development (Carpenter Estates) –Mr. Bechtholdt noted receipt of letter dated July 24, 2012 from Henry Lane representing developer for Carpenter Estates requesting a meeting with the Planning Board and Department of Public Works to discuss options for incorporating LID –Low Impact Development techniques in subdivision developments. Mr. Bechtholdt explained DPW reviewed proposed LIDs for Carpenter Estates and recommended a Homeowners Association be responsible for maintenance. Planning Board agreed to include this matter at its next meeting.

Adjournment

Having no additional business the Planning Board adjourned its meeting of Monday, July 24, 2012 at 8:00 PM.

Respectfully submitted,

Approved by Planning Board –

R. Gary Bechtholdt II
Town Planner

Cc: Town Clerk