



NORTHBRIDGE PLANNING BOARD

MINUTES

Tuesday, October 21, 2014

The opening of the Planning Board meeting was delayed; recognizing the presence of a quorum Chairman George Murray called the meeting to order at 7:20PM with Barbara Gaudette and Pamela Ferrara in attendance. R. Gary Bechtholdt II, Town Planner was also present. Mark Key, Brian Massey and Cindy Key, Associate member were absent.

The following members of the public were in attendance: Stephen O'Connell (Andrews Survey & Engineering); Jon Whitesell; Emanuel Pacheco (Geisser Engineering); Chip Rogers (WGM Fabricators); Jim Gendron; Neil Newton; Paul Reitz; and Cynthia Reitz

I. CITIZENS FORUM

None

II. FORM A

None

III. HEMLOCK ESTATES –PUBLIC HEARING

Subdivision Modification –Smith & Gendron Street Improvements

Mr. Murray informed the Applicant/Engineer that the town has not locally adopted the Mullin Rule provision (MGL Ch. 39, Sec. 23D) and asked if they would like to proceed with the three (3) Planning Board members present or request a postponement to the next scheduled meeting at which time the two (2) absent Board members may be present and able to participate in the modification request.

Stephen O'Connell, on behalf of the Applicant, informed the Board that they were willing to proceed now with the public hearing, understanding that only the three members present would be able to act on the modification request.

Upon motion duly made (Gaudette) and seconded (Ferrara) the Planning Board voted 3-0 to waive the reading of the hearing notice and opened the public hearing. Mr. Bechtholdt informed the Planning Board that the posting requirement and abutter notification was satisfied. The Planning Board opened its hearing for Hemlock Estates subdivision modification.

Mr. Bechtholdt provided a brief overview on the requested modification specific to the requirements to improve and accept Smith Street and Gendron Street as detailed in the Planning Board's Certificate of Approval dated June 11, 2008; noting in action taken at its September 23, 2014 meeting the Planning Board determined and voted that such request would not be considered a construction change and required a public hearing with notification to abutters.

Stephen O'Connell (Andrews Survey & Engineering, Inc.) reviewed subdivision modification request on behalf of the Applicant, J&F Marinella Development with reference made to letter his dated October 03, 2014. Mr. O'Connell explained that initially the subdivision development was to include a water loop back onto Smith & Gendron Street via the emergency access road, noting such arrangement was later modified by the Planning

Board (through discussions with Department of Public Works and the Whitinsville Water Company) to provide the necessary looping of the water service via Adams Circle; as a result Smith and Gendron Street are no longer being disturbed. Based upon this previously approved determination (alternative looping) Mr. O'Connell requests the Planning Board formally waive the requirements original associated with Smith and Gendron Street, which were to have been done in conjunction with the water looping. Mr. O'Connell suggested given that the developer is no longer required to disturb Smith & Gendron Street the upgrades and improvements to the roadways may also be no longer necessary.

Mr. Bechtholdt briefly reviewed the project history; agreeing with Mr. O'Connell that originally the developer was to loop the water service back onto Smith & Gendron Street, however was later determined to be less advantageous for the town versus looping the water to Adams Circle; Mr. Bechtholdt noted the alternative loop was reviewed by the Whitinsville Water Company and the Department of Public Works prior to initial construction and upgrades of the public infrastructure, however the developer never formally petitioned the Board to modify the approvals (for Pine Knoll or the Hemlock Estates modification).

Mr. Bechtholdt indicated that he was amenable to the request to modify the requirements concerning improves to Smith & Gendron Street however suggested that the Planning Board should still consider and require the developer to provide the necessary layout plan(s) and legal description(s) for formal street acceptance of Smith & Gendron Street as originally required.

Mr. O'Connell noted that he spoke with the Town Planner regarding preparation of documents for street acceptance (Smith & Gendron Street); reviewing same with Joseph Marinella (developer). Mr. O'Connell explained depending upon how the lots (along Smith & Gendron Street) were laid out and created acceptance of the roadways (and associated easements, if any) may or may not become problematic. Mr. O'Connell indicated that the developer would prepare the documents necessary for the acceptance of the portion of Gendron Street leading to the subdivision roadway from Sutton Street, however was not sure, absent a thorough review of the associated deeds what would be required for formal acceptance of the entire length of Smith & Gendron Street. Mr. O'Connell suggested a willingness on the developer's part to assist the town (Town Counsel review) in readying the roadways for acceptance but stated it was hard to commit at this time based upon the unknowns.

Mr. Bechtholdt suggested to the Planning Board (and Mr. O'Connell) that such commitment was already made some time ago when the Planning Board approved the subdivision development; the requirement of preparing street acceptance plans and legal descriptions is already a requirement, something the developer had an opportunity to discuss and review with the Planning Board prior to approval. Mr. Bechtholdt repeated that the commitment of the developer (as it relates to Smith & Gendron Smith) has already been made; suggesting the only change is whether or not the improvements to Smith & Gendron Street would still be required based upon the roadways will no longer be disturbed to install the water service (looping of).

Mr. Murray asked if takings would be required to accept Smith & Gendron Street; Mr. Bechtholdt explained that it depended on how the house lots (along Smith & Gendron Street) were originally conveyed, suggesting if the developer at that time retain the necessary rights and easements to the roadways; if he/she did not retain the necessary rights and easements associated with the layout of Smith & Gendron Street then a "friendly" taking may be required were the town would need to work with the individual property owners/ Ms. Gaudette questioned if the cost associated would be borne by the town or the developer; Mr.

Bechtholdt indicated that J&F Marinella Development would be required to satisfy cost associated with Town Counsel review, etc.

Mr. Murray asked if there was a plan prepared to show what improvements (to Smith & Gendron Street) would be required of J&F Marinella Development; Mr. Bechtholdt explained that formalized plans were not created it was more of an understanding between the developer and the Director of Public Works that once the roadway is disturbed to install the looping of the waterline the roadways would need to be improved to town standards. Mr. Murray expressed concerns of encroaching on front yards of existing homes along Smith & Gendron Street and potentially altering the roadway grades which could cause issues with pounding and other stormwater concerns not currently realized or planned for. Mr. Bechtholdt agreed with concerns and reiterated his understanding was that such improvements were to be done in conjunction with the looping of the water line; Mr. Bechtholdt stated he would support the request to eliminate or modify improvements to Smith & Gendron Street with the exception of still requiring the layout plans and legal descriptions (conveyance documents) for street acceptance.

Jim Gendron, resident on Gendron Street asked if the roadway needed to be completely upgraded for acceptance or could an overlay (surface coat) be applied without widening the road, noting the roadway currently drains fairly well. Mr. Bechtholdt suggested it was his understanding at the time that the improvements to be made were to be relatively substantial and would require roadway widening, curbing and likely drainage; not a simple top course overlay. Mr. Bechtholdt noted installing the waterline loop was to be a relatively big project in the sense the existing roadway would be more or less torn out and rebuilt. Mr. O'Connell, in response to Mr. Gendron's question suggested the roadway would not need to be brought up to a specific standard prior to acceptance; Mr. Bechtholdt agreed suggesting that town could accept the roadways as is, would depend upon the vote take at Town Meeting.

Mr. Gendron noted that he attended most of the Planning Board hearings concerning the original subdivision approval process; suggesting he would find it acceptable to have the developer prepare a surface coat (topcoat) to Smith & Gendron Street but would not want the roadways to remain as is. Mr. Gendron explained that during the initial commencement of construction the developer utilized portions of Smith & Gendron Street to enter the site (via the emergency access road) with construction vehicles and over time the roadway began to deteriorate. Mr. Gendron suggested adding a topcoat would bring the roadways back to what they were prior to development.

Mr. Bechtholdt explained that the Planning Board, at its meeting of September 23, 2014, voted to discontinue the use of the emergency access based upon the reduced scale of the project (from 102 senior units to 21 senior units & 31 single-family homes) and input and recommendation from the Fire Department. Mr. Gendron agreed with this determination, noting the development is a great project.

Neil Newton, resident of Pine Knoll development noted his understanding was that Smith & Gendron Street were to become town roads and does not know if a surface coat is sufficient; however personally he would like to see a surface coat on all of Smith & Gendron Street.

Mr. Bechtholdt explained that it was his understanding that the town currently maintains Smith & Gendron Street (sanding, plowing, etc.); street acceptance would formalize the public ways and include the roadway

in the town's inventory for additional Chapter 90 funds (likely not much) but potentially some more money. Mr. Gendron noted the town has been plowing the roads for nearly 40-years.

Mr. Murray expressed concerns with applying an overlay (surface coat) to Smith & Gendron Street which could potentially change the elevation of the roadways and create runoff issues for existing property owners along Smith & Gendron Street as a result of the surface coat (topcoat); does not want to negatively impact the abutters.

Mr. Newton inquired about condition of approval concerning long-term maintenance of the subdivision roadways; Mr. Murray and Mr. Bechtholdt explained that the developer would remain responsible until such time the roads are accepted by the town, after which the town would assume such responsibilities; with the exception of Spruce Street which is to remain private and maintained by the Homeowners Association for Pine Knoll.

Mr. Murray sought additional input and comment from those in attendance. In regards to applying a topcoat to Smith & Gendron Street Mr. O'Connell asked for clarification regarding potential problematic locations (surface pounding, etc.); Mr. Murray and Mr. Bechtholdt indicated that there were no specific areas however expressed concerns with redirecting run-off as a result of applying a surface coat.

Mr. Murray asked Mr. O'Connell if he knew where Smith Street began and where Gendron Street ended; Mr. O'Connell explained that it was his understanding that there is approximately a 100-foot gap between Smith & Gendron Street (originally 2 separate cul-de-sacs). Mr. O'Connell indicated that the roadways do not connect (on paper) and would likely need to secure additional easements from abutters to allow for acceptance. Mr. Murray asked about the layout of Smith & Gendron Street; Mr. Gendron inquired how the town would obtain the easements (from his sister & brother in-law).

The Planning Board asked Mr. O'Connell to review with the developer (J&F Marinella Dev) potential (modified) improvements to Smith & Gendron Street, as well as explore what may be required to ready the roadways for street acceptance (layout plan, conveyance documents, etc.); Mr. O'Connell explained to the Board though it has been convenient to call and refer to both Smith & Gendron streets however the primarily impacts (of disturbing the roadway for waterline installation) was to be focused on Gendron Street not Smith Street and asked if the Board would look to the developer to improve both Smith & Gendron Street. Mr. Bechtholdt agreed and suggested that because the layout and demarcation of Smith & Gendron Street were more or less unknown the reference to Smith & Gendron became the identifier.

Mr. Murray asked Mr. O'Connell to talk with the developer about researching deeds to see what additional conveyances and easements may be necessary; Mr. Murray indicated that he does not want to negatively impact any homeowner on Smith or Gendron Street when it comes to improving the roadway or formalizing their acceptance.

Upon motion duly made (Gaudette) and seconded (Ferrara) the Planning Board voted 3-0 to continue the subdivision modification request to Tuesday, November 18, 2014 at 7:05PM (Town Hall). Mr. Murray informed abutters in attendance that they would not receive a notice in the mail regarding the continuation of the public hearing to November 18, 2014.

IV. 369 DOUGLAS ROAD -PUBLIC MEETING**§173-49.1 -Site Plan Review**

Upon motion duly made (Gaudette) and seconded (Ferrara) the Planning Board voted 3-0 to waive the reading of the meeting notice and opened the public meeting for 369 Douglas Road Site Plan Review. Mr. Bechtholdt informed the Planning Board that the posting requirement and abutter notification were satisfied. The Planning Board opened its public meeting for the 369 Douglas Road site plan review application of WGM Fabricators, LLC of Woonsocket, RI for the proposed expansion of 369 Douglas Road to included ±8,800 square-feet of additional square footage and other associated site improvements. The subject property, consisting of ±3.23 acres is identified as Assessor Map 3 Parcel 121 and is located within the Industrial-One (I-1) Zoning District of the Town of Northbridge; copy of the Site Plan Review Application, Site Development Plan entitled “proposed addition WGM Fabricators, LLC 369 Douglas Road” prepared by Geisser Engineering Corp. of Riverside, RI dated October 09, 2014 is on file with the Office of the Town Clerk and the Community Planning & Development Office.

Planning Board noted receipt of the following: site plan review application dated October 09, 2014 from WGM Fabricators, LLC; Community Planning & Development memorandum dated October 09, 2014; Site Plan Review Checklist prepared October 09, 2014 by the Office of Community Planning & Development and copy of letter dated October 08, 2014 from the Whitinsville Water Company, as well as receipt of a letter from the Building Inspector dated October 20, 2014 and email communication from Fire Chief regarding building code requirements. Mr. Bechtholdt advised the Board that a Technical Review Meeting was held on October 08, 2014 with the various municipal departments and that the Safety Committee also reviewed the proposal at its meeting of October 15, 2014. Mr. Bechtholdt mentioned that a filing (of a Notice of Intent) with the Conservation Commission will be required.

Mr. Bechtholdt explained that JH Engineering Group, the Board’s consulting engineer attended the Technical Review meeting and will provide comment specific to the site plan submitted. Mr. Bechtholdt also mentioned that he contacted JH Engineering to make sure they review the existing detention pond located to the rear of the parking area to confirm whether or not the basin needs to be cleaned and maintained, as well as notifying the Director of Public Works concerning any stormwater that may be directed towards Douglas Road and whether or not the existing catch basin (drop-inlet) needs to be modified to accommodate/treat additional flows.

Emanuel Pacheco (Geisser Engineering) provided the Planning Board with a brief overview of the site plan proposal; reviewing the existing site conditions, planned building expansion, additional roadway curb cut (second driveway), site circulation, parking, existing and proposed lighting, etc. Chip Rogers (WGM Fabricators) provided a general overview of day-to-day operations.

Mr. Bechtholdt asked if the proposal includes any land disturbance to the rear of the property; Mr. Pacheco explained that the only land disturbance would be along the easterly side of the existing building to accommodate a second driveway and three to four new parking spaces, as two or 3 existing spaces will be eliminated as a result of the revised circulation within the site; all disturbed areas will be loamed and seed (stabilized) along the driveway.

Paul Reitz, resident on Hastings Drive inquired about the open space buffer/drainage easement separating the subject property and his neighbors; Mr. Pacheco acknowledged location of buffer, drainage and wetland areas and stated that the proposal will not encroach on this area.

Mr. Bechtholdt asked about exterior lighting; Mr. Pacheco briefly reviewed with the Board the location of the existing lights (7) and the proposed lights (2) to be cited along the new driveway.

Mr. Reitz asked if they have any drawings that show existing contours beyond the subject parcel; Mr. Pacheco indicated the he did not and reviewed with Mr. Reitz and the Planning Board the site elevations as it relates to the abutting properties to the west and south. Mr. Reitz noted that he would have no concerns with the drainage as his property is up gradient to the site (some 25 to 30-feet higher).

Mr. Reitz inquired how the property is proposed to be used and potential noise impacts; Mr. Rogers explained operations (glass manufacturing facility currently located in Woonsocket, RI); hours of operations; deliveries on flatbed trucks (2 to 3 times a week); inside process includes cutting, drilling holes and tempering the glass.

Mr. Bechtholdt noted as part of the Safety Committee meeting attendees reviewed sightlines along Douglas Road, requiring the applicant to install signage alerting drivers of the access driveways and the need to setback the proposed free-standing sign (identification sign) to improve and promote favorable sight distances entering and exiting the site. Mr. Bechtholdt mentioned site lighting and the need to eliminate light trespass.

Mr. Bechtholdt asked Mr. Pacheco to provide the Planning Board with a written response letter addressing and commenting on all the correspondence received. Mr. Murray sought additional comment and input from the Planning Board and abutters in attendance; having none the Board looked to continue its review to provide an opportunity for the Applicant/Engineer to review same with the Conservation Commission and receipt of additional comments from the Department of Public Works and JH Engineering Group, LLC (the Board's consulting engineer).

Upon motion duly made (Ferrara) and seconded (Gaudette) the Planning Board voted 3-0 to continue the site plan review to Tuesday, November 18, 2014 at 7:35PM –Town Hall. In taking such action the Planning Board directed the Town Planner to prepare a set of draft conditions to be reviewed during the next scheduled meeting.

OLD / NEW BUSINESS

Approval of Minutes –September 23, 2014 & October 14, 2014

Upon motion duly made (Gaudette) and seconded (Ferrara) the Planning Board voted 3-0 to approve the meeting minutes of September 23, 2014 as amended. The Planning Board tabled its action concerning Planning Board meeting minutes for October 14, 2014.

2014 Fall Annual Town Meeting -Tuesday, October 28, 2014 (7:00PM)

Point of information –no discussion.

Rebecca Road Stone Wall (Right-of-Way) –Status/Update

Planning Board tabled this matter as Mr. Massey was not available to provide an update.

Hillside Garden Estates –Status/Update

Mr. Bechtholdt informed the Board that top course paving was completed last week; Mr. Bechtholdt noted he spoke briefly with Jeff Howland (JH Engineering Group, LLC) about some items of concerns that he needed to confirm with the developer; the Board awaits input for JH Engineering. Mr. Bechtholdt also informed the Board that the gas company without the consent from the developer (John Barges) trenched the road and installed a gas line; Mr. Barges will review matter with Mr. Howland.

Green Meadow Court –Status/Update

Tabled –no discussion.

The Camelot -Status/Update

Mr. Bechtholdt once again advised the Planning Board that he has not heard from the J&F Marinella Development (developer) regarding the overall status of remaining subdivision improvements within Phase 1 and Phase 2.

Pine Knoll –Status/Update

Mr. Bechtholdt noted receipt of notice of decision from the Zoning Board of Appeals for the grant of variance for Pine Knoll, Senior Living Development subject to modifying the special permit issued by the Planning Board.

Mail –Review

In addition to the mail listed (see attached) the Planning Board noted receipt of the following communications: (copy of) Planning Board agenda for October 21, 2014; Public Hearing Notice for Hemlock Estates proposed Modification Request regarding Gendron and Smith Streets; Letter dated October 3, 2014 to Planning Board from Andrews Engineering regarding Hemlock Estates construction change request (Gendron and Smith Streets); Letter dated September 24, 2014 to Town Clerk from Town Planner regarding Hemlock Estates Smith & Gendron Streets improvements; Letter dated September 12, 2014 to Planning Board from Andrews Engineering regarding Hemlock Estates construction changes and lot release request; Certificate of Approval dated June 11, 2008 to the Town Clerk from Planning Board for Hemlock Estates Definitive Subdivision; Public Hearing Notice for WGM Fabricators concerning 369 Douglas Road; Site Plan Review dated October 9, 2014 for WGM Fabricators concerning 369 Douglas Road; Certified List of Abutters for 369 Douglas Road; Memo dated October 9, 2014 to Planning Board from Town Planner concerning 369 Douglas Road Site Development Expansion and Change in Use; 369 Douglas Road site plan review checklist; Letter dated October 8, 2014 to Town Planner from Whitinsville Water Company regarding 369 Douglas Road Building Expansion Project Meeting of October 8, 2014; Letter dated October 13, 2014 to Town Planner from JH Engineering regarding Hemlock Estates Construction Observation Report; Email dated October 15, 2014 to J & F Marinella and Andrews Engineering with a cc to Planning Board Chair, JH Engineering and Planning Admin. Asst. concerning Hemlock Estates Phase III; Planning Board 2014 Meeting Schedule; Open Space and Recreation Plan Update Committee Meeting Agenda of October 21, 2014.

Other

Planning Board noted receipt of JH Engineering report dated October 13, 2014 for Hemlock Estates; arrangements will be made for the Planning Board to review bond reduction request for Hillside Garden Estates (November 18, 2014); Mr. Bechtholdt informed the Board that he will attend 2014 SNEAPA Conference in Providence, RI (October 23 & 24, 2014) and a Conservation Subdivision Workshop in Westford, MA (October 29, 2014); the Planning Board shall review the 2015 Planning Board meeting calendar of November 18, 2014 and discuss whether or not the meeting scheduled for December 23, 2014 is needed; Mr. Bechtholdt informed the Board that he has not had the opportunity to advance Farnum Circle since the last meeting (October 14, 2014); the next meeting of the Planning Board is scheduled for Tuesday, November 18, 2014.

ADJOURNMENT

Having no additional business the Planning Board adjourned its meeting of Tuesday, October 21, 2014 at or about 8:40 PM.

Respectfully submitted,

Approved by the Planning Board –

R. Gary Bechtholdt II
Town Planner

Cc: Town Clerk