

STURBRIDGE PLANNING BOARD  
MINUTES OF  
Tuesday, March 9, 2010

Ms. Gibson-Quigley called the regular meeting of the Planning Board to order at 6:30 PM. On a roll call made by Ms. Morrison, the following members were present:

**Present:** Russell Chamberland  
Penny Dumas  
James Cunniff  
Brian McSweeney  
Jennifer Morrison  
Sandra Gibson-Quigley, Chair

**Also Present:** Jean Bubon, Town Planner  
Diane Trapasso, Administrative Assistant

**Absent:** Francesco Froio

**APPROVAL OF MINUTES**

**Motion:** Made by Mr. Chamberland to accept the minutes of February 23, 2010.  
**2<sup>nd</sup>:** Ms. Dumas  
**Discussion:** None  
**Vote:** 6 – 0

**DISCUSS DEVELOPING AN IMPLEMENTATION PLAN FOR THE  
COMMERCIAL TOURIST DISTRICT REVITALIZATION PLAN**

Ms. Gibson-Quigley asked the Board how they want to approach this plan and how to implement it.

Mr. Cunniff stated that maybe it would be best to wait on implementing this study until the Master Plan is finished.

Ms. Bubon stated that this is a Planning Board document and CMRPC has worked with VHB and Pachard, who are working on the Design Review Guideline Handbook, and has incorporated their ideas into this plan.

The Board decided that this will be a great planning tool and to begin prioritizing and assigning the various tasks associated with each defined goal.

**Motion:** Made by Ms. Dumas to accept the Commercial/Tourist District Revitalization Study dated December 2009 for the Town of Sturbridge Planning Board prepared by CMRPC.

**2<sup>nd</sup>:** Ms. Morrison

**Discussion:** None

**Vote:** 6 – 0

The Board decided to go through each goal on the plan identified as a planning issue and decide what can be now and versus the future.

Goal 1 – Facilitate walkability. Expand and Improve sidewalks of Route 20 along the entire Commercial Tourist District Corridor. This goal is the most difficult and will take the longest.

- 1.A – Project Lead – Planning  
Partners – BOS – Town Administrator – DPW  
Timeframe – June
- 1.B – Project Lead – Planning  
Partners – BOS – DPW – Town Planner  
Timeframe – any time

Goal 2 – Implement traffic calming measures to reduce speeds and increase predictability with regard to turning movements.

- 2.B – Project Lead – Planning  
Partners – BOS – Town Administrator – DPW  
Timeframe – June

Goal 3 – Enhance the pedestrian experience along the CT District Corridor by adding attractive, consistent streetscape elements.

- 3. A – Project Lead – Planning  
Partners – BOS – Tree Warden  
Timeframe – June

Goal 4 – Develop public parking spaces in this District to encourage walking between various areas of shops and restaurant.

- 4.A – Project Lead – Planning  
Partners – MOS – Economic Development
- 4. D – Project Lead Planning  
Timeframe – Start working in June, July & August in order to make changes to the zoning bylaw for the Annual Town Meeting 2011

Goal 6 – Facilitate the development/redevelopment of vacant or underutilized properties to enhance this District’s draw as a commercial center.

- 6.A – Project Lead – Planning  
Partners – Pachard  
Timeframe - Start working in June, July & August in order to make a “infill” zoning bylaw for the Annual Town Meeting 2011

Goal 7 – Encourage attractive, effective signage throughout the CT District that is consistent with a unifying New England village theme in design and size that is readable by passing motorist.

- 7. A. – Project Lead – Planning  
Partners – Design Review – Pachard

Goal 8 – Facilitate development and redevelopment that is consistent with a unifying design theme for architecture/building facades of new or expanded structures and site design.

- 8. A –B- C – D – Project Lead – Planning  
Partners – Design Review – Pachard  
Timeframe - Start working in June, July & August

in order to make changes to the zoning bylaw for the Annual Town Meeting 2011

Goal 9 – Create a physical and conceptual connection between the Commercial Tourist District and the Quinebaug River, nearby ponds and trails.

9. A – Project Lead - Ms. Dumas, Planning Board member along with the Trails Committee

- Partners – Business owners – Conservation Commission
- 9. B – Project Lead – Planning – Trails Committee
- 9. C – Project Lead – Planning – Lakes Advisory Committee

The Board agreed that implementing the plan is a process but this is the first step to get it going.

Ms. Bubon will update the matrix and then the Board will continue to make progress.

### **TOWN PLANNER UPDATE**

The Preserve – all the deeds are recorded – need to vote to release the Tripartite Security Agreement:

**Motion:** Made by Mr. Cunniff to release the Tripartite Security Agreement for the Preserve Subdivision dated May 5, 2009.

**2<sup>nd</sup>:** Ms. Morrison

**Discussion:** None

**Vote:** 6 – 0

The Board signed the Release.

Draper Woods – No violation – Ms. Bubon is working with DPW Director and Atty. Donahue for a meeting for a completion date

Allen Homestead – Conservation Agent - DPW Director – Town Planner – all met and determined the problem there lies with the developer

Ms. Bubon stated that the Board and DPW need to work on revising the policy on subdivisions by maybe doing the following:

- Complete each phase before starting the other
- Final pavement before the homes are completed
- Security bonds

### **Old Business/New Business**

Ms. Gibson-Quigley gave an update on the Master Plan/Steering Committee:

- Survey – final proof reading by the Survey Focus Group
- Issue papers from the Focus Groups have been submitted
- Work on Chapters

Mr. Chamberland stated that Plalya Del Carmen Restaurant's outside lights have not been on since it opened.

Ms. Bubon stated that she had a call into the owner to see what the problem is, it seems to be with National Grid.

Ms. Gibson-Quigley stated that Notre Dame Academy will be presenting the play CATS on March 18, 19, 20 and 21<sup>st</sup>.

### **NEXT MEETING DATES**

- March 23, 2010

On a motion made by Ms. Morrison and seconded by Mr. Cunniff the Board unanimously voted to adjourn at 8:50 PM.