

**STURBRIDGE PLANNING BOARD
MINUTES OF
TUESDAY, NOVEMBER 30, 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
James Cunniff
Penny Dumas
Brian McSweeney
Jennifer Morrison
Sandra Gibson-Quigley, Chairman

Absent: Francesco Froio

Also Present: Diane M. Trapasso, Administrative Assistant

APPROVAL OF MINUTES

Motion: Made by Mr. Chamberland to accept the minutes of October 19, 2010.
2nd: Ms. Dumas
Discussion: None
Vote: 5 - 0 – 1(Mr. Cunniff)

Motion: Made by Mr. Cunniff to accept the amended minutes of November 9, 2010.
2nd: Mr. Chamberland
Discussion: None
Vote: 4 - 0- 2(Mr. McSweeney & Ms. Morrison)

REQUEST FOR SITE PLAN APPROVAL – REHABILITATIVE RESOURCES, INC. IS PROPOSING A PARKING LOT EXPANSION IN TWO SECTIONS OF THE EXISTING SITE; TWO SMALL LOT EXPANSIONS AT THE REAR AND A LARGER EXPANSION ALONG ROUTE 20.

Materials presented:

Application for Site Plan Approval for Rehabilitative Resources, Inc – 1 Picker Road – dated 10/12/2010

Site Plan for Rehabilitative Resources, Inc. – 1 Picker Road – prepared by Bertin Engineering Associates, Inc. – file # Y711 – dated 9/17/2010 – received 10/12/2010

Revised Site Plans for Rehabilitative Resources, Inc. – 1 Picker Road – prepared by Bertin Engineering Associates, Inc. – file # Y711 – dated 9/17/2010 – received 11/18/2010

Receipts of the Certificate of Mailings

Legal Notice from the Southbridge Evening News

Letter from Bay Path – dated October 28, 2010

Ms. Morrison read the legal notice.

Mr. Loin of Bertin Engineering spoke on behalf of the applicant. He stated that the plans have been revised because the ZBA did not grant the front setback variance for the designed parking expansion. As a result of the ZBA's decision which allowed variances to the side and the rear setback lines for parking, this revised plan has been prepared.

This revised plan shows parking alterations at the rear portion of the site along the F.W. Webb property line and a small parking expansion in front of the site in the parking lot that is located between Route 20 and the existing building. The parking lot expansions are needed because Bay Path College would like to expand their Saturday College studies in this building. Their parking requirements are approximately 200 spaces on this site. The parking spaces in the front lot have been shown as 9'X18'. The original lot, when installed by Coherent General over 20 years ago was built for 9'X18' parking spaces. This can be proven by the distance across the existing parking lot from the existing building to Route 20. Only 18' parking spaces with 24' drive isles fit into the existing parking lot footprint.

The 9'X18' parking spaces have been utilized in other sites around Town. The Hearthstone Inn and the old cheese house were designed with 9'X18' spaces. The Town of Sturbridge is one of a few towns in the state that has a parking stall size greater than the standard parking stall size of 9'X18'. The reduction in stall size does not create any additional safety hazard. Emergency vehicles still have the same size access isles.

Ms. Gibson-Quigley read the department memos from the following:

- Ms. Bubon, Town Planner – dated 11/29/2010
- Mr. Morse, DPW Director – dated 11/29/2010
- Ms. Jacque, Conservation Agent – dated 11/2/2010 & 11/30/2010
- Police Chief Ford – dated 9/23/2010

The Board had the following concerns:

- Stormwater management should be provided for the northerly portion of the property
- Lack of lighting to the rear of the building
- Lack of directional signage, stop bars and signs, and striping on the lot to better direct traffic flow
- Metal beam guardrail should be provided for all locations in excess of 4' vertical slope

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- Water table elevation should be witnessed by town personnel and provided on the plan to ensure the design is viable for all detention basin locations
- Parking of the vans on weekends should be accommodated off-site
- Why metal guardrails – can something else be used that would blend in better with the environment
- Landscaping to buffer the parking lot, building and detention pond

Mr. Loin stated that he is working to revise the plans according to Ms. Bubon and Mr. Morse's concerns.

Mr. Loin stated that he would discuss the guardrails with Mr. Morse and see what would options would be acceptable while improving the aesthetics of the site.

Mr. Chamberland stated that when the Board votes on the application, there would be two conditions he would like added to the standard conditions:

1. The agreement of the parking of the vans elsewhere on the weekends, if possible
2. Directional arrows installed and maintained

Motion: Made by Mr. McSweeney to continue the Public Hearing to December 7, 2010 @ 6:35 PM, for RRI expansion of their parking lot into two sections of the existing; two small lot expansions at the rear and a larger expansion along Route 20. The property is located at 1 Picker Road.

Second: Ms. Morrison

Discussion: None

Vote: 6 - 0

CONTINUE REVIEW OF DRAFT RULES AND REGULATIONS

Ms. Gibson-Quigley stated that the Board would postpone this discussion because the Town Planner was not present.

DISCUSS PARKING IN THE COMMERCIAL TOURIST DISTRICT

The Boards' comments on the parking were the following

- Look into the option of compact parking
- Have no distance restrictions on shared parking agreements – this way it would encourage more walking which would be helpful to the businesses
- Municipal parking

TOWN PLANNER UPDATE

- Tractor Supply – The parking lot re-striping has been completed and the Fire Department has now determined that the parking spaces in front of the propane tank do not meet code. The letter from the Fire Chief recommends that these ten spaces be relocated so that they are parallel to the building. Ms. Bubon supports this recommendation so that the parking lot striping can be in compliance with all requirements.
- Green Communities Planning Assistance – The department has been assigned to work with Leiran Biton of ICF for the Green Communities Planning Assistance Project. The department plans to start work on this in February.
- FEMA Correspondence – The department received correspondence from FEMA indicating that they have incorporated the modifications noted in Ms. Bubon's latest correspondence to them. FEMA will now issue a Letter of Final Determination; once this date has been assigned the department will have a six month period to adopt applicable floodplain ordinances. Ms. Bubon will get clarification on this since the town has already adopted a floodplain bylaw. Her understanding was that the bylaw had to be amended to reflect the new map dates.

Upcoming Meetings for 2011

- January 4th & 18th
- February 1st & 15th
- March 1st & 15th & 29th (if needed)
- April 5th & 19th
- May 3rd & 17th
- June 7th & 21st

Next Meeting

December 7, 2010

OLD BUSINESS/NEW BUSINESS

Ms. Gibson-Quigley stated that if anymore has any issues or concerns with the elements of the Master Plan, now is the time to bring them forth. Do not wait until January or February when the Master Plan is in its final stages.

On a motion made by Ms. Morrison, seconded by Mr. Cunniff, and voted 6 - 0 the meeting adjourned at 7:50 PM.