

**STURBRIDGE PLANNING BOARD
MINUTES OF
TUESDAY, MARCH 22, 2011**

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

Present: Charles Blanchard
Russell Chamberland
James Cunniff
Penny Dumas
Brian McSweeney
Sandra Gibson-Quigley, Chair

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

Absent: Jennifer Morrison

APPROVAL OF MINUTES

Motion: Made by Mr. Blanchard to accept the amended minutes of March 8, 2011
2nd: Mr. McSweeney
Discussion: None
Vote: 5 - 0 – 1(Ms. Gibson-Quigley)

**THE SPAHO CORPORATION – THE ESTATES AT STURBRIDGE FARMS –
REQUEST A THREE YEAR EXTENSION.**

Mr. Blanchard recused himself at 6:35 PM from the Board. He is an abutter to this project.

Materials presented:

Letter from Walter Regep – Spaho Corporation – Request a Three Year Extension – dated January 19, 2011

Ms. Bubon stated that Mr. Regep of Spaho Corporation is requesting a three year extension to complete the approved subdivision “ The Estates at Sturbridge Farms” due to economic constraints. This five lot subdivision was originally approved in April 2007, and the original expected completion date was in April 7, 2009. Although the applicant did not request an extension of time at the expiration, the “Act Relative to Economic Development Reorganization” signed by the Governor on August 5, 2010, automatically extended approvals for two years. This approval was therefore automatically extended until April 7,

2011. Homes have been constructed on Lots 1 & 4. Lot 3 continues to be held under a Covenant. The assessed Value of that lot is \$85,400.00

Ms. Bubon stated that Mr. Morse believes that a three year extension for this project is too long for such a small project. Mr. Morse feels that splitting the difference to 18 months for the extension is reasonable. If not completed by that time the applicant could request another six month extension to finish things up.

Mr. Jalbert of Jalbert Engineering spoke on behalf of the applicant. He stated that the subdivision is on Town water and sewer and all utilities are underground. Mr. Jalbert also stated that the cost to finish the subdivision is estimated at \$40,000.00. He had spoken to Mr. Regep and he is in favor of the 18 month extension.

Motion: Made by Mr. McSweeney to grant an eighteen (18) month extension to The Spaho Corporation – The Estates at Sturbridge Farms to expire on October 7, 2012.

2nd: Mr. Chamberland

Discussion: None

Vote: 5 – 0

Mr. Blanchard returned to the Board at 6:42 PM.

PUBLIC HEARING – THE PROPOSED AMENDMENT WOULD AMEND SECTION 3.12 OF THE ZONING BYLAW BY DELETING THE EXISTING SECTION AND REPLACING THAT WITH AMENDED LANGUAGE TO DEFINE THE GENERAL BOUNDARIES OF THE FLOOD PLAIN DISTRICT BT REFERENCING THE NEW FIRM MAP PANELS AND FLOOD INSURANCE STUDY THAT WILL BECOME EFFECTIVE JULY 4, 2011.

Ms. Gibson-Quigley read the legal notice.

Ms. Bubon stated that FEMA had been in the process of updating the Flood Insurance Study and Flood Insurance Rate Maps for some time. She gave an overview of the whole project:

- She and Ms. Jacques, Conservation Agent, attended a meeting sponsored by FEMA and Division of Conservation Resources. The purpose of that meeting was to advise local officials of the map modernization process. At that meeting we were provided with Preliminary Maps to review. After review of the maps, many properties within Town were affected by the proposed change. Since the cost of flood insurance would rise dramatically after the final maps are accepted, the decision was made to notify the properties affected.
- Letters were mailed to property owners explaining the proposal and providing them the opportunity to meet and review the maps and the changes

- The Town and many residents provided comments to FEMA during the “comment period”. Based on the comments FEMA further revised the maps.
- During the month of October, revised maps were posted on the Town’s website, press releases were issued and all the residents that had met with the department and were further affected were sent an additional mailing.
- January 4, 2011, FEMA notified the Town that they have addressed all the comments that the FIS Report and FIRM will become effective July 4, 2011. Communities not adopting the revised maps will be suspended from the Flood Insurance Program.

Motion: Made by Mr. Cunniff to close the Public Hearing.
2nd: Ms. Dumas
Discussion: None
Vote: 6 – 0

Motion: Made by Ms. Dumas to adopt the revised FIS Report and FIRM for the Town to become effective on July 4, 2011 and support adoption of the amendment to the Zoning Bylaw as drafted and forward that recommendation to the Town Administrator for inclusion on the Town Meeting Warrant.
2nd: Mr. Blanchard
Discussion: The Board thanks Ms. Bubon for all her hard work on this project.
Vote: 6 - 0

TOWN PLANNER UPDATE

April 12, 2011 Meeting –

- Public Hearing Proposed Zoning Bylaw Changes – Modifications are recommended for Chapter 7 - Commercial District, Chapter 8 – Commercial Tourist District, Chapter 9 – General Industrial District, Chapter 10 – Industrial Park District, Chapter 11 – Commercial II District, Chapter 13 – Historic Commercial District
- Public Hearing – Clifford Curboy – Petition – Zoning Map Change – 704 Main Street from GI to SR
- Public Hearing – Amy Grossi – Petition – Zoning Map Change – 5 Haynes Street from SR to HC

Tractor Supply – fence removed – black one installed – gates not delivered – 2 week delay
 Opening this weekend

Mr. Chamberland stated that on Sunday, 3/20, he drove by Tractor Supply at 7:45 AM and they were jack hammering outside. Clearly they were in violation of their permit.

Motion: Made by Mr. Chamberland to send a letter to Tractor Supply stating their violation to the permit granted.
2nd: Mr. McSweeney
Discussion: None
Vote: 6 - 0

PUBLIC HEARING – THE PROPOSAL WOULD AMEND SECTION 20.21 OFF STREET PARKING & LOADING & SECTION 20.22 PARKING SPACES REQUIRED BY INSERTING LANGUAGE THAT WOULD ALLOW MODIFICATION OF PARKING SPACE REQUIREMENTS BY THE PLANNING BOARD, REMOVE THE DISTANCE LIMITATION FOR SHARED PARKING AGREEMENTS WITHIN THE COMMERCIAL TOURIST DISTRICT, & INSERT A NEW SECTION 20.22 (A) THAT WOULD EXEMPT PROPERTIES WITHIN THE COMMERCIAL TOURIST DISTRICT FROM COMPLYING WITH CURRENT PARKING REQUIREMENTS FOR SAME OR SIMILAR USES SUBJECT TO REVIEW BY THE PLANNING BOARD.

Ms. Gibson-Quigley read the legal notice.

Ms. Bubon stated that many of the recommendations of the Commercial Tourist District Revitalization Study were centered on making the District more pedestrian and business friendly. One measure identified that can help to facilitate the development/redevelopment of vacant or underutilized properties is to waive the existing parking requirements when a property is proposed for re-development. Encouraging businesses to share underutilized parking areas is one way to encourage visitors to the district to walk between shops and businesses.

The amendments proposed to this section of the bylaw will eliminate the distance limitation for Shared Parking Agreement within the Commercial Tourist District. The amendments will also waive the existing parking requirements for the continued use of same or similar uses subject to review by the Planning Board.

Motion: Made by Mr. Cunniff to close the Public Hearing.
2nd: Mr. Blanchard
Discussion: None
Vote: 6 – 0

Motion: Made by Ms. Dumas to support adoption to amend Section 20.21 Off Street Parking & Loading & Section 20.22 Parking Spaces Required & insert a new Section 20.22 to the Zoning Bylaw as drafted and forward this recommendation to the Town Administrator for inclusion on the Town Meeting Warrant.
2nd: Mr. Chamberland
Discussion: None
Vote: 6 – 0

PUBLIC HEARING – THE PROPOSED REVISED RULES & REGULATIONS UPDATES THE GENERAL INFORMATION, SPECIAL PERMITS, SITE PLAN APPROVAL, EXPEDITED PERMITTING, OPEN SPACE RESIDENTIAL DEVELOPMENT, APPLICATION REVIEW FEES, DEVELOPMENT IMPACT STATEMENT & STORMWATER SECTIONS OF THE RULES & REGULATIONS OF THE PLANNING BOARD. THE REVISIONS WILL UPDATE SUBMITTAL REQUIREMENTS & PROCEDURES & WILL INCORPORATE ALL THE RULES & REGULATIONS OF THE STURBRIDGE PLANNING BOARD INTO ONE COMPREHENSIVE DOCUMENT.

Ms. Gibson-Quigley read the legal notice.

Ms. Bubon stated that the proposed Rules & Regulations of the Planning Board consolidates all the Rules and Regulations of the Board into one document and updates submittal requirements and all applications for consistency.

Motion: Made by Mr. Chamberland to close the Public Hearing.
2nd: Mr. Cunniff
Discussion: None
Vote: 6 – 0

Motion: Made by Mr. McSweeney to adopt the Rules and Regulations of the Town of Sturbridge Planning Board as printed and to forward a copy to the Town Clerk as required and to Land Court for recording.
2nd: Mr. Blanchard
Discussion: The Board again thanked Ms. Bubon for all her work on this project.
Vote: 6 - 0

TOWN PLANNER UPDATE CONTINUED

Update – Green Communities Planning Assistance

Criteria #1 & #2 – The Zoning Bylaw meets both of these criteria – one suggestion is to add the definition of manufacturing to the Zoning Bylaw

Ms. Bubon stated that the BOS will hold open the Warrant for any amendments to the Zoning Bylaw, if the Board wants to add the definition of manufacturing to As-of-Right Siting.

The Board does not want to rush with this definition and wants to wait and review and discuss it for next year’s Town Meeting.

Criteria #3 – Ms. Bubon & Mr. Cunniff – working on entering the data

Criteria #4 – Mr. Morse

Criteria #5 – Stretch Building Code – Mr. Lindberg – set-up informational meetings

Next Meeting

March 29, 2011 – Solar Seminar @ Town Hall

OLD BUSINESS/NEW BUSINESS

Ms. Bubon stated that she received a call from DRA concerning the Burgess School project about the concession stand. Part of the concession stand will be in the parking lot and taking up five parking spaces. She will further look at the plans.

Ms. Gibson-Quigley and Mr. Blanchard stated there was a change in the fields due to the addition of the land from the hotel, so the maintenance building/concession stand will be in better relationship with the ball fields.

Mr. Blanchard wanted to know if a sub-committee would be better to deal with a meeting with the Mass DOT.

Ms. Bubon stated that at this time a subcommittee would not be feasible. She stated that she, Ms. Gibson-Quigley and Mr. Suhoski will be setting up a meeting with Mass DOT.

On a motion made by Mr. Chamberland, seconded by Mr. Cunniff, and voted 6 - 0 the meeting adjourned at 7:40 PM.