

**STURBRIDGE PLANNING BOARD  
MINUTES OF  
TUESDAY, JULY 10, 2012**

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

**Present:** Charlie Blanchard  
Russell Chamberland  
James Cunniff  
Penny Dumas  
Heather Hart  
Sandra Gibson-Quigley, Chair

**Also Present:** Jean M. Bubon, Town Planner  
Diane Trapasso, Administrative Assistant  
Mr. Suhoski, Town Administrator  
Ms. Blanchard, BOS  
Ms. Gimas, BOS  
Ms. Goodwin, Open Space Committee, Chair

**Absent:** Brian McSweeney

Ms. Gibson-Quigley opened the meeting and read the agenda.

Ms. Gibson-Quigley welcomed newly appointed Ms. Hart as a Board member.

**APPROVAL OF MINUTES**

**Motion:** Made by Mr. Blanchard to accept the minutes of June 12, 2012.  
**2<sup>nd</sup>:** Mr. Cunniff  
**Discussion:** None  
**Vote:** 5 – 0 – 1 (Ms. Hart)

**OVERVIEW AND DISCUSSION OF “CENTRAL THIRTEEN  
PRIORITIZATION PROJECT” BY MS. KOLIAS FROM CMRPC**

**Materials presented:**

CMRPC – Central Thirteen Prioritization Project

Ms. Kolias from CMRPC gave the presentation. She stated that Central Thirteen is made up of the following towns: Auburn, Boylston, Charlton, Dudley, Holden, Leicester, Oxford, Paxton, Southbridge, Sturbridge, Spencer, Webster and West Boylston.

Planning Board Minutes of July 10, 2012

Ms. Kolias stated that building on the success of the recently completed 495/MetroWest Development Compact Plan, CMRPC is embarking on a collaborative effort focused on the 13 communities in the central part of the region. The objective is to create a shared framework for identifying regional and local priorities for growth, development, higher education and land preservation, as well as transportation and other infrastructure investment.

CMRPC will work with the region's stakeholders to define priority protection areas, priority development areas and significant priority transportation improvements. The goal is to list and map locally identified and regionally significant preservation and development areas and critical infrastructure needs, in a manner that is consistent with existing policies, master plans and guidelines, as well as the State's Sustainable Development Principles.

The following are the priority economic and preservation areas for Sturbridge:

- 51 Technology Park
- 90 Charlton Road
- 198 Charlton Road
- 660 Main Street
- Route 15 – Special Use District – proposed infrastructure – water line
- Commercial Tourist District – including underground utilizes
- Historic Commercial District
- Grand Trunk Trail
- Hall Road Estate – Hobbs Brook
- Old Sturbridge Village
- Route 131 Infill PDA
- Barnett Farm (Douty Road)
- Heritage Landscape Theme: Ponds
- Sturbridge Town Common District
- Plimpton property – Hamilton Road & Gun Club – Ms. Bubon asked the Open Space Committee to look at this property.
- Quinebaug River

Ms. Kolias stated that this project is slated to be completed by December 31, 2012. There will be a regional meeting in September.

## **DISCUSS RELEASE OF BOND FOR THE HIGHLANDS SUBDIVISION**

### **Materials presented:**

Email from Ms. Venincasa, Casa Builders & Developers Corp., request for release of the funds for the Highlands

Ms. Bubon stated that the applicant has requested release of the cash bond and any accrued interest for the funds held pending the installation of street lights at the Highlands Subdivision. As you are aware, the lights are installed and the public infrastructure at the development was accepted by Town Meeting on June 8, 2012.

Ms. Bubon recommends that the Board vote to release the cash bond of \$10,000.00 and any accrued interest to Sanctuary Homes, LLC since all the work is complete.

**Motion:** Made by Mr. Chamberland to release the funds in the amount of \$10, 000.00 plus accrued interest to Sanctuary Homes, LLC.

**2<sup>nd</sup>:** Mr. Blanchard

**Discussion:** None

**Vote:** 6 – 0

### **TOWN PLANNER UPDATE**

Affordable Housing – As requested at the previous meeting, Ms. Bubon contacted Representative Smola about the Shrewsbury request regarding counting mobile homes as affordable and he has advised her that it is currently in the office of House Counsel and he is not sure if it will make it out of House Counsel or if it will “die on the vine”. Representative Smola advised that we wait to see the outcome of this initiative prior to taking any action. Representative Smola will keep the Planning Department updated on this process.

Sturbridge Coffee House – Ms. Bubon met with Ms. Rogers to discuss areas of the site plan non-compliance on June 15, 2012. Based upon that discussion, Ms. Bubon found that Ms. Rogers believed that many of the items of non-compliance were out of her control and were the responsibility of the property owner. After that meeting, June 18, 2012, Ms. Bubon sent a letter to John Simarco of Interim Holdings, LLC outlining the areas of non-compliance and advising him that Ms. Bubon would like to meet with him at his earliest convenience to work out a plan to get the site into compliance.

The Board asked about enforcement of compliance with the approved site plan. Ms. Bubon stated that she will see what happens within two weeks and then ask Mr. Lindberg, the Zoning Enforcement Officer, to take action.

Sign Sub-Committee – Ms. Bubon is completing a draft sign bylaw and would like to schedule time to meet with the Sub-Committee to renew efforts on this project.

Some of the issues the Committee came up with are the following:

- Clarity of enforcement
- Each district may need to have different standards
- Temporary signs – major issue
- Sign clutter

Ms. Hart will replace Ms. Peabody on the Sign Sub-Committee.

CT Distict – Work continues on the RFP for the Commercial Tourist District conceptual plan and Ms. Bubon met with Mr. Suhoski to review the draft. The Board will approve the RFP; then a small screening group which will be Ms. Bubon, Mr. Suhoski and two members from the Planning Board will choose the finalists to be interviewed by the full Board.

The monies for this project can be encumbered.

CT District – With funding in hand for the Commercial Tourist District conceptual plan the Board will be moving forward soon. Ms. Bubon stated that she would like to organize the Parking and River access Sub-Committee that were formed and renew this effort. While a Consultant will play a key role in area identification, it is extremely helpful if the board formulate some solid ideas relative to these two issues so that information can be provided to the Consultant.

- Task – Establish connections to the Quinebaug River – Working group members are: Board members – Ms. Gibson-Quigley & Ms. Hart – BOS – Ms. Blanchard, Ms. Dowling & Mr. Creamer – Staff – Ms. Bubon & Mr. Suhoski
- Task – Public Parking, Shared Parking & Pocket Parks – Working group members are: Board members – Ms. Dumas – BOS – Ms. Gimás – Staff – Ms. Bubon & Mr. Suhoski

Ms. Bubon stated that we will set dates to once again review the plan and task at hand and meet in the District to evaluate potential ideas.

Telecommunications Bylaw Update – We received funding to hire a Consultant to review and update our Telecommunications Bylaw and Overlay Map including a review of suitable Town-owned properties that may be included within the Overlay District. Ms. Bubon will complete an RFP for this project.

### **OLD BUSINESS/NEW BUSINESS**

The Public House is pleased with the Historic Commercial District being extended to include all of their property.

### **NEXT MEETING**

Next meeting date is July 24, 2012.

On a motion made by Mr. Chamberland and seconded by Mr. Cunniff and voted 6 – 0, the meeting adjourned at 8:10 PM.

