

**STURBRIDGE PLANNING BOARD
MINUTES OF
TUESDAY, AUGUST 14, 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
Penny Dumas
Heather Hart
Sandra Gibson-Quigley, Chair

Also Present: Diane Trapasso, Administrative Assistant

Absent: Jean M. Bubon, Town Planner
Brian McSweeney
Russell Chamberland
James Cunniff

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

Ms. Gibson-Quigley stated that it is with regret she accepted the letter from Mr. McSweeney resigning his post as a member of the Planning Board effective immediately.

The Board thanked him for his time and dedication and wished him well.

APPROVAL OF MINUTES

Motion: Made by Mr. Blanchard to accept the amended minutes of July 10, 2012.
2nd: Ms. Dumas
Discussion: None
Vote: 4 – 0

ANR – EMILE H. & CLAIRE FORTIER – 72 ARNOLD ROAD

Materials presented:

Form A Application for Endorsement of a Plan Believed Not to Require Approval – Emile H. & Claire Fortier – 72 Arnold Road – received 8/2/2012

Plan of Property owned by Emile H. & Claire Fortier – 72 Arnold Road – prepared by Jalbert Engineering – 54 Main Street, Sturbridge MA – plan date 7/27/2012 – DWG #10229

Mr. Jalbert of Jalbert Engineering spoke on behalf of the applicant. Mr. Jalbert stated that the purpose of this plan is to subdivide lands owned by Emile & Claire Fortier into two separate lots, namely Lot 1 and Lot 2. Both Lot 1 and Lot 2 have sufficient area and frontage to comply with current Town of Sturbridge Zoning Bylaws. Lot 2A is not to be considered a separate building lot and is to be conveyed to Roy & Dolores Pelton and held in common ownership with adjoining land of Pelton.

Motion: Made by Mr. Blanchard to endorse the plan for Emile H. & Claire Fortier, for the property located at 72 Arnold Road.

2nd: Ms. Hart

Discussion: None

Vote: 4 – 0

Ms. Dumas, Clerk, signed the plan.

ANR – SUSAN H., REBECCA B. & JEREMY DAY HAWKINS – 126 SOUTH POND & 347 NEW BOSTON ROAD

Materials presented:

Form A Application for Endorsement of a Plan Believed Not to Require Approval – Susan H., Rebecca B. & Jeremy Day Hawkins – 126 South Pond & 347 New Boston Road – received 8/2/2012

Plan of Property owned by Susan H., Rebecca B. & Jeremy Day Hawkins – Lane #10 & New Boston Road – prepared by Jalbert Engineering – 54 Main Street, Sturbridge MA – plan date 7/27/2012 – DWG #12159

Mr. Jalbert of Jalbert Engineering spoke on behalf of the applicant. Mr. Jalbert stated that the purpose of this plan is to reconfigure parcels A and B owned by Susan Hawkins, Rebecca Hawkins and Jeremy Day Hawkins. Parcel B 1 is not a building lot and is to be combined with the original parcel A to form one contiguous lot namely Lot 126 with an area of 59,096 sq.ft. Both Lot 126 and the remainder of parcel B have sufficient area and frontage to comply with current Town of Sturbridge Zoning Bylaws.

Mr. Jalbert also stated that the purpose of this plan is to add additional land to 126 South Pond off of Lane 10 to increase the available land for the installation of a new septic system to serve the existing home.

Motion: Made by Ms. Dumas to endorse the plan for Susan H., Rebecca B. & Jeremy Day Hawkins, for the property located at 126 South Pond & 347 New Boston Road.

2nd: Mr. Blanchard

Discussion: None

Vote: 4 – 0

Ms. Dumas, Clerk, signed the plan.

WAIVER OF SITE PLAN APPROVAL – BLACKINGTON LLC – KEVIN MACCONNELL IS REQUESTING SITE PLAN WAIVER TO BE ABLE TO RENT SPACE TO A NEW TENANT AND RE-ESTABLISH PARKING ACROSS THE STREET. THE PROPERTY IS LOCATED AT 572 MAIN STREET.

Materials presented:

Application for Waiver of Site Plan Approval – Blackington LLC – Kevin MacConnell – received July 17, 2012

Ms. Gibson-Quigley acknowledged the following department memos:

- Ms. Bubon, Town Planner
- Mr. Senecal, Fire Chief
- Mr. Meskus, Interim Building Inspector
- Mr. Morse, DPW Director

Mr. MacConnell, owner of the property spoke on his own behalf. Mr. MacConnell stated that historically, within the past two years there had been two tenants that occupied this building. Within this same period one of the tenants had moved out. Mr. MacConnell stated that now he would like to replace that space that was being rented with a new tenant.

The new tenant is an established antique owner and will need only 300 sq.ft. more than the tenant that left recently. Mr. MacConnell stated that he proposes to utilize parking that has been established in front of the building and immediately across the street. In addition, he will offer shared parking at his other property located at 530 Main Street.

Mr. MacConnell stated that this property has multiple issues going forward; Planning, Conservation, Building, Fire and DPW for starters. The Board also knows, as Mr. MacConnell knows that this is a treasured historical anchor building for the Fiskdale section of town. This project is expensive, complicated and time consuming. If a waiver of site plan could be afforded this one potential tenant, Mr. MacConnell is more than willing to meet the immediate demands of the Planning, the Building and Fire departments respectively. Mr. MacConnell is currently in discussions with all departments to see what short term solutions can be agreed upon.

The Board had the following questions and concerns:

- Why later would need a full Site Plan Review – Mr. MacConnell stated because if the whole building is occupied parking could be an issue
- If there is shared parking would it still involved a full site plan – Mr. MacConnell – depend on what kind of tenants occupy the building
- How do you get to the parking in the back – Mr. MacConnell stated off of Church Street
- Sprinkling the building – Mr. MacConnell stated that he is under contract with a company for a system and a water line for the system
- Can the parking in the front be striped – Mr. MacConnell stated that he will talk to Mr. Morse, DPW Director

Planning Board Minutes of August 14, 2012

- How will the parking be designated across the street – Mr. MacConnell stated that he will place parking berms
- Mr. MacConnell stated that he has a tenant for the little unattached house on the property, it is only 300 sq. ft. and there is enough parking – The Board agreed they could add that piece to the Waiver
- What about parking in the back of the building – Mr. MacConnell stated that there is parking in the back, it is accessible off of Church Street – The Board thought that parking would be good for employees
- The Board asked Mr. MacConnell to have signage directing people to park across the street.

Motion: Made by Ms. Dumas to grant Waiver of Site Plan Approval to Blackington LLC – Kevin MacConnell for the proposed new tenant on the easterly end of the 1st floor and for another new proposed tenant for the unattached building on the westerly side of the property with the condition that all other necessary permits be obtained including but not limited to Building Permits, Fire Chief approval and Design Review approval for signage.

2nd: Mr. Blanchard

Discussion: None

Vote: 4 – 0

Ms. Gibson-Quigley stated that the Interim Building Inspector, Mr. Meskus should put his name on department memos.

JAY PATEL – INFORMAL DISCUSSION ON ZONING AND POTENTIAL DEVELOPMENT AT THE CORNER OF NEW BOSTON ROAD AND ROUTE 20

The discussion was postponed to the August 28, 2012 meeting.

REVIEW OF DRAFT CT DISTRICT RFP

The Board had the following edits:

- III Project Objective – add Draft to last bullet – Town of Sturbridge Draft Recreation Trails Master Plan (2012)
- I Introduction – A Commercial Tourist District Implementation Working Group..... Will consist of two Planning Board members – one of which will be Chair and three citizens at large
- Delete rest of sentence members.....
- Delete sentence This still needs.....
- Establishment will consist of five voting members

Motion: Made by Mr. Blanchard to forward the RFP – Draft 4 – to Mr. Suhoski for final review and approval and to begin the advertising process.

2nd: Ms. Dumas

Discussion: None

Vote: 4 - 0

DISCUSS MAKE-UP OF COMMERCIAL TOURIST DISTRICT WORKING GROUP SUB-COMMITTEE

The Board agreed the charge was fine. The establishment of the group, the Board changed to five voting members – 2 members of the Planning Board (one shall serve as Chair) and three citizens.

Motion: Made by Ms. Dumas to forward as amended the Commercial Tourist Plan Implementation Working Group to Mr. Suhoski to begin the process of filling the positions.
2nd: Ms. Hart
Discussion: None
Vote: 4 - 0

MPIC UPDATE

Ms. Gibson-Quigley stated that the Committee has been meeting regularly and has met with many of the other Boards and has set up meetings with others.

MPIC will present their report in December to the Planning Board.

TOWN PLANNER UPDATE

Sturbridge Coffee House – Ms. Bubon has met with Mr. Simarco of Interim Holdings, LLC and discussed the areas of non-compliance. He has been in contact with the appropriate parties to complete the work.

As-Builts - Cedar Street Restaurant and 173 Main Street Gas Station – both projects have been completed in accordance with the plans.

CT District – River Access Sub-Committee Meeting – Wednesday, August 22, 2012 at 9:00 AM starting from the Millyard Marketplace

CT District - Parking and Pocket Park Sub-Committee Meeting – Wednesday, August 29, 2012 at 8:00 AM starting from Mass Motion Dance Studio.

C-13 – regional meeting – September 11, 2012 at the Publick House – it will be a Planning Board meeting – Ms. Bubon removed the 131 properties (since there are so few remaining) and Open Space Committee is requesting inclusion of the Plimpton Property, Hall Estate (already included) and Sarty Farm as Priority Preservation Areas. Ms. Bubon provided that list with a letter to CMRPC for consideration.

CMRPC – Our community is entitled to three delegates and one alternate. One delegate must be appointed by the Planning Board and be a member of that Board and the second delegate need only be a resident. The other delegate and alternate are appointed by the BOS.

Motion: Made by Mr. Blanchard to appoint Ms. Hart as a delegate to CMRPC
2nd: Ms. Dumas
Discussion: None
Vote: 4 – 0

Ms. Hart accepted.

Letter from Mr. Suhoski, Town Administrator/Interim Zoning Enforcement Officer – Re: Sign Violations – The board felt the letter gives the impression that if you send money that you are not in violation – not true

OLD BUSINESS/NEW BUSINESS

Ms. Dumas stated that the CPA legislative changes passed and include changes in how CPA funds can be spent on recreation and affordable housing.

NEXT MEETING

Next meeting date is August 28, 2012.

On a motion made by Mr. Blanchard and seconded by Ms. Dumas and voted 4 – 0, the meeting adjourned at 8:10 PM.