

**STURBRIDGE PLANNING BOARD  
MINUTES OF  
TUESDAY, MARCH 12, 2013**

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

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

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

**Absent:** Penny Dumas

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

**APPROVAL OF MINUTES**

**Motion:** Made by Mr. Cunniff to accept amended the minutes of February 26, 2013  
**2<sup>nd</sup>:** Ms. Waters  
**Discussion:** None  
**Vote:** 4 – 0 – 2 (Mr. Blanchard & Mr. Chamberland)

**PUBLIC HEARING – PUBLIC HOUSE IS REQUESTING SITE PLAN  
APPROVAL TO CONSTRUCT A DETACHED RESTROOM FACILITY AND  
RELATED SITE IMPROVEMENTS. THE PROPERTY IS LOCATED AT 275  
MAIN STREET.**

**Materials presented:**

Application for Site Plan Approval – Resurrection Real Estate LLC d/b/a Publick House –  
received 2/11/2013

Proposed Restroom Plan – Publick House – 277 Main Street – prepared by Jalbert  
Engineering – plan date 2/5/13 – DWG #13020 – received 2/11/2013

Exterior Restrooms – The Publick House on the Common Plan – prepared by Stephen Fleshman Architect, LLC – 99 Apple Road, Brimfield MA - plan date 2/2013 – received 3/5/2013

Ms. Gibson-Quigley read the legal notice.

Ms. Gibson-Quigley acknowledged the following department memos:

- Ms. Bubon, Town Planner
- Mr. Colburn, Conservation Agent
- Mr. Morse, DPW Director
- Mr. T. Chamberland, Tree Warden
- Ms. Rusiecki, BOH Agent
- Mr. Ford, Police Chief

Mr. Jalbert of Jalbert Engineering spoke on behalf of the applicant. Mr. Jalbert stated that the applicant is requesting a site plan approval to construct a detached restroom and a staging/storage facility on the property at 275/277 Main Street. Currently, patrons utilizing the patio and tent site use facilities within the Publick House. The purpose of this proposal is to provide sanitation and convenience to the guest and staff utilizing this outdoor area for special events.

Mr. Jalbert stated that there had been modifications to the plan in order to address the concerns of staff comments. He stated that the Conservation Agent was concerned that the proposed structure was located within the Zone A (flood zone); it has been determined that it is just outside of the Zone A. Also, Mr. Jalbert stated that Mr. Morse recommended that 575' flood zone contour line be established prior to construction in the field and no activity be conducted beyond the established elevation in the flood zone. Mr. Jalbert stated that there are no changes proposed within this easement. Easement line will be field established prior to construction.

The Board had the following questions and concerns:

- Separate pouring license need – Mr. Glick (General Manager /Publick House) the Publick House has a license for the entire site
- Plan shows no outside lighting – Mr. Glick stated that between the parking lot and tent lighting there is adequate lighting
- Questioned water station – Mr. Jalbert stated that there will be pitchers of water

Mr. Jalbert stated that there will be no change in grades. Relocation of two of the propane tanks on prepared stone to match the existing. Gutter box and roof down spouts to be piped to existing paved swale using 6" SCH 40 PVC with outlet protection. Existing shrubbery to be relocated as much as possible otherwise replaced in like kind.

Ms.Bubon read the following seven conditions to be included in the approval.

1. All construction and site improvements shall be in conformance with the plans submitted and approved by the Planning Board.
2. All State and Local Zoning Bylaws, Building Codes and Regulations must be adhered to.
3. The site shall be kept in a neat and orderly condition throughout the construction process.
4. Exterior construction shall only occur during the hours of 7:00 a.m. to 7:00 p.m. Monday through Friday and 8:00 a.m. to Noon on Saturday. No exterior construction shall occur on Sundays or State Holidays.
5. The applicant shall notify the Planning Department office forty-eight hours prior to the start of construction.
6. An emergency contact phone list with at least two names and numbers on it be supplied to the Sturbridge Police Dept. to be used by the dispatchers, in case of an off hour emergency, prior to the start of the project. The list must be updated whenever necessary for the duration of the project.
7. The 575' flood zone contour line should be established prior to construction in the field and no activity should be conducted beyond the established elevation in the flood zone.

**Motion:** Made by Mr. Chamberland to close the Public Hearing.  
**2<sup>nd</sup>:** Mr. Blanchard  
**Discussion:** None  
**Vote:** 6 – 0

**Motion:** Made by Mr. Chamberland to grant Site Plan Approval with the above seven conditions to the Publick House to construct a detached restroom facility and related site improvements for the property located at 275/277 Main Street as in Proposed Restroom Plan – Publick House – 277 Main Street – plan date 3/12/13 – DWG # 13020 – prepared by Jalbert Engineering – revision 1.  
**2<sup>nd</sup>:** Mr. Blanchard  
**Discussion:** None  
**Vote:** 6 - 0

**WAIVER OF SITE PLAN APPROVAL – MICHAELS IS REQUESTING SITE PLAN WAIVER TO DEMOLISH THE EXISTING LOADING DOCK AND REPLACE WITH A NEW AND WIDER LOADING DOCK TO SERVE DELIVERIES AND A NEW COMPACTOR. THE PROPERTY IS LOCATED AT 100/110 CHARLTON ROAD.**

**Materials presented:**

Application for Waiver of Site Plan Approval – GreenbergFarrow – Stephen Zellner – Michaels – received 2/26/2013

Overall Site Plan – Michaels – The Center at Hobbs Brook – 100 Charlton Road – prepared by GreenbergFarrow – 1430 W. Peachtree Street, NW, Suite 200, Atlanta Georgia 30309 – project #201204970

Ms. Gibson-Quigley acknowledged the following department memos:

- Ms. Bubon, Town Planner
- Mr. Morse, DPW Director
- Mr. Meskus, Building Inspector

Mr. Zellner of GreenbergFarrow (Michaels) stated that Michaels is taking over the existing unoccupied Old Navy space. They are proposing to demolish the existing loading dock and replace with a new wider loading dock to serve deliveries and a new compactor. Michaels will also add two 8" thick concrete pads in place of the existing asphalt, pads to be the same grade and slope. Also, a new stair and platform will be added to serve the new sprinkler room.

Ms. Bubon recommended approval with the following seven conditions:

- 1 All construction and site improvements shall be in conformance with the plans submitted and approved by the Planning Board.
2. All State and Local Zoning Bylaws, Building Codes and Regulations must be adhered to.
3. The site shall be kept in a neat and orderly condition throughout the construction process.
4. Exterior construction shall only occur during the hours of 7:00 a.m. to 7:00 p.m. Monday through Friday and 8:00 a.m. to Noon on Saturday. No exterior construction shall occur on Sundays or State Holidays.
5. The applicant shall notify the Planning Department office forty-eight hours prior to the start of construction.
6. An emergency contact phone list with at least two names and numbers on it be supplied to the Sturbridge Police Dept. to be used by the dispatchers, in case of an off hour emergency, prior to the start of the project. The list must be updated whenever necessary for the duration of the project.
7. Filter fabric shall be installed under catch basin grates where Stormwater flows and at any parking lot leak off prior to the start of construction for erosion control.

**Motion:** Made by Mr. Cunniff to grant Waiver of Site Plan Approval with the above seven conditions to Michaels to demolish the existing loading dock and replace with a new and wider loading dock to serve deliveries and a new compactor. The property is located at 100/110 Charlton Road.

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

**Discussion:** None

**Vote:** 6 – 0

### **DISCUSS DRAFT SIGN BYLAW**

The Board went through the draft and made the following edits:

- Prohibited Signs: - 22.04 (j) – change “Holiday Light” to Temporary colored string lights
- Temporary Signs: 22.08 – flat wall sign back in
- Grand Opening Signs: - 22.09 – Re-Grand Opening with Grand Re-Opening

Ms. Bubon stated that final draft will be sent to Kopelman & Paige for final review and comments, especially the political sign, before the public hearing.

**Motion:** Made by Mr. Blanchard to be the petitioner for the proposed sign bylaw and to amend Chapter Two with the definitions provided and to forward both to the BOS to begin the process.

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

**Discussion:** None

**Vote:** 6 – 0

### **DISCUSSION OF DRAFT BYLAW FOR THE CORNER OF NEW BOSTON AND ROUTE 20**

Ms. Hart stated the purpose of the Village Gateway District is to assure that the use of land, buildings and other structures and site development within its boundaries are conducted in a manner that promotes the establishment of development nodes, discourages the establishment of strip development, and promotes community character and high quality architecture and landscaping while maintaining the environmental integrity of the District.

The Board went through the draft and made the following edits:

- 4. Use Provisions: - A. (b) delete one florist
- Question (d) total floor area shall not exceed 6,000 square feet per structure
- C. Vehicular and pedestrian circulation: - (e) delete precast concrete
- E. Design of structures – (b) & (c) not limit to only Georgian, Federal & Greek Revival – maybe wording should be pre-20th century or include Victorian (j) add may be – change not desirable to not permitted
- H. Landscaping and Existing Vegetation – f. Property Edge Landscaping – 1. Change split rail to ornamental

Ms. Bubon stated that this district could also apply to the west end of Route 20.

Ms. Bubon stated that Mr. Zarek of Paul Lukez Architectural will review and add his comments which will then be reviewed by the subcommittee before the public hearing on April 2, 2013.

**Motion:** Made by Mr. Cunniff to be the petitioner for the proposed Village District Bylaw and to forward the bylaw to begin the process.

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

**Discussion:** None

**Vote:** 6 – 0

**Motion:** Made by Mr. Blanchard to be the petitioner for the proposed zoning map change to change the property at the corner of New Boston Road and Route 20 (21 New Boston Road) from part suburban residential and commercial to Village Gateway District.

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

**Discussion:** None

**Vote:** 6 – 0

#### **TOWN PLANNER UPDATE**

None

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

None

#### **NEXT MEETING**

Next meeting date is March 26, 2013 at Center Office Building.

On a motion made by Mr. Cunniff, seconded by Mr. Blanchard and voted 6 – 0, the meeting adjourned at 8:45PM.