

**STURBRIDGE PLANNING BOARD  
MINUTES OF  
TUESDAY, MARCH 11, 2014**

Ms. Dumas 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:** Charles Blanchard  
Russell Chamberland  
James Cunniff  
Penny Dumas, Clerk  
Heather Hart  
Susan Waters

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

**Absent:** Sandra Gibson-Quigley, Chair

Ms. Dumas opened the meeting and read the agenda.

**APPROVAL OF MINUTES**

**Motion:** Made by Mr. Cunniff to accept the minutes of February 25, 2014.  
**2<sup>nd</sup>:** Mr. Chamberland  
**Discussion:** None  
**Vote:** 4 – 0 – 2 (Ms. Dumas & Mr. Blanchard)

**SITE PLAN APPROVAL – DAVID SWEETMAN IS REQUESTING SITE PLAN  
APPROVAL FOR THE CONVERSION OF A RESIDENTIAL HOME TO A  
MEDICAL OFFICE BUILDING WITH ADDITIONAL PARKING. THE  
PROPERTY IS LOCATED AT 214 CHARLTON ROAD**

**Materials presented:**

Application for Site Plan Approval – David Sweetman – received 2/12/2014

David Sweetman - Site Improvements – 214 Charlton Road – prepared by Sherman & Frydryk, LLC Land Surveying & Engineering, 3 Converse Street, Suite 203, Palmer MA – project #13144 – plan date 12/3/2013 – received 2/12/2014

Ms. Dumas read the legal notice.

Ms. Dumas acknowledged the following department memos:

- Ms. Bubon, Town Planner
- Mr. Morse, DPW Director
- Lt. Marinelli, Fire Inspector
- Mr. Ford, Chief of Police
- Ms. Rusiecki, BOH Agent
- Mr. Suhoski, Town Administrator

Mr. Frydryk of Sherman & Frydryk spoke on behalf of the applicant. Mr. Frydryk stated that the applicant is requesting a waiver to allow the plan as currently presented to be approved without a designated loading area. The site will be used as a small medical office. A small amount of office supplies will be required for the business. The majority of supply deliveries will be by small package delivery vehicles that will remain on the site a few minutes each delivery.

Mr. Frydryk stated that the applicant requests a second waiver to allow the plan as currently presented to be approved without a landscape plan. The proposed ramp is on the rear of the property and existing trees will be retained. The applicant plans to loam and seed all disturbed areas.

Mr. Frydryk stated that the site improvements will consist of redeveloping the property at 214 Charlton Road. The redevelopment will retain the existing residential building and garage with the addition of a handicapped ramp for access to the building. The building interior will be converted to a medical office. The proposed improvements will provide a total of 12 parking spaces on the site including a dedicated handicapped accessible space nearest to the handicapped ramp. The existing access from Charlton Road will be resurfaced and the proposed parking spaces will be paved to match. The site improvements will include an infiltration basin with sediment forebay for stormwater management.

Ms. Lamoureux, the applicant, stated that there will only be two employees at this time. Ms. Lamoureux stated that she is a nurse practitioner that will be seeing patients along with an aesthetician.

The Board had the following questions and concerns:

- What about the disposal of hazardous waste – Ms. Lamoureux stated that an outside company will be contracted to remove the waste
- What are the hours of operation – Ms. Lamoureux stated that the hours of operation will depend on the demand
- Are you regulated by the State – Ms. Lamoureux stated that the facility will be regulated by the Board of Nursing, only
- Where will the main entrance – Mr. Frydryk stated that the main entrance will be in the back

- Can the radius be reconfigured to make sure that at the exit it will be a right turn only – Mr. Frydryk stated that they will do that
- Will there be more landscaping done – Ms. Lamoureux stated all the trees will remain and in the spring they will fill in the gaps
- Does Mr. Morse have a concern with the type of sewer discharge– Ms. Bubon stated that Mr. Morse does not have any concerns with the type of sewer discharge, if he did he would of mentioned it in his memo

The Board realizes that this section of Route 20 is a real concern with safety issues when it comes to turning into the different establishments. That is why they recommend right turn only when leaving this establishment.

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

**Motion:** Made by Mr. Chamberland to grant the waiver to allow the plan as currently presented to be approved without a designated loading area.  
**2<sup>nd</sup>:** Mr. Blanchard  
**Discussion:** None  
**Vote:** 6 – 0

**Motion:** Made by Mr. Chamberland to grant a waiver to allow the plan as currently to be approved without a landscape plan, the existing trees will be remaining. All trees shall be protected during construction.  
**2<sup>nd</sup>:** Mr. Blanchard  
**Discussion:** None  
**Vote:** 6 - 0

**Motion:** Made by Mr. Blanchard to grant Site Plan Approval to David Sweetman for the conversion of the residential home to a medical office building with additional parking for the property located at 214 Charlton Road with the following 12 Conditions:

1. All construction and site improvements shall be in conformance with the plans submitted and approved by the Planning Board.
2. The westerly curb-cut shall be reconfigured in a manner that will help prevent left turns (i.e by reducing the radius). A revised plan shall be submitted to the Planning Department for review and comment.
3. Any exterior lighting of or from the buildings shall be subdued, shaded from the view of abutters and shall not be directed so as to extend above ground level onto the property of abutters or the public right-of-way.
4. All drainage structures are to be constructed in accordance with the plans submitted.
5. All State and Local Zoning Bylaws, Building Codes and Regulations must be adhered to.
6. All other necessary permits must be obtained prior to the start of construction.
7. The site shall be kept in a neat and orderly condition throughout the construction process.

8. 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 as follows: New Year's Day, Martin Luther King Day, Presidents Day, Patriots Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans Day, Thanksgiving and Christmas.
9. 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.
10. The applicant shall notify the Planning Department office forty-eight hours prior to the start of construction.
11. A completion date of October 1, 2014 has been set for this project. The applicant shall notify the Planning Department in writing when the project has been completed so that an inspection may be conducted by the Department
12. Two copies of the as-built plan shall be provided to the Planning Department after completion of construction.

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

**Discussion:** None

**Vote:** 6 – 0

## **TOWN PLANNER UPDATE**

CPTC Conference – March 15, 2014

March 25<sup>th</sup> Planning Board Meeting – Site Plan Approval – Patel – 21 New Boston Road – Setup a special account for the Peer Review conducted by Pare Corporation

Historic US Route 20 – May 13, 2014 @ Town Hall – Planning Board Meeting

## **OLD/NEW BUSINESS**

Cumberland Farms – reopening – Ms. Bubon stated they are targeting the end of March – CTD Plan is acting as a guide for the brick color to be used in the seating area of Cumberland Farms

## **NEXT MEETING**

March 25, 2014

On a motion made by Mr. Cuniff, seconded by Mr. Blanchard, and voted 6 – 0, the meeting adjourned at 7:20 PM.

