

**STURBRIDGE PLANNING BOARD  
MINUTES OF  
TUESDAY, OCTOBER 13, 2015**

Ms. Gibson-Quigley called the regular meeting of the Planning Board to order at 6:30 PM.

Ms. Gibson-Quigley noted the members present.

**Present:** Russell Chamberland  
James Cunniff  
Penny Dumas  
Heather Hart  
Sandra Gibson-Quigley, Chair  
Susan Waters, Clerk

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

**Absent:** Charles Blanchard

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

**APPROVAL OF MINUTES**

**Motion:** Made by Mr. Cunniff to approve the draft minutes of September 22, 2015.  
**2<sup>nd</sup>:** Ms. Waters  
**Discussion:** None  
**Vote:** 6 – 0

**ANR – JOSEPH PALMER – 100 HOLLAND ROAD**

**Materials presented:**

ANR Plan Content and Submittal Checklist – Mark D. Palmer, Joseph R. Palmer, Ward C. Palmer & Kevin J. Palmer – 100 Holland Road – received 10/7/2015

Form A Application for Endorsement of Plan Believed Not to Require Approval – Mark D. Palmer, Joseph R. Palmer, Ward C. Palmer & Kevin J. Palmer – 100 Holland Road – received 10/7/2015

ANR Plan of Lot in Sturbridge for Mark D. Palmer, Joseph R. Palmer, Ward C. Palmer & Kevin J. Palmer – prepared by Para Land Surveying, Inc. – plan dated 9/15/2015 – received 10/7/2015

Mr. Para of Para Land Surveying spoke on behalf of the applicant. Mr. Para stated that the purpose of the plan is to separate Parcel 100 from the remaining land. Both the Parcel 100 and remaining land meet the requirements.

Ms. Bubon recommends that the Board endorse the plan as submitted since it meets the requirements.

**Motion:** Made by Mr. Chamberland to endorse the ANR plan of Lot in Sturbridge for Mark D. Palmer, Joseph R. Palmer, Ward C. Palmer & Kevin J. Palmer – prepared by Para Land Surveying, Inc. – plan dated 9/15/2015 – received 10/7/2015

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

**Discussion:** None

**Vote:** 6 – 0

Ms. Waters, the Clerk signed the plan.

### **TOWN PLANNER UPDATE**

Open Meeting Law Workshop – materials in packets – attended by Ms. Trapasso & Mr. Chamberland on September 24, 2015

- All minutes for meetings and site visits should be voted on and posted

**CONTINUATION OF THE PUBLIC HEARING – T.M.C. NEW ENGLAND, LLC (CVS) IS REQUESTING SITE PLAN APPROVAL AND SPECIAL PERMIT. THE APPLICANT IS PROPOSING TO DEMOLISH THE EXISTING BUILDING AND EXISTING PARKING LOT AND CONSTRUCT A 11,870 SQ.FT. CVS/PHARMACY WITH A 1,671 SQ.FT. MEZZANINE USED FOR STORAGE AND RELATED SITE IMPROVEMENTS. SPECIAL PERMIT IS REQUESTED TO ALLOW IMPERVIOUS SURFACE AREA IN EXCESS OF 2,500 SQ. FT. OF THE LOT MORE THAN 15% OF THE AREA. THE PROPERTY IS LOCATED AT 362 MAIN STREET.**

### **Materials presented:**

Application for Site Plan Review/Special Permit – T.M.C. New England, LLC – received 8/5/2015

Municipal Lien Certificate – Town of Sturbridge – Commonwealth of Massachusetts– 362 Main Street – received 8/5/2015

Proposed Project Narrative – CVS Pharmacy– 362 Main Street - received 8/15/2015

Plant Material Design Booklet – CVS Retail – Sturbridge – prepared by William Fleming Associates, Inc.

Ground Lease by & between WCW Enterprises, LLC as Landlord and CVS Pharmacy, Inc. as Tenant – dated September 30, 2014

Transportation Impact Assessment – Proposed CVS Pharmacy, Sturbridge - prepared for R.J. O'Connell & Associates, Inc. Stoneham, MA – prepared by Vanasse & Associates, Inc. Transportation Engineers & Planners

Site Plan for CVS/Pharmacy – Store #10649 – 362 Main Street, Sturbridge – prepared by RJO'Connell & Associates, Inc. Civil Engineers, Surveyors & Land Planners – plan date 6/24/2015 – job #13103

Letter from Attorney Donahue dated September 2, 2015 Re: T.M.C. New England, LLC, 362 Main Street – Application for Site Plan Review/Special Permit – Requesting a Continuation to October 13, 2015

Letter from Attorney Donahue dated October 6, 2015 – Re: Request to allow the application for Special Permit & Site Plan Approval to be Withdrawn Without Prejudice

Ms. Gibson-Quigley stated that she recommends that the Board vote to allow the applicant to withdraw the application without prejudice. It has become apparent that the applicant is unable to finalize the design and work out the details of the Shared Parking Agreement within a short time period and in discussion with the applicant it seemed that this was the best course of action at this time.

Ms. Bubon expects when all the outstanding issues have been resolved, the applicant will file a new request and a Public Hearing can be held.

**Motion:** Made by Ms. Hart to allow T.M.C New England (CVS Pharmacy) to Withdraw Without Prejudice the application for Special Permit and Site Plan Approval.

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

**Discussion:** None

**Vote:** 6 - 0

Ms. Beaulieu of 29 Cricket Drive and Mr. Ardis of 68 Fiske Hill Road were present at the meeting concerning CVS.

Ms. Gibson-Quigley stated that any concerns for the demolition of the building should be brought forth to the Historic Commission.

Ms. Bubon stated that the Demolition Delay Bylaw will only delay the demolition of the building for six months. Planning Board's only concern is with site plan, and retail is allowed in the district.

### **TOWN PLANNER UPDATE CONTINUED**

Mill Redevelopment Project – Ms. Bubon stated that she attended a meeting at CMRPC that morning and stated the following:

- Encourage 43D site designation
- Resources – grant programs
- MassWorks – infra-structure

604B Grant – approved – low impact development

Mass Downtown – to come to Sturbridge – better define downtown  
Telecommunication Bylaw – final amendments - discuss at next meeting

Parking Calculations – Ms. Bubon discussed with the Board the method of calculating parking requirements. Ms. Bubon has required that applicants include storage mezzanines within the parking calculation for retail since the bylaw states “one space for each 200 sq. ft. of gross (all sales and non-sales space) plus one space each for the number of employees working on the largest shift”. Ms. Bubon believes that her method of counting the mezzanine can be creating an undue burden with regards to parking that will likely not be needed since these mid-level areas cannot be accessed by customers at all.

Ms. Bubon would like to know if the Board deems it reasonable that Ms. Bubon not count these areas within calculations, but continue to count non-sales areas on main floors since they could at some time be converted to space accessed by customers.

The Board had the following concerns and questions:

- Going against the bylaw – Ms. Bubon stated not going against the bylaw treat all the same – floor space not accessible by the public
- Don't count basement or attic – should treat mezzanine as the same – public can't access the space – should not count for parking spaces
- Need to be realistic with the parking – bylaw creates way too much parking
- Do not count the mezzanine as retail space – storage only
- Have as a condition – not retail space (e.g. basement, attic and mezzanine) never to be used as retail

The Board is comfortable not counting the mezzanine space for the parking calculations.

### **OLD/NEW BUSINESS**

None

### **NEXT MEETING**

October 27, 2015 – Center Office Building

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