

Town of Uxbridge  
Planning Board  
21 South Main Street, Room 203  
Uxbridge, MA 01569  
(508) 278-8600, ext 2013

APR 11 '13 AM 10:14

Posted by  
Uxbridge  
Town Clerk

Minutes of the Uxbridge Planning Board regular meeting held on **Wednesday, March 27, 2013, at 7:10 P.M.** in the **Board of Selectmen's Room, Uxbridge Town Hall, 21 South Main Street, Uxbridge, MA:**

**Planning Board Present:** Joseph Leonardo, Barry Desruisseaux, James Smith, Daniel Antonellis, Julie Butler and Donna C. Hardy, Administrative Assistant

It being 7:00 pm, the meeting being properly posted, duly called and a quorum being present, Chairman Leonardo called the meeting to order and led the gathering in the Pledge of Allegiance.

**Public Hearings:**

- **Recommendation to update the Subdivision Rules & Regulations to include the following information: Section 3, B. Definitive Plans, 1. General:**

1) Applicants shall subsequently submit copies of "Receipt for Certified Mail", "Return Receipt Cards" or other acceptable proof of abutter notification before the hearing may open.

- **Recommendation to update the Subdivision Rules & Regulations to include the following information: Section 3, B. Definitive Plans, 1. General:**

2) Include the Uxbridge Planning Board Definitive Subdivision Plan – Submission Checklist:

Subdivision Rules & Regulations (April 2007):

**General.** Any person who submits a Definitive Plan of a subdivision to the Planning Board for approval shall file with the Board the following:

An original drawing of the Definitive Plan with dark line on white background and 14 copies\* of the plan:

- Town Clerk (original & copy of application) 11x17 size plan
- Planning Board (6-8 copies) 7 – 11x17 & 1 – 24x36 (not to exceed) size plans
- Board of Health 1 – 24x36 size plan
- Department of Public Works 1 – 24x36 size plan
- Building Department 1 – 24x36 size plan
- Public Safety Committee 11x17 size plan
- Engineering Review Company (1 – 24x36 size plan, application & stormwater report/drainage analysis)
- Conservation Commission 1 – 24x36 size plan (if w/in wetlands proximity)\*
- Historical Commission 1 – 24x36 size plan (if w/in the historical district)\*
- A properly executed application.
- A filing or administrative fee, in accordance with Section 7C, shall be tendered by certified check, payable to the Town of Uxbridge.
- A review fee, in accordance with Section 7D, shall be tendered by certified check, payable to the Town of Uxbridge.
- Name of all abutters as the abutters appear in the most recent tax list. An abutters list can be accessed by the Town of Uxbridge Assessor's office (must include the 9 surrounding towns and the Town of Uxbridge).
- Drainage and/or stormwater reports.

**Contents.** The Definitive Plan shall be prepared by an engineer or surveyor and shall be clearly and legibly drawn. The plan shall be at a scale of one (1) inch equals forty (40) feet or such other scale as the Board may accept to show details clearly and adequately. Sheet sizes shall preferably not exceed 24"x36". If multiple sheets are used, they shall be accompanied by an index sheet showing the entire subdivision. The plans shall contain the following information:

- Subdivision name, boundaries, north point, date and scale.
- Name and address of record owner, subdivider, engineer or surveyor.
- Names of all abutters as they appear in the most recent tax list.
- Existing and proposed lines of streets, ways, lots, easements, and public or common areas within the subdivision.
- Sufficient data to determine the location, direction and length of every street and way line, lot line and boundary line, and to establish these lines on the ground.
- Location of all permanent monuments properly identified as to whether existing or proposed.
- Location, names and present widths of streets bounding, approaching or within reasonable proximity of the subdivision.
- Suitable space to record the action of the Board and signatures of the members of the Board (or officially authorized persons).
- Existing and proposed topography at a suitable contour interval as required by the Board.
- Profiles on the exterior lines of proposed streets at a horizontal scale of one (1) inch equals forty (40) feet and vertical scale of one (1) inch equals four (4) feet, or such other scales acceptable to the Board. Reference point for elevations shall be shown.
- Proposed layout of storm drainage, water supply and sewage disposal systems.
- Plans must include all utilities (electrical, water, sewer, cable and gas).

A plan will be deemed incomplete if the preceding components are not included on the plan at the time of submission. The Planning Board office will not accept an incomplete application.

Chairman Leonardo opened the public hearing. Discussion and areas of concern from the board included sending a 24"x36" size plan to the Water Department and Sewer Department. Mrs. Sheryl Romasco, Historic Cemetery Committee Chairwoman, came forward to request a 24"x36" size plan be provided to the committee and that under the abutter notification the committee be notified.

Following discussion, **MOTION** by Ms. Butler to add the Historic Cemetery Committee to have a 24"x36" size plan, specifically when there is a project to be placed near a cemetery. Seconded by Mr. Desruisseaux, the motion carried unanimously.

**MOTION** by Ms. Butler to close the public hearing for the two (2) public hearings "**Recommendation to update the Subdivision Rules & Regulations to include the following information: Section 3, B. Definitive Plans, 1. General**". Seconded by Mr. Desruisseaux, the motion carried unanimously.

**MOTION** by Mr. Desruisseaux to accept the public hearings and amendments to include the Water Department, Sewer Department and Historic Cemetery Committee to receive 24"x36" size plans related to the public hearing notices noted above. Seconded by Ms. Butler, the motion carried unanimously.

**Old/New Business:**

**MINUTES. MOTION** by Ms. Butler to approve the Planning Board Meeting Minutes dated March 13, 2013. Seconded by Mr. Desruisseaux, the motion carried unanimously.

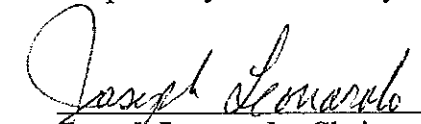
Planning Board Meeting Minutes – 3/27/13

**MINUTES. MOTION** by Mr. Desruisseaux to approve the Planning Board Executive Meeting Minutes dated March 13, 2013. Seconded by Ms. Butler, the motion carried unanimously. The board shall sign the executive meeting minutes at the next scheduled meeting.


**Correspondence:** The board received an email from Consigli and Brucato, PC office inquiring about the release of the Planning Board covenant on Wanda Way. Mr. Smith recommended that the request be sent to the DPW requesting a review and inspection be done and to have the board review the covenant. Discussions shall continue at a future meeting.

**MOTION** by Mr. Desruisseaux to adjourn at 7:20 P.M. into executive session to discuss strategy with respect to collective bargaining or litigation, an open meeting may have a detrimental effect on the government's bargaining or litigation position, with no other business to follow. Seconded by Ms. Butler, the motion carried unanimously by roll call vote.

Respectfully Submitted by Donna C. Hardy, Planning Board Administrative Assistant

  
\_\_\_\_\_  
Joseph Leonardo, Chairman

  
\_\_\_\_\_  
James Smith, Vice-Chair

  
\_\_\_\_\_  
Barry Desruisseaux, Clerk

  
\_\_\_\_\_  
Julie Butler, Member

\_\_\_\_\_  
Daniel Antonellis, Member

April 10, 2013  
Date