



**TOWN OF WEST BOYLSTON PLANNING BOARD** [planningboard@westboylston-ma.gov](mailto:planningboard@westboylston-ma.gov)  
127 Hartwell Street, Suite 100 \* West Boylston MA 01583 \* Phone 508-835-3490 \* Fax 508-835-4102

**PUBLIC HEARING MEETING MINUTES**  
**1000 Goodale Street – Holy Cross**  
**June 25, 2014**

Chairman: Christopher Olson

Members Present: Marc Frieden, Vincent Vignaly, Mark Brodeur, Cheryl Carlson

Members Absent: None

Others Present: See Attached Sign-In Sheet

**All documents referenced in these Minutes are stored and available for public inspection in the Planning Board Office located at 127 Hartwell Street.**

The Chair opened the continued Public Hearing at 7:04 p.m. The applicant provided the abutter notification green cards and proof of advertisement. Over the last few weeks the board received additional information from Holy Cross and the Planning Board's Review Engineer. Matt Brassard (Brassard Design & Engineering) received the comment letter from Wayne Amico (VHB) and said there were some miscellaneous adjustments that were made to the drawings, but nothing that changed the site layout. The outstanding issue of sight distance was discussed. Street signs will be added along Goodale Street. Mr. Brassard submitted final Project Entrance Plans for Stopping Sight Distances tonight. The board received information on the additional soil testing. Mr. Brassard said there was one adjustment to be made because they ran into shallow ledge conditions in the central drop off area. They shifted the reservoir portion of the porous pavement section to a lower area where they will be filling that had more soil depth available. Calculations were submitted to VHB and Mr. Amico agreed with the results. Additional test pits in the parking lot were also conducted.

Mr. Olson addressed follow-up issues from the last meeting as to whether Holy Cross felt it was appropriate to put in a condition in relation to the property being sold that would require Site Plan Review because of the traffic issues. Mr. Frieden said that Condition #3 of the draft approval letter is appropriate and addresses the need for an amended SPR. Attorney Longden requested that the word "spaces" be added after "Parking" in the second sentence. Mr. Frieden thought the wording was fine as is. He said the board is trying to avoid stacking of vehicles in the parking lot. The board's concern is with any change which would require the applicant to come back before the Planning Board. Attorney Longden agreed with the wording as presented in the Condition #3.

Mr. Vignaly discussed the sight distance, Condition #4, and would like the applicant to clear the vegetation back. Attorney Longden said that was fine, but since they are going to pay for the

town to erect signs, he requested taking out the words “maintenance of installed signage and”. The board agreed.

Mr. Brodeur talked briefly about the engineer’s responsibility as the construction proceeds. He said it is a very difficult project and site and wants to make sure there are sufficient funds in place for engineering involvement for site and building inspection services.

Mr. Olson reviewed the email from Anthony Sylvia (Director of Public Works), specifically regarding the paving of a portion of Goodale around the entrance. Attorney Longden said that with regard to the installation of new paving on 1000 Goodale Street, the College did not want to do the work in the street because it is a public street, but did obtain the cost of doing that work which was \$10,000. This amount was discussed and agreed upon with Mr. Sylvia. The College will donate \$10,000 to the town so the town can do the repairs.

Attorney Longden said they are requesting two waivers. The first being Section 3.6.D(1)l which requires submission of the building elevations of the proposed structure. In place of that they submitted architectural renderings. The board had no issues with this. Mr. Vignaly asked if the proposed building is going to be any higher than the existing building. Attorney Longden asked that the following words be added to the end of Findings #2...“there is no proposed increase in the elevation of the highest point of the building in excess of 35’ which is the height stated in the Zoning Bylaw”. Mr. Vignaly said the bylaw does not allow a height of higher than 35’. He said the board asked at the last Public Hearing if the top of the existing structure was going to be higher than what was being proposed and the architect responded that it was. Mr. Pagano said the elevation of the ridge of the new building is below the ridge of the house. The language will remain as is.

The second waiver the applicant is requesting is to the filing fee. The entire project is 48.3 acres, but work is proposed on only 3.4 acres, with the rest remaining undisturbed. The filing fee would be \$30,400 which he believes is unfair because the remaining land is not being developed, and respectfully asked the board to accept a filing fee of \$1,200 (\$5,500 professional review fee + \$1,200 application fee) in the 3-10 acre category, rather than in the excess of 10 acres category. The board agreed with this.

Chris Bergland (340 Goodale Street) asked if Holy Cross would consider donating some of the surplus land to the town as open space. Attorney Longden said the reason the college wants this property is because it blends itself perfectly with what they are proposing to do as a retreat center with a tremendous amount of space that is buffered, enclosed and secluded. Mr. Bergland thought it would be a good idea if the townspeople could enjoy it, but Attorney Longden said it would be a liability issue and also it would be inconsistent with what they are doing (praying). Attorney Longden said the college would be willing to make arrangements on a one-to-one basis if the immediate neighbors want to walk the property.

With regard to the second paragraph “seasonal” use, Attorney Longden said that word is not accurate. Holy Cross at this time does not conduct retreats in the summer, but the staff will be there for retreats. Attorney Longden said it will not be used 365 days/year, but could be used in all seasons. He does not want a condition that limits the use and how often it can be used. Mr. Vignaly said the board wants the language in the condition so that it is not used 365 days/year.

Attorney Longden questioned the legality of telling a church what to do and doesn't see the need for it. Mr. Vignaly said that the applicant presented to the board that they intend to use the facility less than 60 days per year. The board simply wants the approval to reflect the proposal that was discussed and agreed. Attorney Longden said he will not agree to a limited number of days on the property. Attorney Longden agreed to change the wording to "not to be used every day".

Attorney Longden asked if the approximate square footage could be changed from 31,463 square feet to 32,000 square feet in the event it is needed. The board agreed.

Finding #6 states no variance from the Sign Bylaw will be permitted, but Condition #6 says a signage package must be submitted to the Planning Board for approval as well as the Building Inspector. Attorney Longden suggested adding "without the approval of the Zoning Board of Appeals and the Planning Board" to Condition #6. Mr. Vignaly said if we put a condition in the approval that they are not allowed to apply for a variance, then we know they are not going to the ZBA. Attorney Longden asked why they don't have the right to put up signs. Mr. Vignaly replied that your application to the Planning Board said you would not be putting up any signs. He said the Planning Board is the permitting authority and wants to protect the town and the people driving by. If it meets the Zoning Bylaws, then it would be fine. Mr. Vignaly said they could have submitted a sign package for review and approval by the board but did not. If it needs a variance, then it is not in compliance with Zoning. Attorney Longden said it is an allowed use by right. Mr. Brodeur said in a Single Family Residence, you are not entitled to have a sign. If you have a business or some other use in a Single Family Residence, then you may possibly be entitled to a sign, but that would have to be approved by the ZBA. The Building Inspector would have to make that determination. Mr. Frieden said we didn't have discussions about signs because nothing was presented. Attorney Longden agreed to add the wording "without Zoning Board of Appeals approval" to Finding #6. Wording will be added to Condition #6..."If there is any exterior signage other than what is required under the Building Code it must be submitted to the Planning Board for approval".

Condition #5 – Attorney Longden said that there will be safety lighting at building exit ways consistent with the submitted photometric plan. He said there will also be some exterior lighting on the building. Wording to be added..."other than what is required by Building Code must be submitted to the Planning Board for approval".

Condition #9 – Performance Bond – Attorney Longden did not see any reference in the bylaw to allow the board to require a bond in regards to site plan approval. The board agreed to remove it.

Regarding construction, Attorney Longden is asking to extend the time for construction to start from one year to two years. It will be a third waiver to 3.6.H.1. "Grant that the approval is valid for two years with no extensions".

Chris Bergland asked how long it would take to complete. Mr. Pagano estimated 12-14 months. Mr. Brodeur said once they initiate the construction process, they have begun. Mr. Bergland also asked if there was a policy in place during construction for runoff. Mr. Brodeur said there will be site controls and stormwater management practices in place. In addition, VHB and the Building Inspector will monitor the project periodically. Mr. Brassard said the project is also

**Planning Board Public Hearing (1000 Goodale Street – Holy Cross) Meeting Minutes – June 25, 2014**

subject to a Federal Notice of Intent for construction activity and, as part of the process, they are required to submit a comprehensive stormwater pollution prevention program for construction which will also be submitted to the board and their review engineer.

With no further questions or comments, Mr. Brodeur made a motion to close the Public Hearing; Mr. Frieden seconded the motion; all voted in favor; motion approved.

Mr. Vignaly made a motion to approve the Site Plan Review for the College of The Holy Cross for a Contemplative Center at 1000 Goodale Street, West Boylston MA and issue a Certificate of Site Plan Approval; Mr. Brodeur seconded the motion; all voted in favor; motion approved.

Date Accepted: \_\_\_\_\_

By: \_\_\_\_\_  
Christopher E. Olson, Clerk

Submitted by: \_\_\_\_\_  
Melanie Rich