

**STURBRIDGE PLANNING BOARD
MINUTES OF
TUESDAY, JANUARY 10, 2017**

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: Charles Blanchard
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

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

APPROVAL OF MINUTES

Motion: Made by Mr. Blanchard to approve the draft minutes of December 13, 2016.
2nd: Mr. Cunniff
Discussion: None
Vote: 6 – 0 – 1 (Ms. Waters)

ANR – COLONIAL MOTEL, INC. – 215 CHARLTON ROAD

Materials presented:

Application Narrative & Application – Form A – ANR Plan Content & Submittal Checklist
– Colonial Motel, Inc.

ANR Plan of Land – 215 Charlton Road – prepared by Bertin Engineering – plan date
12/28/2016 – project #16M-234

Mr. Bicchieri of Bertin Engineering spoke on behalf of the applicant. Mr. Bicchieri stated that the owners of the property at 215 Charlton Road would like to divide the property into two lots. The resulting lots will be in compliance with dimensional regulations for frontage and area. All existing uses are currently allowed by the Zoning regulations in effect and are expected to be continued in their current function. The project does not propose and hardscape alterations and from a functioning standpoint the proposed lot revision should not be noticeable to the public that uses the facilities.

The project site currently is functioning well with regards to traffic flow, parking and supporting utilities and drainage infrastructure. The separation of the lots is not expected to alter the existing site conditions, as deeded easements will ensure access, use and functionality.

Ms. Bubon stated that the plan meets the requirements and recommends that the Board endorse the plan.

Motion: Made by Mr. Chamberland to endorse the plan prepared by Bertin Engineering, entitled ANR Plan of Land for Colonial Motel, Inc. at 215 Charlton Road.

2nd: Ms. Waters

Discussion: None

Vote: 7- 0

Ms. Waters, the Clerk signed the plan.

OSRD BYLAW & MULTIPLE DWELLING UNIT BYLAW

Ms. Bubon stated that there are two questions that she noticed were not addressed or discussed with Ms. Armington during her presentation.

The questions are:

1. Would the Board like to consider allowing OSRD in any other Districts such as the CT District? – The Board would like to keep it the same in same districts – SR – RR – Special Use
2. Would the Board like Ms. Bubon to insert language to allow greater heights & number of stories by Special Permit as recently done in the VGD & CTD? – There was some concern about how to restrict height – Ms. Bubon stated it can state not greater than three stories – concern about not having a definition for open space – open space is not regulated in zoning bylaw
3. Delete Multiple Dwelling Bylaw Chapter – The Board agrees

Ms. Bubon will finalize the draft and have the Board vote to be Petitioner to start the Hearing process at the next meeting.

RESTAURANT DEFINITIONS – PARKING – DRIVE THRU STANDARDS

Materials presented:

Off Street Parking, Loading and Drive Thru Standards – Draft as of 12/29/2016 – updated 1/6/2017

Ms. Bubon stated that she would like the Board to begin to go through this draft and edit this. Once we have a draft we can then discuss whether to consider allowing drive thru for restaurants in the VGD. If the Board would like, we could work backwards starting with the drive thru section first, but if there is no real objection we can probably accomplish this all at once. Ms. Bubon is still working on the Table and will provide an update version when completed.

The Board went through the questions and draft with the following edits:

- #1 – deciding on “Drive Thru” spelling
- #2 – Space Dimensions – 10’X20’ default – 9’X18’ – allowed where appropriate and justified – 8’X16’ – small cars - will need signage
- #3 – Space Dimensions – just identify
- #4 – Surface Materials and Space Delineation – good idea
- # 5 – Electric Vehicle Parking – important to put in
- #6 – Keep the current table – give option to increase or decrease the parking – unused parking keep as natural or grassed area – to be used as a necessity
- Lighting – The Board feels that when a business is open – some lighting should for access to that business for safety purposes (for example the 24/7 fitness center)
- Walkways should be maintained in winter weather
- 5 year landscape maintenance plan – hard to enforce

Drive Thru Facilities – make a separate chapter - (D) work on the language for bank –and restaurant – hours of operation – need standards – not all the same for everyone

Ms. Bubon stated she would work on the edits and have an updated draft for the next meeting.

TOWN PLANNER UPDATE

Update on 214 Charlton Road – former medical spa is being rented to a massage therapist – parking requirements are the same and there is one less employee

Quarterly Report – Pilot Travel

OLD/NEW BUSINESS

Public restrooms – not plowed – not open –Town’s lease ran out

NEXT MEETING

January 24, 2017

On a motion made by Mr. Chamberland, and seconded by Mr. Cunniff, and voted 7– 0, the meeting adjourned at 8:15 PM.