

**STURBRIDGE PLANNING BOARD
MINUTES OF
TUESDAY, OCTOBER 25, 2016**

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 Cuniff
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 amended draft minutes of September 27, 2016.
2nd: Mr. Cuniff
Discussion: None
Vote: 7 – 0

BARBARA SEARCH, CHAIR OF THE HISTORIC COMMISSION – REQUEST TO MEET WITH THE BOARD TO ADVISE OF PUBLIC HEARING TO DETERMINE IF THE BARN LOCATED ON THE GROUNDS OF THE PUBLIC HOUSE IS PREFERABLY PRESERVED.

Ms. Search, Chair of the Historic Commission, stated that the Publick House is proposing to demolish the barn behind Sadie Green's.

Ms. Search stated that the proposed project is a new 2 ½ story hotel building, including 28 new rooms, assessable facilities, reception and lobby space. There will be associated storage and utility spaces in the lower level.

Ms. Search stated that the barn was built in the early 1900s. It has not been updated and it is now used for storage. The Commission did go on a site visit and determined at their October 19th meeting that it is a "significant building" and will schedule a public hearing for the demolition delay bylaw. Pioneer Valley Planning are surveying the building.

Ms. Bubon stated that the Publick House decided to go for the demolition permit first, that way come spring they can start construction.

The Board had the following questions, concerns and comments:

- Define : preferably significant” – Ms. Search stated someone or something important happen in the building – barns are significant and they (barns) are being destroyed
- Was a structural analysis done – Ms. Search stated not sure – it depends on who you talk to
- Have you made any recommendations – Ms Search stated no conversation yet – the Commission is meeting before the public hearing to discuss

The Board thanked Ms. Search for her presentation.

REVIEW DRAFT BID SPECIFICATIONS FOR WAYFINDING SIGNS

Materials presented:

Request for Price Proposals for Phase I – Town of Sturbridge – Wayfinding Sign Program

Ms. Bubon stated that you will note that not all the maps for proposed directional signage are included as some final locations are still being determined. This will be Phase I of this project and Ms. Bubon had also attached a list of the Phase II locations that have been identified so far by the Working Group.

Ms. Bubon also stated that this information was being provided for the Board and also to see if anyone had any objections or concerns about the locations identified thus far, and also to see if the Board had any input on any additional locations.

DISCUSS INFORMATION COMPILED RELATIVE TO RESTAURANT DEFINITIONS AND DRIVE-THRU STANDARDS

Materials presented:

Drive Through Facilities – Draft #1 – October 22, 2016

Email from Mr. Doherty – MidPoint Engineering – Re: Drive Thru restaurant – dated 10/17/2016

Ms. Bubon stated that based upon the discussion with the Bubon and Mr. Jacobs regarding the permitted uses within the Village Gateway District and the request that the Board consider amending the Zoning Bylaw to allow for drive through windows within the District, she had prepared some preliminary information for the Board.

Ms. Bubon stated that she did the following research:

- Posted a question on the MassPlanners Listserv; received limited response
- Reviewed definitions in her planning library

- Contacted Mr. Pat Doherty regarding square footage requirements
- Perused various zoning bylaws

The information she received/found was provided in your packets. Some has been incorporated into the draft.

The Board had the following questions, concerns and comments:

- Heading in the right direction - drive through in the CTD potentially could work
- Village Gateway District – worked hard on this bylaw – concern about traffic and safety
- Need to be prepared if the applicant develops a citizen petition for drive through – would Special Permit work – maybe can work with the applicant
- Special Permit for drive through – would have to meet all the criteria. For New Boston may need a new site plan; if choose to stay with bank drive through – no room for restaurant drive through

The Board wants to review the material that Ms. Bubon presented to them and discuss at the next meeting.

TOWN PLANNER UPDATE

Historic Commission Public Hearing to determine whether the barn at the Publick House is preferably preserved – November 17, 2016

Ms. Armington, CMRPC will meet with the Board on November 15th to discuss proposed modifications to the OSRD and Multiple Dwelling Bylaw

Attorney General approval of the Zoning Bylaws Amendment from the Annual Town Meeting

Special Town Meeting – December 12, 2016

OLD/NEW BUSINESS

None

NEXT MEETING

November 15, 2016

On a motion made by Mr. Cunniff, and seconded by Mr. Blanchard, and voted 7– 0, the meeting adjourned at 7:25 PM.