

**STURBRIDGE PLANNING BOARD
MINUTES OF
TUESDAY, JULY 18, 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: 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 May 30, 2017
2nd: Ms. Waters
Discussion: None
Vote: 5 – 0 – 1(Ms. Dumas)

ANR – CNEW, LLC – 138 LAKE ROAD

Materials presented:

Form A – Application for Endorsement of a Plan Believed Not to Require Approval - CNEW, LLC – 138 Lake Road – received 7/11/2017

ANR Plan Checklist & Submittal Checklist – CNEW, LLC – 138 Lake Road – received 7/11/2017

Plan of Property Owned by CNEW, LLC – Lake Road & Old Towne Way – Sturbridge MA

Ms. Bubon spoke on behalf of the applicant. Ms. Bubon stated that the purpose of this plan is to subdivide two parcels of land out of land owned by CNEW, LLC, namely parcels B-2 and B-3. Parcels are not to be considered separate building lots and are to be conveyed to and held in common ownership with abutting lands of Radner and Clark, respectively. Lot B-1 the remaining land of CNEW, LLC has sufficient area and frontage to comply with current zoning bylaws.

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

Motion: Made by Ms. Waters to endorse the Plan of Property Owned by CNEW, LLC – Lake Road & Old Towne Way.

2nd: Mr. Cunniff

Discussion: None

Vote: 6 – 0

Ms. Waters, the Clerk signed the plan.

WAIVER OF SITE PLAN APPROVAL – MCDONALD’S IS REQUESTING A WAIVER OF SITE PLAN FOR THE PROPOSED RENOVATIONS OF THE EXISTING RESTAURANT. THE PROPERTY IS LOCATED AT 364 MAIN STREET.

Materials presented:

Application for Waiver of Site Plan – McDonald’s Real Estate Company c/o Bohler Engineering – received 6/20/2017

McDonald’s agent authorization letter

Property Record Deed

Certified List of Abutters

Site Development Plans prepared by Bohler Engineering dated March 24, 2017 including proposed building floor plan and exterior building elevations prepared by Landry Architects and dated February 10, 2017 – Issue date June 15, 2017

Color renderings of proposed exterior elevations by Core States

Photos of existing building elevations

Proposed wall sign detail sheet.

Response letter to Conservation Agent from Bohler Engineering - dated 7/12/2017

Stormwater Operation & Maintenance Plan – McDonald’s – 364 Main Street – received 7/18/2017

Ms. Gibson-Quigley acknowledged the following department memos:

- Ms. Bubon, Town Planner
- Mr. Colburn, Conservation Agent
- Mr. Ford, Police Chief
- Ms. Terry, Interim BOH Agent
- Lt. Marinelli, Fire Inspector

- Mr. Burlingame, Building Commissioner

Mr. Cranston of Bohler Engineering spoke on behalf of the applicant. Mr. Cranston stated that the applicant proposes architectural modifications to the interior and exterior of the building and new menu boards and signage. The applicant met with the Design Review Committee on July 17. The consensus of the DRC was that the design modification proposal is boxlike in appearance and not in keeping with the DRC guidelines. DRC preference expressed is for a gable style roof rather than the proposed flat top. They continued the meeting to August 7th. Bohler Engineering will see how Corporate responds to any change in the roof design.

The proposed site items for Planning Board review consist of the construction of a new accessible pedestrian route to the public right of way, accessible concrete walks/ramps, new concrete curbing, landscaping, ADA parking stalls and associated pavement markings and striping. There will be no significant changes to layout, parking and circulation, or to stormwater management. Additionally, the pedestrian connection to the right of way is consistent with what the Board has been encouraging other businesses along this corridor to establish.

Ms. Bubon stated that Conservation had some comments and Bohler Engineering responded to their comments and there are no further comments.

Ms. Bubon stated that the consensus of the DRC was the design modification proposal is boxlike in appearance and not in keeping with the DRC guidelines. The proposed modifications were deemed more appropriate for an urban setting. A preference was expressed for a gable style roof rather than the proposed flat top. When asked for alternate proposals Mr. Essien, the Project Manager, stated he did not have any and will return to Corporate for their response.

Ms. Bubon stated that DRC did approve the proposed color palette as well as the upgrading of the grounds to ADA code. DRC asked that the applicant return to the next meeting with an alternate building modification plans for consideration.

The Board had the following questions, concerns and comments:

- Supports DRC decision – hope the architect will follow the guidelines of the DRC and make the building modifications true to the design of the CTD
- CVS went through the same process and worked with the Town and ended up with a great design – same as Cumberland Farms
- Thought it looked like a storage unit – enhance the look – even break up the siding – keeping with the Historic value of the Town
- Will the outdoor seating remain – maybe have umbrellas – Mr. Cranston stated probably because it is there now – the umbrellas not sure
- The ladder on the side – why is it there – Mr. Cranston stated that it is there to access the roof mechanics
- How to differentiate the crosswalks – MR. Cranston stated they will be painted

- Consider fake windows on the Route 20 side – Mr. Cranston stated he will let McDonald's know
- See if possible to plant two street trees on the Route 20 side
- Will McDonald's be closed during construction – Mr. Cranston stated they may for a time
- Board strongly supports the recommendation of the DRC and to consider false windows

Ms. Bubon stated that she recommends approval since they meet the criteria for Site Plan Approval.

Motion: Made by Ms. Dumas to support DRC recommendation to follow the design of the CTD with a gable roof and support the idea of false windows with black background.

2nd: Ms. Waters

Discussion: None

Vote: 6- 0

Motion: Made by Ms. Waters to grant a Waiver of Site Plan to McDonald's the proposed renovations of the existing restaurant. The property is located at 364 Main Street, for the property located at 364 Main Street, according to the plans with the following conditions:

1. All State and Local Zoning Bylaws, Building Codes and other Regulations must be adhered to.
2. All other necessary permits and approvals must be obtained prior to the start of construction. If any required approvals are not obtained and the plans must be modified, the applicant shall present revised plans to the Board for review and approval.
3. Exterior construction shall only occur during the hours of 7:00 a.m. to 7:00 p.m. Monday through Friday and 8:00 a.m. to Noon on Saturday. No exterior construction shall occur on Sundays or the following holidays – New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day.
4. An emergency contact phone list with at least two names and numbers on it be supplied to the Sturbridge Police Dept. and Planning Department to be used by the dispatchers, in case of an off hour emergency, prior to the start of the project. The list must be updated whenever necessary for the duration of the project.

2nd: Mr. Chamberland

Discussion: None

Vote: 6 – 0

DISCUSS PROPOSED AMENDMENTS TO THE STORMWATER REGULATIONS ADOPTED IN MARCH 2011. THE PROPOSED

AMENDMENTS SEEK TO ADD LOW IMPACT DEVELOPMENT CRITERIA INTO THE EXISTING REGULATIONS.

Materials presented:

Stormwater Management Regulations

Ms. Bubon stated that as part of the 604B Grant we worked with CMRPC to develop a new LID Bylaw. We have had several meetings with CMRPC staff and town staff (myself, Mr. Colburn and Mr. Morse) to review and discuss options regarding the development of a new LID bylaw. After much discussion and thought, we have agreed that it makes more sense to revise our existing Stormwater regulations rather than creating a new zoning bylaw for this purpose.

Our existing Stormwater Regulations were adopted in March 2011 and are based on the Model Stormwater Bylaw Regulations in the MA Smart Growth Toolkit. However, the Town regulations did not include the performance criteria section in the Model Stormwater Bylaw Regulations. It was determined that we could consider adding a new section for Stormwater Management Performance Criteria after Section 8.13 of the existing Stormwater regulations. We do have the revised bylaw drafted at this time.

You have in front of you a copy of the Regulation with the proposed amendments for review and discussion. Once the Board is comfortable with this, we will need to hold a Public Hearing to revise the Planning Board Rules and Regulations that were adopted in March 2011.

The Board had the following comments, edits and questions:

- Redevelopment – repaving – Ms. Bubon stated that repaving is exempt
- Page 4 – delete extent
- Page 14 – C – Better Site Design – no capitals
- Starting on Page 17 – re-numbering

TOWN PLANNER UPDATE

FYI – Letter of Retirement from Ms. Trapasso effective Friday, September 29, 2017. Ms. Bubon thanked Ms. Trapasso for all her years of service to this department and the town and to accept her letter of retirement with regret (for us!) and congratulations to her!

Motion: Made by Mr. Chamberland to accept with regret Ms. Trapasso's letter of retirement.

2nd: Ms. Waters

Discussion: None

Vote: 6 - 0

FYI – Copy of Chapter 91 Waterways Permit No. 14420 – Hamant Brook Restoration Project

Quarterly Report for Pilot Travel Center – Ms. Bubon stated windows at the empty building are loose – will notify the Building Commissioner

FYI – Copy of DEP – McGilpin Road Project Update

OLD/NEW BUSINESS

Holiday Express opened last Friday – landscaping will be ongoing – end of summer – the widening the road – inside very nice

Welcome to Sturbridge sign – will be replaced – install some landscaping – Mr. Patel stated that will maintain landscaping around the sign

Ms. Bubon stated that she will look into the blue light around the building at night

Ms. Dumas wanted to Thank Mr. T. Chamberland for his effort in saving the tree at the Industrial Park office site.

Farmers Market at the Center of Hope – 23 Main Street – is it open – Ms. Bubon stated that no it is not and maybe not until next year

NEXT MEETING

August 15, 2017

On a motion made by Mr. Chamberland, and seconded by Ms. Hart, and voted 6 - 0, the meeting adjourned at 7:45 PM.