

**Sturbridge Planning Board  
Meeting Minutes  
Tuesday, October 27, 2020  
Town Hall & Virtual**

**Present:**

Charlie Blanchard  
Sue Waters  
Dane LaBonte  
Michael Chisholm  
Russell Chamberland  
Jeff Adams  
Jean Bubon, Town Planner  
Jeneé Lacy, Administrative Assistant

**Absent:**

Christopher Bouchard

**Also Present:**

Jeff Bridges – Town Administrator  
Emily Glaubitz – CMRPC  
Ron Barron – CMRPC  
Ed Neal – Housing Partnership  
Wally Hersee – Housing Partnership  
Jayesh Patel – Owner of property – 21 New Boston Road  
Patrick Doherty – MidPoint Engineering & Consulting, LLC  
Michael Jacobs – Glickman, Kovago & Jacobs

**C. Blanchard called the meeting to order at 6:30pm and read the agenda and COVID notice.**

**Approval of Minutes**

October 13, 2020

**Motion: To approve the minutes from October 13, 2020 as amended. By: R. Chamberland**

**2<sup>nd</sup>: S. Waters**

**Roll Call Vote: All in Favor (6-0)**

**C. Blanchard – Yes**

**S. Waters – Yes**

**M. Chisholm – Yes**

**J. Adams – Yes**

**D. LaBonte – Yes**

**R. Chamberland – Yes**

### **CMRPC & Housing Partnership Presentation of the Housing Production Plan**

J. Bubon introduced E. Glaubitz and R. Barron from CMRPC along with E. Neal and W. Hersee of the Housing Partnership.

E. Glaubitz gave a presentation to the Planning Board going over the Housing Production Plan.

J. Bubon discussed the goals in the plan. E. Neal thanked E. Glaubitz, R. Barron and J. Bubon for all their hard work on the Housing Production Plan.

**Motion: For the Planning Board to adopt the Housing Production Plan. By: R. Chamberland**

**2<sup>nd</sup>: S. Waters**

**Roll Call Vote: All in Favor (6-0)**

**C. Blanchard - Yes**

**S. Waters - Yes**

**M. Chisholm - Yes**

**J. Adams - Yes**

**D. LaBonte - Yes**

**R. Chamberland - Yes**

### **Continued Discussion of Village Gateway District Bylaw**

J. Bubon discussed updates regarding her research on the fast food and fast casual restaurant industry changing and recommended the following amendments to the Village Gateway District Bylaw to allow for more flexibility:

- Amend Chapter Twenty Seven, Section 27.04 B. by inserting 7) Fast Food Establishment
- Amend the definition of Fast Casual (found in Chapter Two) by deleting the strikethrough language as shown below:  
"Fast Casual Restaurant - An establishment ~~that is at least 4,000 square feet in area....~~"

**Motion: For the Planning Board to accept and be the Petitioner of the following Zoning Bylaw amendments: Amend Chapter Twenty Seven, Section 27.04 B. by inserting 7) Fast Food Establishment and Amend the definition of Fast Casual (found in Chapter Two) by deleting the strikethrough language: "Fast Casual Restaurant - An establishment that is at least 4,000 square feet in area...." By: S. Waters**

**2<sup>nd</sup>: M. Chisholm**

**Roll Call Vote: All in Favor (6-0)**

**C. Blanchard - Yes**

**S. Waters - Yes**

**M. Chisholm - Yes**

**J. Adams - Yes**

**D. LaBonte - Yes**

**R. Chamberland - Yes**

### **Right of First Refusal for 44 Allen Road**

J. Bubon discussed the Right of First Refusal letter for 44 Allen Road sent by John Holdcraft and recommended the Board not exercise their right of first refusal.

J. Bridges mentioned that there was minor issue with the letter noted by KP Law but the intent of the letter was intact.

**Motion: For the Planning Board not to exercise the right of first refusal for 44 Allen Road. By: R. Chamberland**

**2<sup>nd</sup>: M. Chisholm**

**Roll Call Vote: All in Favor (6-0)**

**C. Blanchard – Yes**

**S. Waters – Yes**

**M. Chisholm – Yes**

**J. Adams – Yes**

**D. LaBonte – Yes**

**R. Chamberland – Yes**

### **Town Planner Update**

J. Bubon discussed the following:

- Rapsallion – Brewery moving to Spencer but Taproom to stay in Sturbridge and move to 484 Main Street, across from the Senior Center.
  - J. Bubon discussed the difference between and update in her Town Planner report and a Waiver of Site Plan
  - S. Waters asked about second floor fire safety, J. Bubon stated that all safety regulations will be in place and the Building Dept. will have to issue an occupancy permit before they open.
  - The Board discussed delineation of parking spaces and parking lot lighting.
- Next meeting – November 10th

### **Old Business**

S. Waters asked about the live/work studio apartments. J. Bubon discussed where the builders were in the project.

D. LaBonte asked if there were any updates on Pilot Travel. J. Bubon discussed updates on the traffic issues and their work with conservation.

### **New Business**

None

### **Adjournment**

**Motion: To adjourn meeting. By: S. Waters**

**2<sup>nd</sup>: M. Chamberland**

**Roll Call Vote: All in Favor (6-0)**

**C. Blanchard - Yes**

**S. Waters - Yes**

**M. Chisholm - Yes**

**D. LaBonte - Yes**

**J. Adams - Yes**

**R. Chamberland - Yes**

**Meeting adjourned at 7:13 PM**

**Minutes prepared by: Jeneé Lacy**

On behalf of the

Clerk of the Board: Jean M. Bubon

Date signed: 12-9-2020