

**Sturbridge Planning Board  
Meeting Minutes  
Tuesday, August 13, 2019  
Center Office Building**

**Present:**

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

**Absent:**

Christopher Bouchard

**Also Present:**

Jeff Bridges, Town Administrator  
Jim Harrity, Rep. ANR 246 Holland Road

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

**Approval of Minutes**

July 23, 2019

**Motion: To approve minutes from July 23, 2019 as written. By: J. Cunniff**

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

**Vote: All in Favor (5-0-1) (J. Adams Abstained)**

**ANR – 246 Holland Road – Jim Harrity**

Jim Harrity, the representative for 246 Holland Road, came before the Board and discussed the plan for 246 Holland Road, regarding dividing the land into 3 lots.

J. Bubon explained that the original plan for this location the parcel was being divided into 5 lots but after discussion with the DPW it was decided that J. Harrity would make changes to the site plan and come back before the Planning Board when he is ready to request an ANR for the remaining lot divisions. J. Bubon stated that her recommendation would be to endorse the plan as submitted.

**Motion: To approve the ANR submitted by Jim Harrity for 246 Holland Road as submitted. By: R. Chamberland**

**2<sup>nd</sup>: J. Cunniff**

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

*Documents Reviewed:*

- *Form A – Application for Endorsement of Plan Believed Not to Require Subdivision Approval 246 Holland Road*
- *ANR Plan Content and Submittal Checklist 246 Holland Road*
- *Plan of Land 246 Holland Road, Sturbridge, MA 01566*

**ANR – 34 South Road – Ken Cournoyer Trustee**

J. Bubon explained the ANR for 34 South Road to the Board, regarding the land being divided into 4 lots and some remaining land. J. Bubon recommended that the Board endorse the plan as submitted.

R. Chamberland inquired about lot frontage. J. Bubon stated that all lots meet the frontage requirement and that the frontage in question is part of a parcel that goes around someone else's land.

**Motion: To approve the ANR submitted by Ken Cournoyer Trustee for 34 South Road as submitted. By: J. Cunniff**

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

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

*Documents Reviewed:*

- *Form A – Application for Endorsement of Plan Believed Not to Require Subdivision Approval 246 Holland Road*
- *Plan of Land 246 Holland Road, Sturbridge, MA 01566*

**Town Planner Update**

J. Bubon discussed the following with the Planning Board:

- 253 Organic Community Outreach Meeting – September 11, 2019
- Planning Office closed the current week due to Accela permitting software training (J. Bubon gave the Board a brief overview of what the software is and will be used)
- September Planning Board meetings – September 10 & September 24<sup>th</sup>
- Discussed that there will be a Waiver of Site Plan on the agenda for the September 24<sup>th</sup> meeting.

**Old Business**

None

**New Business**

M. Chisholm stated that he received a letter from CMRPC regarding authorization from the Planning Board for the use of available LPA Hour for eligible projects. The Board and J. Bubon discussed the eligible projects and the LPA Hours, all agreed it should be authorized.

J. Bubon stated that the office had received a public hearing notice from Charlton regarding the proposal for a trucking operation. The Board and J. Bubon briefly discussed.

**Motion: To adjourn the meeting. By: R. Chamberland**

**2<sup>nd</sup>: J. Cunniff**

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

Meeting Adjourned at 6:41pm

**Minutes prepared by: Jeneé Lacy**

Clerk of the Board: *Susan Waters*

Date signed: *8/10/19*