

**Sturbridge Planning Board
Meeting Minutes
Tuesday, October 22, 2019
Center Office Building**

Present:

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

Absent:

Michael Chisholm

Also Present:

John Grenier, J.M. Grenier Associates, Inc.
Kevin MacConnell, Blackington LLC
Kevin Rothschild-Shea, Architecture EL
Niasia Thomas, Architecture EL

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

Approval of Minutes

October 8, 2019

Motion: To approve minutes from October 8, 2019 as written. By: S. Waters

2nd: J. Cunniff

Vote: All in Favor (6-0)

Continuation of Site Plan Review Public Hearing – 51 Technology Park Road – Dileo Gas

J. Bubon stated that the applicant had addressed all the concerns from the McClure peer review and Department reviews and recommended that the Board grant approval with the conditions noted.

Motion: To approve the site plan with the following conditions:

- *All construction and site improvements shall be in conformance with the plans submitted and approved by the Planning Board.*
- *All State and Local Zoning Bylaws, Building Codes and Regulations must be adhered to.*
- *All other necessary permits must be obtained prior to the start of construction.*
- *The site shall be kept in a neat and orderly condition through the construction process.*

- *An emergency contact phone list with at least two names and numbers on it be supplied to the Sturbridge Police Dept. 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 project.*
- *The applicant shall notify the Planning Department office forty-eight hours prior to the start of construction.*

By: R. Chamberland

2nd: J. Adams

Vote: All in Favor (6-0)

Documents Reviewed:

- *Permit Application for Site Plan for 51 Technology Park Road – Dileo Gas*
- *Site Development Plan – 51 Technology Park Road*
- *Legal Notice for Public Hearing Application for Site Plan Approval Dileo Gas*
- *Department Memos: Building, DPW, Police, Conservation, Planning*
- *McClure Engineering Peer Review*
- *Traffic Impact Statement*

Waiver of Site Plan – 572 Main Street – Blackington LLC

J. Bubon introduced Kevin Rothschild-Shea and Niasia Thomas, from Architectural EL, to the Board, and updated the Board on why Kevin MacConnell decided to make the second floor into residential apartments instead of keeping it commercial.

K. Rothschild-Shea came before the Board and outlined details of the project to build five (5) residential units on the second floor.

The Board discussed the following with the applicant and architects:

- Parking
- Lighting
- Square footage of apartments
- Affordable housing
- Access to apartments from street/Back door
- Old oil tank in the back of building
- Roof access/attic

Motion: To approve the Waiver of Site Plan for 572 Main Street, Blackington LLC. By: R. Chamberland

2nd: S. Waters

Vote: All in Favor (6-0)

Documents Reviewed:

- *Permit Application for Waiver of Site Plan for 572 Main Street – Blackington LLC*
- *Site Plan – 572 Main Street – Blackington LLC*
- *Department Memos: Building, DPW, Fire, Conservation*

ANR – 8 Picker Road – Sierra Realty Trust & One Picker Realty Trust

J. Bubon discussed the ANR for 8 Picker Road, Parcel A would be coming off the Trust land and being attached to 8 Picker Road and Parcel B would be added to the Trust land, as a land swap. She recommended that the Board endorse the ANR.

Motion: To approve the ANR for 8 Picker Road – Sierra Realty Trust & One Picker Realty Trust. By: C. Bouchard
2nd: J. Cunniff
Vote: All in Favor (6-0)

Documents Reviewed:

- *Form A – Application for Endorsement of Plan Believed Not to Require Subdivision Approval 8 Picker Road*
- *ANR Plan Content and Submittal Checklist 8 Picker Road*
- *Plan of Land 8 Picker Road*

ANR – 227 Podunk Road – Robert & Kenneth Kaszowski

J. Bubon discussed the ANR for 227 Podunk Road, the parcel will be split into five (5) lots and has been removed from Chapter land. She recommended that the Board endorse to ANR.

Motion: To approve the ANR for 227 Podunk Road – Robert & Kenneth Kaszowski. By: J. Cunniff
2nd: C. Bouchard
Vote: All in Favor (6-0)

Documents Reviewed:

- *Form A – Application for Endorsement of Plan Believed Not to Require Subdivision Approval 227 Podunk Road*
- *ANR Plan Content and Submittal Checklist 227 Podunk Road*
- *Plan of Land 227 Podunk Road*

Town Planner Update

J. Bubon discussed her updates to the Board

- Next Planning Board meeting – November 12, 2019
- The Housing Survey closes November 1, 2019
- Discussed training workshops for Board members if they were interested.

Old Business

None

New Business

J. Bubon discussed the November meeting for the week of Thanksgiving and if the Board would be available and the new Zoning Amendments would be sent to the Town Administrator and Board of Selectmen.

Adjournment

Motion: To adjourn at 7:02 pm. By: J. Cunniff

2nd: S. Waters

Vote: All in Favor (6-0)

Meeting adjourned at 7:02 pm.

Minutes prepared by: Jeneé Lacy

Clerk of the Board: *Susan Waters*

Date signed: 11/12/19