

**Sturbridge Planning Board
Meeting Minutes
Tuesday, October 13, 2020
Town Hall & Virtual**

Present:

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

Also Present:

Jeff Bridges – Town Administrator

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

Approval of Minutes

September 22, 2020

Motion: To approve the minutes from September 22, 2020 as amended. By: S. Waters

2nd: C. Bouchard

Roll Call Vote: (6-0-1)

C. Blanchard – Yes

S. Waters – Yes

M. Chisholm - Yes

J. Adams – Yes

D. LaBonte – Yes

C. Bouchard – Yes

R. Chamberland – Abstained

Review Proposed Revisions to Accessory Dwelling Unit Bylaw

J. Bubon discussed the recently completed Housing Production Plan and the Accessory Dwelling Unit bylaw.

- Current Accessory Dwelling Unit bylaw was developed in 2009
- Only two units have been created since then using this bylaw

- Both were challenging
- Recommends that the square footage limitation be removed and that an accessory dwelling unit be within the principal dwelling or an accessory structure attached or detached.
- Recommends changing the language regarding one required parking space per dwelling unit for accessory dwellings.
- Accessory dwelling units cannot be created without a special permit.
- Recommends removing the transfer of ownership clauses, the declaration of covenant clauses and the renewal clauses

The Board discussed some minor grammar changes and the parking regulations.

Motion: For the Planning Board to support the accessory dwelling unit changes and to be the petitioner for said changes. By: R. Chamberland

2nd: S. Waters

Roll Call Vote: All in Favor (7-0)

C. Blanchard – Yes

S. Waters – Yes

M. Chisholm - Yes

J. Adams – Yes

D. LaBonte – Yes

C. Bouchard – Yes

R. Chamberland – Yes

Town Planner Update

J. Bubon discussed the following:

- Next Meeting – October 27, 2020
 - CMRPC & Housing Partnership to present the Housing Production Plan
 - Continue discussion regarding the Village Gateway District Bylaw
- Pilot Travel Update
 - Issues with site grading, grading plan wouldn't work as designed in order to keep them operating as long as possible, some changes to the grading plan have been made, less grading and a reduction of the footprint.
 - Exploratory found the power from the cell tower in the hotel runs into a duct bank that is in the middle of the road, they are unable to remove one of the existing stormwater lines because of this duct bank.
 - Had meeting with John Shevlin (peer reviewer), Town Planner, the Conservation Agent, and the applicant's engineers to discuss and it was determined that this would not impact their stormwater management plan as approved.
- New owner of 29 Brookfield Road planning to open a George's Pizza in location and will rent to another tenant, will require a waiver of site plan.
- Set up a visit to Pine Lake RV Park

- Request to the Board to sign the registry of deed paperwork.

Old Business

R. Chamberland brought up issues with trucks parking on Route 15 near Pilot, blocking the way for traffic and school busses. J. Bubon stated that she would follow up with Pilot and Chief Dessert.

R. Chamberland asked about a grease trap at 29 Brookfield Road and stated that the video from last Planning Board meeting hasn't been uploaded on the Towns website or on YouTube. J. Bubon stated she would look into issue.

New Business

None

Adjournment

Motion: To adjourn meeting. By: S. Waters

2nd: R. Chamberland

Roll Call Vote: All in Favor (7-0)

C. Blanchard - Yes

S. Waters - Yes

M. Chisholm - Yes

D. LaBonte - Yes

J. Adams - Yes

C. Bouchard - Yes

R. Chamberland - Yes

Meeting adjourned at 6:58 PM

Minutes prepared by: Jeneé Lacy

on behalf of the
Clerk of the Board: Jean M. Bubon

Date signed: 12/9/2020