

**Sturbridge Planning Board
Meeting Minutes
Tuesday, December 8, 2020
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:

Ethan Hillman – 26 Allen Road
Mike Staiti – Caregiver Patient Connection
Dean Iandoli – Caregiver Patient Connection
Edy Wahib – Edward's Gas
Fred Trifone – Trifone Design Associates Inc.

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

Approval of Minutes

November 10, 2020

Motion: To approve the minutes from November 10, 2020 as amended. By: R. Chamberland

2nd: S. Waters

Roll Call Vote: All in Favor (5-0)

C. Blanchard – Yes

S. Waters – Yes

M. Chisholm - Yes

D. LaBonte – Yes

R. Chamberland – Yes

J. Adams – Yes

ANR – 26 Allen Road – Ethan & Erica Hillman

J. Bubon described the ANR request to the Board and recommended the Board endorse the plan.

Motion: To endorse the ANR plan for 26 Allen Road for Ethan & Erica Hillman. By: R. Chamberland

2nd: S. Waters

Roll Call Vote: All in Favor (5-0)

C. Blanchard – Yes

S. Waters – Yes

M. Chisholm – Yes

D. LaBonte – Yes

R. Chamberland – Yes

J. Adams – Yes

ANR – 251 Podunk Road - Silverberg

J. Bubon described the revised ANR request to the Board and recommended the Board endorse the plan.

Motion: To endorse the ANR plan for 251 Podunk Road for Silverberg, Inc. By: S. Waters

2nd: M. Chisholm

Roll Call Vote: All in Favor (5-0)

C. Blanchard – Yes

S. Waters – Yes

M. Chisholm – Yes

D. LaBonte – Yes

R. Chamberland – Yes

J. Adams – Yes

Request Approval for Curbside Pickup Protocol – Caregiver Patient Connection – dba Local Roots – 365 Main Street

J. Bubon discussed the curbside pickup protocol that Local Roots would like to adopt in response to state Covid restrictions.

D. LaBonte inquired about the parking spaces that are near the delivery door where, in regards to being too close to the building. M. Staiti stated that the spaces are the required distance from the door and that, that door would only be used for deliveries and curbside pickup, which would have no conflict with one another.

Motion: To approve Curbside Pickup Protocol for Caregiver Patient Connection. By: S. Waters

2nd: R. Chamberland

Roll Call Vote: All in Favor (5-0)

C. Blanchard – Yes
S. Waters – Yes
M. Chisholm – Yes
D. LaBonte – Yes
R. Chamberland – Yes
J. Adams – Yes

Draper Woods Request for Release of Funds from Tri-Partite Agreement

J. Bubon discussed the Draper Woods Development project and the requests for the release of funds.

R. Chamberland asked when the gate on Clark Road would be removed in regards to the development. J. Bubon stated that once the project was completed the gate would be opened.

D. LaBonte brought up that the catch basin in the area is clogged and needs to be cleaned. J. Bubon stated that she will let the DPW know.

Motion: To approve Town Planner to sign the release of funds for Draper Woods. By:

R. Chamberland

2nd: M. Chisholm

Roll Call Vote: All in Favor (5-0)

C. Blanchard – Yes

S. Waters – Yes

M. Chisholm – Yes

D. LaBonte – Yes

R. Chamberland – Yes

J. Adams – Yes

Waiver of Site Plan – Edward's Gas

J. Bubon discussed the proposed project to add a convenience store to Edward's Gas. F. Trifone described the details of the project and went over the renderings and plans.

Motion: To approve the Waiver of Site Plan for Edward's Gas. By: J. Adams

2nd: S. Waters

Roll Call Vote: All in Favor (5-0)

C. Blanchard – Yes

S. Waters – Yes

M. Chisholm – Yes

D. LaBonte – Yes

R. Chamberland – Yes

J. Adams – Yes

Town Planner Update

J. Bubon discussed the following:

- Caregiver Patient Connection/Local Roots update
- Proposed Zoning Amendments for the Village Gateway District
 - J. Bubon asked the Planning Board to serve as the Petitioner for the Village Gateway District proposed zoning amendments and to vote to send the amendments to the Board of Selectmen to approve for next Town Meeting.

Motion: For the Planning Board to serve as the Petitioner for the Village Gateway District proposed zoning amendment and to send the amendment to the Board of Selectmen. By: S. Waters

2nd: C. Blanchard

Roll Call Vote: All in Favor (5-0)

C. Blanchard – Yes

S. Waters – Yes

M. Chisholm – Yes

D. LaBonte – Yes

J. Adams – Yes

R. Chamberland – Yes

- Proposed Zoning Amendments for the Accessory Dwelling Unit Bylaw
 - J. Bubon asked the Planning Board to serve as the Petitioner for the Accessory Dwelling Unit Bylaw proposed zoning amendments and to vote to send the amendments to the Board of Selectmen to approve for next Town Meeting.

Motion: For the Planning Board to serve as the Petitioner for the Accessory Dwelling Unit Bylaw proposed zoning amendment and to send the amendment to the Board of Selectmen. By: R. Chamberland

2nd: J. Adams

Roll Call Vote: All in Favor (5-0)

C. Blanchard – Yes

S. Waters – Yes

M. Chisholm – Yes

D. LaBonte – Yes

J. Adams – Yes

R. Chamberland – Yes

- Update on new businesses and relocations
 - The Painted Stone Emporium has related to 453 Main Street
 - The Northeast Group has gone in at 562 Main Street
- Next meeting date: December 22, 2020

Old/New Business

- Discussion about the Housing Production Plan – has been approved by the Board of Selectmen

Adjournment

Motion: To adjourn meeting. By: R. Chamberland

2nd: S. Waters

Roll Call Vote: All in Favor (5-0)

C. Blanchard – Yes

S. Waters – Yes

M. Chisholm – Yes

D. LaBonte – Yes

J. Adams – Yes

R. Chamberland – Yes

Meeting adjourned at 7:01 PM

Minutes prepared by: Jeneé Lacy

On behalf of the
Clerk of the Board: Jean M. Bubon
Town Planner

Date signed: 1/7/2021