

**Sturbridge Planning Board
Meeting Minutes
Tuesday, February 9, 2021
Virtual**

Present:

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

Also Present:

Jeff Bridges, Town Administrator
Dan Gonya, Porchlight Investments
Pete Engle, McClure Engineering
John Shevlin, PARE
Pat Doherty, Midpoint
Jay Patel, Business Owner

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

Approval of Minutes

January 26, 2021

Motion: To approve the minutes from January 26, 2021 as amended. By: S. Waters

2nd: J. Adams

Roll Call Vote: 6-0-1

C. Blanchard – Abstained

S. Waters – Yes

C. Bouchard – Yes

M. Chisholm – Yes

R. Chamberland – Yes

J. Adams – Yes

D. LaBonte – Yes

ANR – Charles B. & Nancy A. McDevitt – Shepard Road and Hillside Drive

J. Bubon described the ANR request to the Board, stating that the applicant was requesting the consolidation of Lot 51 (F) Shepard Road and Lot 53 (E) Hillside Drive to form a single integral lot, which meets the requirements and recommends the Board endorse the plan as submitted.

Motion: To endorse the ANR plan for Shepard Road & Hillside Drive as submitted. By:

R. Chamberland

2nd: S. Waters

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

C. Blanchard – Yes

S. Waters – Yes

C. Bouchard – Yes

M. Chisholm – Yes

R. Chamberland – Yes

J. Adams – Yes

D. LaBonte – Yes

Documents Reviewed:

- *Form A – Application for Endorsement of Plan Believed Not to Require Subdivision Approval Shepard Road & Hillside Drive;*
- *ANR Plan Content and Submittal Checklist Shepard Road & Hillside Drive;*
- *ANR Plan of Land (Lot Consolidation) of Map 3846, Lot 51 & Map 3856, Lot 53 Owners: Charles B. McDevitt Revocable Trust & Nancy A. McDevitt Revocable Trust 51 & 53 Hillside Drive Town of Sturbridge Worcester County Commonwealth of Massachusetts;*

Public Hearing – Special Permit & Site Plan – 420 Main Street – Porchlight

Investments III, LLC

- Applicant requests approval to allow for the conversion of <1 acre of CT zoned lightly wooded property adjacent to the existing 420 Main Street parking lot to an overflow parking lot to support additional business planned for the Table 3 Restaurant Group and existing tenants & shared agreements.

C. Blanchard opened the public hearing and S. Waters read the legal notice; J. Bubon gave an overview of proposed project and stated that the public hearing would have to be continued because the Board of Selectmen would not be able to vote in regards to the possible impact to the Ground Water Protection District until February 16th.

P. Engle, McClure Engineering, gave a presentation to the Board on the project.

J. Shevlin discussed the stormwater review and that it meets the requirements.

The following was discussed by the Board:

- Extra handicap parking spaces;
- Adding a stop sign to the exit onto Cedar street;
- Adding more room at the end of the new parking lot to add more turning area;

- Adding more stop bars to parking lot;
- Requested more details regarding the footbridge – P. Engle will develop detail plan for the footbridge.

Motion: To continue the public hearing for 420 Main Street until 6:45pm on Tuesday February 23, 2021. By: R. Chamberland

2nd: C. Bouchard

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

C. Blanchard – Yes

S. Waters – Yes

C. Bouchard – Yes

M. Chisholm – Yes

R. Chamberland – Yes

J. Adams – Yes

D. LaBonte – Yes

Documents Reviewed:

- *420 Main Street – Site Plan/Special Permit Application;*
- *A plan titled “Site Plan 420 Main Street & 7 Cedar Street Sturbridge, MA 01566” prepared for Porchlight Investments III, LLC c/o Streetlight Concepts 1601 Trapelo Road, Suite 282, Waltham, MA 02451; Dated 1/5/21; prepared by McClure Engineering, Inc. (119 Worcester Road, Charlton, MA 01507); Sheets C-1 through C-9;*
- *Stormwater Management Report – 420 Main Street;*
- *Letter to Town Administrator requesting comment by the Board of Selectmen (acting as the Water Commissioners);*
- *Public Hearing Legal Ad posted in the Southbridge Evening News;*
- *Town Planner Report w/ staff comments;*

Public Hearing – To consider the proposal to amend Chapter Twenty Seven – Village Gateway District, Section 27.04 B.

- by inserting 7) Fast Food Establishment. Also, the proposal to amend the definition of Fast Casual (found in Chapter Two) by deleting the language “that is at least 4,000 square feet in area”.

C. Blanchard opened public hearing and S. Waters read the legal notice; J. Bubon discussed the proposed zoning bylaw amendments to Chapter 27, Village Gateway district.

Motion: to close the public hearing. By: S. Waters

2nd: R. Chamberland

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

C. Blanchard – Yes

S. Waters – Yes

C. Bouchard – Yes

M. Chisholm – Yes

R. Chamberland – Yes

J. Adams – Yes
D. LaBonte – Yes

Motion: To support the amendments to Chapter Two Definitions and Chapter Twenty Seven, Section 27.04B as drafted to provide the recommendations to the Board of Selectmen and ask that these proposed changes be placed on the Annual Town Meeting Warrant. By: S. Waters

2nd: J. Adams

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

C. Blanchard – Yes

S. Waters – Yes

C. Bouchard – Yes

M. Chisholm – Yes

R. Chamberland – Yes

J. Adams – Yes

D. LaBonte – Yes

Documents Reviewed:

- *Letter to the BOS Chair, Re: Proposed Zoning Amendments;*
- *Proposed votes to amend the Zoning Bylaw;*
- *Public Hearing Legal Ad posted in the Southbridge Evening News;*

Town Planner Update

- J. Bubon discussed the next meeting, February 23, 2021
 - Continuation of the Fiske Hill Subdivision Public Hearing
 - Continuation of the 420 Main Street
 - Site Plan & Special Permit – RLS Complete

Public Hearing – To consider the proposal to amend the Accessory Dwelling Unit Bylaw – Chapter Eighteen

- The amendments eliminate the renewal process, eliminate the maximum square footage requirement and instead require that the unit be subordinate to the principal dwelling, and also contain provisions for an accessory dwelling unit located within the accessory structure.

C. Blanchard opened public hearing and S. Waters read the legal notice; J. Bubon discussed the proposed zoning bylaw amendments to the Accessory Dwelling Unit Bylaw.

Motion: To close the public hearing. By: S. Waters

2nd: J. Adams

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

C. Blanchard – Yes

S. Waters – Yes

C. Bouchard – Yes

M. Chisholm – Yes

R. Chamberland – Yes
J. Adams – Yes
D. LaBonte – Yes

Motion: To support the amendments to Chapter Eighteen Accessory Dwelling Units as drafted and to provide the recommendations to the Board of Selectmen and ask that these proposed changes be placed on the Annual Town Meeting Warrant. By: S. Waters

2nd: M. Chisholm

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

C. Blanchard – Yes

S. Waters – Yes

C. Bouchard – Yes

M. Chisholm – Yes

R. Chamberland – Yes

J. Adams – Yes

D. LaBonte – Yes

Documents Reviewed:

- *Letter to the BOS Chair, Re: Proposed Zoning Amendments;*
- *Proposed votes to amend the Zoning Bylaw;*
- *Public Hearing Legal Ad posted in the Southbridge Evening News;*

Right of First Refusal - Amber N. Herting as the Trustee for the Hillman Family Irrevocable Trust - 49 Bushnell Road

J. Bubon explained to the Board that the Hillman Family Irrevocable Trust has a purchase and sale agreement to sell 49 Bushnell Road to Linda & David Donaldson. The property contains a single family home and the intent is that this property will continue to be used as a private residence. The property is in Chapter Land and therefore and the Town has the First Right of Refusal.

Motion: The Planning Board does not recommend that the Town exercise its First Right of Refusal. By: S. Waters

2nd: R. Chamberland

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

C. Blanchard – Yes

S. Waters – Yes

C. Bouchard – Yes

M. Chisholm – Yes

R. Chamberland – Yes

J. Adams – Yes

D. LaBonte – Yes

Town Planner Update Continued

- Proposed Zoning Amendments – Flood Plain Overlay District
 - J. Bubon stated that Joy Duperrault, CFM, State NFIP Coordinator & Deputy Hazard Mitigation Officer for the Department of Conservation & Recreation, Flood Hazard Management Program has reviewed our bylaw and recommended some updates. It was asked of the Board to take a vote to serve as Petitioner for the bylaw updates and to forward them to the Board of Selectmen to begin the adoption process.

Motion: To serve as the Petitioner for the proposed zoning amendments to the Flood Plain Overlay District and to forward them to the Board of Selectmen. By: J. Adams

2nd: S. Waters

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

C. Blanchard – Yes

S. Waters – Yes

C. Bouchard – Yes

M. Chisholm – Yes

R. Chamberland – Yes

J. Adams – Yes

D. LaBonte – Yes

Old/New Business

D. LaBonte thanked J. Lacy for the new agenda set up on the website.

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

C. Bouchard – Yes

M. Chisholm – Yes

R. Chamberland – Yes

J. Adams – Yes

D. LaBonte – Yes

Meeting adjourned at 7:18 PM

Minutes prepared by: Jeneé Lacy

On behalf of the

Clerk of the Board: Juan M. Bubon
Town Planner

Date signed: 3/10/2021