

**Sturbridge Planning Board  
Meeting Minutes  
Tuesday, April 13, 2021  
Virtual**

**Present:**

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

**Absent:**

Russell Chamberland

**Also Present:**

Peter Engle – McClure Engineering  
Matt St. Laurent – NBM Realty  
Michael Andrade – Graves Engineering

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

**Approval of Minutes**

March 23, 2021

**Motion: To approve the minutes from March 23, 2021 as amended. By: D. LaBonte**

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

**Roll Call Vote: 6-0**

**C. Blanchard – Yes**

**S. Waters – Yes**

**C. Bouchard – Yes**

**D. LaBonte – Yes**

**M. Chisholm – Yes**

**J. Adams – Yes**

**ANR – 566 Route 15 – Silver Tree Realty**

J. Bubon stated that the ANR was to create Lot 6 from the remaining land of Silvertree Realty, Inc. on Route 15. Both Lot 6 and the remaining land have sufficient frontage and since the

plan meets the requirement, J. Bubon recommended the Board endorse the plan as submitted.

**Motion: To endorse the ANR plan for Lot 6 566 Route 15 as submitted. By: J. Adams**

**2<sup>nd</sup>: C. Bouchard**

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

**C. Blanchard – Yes**

**S. Waters – Yes**

**C. Bouchard – Yes**

**D. LaBonte – Yes**

**M. Chisholm – Yes**

**J. Adams – Yes**

*Documents Reviewed:*

- *Form A – Application for Endorsement of Plan Believed Not to Require Subdivision Approval 566 Route 15;*
- *ANR Plan Content and Submittal Checklist 566 Route 15;*
- *A Plan titled Plan of Land 566 Route 15 Sturbridge, Massachusetts Prepared for Record Owner Silvertree Realty, Inc. Prepared by: Tauper Land Survey Inc. (710 Main Street, Oxford, MA), dated: 3/29/21.*

**ANR – 249 Brookfield Road – Kapa Property Management, LLC**

J. Bubon stated that the ANR was to divide 249 Brookfield Road into Lots 100, 101 and 102. Lot 100 contains the existing home at 249 Brookfield Road and all the proposed lots meet the requirements so it is recommended that the Board endorse the plan as submitted.

**Motion: To endorse the ANR plan for 249 Brookfield Road as submitted. By: C.**

**Bouchard**

**2<sup>nd</sup>: M. Chisholm**

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

**C. Blanchard – Yes**

**S. Waters – Yes**

**C. Bouchard – Yes**

**D. LaBonte – Yes**

**M. Chisholm – Yes**

**J. Adams – Yes**

*Documents Reviewed:*

- *Form A – Application for Endorsement of Plan Believed Not to Require Subdivision Approval 249 Brookfield Road;*
- *ANR Plan Content and Submittal Checklist 249 Brookfield Road;*
- *A letter dated February 17, 2016 from Ann Murphy, Principal Assessor to Kapa Property Management, LLC;*

- *A Plan titled ANR Plan of Land owned by Kapa Property Management LLC. Located at Brookfield Road & Warren Road Sturbridge, MA 01518 Worcester County, Prepared by: Bertin Engineering Associates, Inc. (39 Elm Street, Southbridge, MA 01550), dated: 4/26/2011.*

#### **ANR – 134 Lane Nine – Randy Bercume**

J. Bubon stated that the ANR was to divide 134 Lane Nine into two lots, Lot 1 and Lot 2. Both lots have sufficient frontage on the private road, Lane Nine. Lot 2 also has sufficient frontage on New Boston Road, since the plan meets the requirements, J. Bubon recommended the Board endorse the plan as submitted.

**Motion: To endorse the ANR plan for 134 Lane Nine as submitted. By: S. Waters**

**2<sup>nd</sup>: M. Chisholm**

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

**C. Blanchard – Yes**

**S. Waters – Yes**

**C. Bouchard – Yes**

**D. LaBonte – Yes**

**M. Chisholm – Yes**

**J. Adams – Yes**

#### *Documents Reviewed:*

- *Form A – Application for Endorsement of Plan Believed Not to Require Subdivision Approval 134 Lane Nine;*
- *ANR Plan Content and Submittal Checklist 134 Lane Nine;*
- *A Plan titled Subdivision Approval Not Required, Plan of land in Sturbridge, Massachusetts, Prepared for Randy Bercume, Prepared by: Harold L. Easton and Associates, Inc. (235 Russell Street, Hadley, MA), dated: 4/5/2021.*

#### **Continuation of Public Hearing – Fiske Hill East Realty Trust**

Pete Engle from McClure Engineering gave an update on where they were with the subdivision project, stating that they have met with MEPA and are still working through conservation issues.

C. Blanchard asked if there was anyone on the public line that had comments or questions. Mr. Barnes of 42 Fiske Hill Road, Called in on the public line and asked if a traffic report had been submitted. P. Engle stated that they had not submitted a traffic study yet.

J. Bubon recommended that the Public Hearing be continued until May 25<sup>th</sup>.

**Motion: To continue the Public Hearing of the Fiske Hill East Subdivision to May 25<sup>th</sup> at 6:35pm. By: D. LaBonte**



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

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

**C. Blanchard – Yes**

**S. Waters – Yes**

**C. Bouchard – Yes**

**D. LaBonte – Yes**

**M. Chisholm – Yes**

**J. Adams – Yes**

### **Town Planner Update**

J. Bubon discussed the following:

- Noble Energy would be presenting to the Board at the next meeting, the public hearing will most likely be continued.
- An ice cream shop called Wicked Licks, proposed to go in to 380 Main Street will be presented a waiver of site plan at the next meeting.
- Saw Dust Coffee House will be coming to the Board next meeting with a waiver of site plan for his outdoor patio dining area.

### **Public Hearing – To consider the proposal to amend the Floodplain District sections of Chapter Three of the Zoning Bylaws**

S. Waters read the legal notice for the public hearing.

J. Bubon discussed the proposed amendments to the Floodplain District sections in the Zoning Bylaws including:

The amendments include the addition of “Floodplain District” as an overlay district to Section 3.01, the addition of “Floodplain District Definitions” to Section 3.11, moving “The purpose of the Floodplain District” to Section 3.12 and updating the language and eliminating current language, amend Section 3.13 to language concerning establishing the Floodplain District as an overly district, inserting Section 3.15.1 “Designation of Community Floodplain Administrator”, Section 3.15.2 “Permits are required for all proposed development in the Floodplain Overly District”, Section 3.15.3 “Assure that all necessary permits are obtained”, Section 3.15.4 “Variances to building code floodplain standards”, Section 3.15.5 “Variances to local Zoning Bylaws related to community compliance with the National Flood Insurance Program (NFIP)”, replace the current language in Section 3.17(c) with new language regarding watercourses, eliminate Section 3.17(e), Section 3.17(i), Section 3.17(I)1), insert subsection “Subdivision Proposals”, “Unnumbered A Zones”, and “AO and AH zones drainage requirements” to Section 3.17, insert Section 3.18.1 “Recreational Vehicles”, insert Section 3.20 “Requirement to submit new technical data”, Section 3.21 “Abrogation and Greater Restriction Section”, Section 3.22 “Disclaimer of Liability”, and Section 3.23 “Severability Section”.

C. Blanchard asked if there was anyone on the public line that had comments or questions. There were no public comment or questions.

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

**2<sup>nd</sup>: C. Bouchard**

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

**C. Blanchard – Yes**

**S. Waters – Yes**

**C. Bouchard – Yes**

**D. LaBonte – Yes**

**M. Chisholm – Yes**

**J. Adams – Yes**

**Motion: To support the proposed revisions to Chapter 3 (Article 3) and to provide this recommendation at the Annual Town Meeting. By: S. Waters**

**2<sup>nd</sup>: D. LaBonte**

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

**C. Blanchard – Yes**

**S. Waters – Yes**

**C. Bouchard – Yes**

**D. LaBonte – Yes**

**M. Chisholm – Yes**

**J. Adams – Yes**

*Documents Reviewed:*

- *Chapter Three of the Zoning Bylaws showing amendments.*

**Public Hearing – Special Permit – 423 Main Street – STL423, LLC**

S. Waters read the legal notice for the public hearing.

J. Bubon stated that the applicant has applied for a Special Permit and a Waiver of Site Plan to pave the parking lot located at 423 Main Street. She stated that the Conservation Commission conducted a review of the Stormwater Management System during its permitting process and has approved the system and the Board of Selectmen acting as Water Commissioners voted that it had no concerns with the proposal.

Mike Andrade, of Graves Engineering, presented and discussed the stormwater management system to the Board.

C. Blanchard asked if there was anyone on the public line that had comments or questions. There were no public comment or questions.

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

**2<sup>nd</sup>: C. Bouchard**

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

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

**Motion: To approve the Special Permit and Waiver of Site Plan requested to allow the parking lot at 423 Main Street to be paved as proposed. By: D. LaBonte**

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

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

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

*Documents Reviewed:*

- *An application for Special Permit and Waiver of Site Plan dated March 16, 2021;*
- *A Site Plan Approval Checklist;*
- *A Plan entitled "Parking Lot Improvements – 423 Main Street, Sturbridge, MA 01566." The plan is dated January 4, 2021 and was prepared by Graves Engineering, Inc. – 100 Grove Street, Worcester, MA 01605. Plans are revised through February 16, 2021;*
- *Stormwater Report for Parking Lot Improvements – 423 Main Street, Sturbridge, MA. Prepared by Graves Engineering, Inc. – 100 Grove Street, Worcester, MA 01605 and dated January 4, 2021.*

**Town Planner Update Continued**

J. Bubon gave an update on temporary outdoor dining and the process going forward.

**Public Hearing – To consider the proposal to renumber and revise the Zoning Bylaw**

S. Waters read the legal notice for the public hearing.

J. Bubon discussed the Codification project to renumber and revise the Zoning Bylaw, stating that specific revisions to the text of the bylaw include minor language changes for clarity and consistency but do not change the meaning of the bylaw. Certain definitions of terms not used anywhere in the bylaw have been deleted including Executive Offices, Maintenance Buildings and Par Three Golf. A new definition of Continuous Buildable Area is proposed to be added. The exceptions to the Earth Removal Section are proposed as well as minor modification to make the Zoning and General Bylaws consistent.



**Motion: To close the public hearing. By: M. Chisholm**

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

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

**C. Blanchard – Yes**

**S. Waters – Yes**

**C. Bouchard – Yes**

**D. LaBonte – Yes**

**M. Chisholm – Yes**

**J. Adams – Yes**

**Motion: To support the proposed Re-Codification of the Zoning Bylaw and to provide this recommendation at the Annual Town Meeting. By: S. Waters**

**2<sup>nd</sup>: D. LaBonte**

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

**C. Blanchard – Yes**

**S. Waters – Yes**

**C. Bouchard – Yes**

**D. LaBonte – Yes**

**M. Chisholm – Yes**

**J. Adams – Yes**

### **Old/New Business**

S. Waters asked if someone was taking over the former Friendly's building.

J. Bubon stated that she was notified that there was an interested party because OSV has the first right of refusal but all other information was under a confidentiality clause so that is all the information she has.

C. Bouchard asked if the next meeting would be in person.

J. Bubon explained the hybrid meeting format the Board of Selectmen had used last meeting, where the Board social distanced in the meeting hall but all applicants and public were still virtual. She asked if the Planning Board would be interested in meeting this way for the next meeting.

There were a few Board members that didn't feel comfortable meeting in person yet, J. Bubon stated that we will hold off meeting in person until everyone feels comfortable.

D. LaBonte suggested the organization of the agenda be rearranged so that a Special Permit hearing was not between Zoning Bylaw Amendments Hearings.

J. Bubon stated that the agenda's wouldn't normally be set up this way but that the timing didn't work out well with putting the legal ads in the paper.

D. LaBonte brought up concerns with the Ground Water Protection District, J. Bubon stated that the Board could have a conversation about those regulations in the future.

### **Adjournment**

**Motion: To adjourn meeting. By: S. Waters**

**2<sup>nd</sup>: D. LaBonte**

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

**C. Blanchard – Yes**

**S. Waters – Yes**

**C. Bouchard – Yes**

**D. LaBonte – Yes**

**M. Chisholm – Yes**

**J. Adams – Yes**

**Meeting adjourned at 7:21 PM**

**Minutes prepared by: Jeneé Lacy**

On behalf of  
Clerk of the Board: Jean M. Bourbon

**Date signed: 5-18-2021**