

**Sturbridge Planning Board  
Meeting Minutes  
Tuesday, July 27, 2021  
Town Hall**

**Present:**

Charlie Blanchard  
Jeff Adams  
Wally Hersee  
Dane LaBonte  
Sue Waters  
Jean Bubon, Town Planner  
Jeneé Lacy, Administrative Assistant

**Absent:**

Christopher Bouchard  
Michael Chisholm

**Also Present:**

Lisa Juan, Kimley Horn  
Michael Yentile, Kimley Horn  
John Strzalka, Dragonfly Ibis Sturbridge, LLC  
Paul Rosenbloom, 5 Old Brook Cir.  
Mary Blanchard, 26 Farquhar Rd.  
Michael Staiti, Caregiver Patient Connection

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

**Approval of Minutes**

June 22, 2021

**Motion: To approve the minutes of June 22, 2021 as amended.**

**By: J. Adams**

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

**Vote: 4-0-1 (D. LaBonte Abstained)**

July 13, 2021

**Motion: To approve the minutes of July 13, 2021 as amended.**

**By: D. LaBonte**

**2<sup>nd</sup>: W. Hersee**

**Vote: 4-0-1 (S. Waters Abstained)**

**ANR – None**

**Continuation of Public Hearing - Special Permit – 178 Main Street – Dragonfly Ibis Sturbridge, LLC**

Lisa Juan, Michael Yentile and John Strazalka came forward and explained that they were requesting a Special Permit to allow a reduction in the required off-street parking to satisfy the Town's parking requirements in regards to the proposed redevelopment of three new tenant retail spaces within the commercial unit formerly occupied by JC Penny's along with the replacement of the existing monument sign at the plaza main entry.

J. Bubon stated that there are sufficient parking spaces existing on site to accommodate the mix of uses proposed by the applicants and that she has no concerns with the Special Permit request. J. Bubon also stated that she applicant has not gone before the Design Review Committee yet for the multi-tenant sign plans, but the Planning Board can approve the sign requests with the understanding that the applicant will need to have the final design approved by the DRC. The sign request for larger signage and additional signage is being proposed by the applicant due to the number of businesses that would be located within the plaza. The larger sign request is no dis-similar to the other larger signage that has been approved by the Planning Board in the past. J. Bubon stated that she does not have concerns with this request.

S. Waters asked the applicants if they knew what other retailers were going into the space. J. Strazalka stated that they do not have any definites as of yet but they were looking at discount retailers or service providers, possibly a large music store, an auto related store or soft goods related store.

S. Waters asked if the applicants were taking comments from the residence of Sturbridge into consideration.

J. Strazalka stated that yes they are, they have received numerous calls from the public and tenants. A restaurant would not be feasible because of parking and grease traps and many other tenants have restrictions in leases for uses.

**Motion: To approve the Special Permit for a reduction in parking to allow the former JC Penney retail space to be divided into two retail spaces and one fitness center as proposed utilizing the existing parking lot.**

**By: D. LaBonte**

**2<sup>nd</sup>: W. Hersee**

**Vote: All in Favor (5-0)**

**Motion: To grant the Special Permit requested by Dragonfly Ibis Sturbridge, LLC to replace the existing multi-tenant sign with a new 150 Sq.Ft. multi-tenant sign as shown on the plans and specifications provided subject to Design Review Committee Approval.**

**By: S. Waters**

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

**Vote: All in Favor (5-0)**



#### *Documents Reviewed:*

- *Cover letter dated June 16, 2021 from Michael Yentile, Senior Project Manager, Kimley Horn, 300 Baker Avenue, Suite 300, Concord, MA 01742;*
- *Completed application for Special Permit;*
- *Memorandum dated June 11, 2021 to John Strzalka, Dragonfly Ibis Sturbridge, LLC from Lisa Juan, PE and Michael Connor of Kimley Horn , 300 Baker Avenue, Suite 300, Concord, MA 01742 – Subject: 178 Main Street – Sturbridge Plaza Shared Parking Analysis;*
- *Plan entitled “Special Permit Application Plans for Sturbridge Plaza – 178 Main Street, Sturbridge, MA 01566”; plan prepared by Kimley Horn, 300 Baker Avenue, Suite 300, Concord, MA 01742. Plan date June 16, 2021;*
- *Pylon sign existing conditions and proposed sign renderings – File Name: TCII Capital 178 Main Street, Sturbridge, MA prepared by GNS Group – 97 North Clinton Street, Poughkeepsie, NY 12601, Plan Date 6-14-2021 revised 6-15-2021;*
- *A plan entitled 178 Main Street, Sturbridge, MA Exterior Rendering c2-Designgroup.com (undated) 2 sheets;*
- *Filing Fee;*
- *Certified Abutters List;*
- *Deed for the property;*
- *Correspondence from John Strzalka, Manger, Dragonfly Ibis Sturbridge LLC dated July 9, 2021 regarding the Sign Special Permit Request*

#### **Town Planner Update**

J. Bubon discussed the following:

- Pilot Travel Center Quarterly Report
- Next Meeting Dates
  - August 10<sup>th</sup> will not have a quorum so it will be canceled.
  - August 24<sup>th</sup> will be the next scheduled meeting date.
- Lucky Mart has applied for a Site Plan Review and with the Design Review Committee.
- Discussed the CMRPC Representative

J. Adams stated that he would like to step down from the CPC rep. but would like to be the CMRPC primary rep.

W. Hersee stated that he would be interested in being the new CPC rep.

**Motion: To appoint Wally Hersee as the CPC Planning Board Representative.**

**By: S. Waters**

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

**Vote: All in Favor (5-0)**

J. Adams asked if J. Bubon would explain the role of CMRPC Representative.  
J. Bubon explained the CMRPC quarterly meetings.  
D. LaBonte stated that he would like to be the CMRPC alternate rep.

**Motion: To appoint Jeff Adams as the CMRPC Primary Representative and Dane LaBonte as the CMRPC Alternate Representative.**

**By: W. Hersee**

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

**Vote: All in Favor (5-0)**

**Waiver of Site Plan – 365 Main Street – Derrico's Market**

J. Bubon explained that the applicant requests a Waiver of Site Plan for the installation of a 10x10 cooler unit that will take up two parking spaces, which will leave 41 parking spaces.  
M. Staiti gave a background on Derrico's Market and discussed their other locations in Leominster and Worcester.

**Motion: To approve the Waiver of Site Plan to allow for the installation of a 10'x10' cooler to be located on the site as shown on the plan submitted with the condition that the change be shown on the final as-built for the property.**

**By: J. Adams**

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

**Vote: All in Favor (5-0)**

*Documents Reviewed:*

- *Waiver of Site Plan Application;*
- *A Site Plan titled, "Proposed Site Layout Plan Caregiver Patient Connection, LLC D.B.A. Local Roots, NE 365 Main Street Sturbridge, MA 01566"; Plan prepared by Jalbert Engineering, Inc. – 54 Main Street Sturbridge, MA 01566; Dated: 6/24/19, revised 3/2/20 (Move Sign & Misc.) & 4/2/20 (Pare Comments); with added drawings showing modification for 10x10 freezer unit.*
- *Deed for the property;*

**Old/New Business**

C. Blanchard brought up a new sign that has been posted on Holland Road. J. Bubon stated that it was a real estate sign and would not be permanent.

**Adjournment**

**Motion: To adjourn meeting.**

**By: D. LaBonte**

**2<sup>nd</sup>: W. Hersee**

**Vote: All in Favor (5-0)**

Meeting adjourned at 7:00 PM

Minutes prepared by: Jeneé Lacy

Clerk of the Board: *Susan Foster*

Date signed: *8/24/2021*