

**Sturbridge Planning Board
Meeting Minutes
Tuesday, October 26, 2021
Town Hall**



Present:

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

Absent:

Jeff Adams

Also Present:

Jeff Bridges, Town Administrator
Nick St. Laurent, STL Group
Matt St. Laurent, STL Group
Branden St. Laurent, STL Group
Mike Andrade, Graves Engineering

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

Approval of Minutes

September 28, 2021

Motion: To approve the minutes of September 28, 2021 as written.

By: M. Chisholm

2nd: W. Hersee

Vote: All in Favor (5-0) (D. LaBonte arrived at 6:33pm after vote was taken)

Town Planner Update

J. Bubon discussed the following:

- Next meeting dates:
 - November 9, 2021
 - November 23, 2021 – The Board was asked if they would be able to attend a meeting if it was held on the 23rd, everyone agreed they would be able to attend.

Public Hearing – Site Plan Review – 2 School Street/602 Main Street – STL Group, LLC

S. Waters read the legal ad that was posted in the Southbridge Evening News.

Nick St. Laurent, Matt St. Laurent, and Branden St. Laurent, STL Group, LLC, came before the Board, Mike Andrade, Graves Engineering, was logged into the meeting virtually.

J. Bubon stated that the applicant is requesting a Site Plan Review to allow for the renovation of the existing building into six two-bedroom artist studios and to construct a new building on the property that will contain six one-bedroom artist studios for compliance with the requirements. J. Bubon discussed the following, the wait list for the artist studios, amendments on the site plan including dumpster placement, drainage, site improvements, and landscaping. M. Andrade discussed the dumpster, parking spaces including compact parking, drive aisles, and stormwater management.

S. Waters asked about landscaping at the new building that will be built. M. St. Laurent discussed the proposed landscaping and the existing apple trees around the parking lot.

D. LaBonte asked that stop bars and stop signs be added to the parking lots. J. Bubon stated that she will add those items to the conditions.

S. Waters asked if the dumpster would be enclosed, the applicant stated that it would be.

There were no comments from the public.

J. Bubon read the conditions as follows:

1. The Artist Studios shall only be rented to those tenants meeting the definition noted in the bylaw and a list of tenants and the occupation of the tenants shall be provided to the Planning Department for inclusion in the file. This list shall be updated as required.
2. All State and Local Zoning Bylaws, Building Codes and other Regulations must be adhered to.
3. All other necessary permits and approvals must be obtained prior to the start construction.
4. All necessary plans and reviews must be provided to the Building and Fire Departments for review and approval prior to beginning construction.
5. Stop signs and stop bars shall be placed at the exit of each parking lot.
6. The pavement in the area of the proposed trash enclosure shall be removed and replaced with pervious material.
7. The infiltration trench on the lot at 602 Main Street shall be re-designed to have an overflow point which shall drain towards the low side of the parking lot.
8. The applicant shall notify the Planning Department office forty-eight hours prior to the start of construction.
9. Exterior construction shall only occur during the hours of 7:00 am to 7:00 pm Monday through Friday and 8:00 am to Noon on Saturday. No exterior construction shall occur

on Sundays or the following holidays – New Year’s Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day.

10. An emergency contact phone list with at least two names and numbers on it be supplied to the Sturbridge Police Dept. and Planning Department to be used by the dispatchers, in case of an off hour emergency, prior to the start of the project. The list must be updated whenever necessary for the duration of the project.
11. All erosion and sedimentation controls shall be installed as shown on the plan and inspected prior to the start of site work.
12. An as-built must be provided for all site work including plantings when the work has been completed.

Motion: To close the Public Hearing.

By: W. Hersee

2nd: S. Waters

Vote: All in Favor (6-0)

Motion: To approve the Site Plan to renovated the existing building at 2 School Street/602 Main Street into six two-bedroom artist studios and to construct a new building with six one-bedroom artist studios with the stated conditions.

By: W. Hersee

2nd: D. LaBonte

Vote: All in Favor (6-0)

Documents Reviewed:

- *An application for Site Plan Review dated September 29, 2021;*
- *Certified list of abutters;*
- *A project outline – 602 Main Street;*
- *Building elevations and floor plans;*
- *Legal Ad;*
- *A plan entitled “Multi-Family Residential Project – Site Improvements 2 School Street (AKA 2 Brookfield Road) & 602 Main Street.” The plan is dated September 28, 2021 and is updated through September 30, 2021 and was prepared by Graves Engineering, Inc. – 100 Grove Street, Worcester, MA 01605;*
- *A document entitled “Stormwater Report for Multi-Family Residential Project – Site Improvements School Street (AKA 2 Brookfield Road) & 602 Main Street”, prepared for STL Group, LLC, P.O. Box 638 Sturbridge, MA 01566, dated September 28, 2021 and prepared by Graves Engineering, Inc. – 100 Grove Street, Worcester, MA 01605;*
- *Architectural Design Rendering titled “Main St Sturbridge, MA. Existing & Proposed”;*
- *A parking plan “Schematic Parking Plan 2 School Street & 602 Main Street Sturbridge, MA 01518” prepared for NBM Realty, LLC – PO BOX 638, Sturbridge, Ma 01566, prepared by Graves Engineering, Inc. (100 Grove Street, Worcester, MA 01605) dated 8-31-21, revised 9-8-21;*
- *A plan titled “Surface Changes, Multi-Family Residential Project – Site Improvements, 2 School Street & 602 Main Street Sturbridge, MA 01566” dated 10-22-21, prepared for*

STL Group, LLC – Po Box 638, Sturbridge, MA 01566, prepared by Graves Engineering, Inc. (100 Grove Street, Worcester, MA 01605);

- *Memorandum from Jean M. Bubon, AICP, Town Planner to the Planning Board dated October 26, 2021;*
- *Staff comments:*
 - *Conservation Agent dated October 13, 2021;*
 - *DPW dated October 20, 2021*
 - *Building Inspector dated October 21, 2021;*

Old/New Business

None

Adjournment

Motion: To adjourn meeting.

By: C. Bouchard

2nd: W. Hersee

Vote: All in Favor (6-0)

Meeting adjourned at 6:56 PM

Minutes prepared by: Jeneé Lacy