

**STURBRIDGE PLANNING BOARD
MINUTES OF
TUESDAY, SEPTEMBER 11, 2018
CENTER OFFICE BUILDING**

Mr. Blanchard called the regular meeting of the Planning Board to order at 6:30 PM.

Present: Charles Blanchard
Russell Chamberland
Michael Chisholm
James Cunniff
Heather Hart
Susan Waters

Also Present: Jean Bubon, Town Planner
Rebekah DeCoursey, Administrative Assistant
David Gagnon, Arland Tool

Mr. Blanchard opened the meeting, read the agenda, and announced that Frank McNeil has resigned from his position on the Board.

APPROVAL OF MINUTES

Motion: Made by Ms. Waters to approve the draft minutes of August 14, 2018.
2nd: Ms. Hart
Discussion: None
Vote: 5 – 0 – 1 (Michael Chisholm)

ANR – Joel Casaubon – 286 Big Alum & Clarke Road Extension

Materials presented:

- ANR Plan Content & Submittal Checklist
- Form A – dated August 15, 2018
- ANR Plan of Land– Prepared for Joel & Christine Casaubon by Bertin Engineering (39 Elm Street, Southbridge, MA 01550) dated July 23, 2018.

Ms. Bubon stated the plan shows the division of land into Parcel “A” and the remaining land – 286 Big Alum Road – owned by the Casaubon’s. The plan is noted that Parcel A is to be combined with the adjoining land located at 288 Clarke Road Extension. The plan meets the requirements and Ms. Bubon recommended the Board endorse the plan.

Motion: Made by Mr. Chamberland to endorse the plan.
2nd: Ms. Waters
Discussion: None
Vote: 6 – 0

ANR – Robert & Virginia Commito – 8 & 10 Hillside Drive

Materials presented:

- ANR Plan Content & Submittal Checklist
- Form A – dated September 5, 2018
- ANR Plan of Land in Sturbridge, Massachusetts – Prepared by Bertin Engineering (39 Elm Street, Southbridge, MA 01550) dated August 10, 2018.

Ms. Bubon stated the plan shows the change in lot existing lot line between 10 and 8 to make two conforming lots owned by Robert & Virginia Commito. The plan meets the requirements and Ms. Bubon recommended the Board endorse the plan.

Motion: Made by Mr. Chamberland to endorse the plan.
2nd: Mr. Chisholm
Discussion: None
Vote: 6 – 0

ANR – Jean Sullivan – 42 Champeaux Road

Materials presented:

- ANR Plan Content & Submittal Checklist
- Form A – dated September 5, 2018
- ANR Plan of Land in Sturbridge, Massachusetts – Prepared by Bertin Engineering (39 Elm Street, Southbridge, MA 01550) dated August 10, 2018.

Ms. Bubon stated the plan shows the change in lot existing lot line between 10 and 8 to make two conforming lots owned by Robert & Virginia Commito. The plan meets the requirements and Ms. Bubon recommended the Board endorse the plan.

Motion: Made by Ms. Hart to endorse the plan.
2nd: Mr. Cunniff
Discussion: None
Vote: 6 – 0

PUBLIC HEARING – SPECIAL PERMIT – 198 CHARLTON ROAD.
APPLICANT IS SEEKING A SPECIAL PERMIT TO INSTALL A 104 SQUARE
FOOT MULTI-TENANT SIGN AT THE PROPERTY.

Materials presented:

- Application for Special Permit;
- Filing fee;
- A Certified List of Abutters;
- A plan entitled “Landscape Plan for 198 Charlton Road, Sturbridge, MA. Prepared for Arland Tool & Manufacturing, Inc. P.O. Box 207 Sturbridge, MA”. Plan prepared by Whitman & Bingham Associates, Mechanic Street, Leominster, Massachusetts.”

- A marked up copy of the lighting plan showing the proposed location of the sign;
- A two page rendering of the proposed sign prepared by Joseph Faucher, Brimfield Sign Co. dated 6-20-18.

Reports received include following, with no major concerns:

- Memorandum from Nelson Burlingame, Building Inspector dated August 28, 2018;
- Email from Rebecca Gendreau, Conservation Agent dated August 23, 2018; and
- Memorandum from Thomas Ford, Chief of Police dated August 15, 2018.

The applicant is also requesting a Special Permit for sign relief under Section 22.05.5 of the Zoning Bylaws to allow for a new freestanding sign that will be 104 square feet in area. This sign will be able to accommodate up to twelve tenants for this building. The sign will be set back 20 feet from the front property line as shown on the hand drawn notation on the lighting plan. Ms. Bubon stated that she had reviewed the proposal for the sign at the newly constructed large office building at 198 Charlton Road. Harrington Hospital had been identified as a tenant and will have medical offices at the location. The speed limit there is roughly 45mph, but traffic is often moving fast. A memo from Chief of Police Ford stated that he is in favor of the Special Permit due to safety reasons.

The sign design reflects the architecture of the building. The minimum font size per tenant panel will be 7". It will be 18' high, however the ground slopes down so it will not be 18' above the street level. The sign received approval from the Design Review Committee at their meeting on September 10th. David Gagnon was present representing Arland Tool.

The Board had the following questions, comments, and concerns:

- The two blocks above and below the tenant panels will be blank glass, designed to mirror the building design.
- After a question regarding size of lettering, Mr. Gagnon pointed out that Seven Hills down the road has 7" characters and they feel that it is very visible to drivers.
- For reference, the Hobbs Brook sign is 190 sq. ft., with some of the panel widths cut in half to accommodate tenants. Mr. Gagnon stated the sign at 198 Charlton Road will have one single full width panel per tenant. The sign will maintain a simplistic style without logos or other potentially distracting features.
- Mr. Gagnon clarified there will be no lighting in the two glass panels. There currently is no lighting proposed and if there is lighting added it would be a down lit style.
- There are three floors to the building, thus a minimum of three occupants. Mr. Gagnon does not expect that they will have only three occupants and the number of tenants will be greater than that.
- Was it considered to add the street number onto the sign? Yes, but they felt the "198" on the building is quite visible and another number 198 on the sign was not needed.
- Ms. Hart stated that with GPS systems being used on the regular with smartphones, a larger sign is not necessary. A sign of the regulated size should be large enough for people to be able to find the multi-tenant building.

The public had no questions, comments, and concerns.

Motion: Made by Ms. Waters to close the public hearing.
2nd: Mr. Cunniff
Discussion: None
Vote: 6 – 0

Motion: Made by Mr. Chamberland to grant the Special Permit as requested.
2nd: Ms. Waters
Discussion: None
Vote: 5 – 1 (Heather Hart)

DISCUSSION – CONTINUE TO REVIEW AND DISCUSS DRAFT BYLAW PROPOSAL ON ADULT USE MARIJUANA.

Ms. Bubon stated that the final draft before them is the same as was discussed at the previous meeting, with a few typos and miswording corrected. She has incorporated the edits that Town Counsel suggested and was also reviewed at the last meeting by the Board.

If the Board chooses to, the Adult Use Marijuana Bylaw will be passed to the Board of Selectmen on September 12th, the Planning Board Public Hearing will be held on October 9th and there will be a Special Town Meeting held October 29th.

The Board had the following questions, comments, and concerns:

- What occurs if this Bylaw vote fails at the Special Town Meeting? Ms. Bubon explained that we would go back to the drawing Board. Hopefully the Town understands they need to have a Bylaw in place to protect the best wishes of the Town and will approve it. The Attorney General's office has granted moratorium extensions for some towns in the state, it may be possible for Sturbridge to request one if needed.
- Ms. Waters commended Ms. Bubon for her hard work in addressing all the questions and concerns of the Boards and residents while crafting this bylaw.
- The Medical Marijuana dispensary will be able to transition into a retail dispensary after 2021 if they so desire.
- The measurement for the buffer zones will be in a straight line from nearest point of one parcel line to the other parcel property line.

Motion: Made by Mr. Chamberland to accept the Bylaw with the changes.
2nd: Ms. Waters
Discussion: None
Vote: 6 – 0

TOWN PLANNER UPDATE

- There will be no meeting on September 25. The next meeting will be October 9th. This will include the public hearing for the marijuana bylaw.

- Paw Plaza at 1 River Road. The Board was provided an annotated plan that owner, Hadley Zabinski, provided to the Planning Department today. As one of her permit conditions, she was required to work with the Tree Warden to try and save as many trees as possible on the site. This is proving to be complicated through construction. Ms. Zabinski worked with the Tree Warden on site and is showing on the plan the removal of four trees and the proposed planting of eight trees of appropriate species.
- Heal at 660 Main Street has the foundation poured.
- The Publick House is moving along ahead of schedule and looks wonderful.

OLD BUSINESS

None.

NEW BUSINESS

Ms. Waters asked if any businesses (specifically Starbucks) have come forward to the Planning Department looking to come to town. The Planning Department nor Ms. Bubon have heard from Starbucks. CMRPC is conducting a regional search for sports fields.

Regarding the Route 15 Corridor Study, the next steps will include a working session with the Board of Selectmen to discuss zoning changes and use regulations in this area.

On a motion made by Mr. Cunniff and seconded by Ms. Waters, and voted 6 - 0, the meeting adjourned at 7:10 PM.