

**Sturbridge Planning Board
Meeting Minutes
Tuesday, September 13, 2022
Center Office Building**

Present:

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



Absent:

Christopher Bouchard

Also Present:

Cedric Daniel, RapsCALLION
Heidi White, RapsCALLION
Lee Palmer, Hemlock Ridge Golf Course

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

Approval of Minutes

August 23, 2022

Motion: To approve the minutes of August 23, 2022 as written.

By: D. LaBonte

2nd: S. Waters

Vote: 5-0-1 (M. Chisholm Abstained)

Town Planner Update

J. Bubon discussed the following:

- Next meeting date: September 27, 2022
- Changing the November meeting to the 15th
 - J, Adams stated that he would not be able to attend the meeting of the 15th. J. Bubon stated that everyone else would need to be in attendance for the continuation of the Blueberry Hills Public Hearing.
- Fire Department GIS training;
- Spooky Nights, Halloween decoration contest, put on by the Recreation dept;

- Conflict of Interest training;
 - J. Adams, S. Waters, and D. LaBonte asked to be signed up.

Continuation of Public Hearing – Site Plan & Special Permit – Blueberry Hills Estates

J. Bubon stated that J. Stelmok had sent a letter requesting another continuation of the public hearing.

Motion: To continue the Public Hearing for Blueberry Hills Estates to November 15, 2022 at 6:35pm.

By: D. LaBonte

2nd: S. Waters

Vote: All in Favor (6-0)

Waiver of Site Plan – 484 Main Street/3Arnold Road – Rapsallion

J. Bubon stated that the applicant is requesting a Waiver of Site Plan to open a lounge in the downstairs of the current location, to serve on the outdoor patio, and to update the parking. She stated that the patio would be an additional 24 seats and that when using the patio the downstairs lounge will have reduced seating. H. White stated that the downstairs would not be used when there was nice weather since the patio would be in use, unless it was a private event.

D. LaBonte asked about the following:

- How many ADA parking spaces are there?
 - H. White stated that there are three and that the landlord needs to repaint the spaces.
- What lighting is in the parking area?
 - C. Daniels stated that there is a pole mounted light in the front of the building and a building light for the parking lot in the back.
- What are the terms of the additional parking agreement behind Hog Heaven?
 - C. Daniels discussed the parking agreement they had with Hog Heaven to use the gravel area as parking for Rapsallion.
- Where are the dumpsters?
 - C. Daniels stated that the trash removal company had recently moved them so that the trucks could access them with more ease.
- Where is snow removal located?
 - C. Daniels stated that it was where the dumpsters are now located and said he would speak with the landlord to figure out a better trash removal situation.

C. Blanchard stated that the applicant would need ABCC approval to serve alcohol on the patio.

J. Adams asked what would happen if the owner of Hog Heaven revoked agreement for Rapsallion to use the eight parking spaces on their property.

J. Bubon discussed the bylaws regarding parking agreements. H. White stated that the eight parking spaces on Hog Heavens property were not used in the parking count.

Motion: To approve the Waiver of Site Plan for 484 Main Street – Rapsallion to open downstairs of location for a lounge, serve on the outdoor patio, and update the parking with the following conditions:

- **At no time shall there be any more than 100 patrons regardless of what section of the building they are seated within;**
- **Improvements shown on the plan be installed as proposed;**
- **The applicant shall work with the Town Planner to find a suitable location on premise for an enclosed dumpster so that the snow storage area is not impeded;**
- **The site shall be in conformance with the plans submitted and approved by the Planning Board;**
- **All State and Local Zoning Bylaws, Building Codes, and Regulations must be adhered to;**
- **All other necessary permits must be obtained prior to the start of construction.**

By: D. LaBonte

2nd: S. Waters

Vote: All in Favor (6-0)

Documents Reviewed:

- *Waiver of Site Plan Application;*
- *Outdoor seating plan;*
- *Narrative;*
- *Town Planner Report;*
- *Departmental memos;*

Waiver of Site Plan – 220 Holland Road – Hemlock Ridge Golf Course

J. Bubon stated that the applicant is requesting a Waiver of Site Plan to construct a 24'x50' golf cart pen.

Motion: To approve the Waiver of Site Plan for 220 Holland Road – Hemlock Ridge Golf Course for the construction of a 24'x50' golf cart pen with the following conditions:

- **The site shall be in conformance with the plans submitted and approved by the Planning Board;**
- **All State and Local Zoning Bylaws, Building Codes, and Regulations must be adhered to;**
- **All other necessary permits must be obtained prior to the start of construction.**

By: D. LaBonte

2nd: S. Waters

Vote: All in Favor (6-0)

Documents Reviewed:

- *Waiver of Site Plan Application;*
- *Aerial Map;*

- *Site Plan;*
- *Architectural Plans;*
- *Town Planner Report;*
- *Departmental memos;*

Old/New Business

J. Bubon stated that C. Bouchard had sent in his resignation from the Planning Board, he would be serving until a new member is appointment. She thanked him for his service to the Town.

Adjournment

Motion: To adjourn meeting.

By: D. LaBonte

2nd: S. Waters

Vote: All in Favor (6-0)

Meeting adjourned at 6:54PM.

Minutes prepared by: Jeneé Lacy