



Town of Sturbridge Planning Board

Charles Blanchard
David Bourbeau
Brad Goodwin
Dane LaBonte
Wally Hersec
Taylor Stedman
Susan Waters

Jean M. Bubon, Town Planner

PLANNING BOARD NOTICE OF DECISION SITE PLAN APPROVAL

Date: October 26, 2023

Applicant: Cornerstone Bank
253-257 Main Street
Southbridge, MA 01550

Phone: (800)939-9103

Owner: Southbridge Savings Bank
P.O. Box 370
Southbridge, MA 01550

Agent: James Bernardino, P.E.
CMG
67 Hall Road
Sturbridge, MA 01566

Parcel Information: Assessor's Map 208-02611-200
Book 21774 Page 184

Zoning Designation: Industrial Park

Property Location: 200 Charlton Road

Description of Request: The applicant is requesting Site Plan approval to allow the demolition of the existing ATM's, teller window, and associated canopy and the construction of new ITM's with an associated canopy.

- The following information was submitted as part of the Site Plan Approval application on September 11, 2023
Completed application dated September 5, 2023;
- Certified abutters list;
- Filing Fee;

- Site Plan narrative from CMG – 67 Hall Road, Sturbridge, MA 01566 dated August 31, 2023;
- Plan entitled “Proposed ITM Drive-Thru Improvements – 200 Charlton Road, Sturbridge, MA 01566”, prepared by CMG Engineering Services – 67 Hall Road, Sturbridge, MA 01566. Plan date 8/31/2023.

Other Documents Received/Reviewed:

- Town Planner Report;
- Departmental Memos;
- Legal Notice;
- Certificate of mailings;

Staff Comments Submitted and Reviewed:

- Chief Earl Dessert, Police Chief dated September 15, 2023 – “No comment.”
- Lt. Jennifer Ashe, Fire Inspector dated September 15, 2023 – “The Fire Department has no code or emergency operations concerns with the proposed renovation.”
- Nelson Burlingame, Building Inspector dated October 5, 2023 – “No objections to conceptual plans. Will look for code requirements on drive thru structure.”
- Rebecca Gendreau, Conservation Agent dated October 5, 2023 – “Project has been field with Conservation. Majority of the work is outside of jurisdiction. A hearing is being held on Oct. 5, 2023. Staff do not anticipate any concerns.”
- Jean M. Bubon, AICP, Town Planner dated October 18, 2023 – “I believe that the proposal meets requirements set forth in the bylaw. I would recommend granting Special Permit and Site Plan Approval requested with conditions.”

Applicable Section of Zoning By-Law: Site Plan Approval – Article XIX

Date of Meeting: October 24, 2023

Members Present: Charles Blanchard, Dave Bourbeau, Dane LaBonte, Wally Hersec, Taylor Stedman, Susan Waters and Brad Goodwin

Vote:

At the Planning Board meeting of October 24, 2023, a motion was made by D. LaBonte seconded by Sue Waters and voted 7-0 to grant Site Plan Approval as requested with the following conditions:

1. All site improvements shall be in conformance with the plans and specifications submitted and approved by the Planning Board.

2. All State and Local Zoning Bylaws, Building Codes and Regulations must be adhered to.
3. All other necessary permits must be obtained prior to the start of construction.
4. The site shall be kept in a neat and orderly condition throughout the construction process.
5. Exterior construction shall only occur during the hours of 7:00 a.m. to 7:00 p.m. Monday through Friday and 8:00 a.m. 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.
6. 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.
7. An as-built must be provided for all site work including plantings when the work has been completed.

Approval has been limited to matters of Special Permit and Site Plan Review only and not to construction details. Any persons aggrieved by a decision of the Planning Board may appeal to the Superior Court in accordance with the General Laws, Chapter 40A, Section 17.


Charles Blanchard, Chair

10/26/23
Date Filed

cc: Nelson Burlingame, Building Inspector
James Bernardino, CMG