



MEETING MINUTES
January 25, 2017

Chairman: Christopher Olson

Members Present: Barur Rajeshkumar, Marc Frieden, Vincent Vignaly, Cheryl Carlson

Members Absent: None

Others Present: See Attached Sign-In Sheet

All documents referenced in these Minutes are stored and available for public inspection in the Planning Board Office located at 140 Worcester Street.

The Chair opened the regular meeting at 9:00 p.m.

Old Business/Outstanding Issues/Follow-Ups:

1. 141 Sterling Street (Police Headquarters) Certificate of Site Plan Approval – An email was sent to Joe DiCarlo after the last meeting asking for a set of plans for the PB to sign, but no response has been received as of the meeting date. The board did sign the construction letter.
2. Review of Incentive Zoning Bylaw (Section 3.10) for Affordable Housing – Mr. Frieden thinks the bylaw should be changed to require an Affordable component be added to every residential project that comes in so we don't lose the progress made toward the 10%. Mr. Vignaly does not agree because the town meets the 1.5% land area alternative to the 10%. He would rather not force the developer to include affordable units. He said the Planning Board wrote it purposefully as an Incentive bylaw instead of an Inclusionary bylaw. The matter was tabled to February 8th,
3. Continued discussion regarding update/corrections to town Zoning Bylaws – Tabled to February 8th.
4. Construction letters were signed for 137 Shrewsbury Street-CLT Park and 70 Hartwell Street-Curtis Industries.
5. VHB did a site visit and submitted a project report to the ZBA for 92 North Main Street concerning stormwater running down the driveway and flooding Route 140. The drainage issue appears to be fixed and the system is functioning properly.
6. Mr. Olson received an email on the Green Community initiative. He previously attended a CMRPC meeting where it was discussed. One of the stumbling blocks for the town is that in order to qualify there must be bylaws, and a stretch building code has to be passed which is more energy efficient than the standard building code. Mr. Frieden said in addition, the electric company charges a fee that would go into a Massachusetts fund for community projects. Mr. Vignaly asked what the benefit would be to the town. Mr. Frieden believes one reason is to get access to the funds for certain projects. Mr. Olson will contact the Town Administrator.

New Business and Review of Correspondence/Emails Received:

1. Paul Conger to discuss impacts to 242 Woodland Street from Prospect/Woodland Intersection Changes – Mr. Conger said the original Site Plan Review required him to put a sign up at the intersection. The entry was on Prospect Street and the exit was on the Holden side. Since the intersection has been reconfigured, and there is no longer a stop sign heading to Holden, people have increased speeds. He has received calls from medical facility about people pulling out of the driveway. He contacted the Police Chief and the Chief responded with a memo dated January 24, 2017 stating that the “Do Not Exit” sign on to Prospect Street should be eliminated. The board could do an amended Site Plan Review. Sight distance needs to be included. If he wants to have access both ways at Prospect Street, the aisle width needs to be at least 24 feet wide. The dumpster fence also needs to be made compliant with zoning; a chain link fence is not allowed under Zoning; and the concern with the guardrail and stone slope down to Prospect Street needs to be addressed from the As-Built Plan review of years ago.
2. Informal discussion regarding 27 Pierce Street and its Use Clarification – Melissa Pride-Fahs said they are trying to determine the classification for the property under the zoning bylaws. It will be an event center. The Building Inspector said it is a Business Use and items can be stored under Warehousing. Ms. Pride-Fahs said they have a Purchase & Sale Agreement but, in order to get bank approval, they are trying to figure out what can be done to the parking lot. They are trying to figure out if they have enough parking, too much parking, and what the building use is as well. Mr. Olson said the parking regulations are based mainly on what the use is. She said the event center will not be open regular hours and will serve food. It is strictly for a per diem rental; no onsite restaurant/kitchen; food will be brought in. The occupancy is 267 on the old main floor plan. The basement will not be open for Phase I. Mr. Vignaly said knowing what the existing use is does not matter because it hasn’t been in use for two years or more so there is no grandfathering or no non-conformance; they are allowed all uses as noted within the Zoning. It is considered an eating place which is allowed under Business and Industrial Zoning. Mr. Herget said to determine the number of parking spaces, the number of tables and chairs will be needed first. She will meet the Building Inspector before coming to the Planning Board, but was encourage to come to the PB with a sketch to get feedback prior to submitting a SPR.
3. Mr. Rajeshkumar talked about messages on billboards. Ms. Carlson read Section 5.6.k-q. of the Zoning Bylaws that pertains to signs and billboards. Mr. Vignaly said billboards are not allowed to be constructed under our bylaws, but the state permitted the existing billboards and supersedes our bylaws. We cannot do anything about the billboards or the content of the advertising.
4. Discussion of Board’s Consulting Engineer Fee Schedule, Current Contract and Future Plans – VHB’s contract was reviewed. Mr. Olson said they go a good job of protecting the town’s best interest; there have not been any challenges or legal issues. Some towns use small engineering companies that charge less but do not have the expertise that VHB does, e.g., wetland, traffic, legal interpretation, etc. The VHB contract was executed in 2003; and we still have the same rates today. If we put out for a Request for Proposal to see other rates, the rates will be higher by at least 40% for the applicant. It is best for the Planning Board to keep them at the rates that are locked in. The townspeople do not pay for engineering services; the applicants do.
5. An email was received from Mr. Migridichian regarding 70 Hartwell Street, thanking the board for their help in achieving Site Plan Review and Approval.

6. The email inquiry regarding the Worcester County Jail and their exemption from Site Plan Review will be forwarded to the Building Department.

Reports from Other Boards – Mr. Rajeshkumar and Mr. Olson attended the CMRPC meeting. There was discussion from Jonathan Church regarding the WRTA and the possibility of expanding more routes.

Citizens' Comments – None tonight.

Invoices were approved for payment. The draft January 11, 2017 Public Hearing Minutes (70 Hartwell Street) and draft January 11, 2017 regular Meeting Minutes were tabled to February 8th.

A motion was made by Ms. Carlson to adjourn; Mr. Vignaly seconded the motion; all voted in favor; motion approved. The meeting adjourned at 10:30 p.m.

Date Accepted: _____

By: _____
Vincent Vignaly, Clerk

Submitted by: _____
Melanie Rich