



**MEETING MINUTES**  
**September 28, 2016**

Chairman: Christopher Olson

Members Present: Cheryl Carlson, Marc Frieden, Vincent Vignaly

Members Absent: Barur Rajeshkumar

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 meeting at 7:02 p.m.

Wachusett Plaza (184-186 West Boylston Street) Amended Site Plan Review – Patrick Healy (Thompson-Liston) delivered the amended site plan. Upon quick review it was noted that it neglected the crosswalk north to Cumberland Farms. Mr. Healy agreed that it should be included and would be constructed and reflected on the As-Built plan. The Board then signed the plan set and Mr. Healy said he would make the necessary prints and deliver them to Town Hall.

Status of Pending Site Plans and Outstanding As-Built Plans – Mr. Olson noted site plans that are substantially complete, but have still not submitted As-Built drawings and Engineer's Certifications. Mr. Vignaly noted others and offered to compile a list for the Chair to send to the Building Inspector.

ZBA Training Session Update – Mr. Olson explained that Town Counsel reviewed the processes and issues surrounding Special Permits, Variances, and Site Plan Reviews. The slides are available. Mr. Vignaly asked if they covered the process for the ZBA to enact a policy that would require the applicants reimburse the Town for any legal or engineering reviews.

Staff Meeting Update – Mr. Vignaly attended the meeting this morning and reported that the Selectmen are compiling a "wish list" for Holy Cross to consider assisting the town. The basement will be reorganized this Friday and PB files put together at the far end. There will be an open house at the cemetery from 6:30 -10:00 tomorrow morning at the historical chapel building. The architect has been selected for the Senior Center concept plan.

**New Business and Review of Correspondence/Emails:**

Police Station at 141 Sterling Street Site Plan Review Application Submittal – Tony Diluzio (Cardinal Construction) was in attendance and reviewed the submittal package. He submitted an additional Landscape Plan to the set. Mr. Olson asked him to email electronic versions of the plans to the town and to Wayne Amico at VHB. The Board voted to reduce the filing fee to \$450 because it is a town project. The Public Hearing was scheduled for October 26, 2016 at 7:00 and Mr. Diluzio will send the abutter notices and newspaper notice.

Review Concept Design for 70 Hartwell Street, Curtis Industries – Patrick McCarty represented Curtis Industries and reviewed the site improvements. The existing building is about 42,000 sf and was built in 1999, and he is proposing a 110,000 sf addition in the rear. No Variances or waivers to the Zoning Bylaws is proposed. The parking is to be in the rear and will provide Handicapped spaces and will have multiple truck loading areas available. They anticipate 7-10 truck trips per day. These would occur during regular business hours between 7 and 7. The trucks will have adequate space to turn for deliveries. The trash will be in an enclosed area. The storm water treatment system will comply with DEP Storm Water Handbook standards. They believe they only need to file for Site Plan Review with the Planning Board and complete a Stormwater Pollution Prevention Plan for the EPA. The lighting will be shown on a plan and will be full cut-off and shielded. The building will be a standard commercial pre-engineered building having similar coloring as exists at the site currently. The Zoning Map incorrectly shows the zone line going through the middle of this parcel, but it should be corrected to be along the westerly boundary so that the whole parcel is within the Industrial District. Dennis Fitzpatrick of Angell Brook is concerned with the drainage and wants the truck deliveries to be limited to ‘regular daytime working hours’. Mr. McCarty agree that his proposal will take all the comments into consideration. Steve Migridician, the property owner, supported the project as proposed and explained that all utilities are on the site and no digging within Hartwell Street will be needed. Mr. Frieden noted that the typical concerns raised with SPRs are drainage, lighting, screening, and noise. Mr. Vignaly noted that the bylaws require a 30’ vegetated screen between businesses and residences, but could not find the citation.

Public Comments - David Femia, Chair of the ZBA, noted his appreciation of the efforts of the Planning Board for their comments on petitions and support at ZBA meetings.

The Planning Board should review the Zoning Bylaws to discuss portions which may warrant corrections/clarifications and updating for a meeting agenda soon.

Informal discussion with Carol Peterson, Prospect Street, regarding her land off Woodland Street. Her deed conflicts with an abutter’s and she was expecting her surveyor to present a plan tonight. The Board believed submittal of a proper ANR plan should allow the deeds to be corrected.

Reports from Other Boards – Mr. Vignaly said the Open Space Implementation Committee will make report at Town Meeting. They anticipate a final draft to town boards before Town Meeting and will hold a Public Forum the week after Town meeting to get any last comments before finalizing it and submitting it to the Selectmen and the Planning Board for their approvals.

**Review/Approve Payment of Invoices and Review Draft September 14, 2016 Regular Meeting Minutes** – Invoices were approved. Ms. Carlson made a motion to approve the September 14, 2016 regular Meeting Minutes as amended; Mr. Frieden seconded; all voted in favor; motion approved.

A motion was made by Ms. Carlson to adjourn; Mr. Frieden seconded the motion; all voted in favor; motion approved. The meeting adjourned at 8:50 p.m.

Date Accepted: \_\_\_\_\_

By: \_\_\_\_\_  
Vincent Vignaly, Clerk

Submitted by: \_\_\_\_\_  
Vincent Vignaly