

**Planning Board Meeting Minutes**  
**September 18, 2013**

Present: Patricia Rydlak

Member: Jean Vincent and Peter D. Starkus

Staff: Planning Director Alan Gordon and Administrative Assistant Jayne Garney

Not Present: Chairman John McGrath, Planning Board Alternate: Alycia Dzik

**Vice-Chair Patricia Rydlak opened the meeting at 7:20 p.m.**

**Vice-Chair Patricia Rydlak reviewed mail and correspondences**

Ms. Rydlak read a memo from the Selectmen informing all the Board and Commissions that the semi-annual All Boards Meeting is scheduled for October 8<sup>th</sup> at 6:00 p.m. in the Charlton Senior Center.

Ms. Rydlak read a letter from Bay Path Regional Vocational High School thanking the Planning Board for the Tree City USA flag given to them on behalf on the Planning Board.

The Board reviewed other communities' correspondences.

**7:40 p.m. Jennings Site Plan Pre-Application Discussion**

Mr. Russell Jennings was present to discuss a site plan application that he will be proposing to the Board in the near future.

Mr. Russell Jennings discussed the future site plan he is proposing is a large multiple use recreational complex. The complex will be proposed in Charlton with an eventual future phase 2 in Sturbridge.

The proposed driveway will be on Route 49, and Mr. Jennings stated he will need approval by Mass Highway.

Mr. Jennings stated he will be proposing to have a wide variety of sporting events at the recreational complex. The sporting activities he is considering included: archery, zip-lines, mini golf, bike trails, snowboarding, horseback riding, adventure runs, and soccer fields.

Mr. Jennings stated that he has proposed to Recreation Committee Chairman John Perkins Town use of the athletic fields at the complex. Alan Gordon stated that he told both Town Administrator Robin Craver and Conservation Agent/Recreation Agent Staffer Todd Girard of Mr. Jennings offer of field use and they both reacted very favorably of moving forward on this location as opposed to the Sampson Road field proposal discussed and delayed at the May 2013 Town Meeting.

Member Jean Vincent made a motion to send a letter of support to Mass DOT on behalf of the Planning Board supporting the driveway permit application process for Mr. Jennings to get permission to access Route 49 in Charlton for his proposed recreational facility. Member Pete Starkus seconded the motion. All members were in favor.

**Approval-Not-Required**  
**Jennings Road Extension**

Member Pete Starkus made a motion to approve the Jennings Road Extension ANR to adjust lot lines to widen lots. One lot is being eliminated from this subdivision. Member Jean Vincent seconded the motion. All members were in favor.

**Flint Road**

Member Jean Vincent made a motion to approve and ratify the ANR that was previously signed by the Town Planner. Member Pete Starkus seconded the motion. All members were in favor.

**Hannah's Way**

Member Jean Vincent made a motion to approve and ratify the ANR that was previously signed by the Town Planner. Member Pete Starkus seconded the motion. All members were in favor.

**As-Builts:**

**Hannah's Way**

Member Jean Vincent made a motion to approve and sign the final as-built plan for Hannah's Way. Member Pete Starkus seconded the motion. All members were in favor.

**Danforth Lane**

Member Jean Vincent made a motion to approve and sign the final as-built plan for Danforth Lane. Member Pete Starkus seconded the motion. All members were in favor.

**Nardelli Reduced Frontage Lot Special Permit Extension Request**

Member Jean Vincent made a motion to extend the Nardelli Reduced Frontage Lot Special Permit approval to 9-21-2014. Member Pete Starkus seconded the motion. All members were in favor.

**Tucker Farm Estates Subdivision extension request**

Member Jean Vincent made a motion to extend the Tucker Farm Estates Definitive Subdivision plan approval to 10-5-2014. Member Pete Starkus seconded the motion. All members were in favor.

**Ted's Retail Site Plan Discussion**

Town Planner Alan Gordon stated to the Board that Mr. Ted Mroczkowski and Mr. Terek Mroczkowski had both come into the Planning Board Office to verbally ask why they cannot open the driveway entrance at the Stafford Street/Route 20 entrance. Mr. Ted Mroczkowski stated he needs the entrance open because he is losing business because big trucks cannot get in any of the other entrance way.

Mr. Gordon stated to the Board that he explained to both Ted and Terek that as discussed at the public hearing and several times since, it is a traffic engineering safety reason why the entrance is not to be open. Mr. Gordon stated he explained that traffic analysis was reviewed by Conley Associates and their report states that they strongly recommend the closure of the westerly driveway on Stafford Street.

Mr. Gordon stated that discussion ensued, and Mr. Gordon recommended to Mr. Ted and Terek Mroczkowski that if they wish he will set up a meeting with traffic consultant Lloyd Bristol for his professional opinion of the site plan design, in regards to the proposed large trucks not being able to enter the site issue to consider truck circulation options other than the driveway opening.

**Administration****Payroll**

Member Pete Starkus made a motion to approve the payroll vouchers. Member Jean Vincent seconded the motion. All members were in favor.

**Bills**

Member Pete Starkus made a motion to approve the 3 vouchers reviewed. Member Jean Vincent seconded the motion. All members were in favor.

**Planning Board Discussion****Historic Brochures**

Town Planner Alan Gordon stated that the reprints of the historic brochures are in.

The Board received the updated Village District Map, and an updated Zoning Map dated May 20, 2013.

The CMRPC Fall Legislative Breakfast is scheduled for October 25, 2013 from 8:00am to 10:30 am at Union Station. Discussion will be Massachusetts Zoning Reform.

The Town Planner stated that the Building Department has issued 28 building permits since January. Charlton's economic base is picking up.

The Town Planner reminded the Board that the Central Mass. Business Expo is on October 2<sup>nd</sup>. All the Planning Board members were invited to attend.

The next Planning Board meeting is scheduled for October 9.

**August 7, 2013 Minutes**

Member Pete Starkus made a motion to approve the August 7, 2013 minutes as written. Member Jean Vincent seconded the motion. All members were in favor.

Member Pete Starkus made a motion to adjourn. Member Patricia Rydlak seconded the motion. All members were in favor.

**Motion to adjourn at 8:55 p.m.**