

Planning Board Meeting Minutes
September 7, 2016

Present: Chairman Pete Starkus

Members: Patricia Rydlak, Jean Vincent, Ross Lemansky

Planning Board Alternate: Pete Boria

Staff: Planning Director Alan Gordon, Administrative Assistant Jayne Garney

Not Present: Alycia Dzik

Pete Starkus opened the meeting at 7:00 pm.

Mr. Starkus reviewed bills.

Member Patricia Rydlak made a motion to approve payment for vouchers. Member Ross Lemansky seconded the motion. All members were in favor.

Mr. Starkus reviewed payroll.

Member Ross Lemansky made a motion to approve vouchers for payroll. Member Patricia Rydlak seconded the motion. All members were in favor.

7:15 pm. Otis Land Management, LLC Site Plan Application

Chairman Pete Starkus read the public hearing notice.

Engineer Frank Bicchieri of Bertin Engineering stated applicant Mr. Ralph Nichols is proposing to revise a previously approved site plan for his 12.69 acre property on the north side of Route 20 at the intersection of Route 20 and Route 169.

The Otis Land Management, LLC site plan application proposal is to develop a business park. The business park is proposed for a 9,000 s.f. office building, 20,800 s.f. warehouse, 9,600 s.f. oil bulk storage building, and a 30,400 s.f. commercial self-storage facility located off Griffin Road.

Mr. Bicchieri stated Mr. Nichols will re-locate his existing oil delivery business currently located on Route 169.

The Board reviewed the Graves Engineering, Inc. peer review dated August 31, 2016 with 62 peer review comments.

Chairman Pete Starkus asked if anyone from the public would like to speak.

Abutter Karen Fierro of 3A Sturbridge Road is worried about the detention basin being close to her well, and concern with possible water getting into her basement. Engineer Frank Bicchieri of Bertin Engineering, Inc. explained the process of the detention basin.

Abutter Candice Thompson of 8 Griffin Road has concern with the trucks using Griffin Road.

Applicant Ralph Nichols explained he wants to be a good neighbor, and any concerns he would like abutters to come to him with any issues.

Planning Director Alan Gordon stated that Dist. 3 Mass. DOT would like to review traffic information prior to approval.

Planning Director Alan Gordon read a letter from abutter Kim Burlingame dated 9-7-16 with her concerns.

Planning Director Alan Gordon read a letter from Curt Meskus stating fire sprinklers will be needed for certain size buildings.

Member Ross Lemansky made a motion to continue the public hearing to October 5, 2016. Member Patricia Rydlak seconded the motion. All members were in favor.

Planning Board Discussion

Discussion with Nancy Jackson and Cynthia Cooper on a proposed zone change for three properties that are land-locked near Route 20 from Agricultural (A) to Industrial-General (IG).

Planning Director Alan Gordon asked Ms. Jackson the name of the company she is representing. Ms. Jackson stated she cannot answer that.

Present for the discussion was Cynthia Cooper. Her son, Peter Cooper Jr. owns one of the parcels that are proposing a zone-change. Ms. Cooper stated for the record, she is representing herself, not her son, or any other Board or Commission. Ms. Cooper stated she is in favor of the proposed zone change.

Discussion ensued with Nancy Jackson stating she cannot state what company she is discussing a proposed zone change with. Mr. Gordon stated this is the first step needed, before proposing a zone change. He stated with any zone change, the

Planning Board needs to know who the applicant is and what type of land use is being proposed.

Each Board member spoke, agreeing that they cannot support such a large-scale zoning map revision without knowing what type of industrial land use is being proposed. The Board members also expressed concern that the parcels are land-locked and that the neighborhood residents might not support such a change from residential to all Industrial General (IG), due to the current Casella potential water contamination concerns.

The Board thanked both Nancy Jackson and Cindy Cooper for attending the meeting.

Chapter 61A Release Notifications

The Board reviewed five Chapter 61A release notifications submitted by Attorney Michael Meloche and Attorney Kathleen Neal pertaining to properties owned by the Estates of Kendall G. Nylin (four properties) and are property owned by Jeffrey and Lori Richardson.

Member Patricia Rydlak made a motion to recommend that the Board has no objection to the Town of Charlton choosing not to exercise the right of first purchase of all five parcels. Member Jean Vincent seconded the motion. All members were in favor.

7:30 pm. Zoning By-Law Revision Discussion/Warrant Articles

Mr. Kevin Paicos, interim Water/Sewer Dept. Controller was present to discuss the proposed zoning by-law revision pertaining to installation of water and/or sewer system pump stations and infrastructure lines.

The Board reviewed the draft zoning by-law amendment to Section 200-3.2 Use Regulation Schedule on sewer pump stations and appurtenances as follows:

The Board reviewed Section 200-3.2, Use Regulations, Part B. Use Regulation Sub-Section (6) Communications, Transportation, and Public Utility Uses line (q) by deleting the words “that the height of the structure shall not exceed seventy-five (75) feet”, and by deleting the word “three Hundred (300)” and substituting therefor the word “one hundred (100) and by deleting the word “twice”, and by deleting the letter “P” in a BEP district and substituting therefore the letter “Y”.

The Board reviewed the zoning by-law Section 200-3.2 Use Regulations, Part B. Use-Regulation Schedule, Sub-Section (6) Communications, Transportation, and Public Utility Uses line (r) by deleting the words “three hundred (300)” and substituting therefore words “one hundred (100), and by deleting the words “provided that the minimum setback from lot lines specified in sec. 200-3.2D or a setback equal to the height of the pumping station structure, whichever is greater shall apply.

The Board reviewed Section 200-3.2 Use Regulations, Part B. Use Regulation Schedule Sub-Section (6) Communications, Transportation and Public Utility Uses by adding a new line (u) to read as follows:

(u) Sewer pump stations and appurtenances.

And to place the letter “y” designating by-right usage under all Districts for line (u) Sewer pump stations and appurtenances.

The Board reviewed Section 3.2 Part D. Intensity of Use Schedule, by adding a new footnote #10 to read as follows:

10 Minimum performance standards as retailed in the Intensity of Use Schedule are hereby not applicable to sewer pump stations and appurtenances.

Member Ross Lemansky made a motion to submit and sponsor the proposed zoning by-law amendments on behalf of the Water/Sewer Commission to be placed on the special fall town meeting warrant. Member Patricia Rydlak seconded the motion. All members were in favor.

7:45 pm. Planning Board Permit Administration:

Ted’s Retail Site Plan Approval-Annual Approval Extension

Member Ross Lemansky made a motion to approve Ted’s Retail Site Plan one-year site plan approval extension to 9-24-17. Member Patricia Rydlak seconded the motion. All members were in favor.

Jennings Road Ext.-Annual Definitive Subdivision Plan Approval Extension Request

Member Ross Lemansky made a motion to approve Jennings Rd. Ext. definitive subdivision one-year approval extension to 9-15-17. Member Jean Vincent seconded the motion. All members were in favor.

Village District Planning-Complete Streets Program

Planning Director Alan Gordon stated he had a productive working meeting with Mr. Mike Andrade from Graves Engineering, Inc. and Highway Superintendent Gerry Foskett. Mr. Gordon stated they walked the Village District to review and map where future sidewalks would be located and existing sidewalks could be improved.

Mr. Gordon showed the Planning Board a map that they marked up for future sidewalks. The Board was in favor of all the marked areas for future sidewalks.

Planning Director Alan Gordon stated he spoke with Highway Superintendent Gerry Foskett on his concerns with the proposed Charlton Complete Streets Policy Statement. Mr. Gordon stated he also spoke with CMRPC Complete Streets Planner Dan Daniska, resulting in a revision to the policy. The revisions focus on the Village District section, not Town-wide.

Member Ross Lemansky made a motion to approve the draft Town of Charlton Complete Streets Policy Statement to be placed on the Selectmen's agenda for acceptance. Member Jean Vincent seconded the motion. All members were in favor.

Tree House Site Plan Field Revision

The Board reviewed the Graves Engineering, Inc. peer review dated September 7, 2016.

Member Jean Vincent made a motion to approve the field revision to the proposed Tree House Brewing Site Plan permit pertaining to a field adjustment to the upper parking lot and upper building entrance area due to ledge locations, with Graves Engineering, Inc. review dated September 7, 2016. Member Patricia Rydlak seconded the motion. All members were in favor.

Planning Board Discussion:

Planning Director Alan Gordon stated he has an applicant of a site plan that is overdue to pay their Graves Engineering, Inc. review.

Member Ross Lemansky made a motion to extend and the Graves Engineering review bill until September 14, 2016. If the payment is not received, the \$50.00 a day late fee will be in effect. Member Patricia Rydlak seconded the motion. All members were in favor.

Minutes:**May 11, 2016**

Member Jean Vincent made a motion to approve the May 11, 2016 minutes. Member Ross Lemansky seconded the motion. All members were in favor.

May 18, 2016

Member Jean Vincent made a motion to approve the May 18, 2016 minutes. Member Ross Lemansky seconded the motion. All members were in favor.

June 1, 2016

Member Pete Boria made a motion to approve the June 1, 2016 minutes. Member Ross Lemansky seconded the motion. All members were in favor, with Jean Vincent abstaining because she was not present at the meeting.

June 15, 2016

Member Jean Vincent made a motion to approve the June 15, 2016 minutes. Member Patricia Rydlak seconded the motion. All members were in favor.

Member Jean Vincent made a motion to adjourn at 9:15 pm. Member Pete Boria seconded the motion. All members were in favor.

Motion to adjourn at 9:15 pm.