

Planning Board Meeting Minutes
October 13, 2021

Specified information and the general guidelines for the remote participation by members of the public and/or parties with a right and/or required to attend this meeting could be found on the Town of Charlton website:

www.townofcharlton.net

Present: Chair Ross Lemansky, John Smith, Jean Vincent, Don Clay, Bill Fontaine, Planning Board Alternate Alycia Dzik

Staff Members: Planning Director Randy Benson and Administrative Assistant Jayne Garney

Chair Ross Lemansky called the meeting to order at 7:00 p.m.

7:00 p.m. FY2022 Graves Engineering, Inc. Annual Peer Review Contract

Member Jean Vincent made a motion to accept and sign the annual Graves Engineering, Inc. FY2022 Contract. Member Don Clay seconded the motion.

Roll Call Vote: Jean Vincent-aye, Don Clay-aye, John Smith-aye, Bill Fontaine-aye, Ross Lemansky-aye. Motion Approved.

7:05 p.m. Planning Board Administration:

Comerford, LLC-Green Boys Site Plan Annual Approval Extension Request

Member Jean Vincent made a motion to approve Green Boys Site Plan annual approval extension to 11-4-2033. Member Don Clay seconded the motion.

Roll Call Vote: Jean Vincent-aye, Don Clay-aye, John Smith-aye, Bill Fontaine-aye, Ross Lemansky-aye. Motion Approved.

Otis Land Management, LLC-4 Sturbridge Road Site Plan Annual Approval Extension Request

Member Don Clay made a motion to approve the 4 Sturbridge Road Site Plan Annual Approval Extension to 10/2/2022. Member Jean Vincent seconded the motion.

Roll call vote: Jean Vincent-aye, Don Clay-aye, John Smith-aye, Bill Fontaine-aye, Ross Lemansky-aye. Motion Approved.

Charlton Realty Co, LLC-299 Sturbridge Road Site Plan Annual Approval Extension Request

Member Don Clay made a motion to approve the 299 Sturbridge Road Site Plan Annual Approval Extension to 10/23/2022. Member Jean Vincent seconded the motion.

Roll call vote: Jean Vincent-aye, Don Clay-aye, Bill Fontaine-aye, John Smith-aye, Ross Lemansky-aye. Motion Approved.

GA Building & Properties-Ponnakin Hill Definitive Subdivision Annual Approval Extension-off Ponnakin Hill Road

Member Bill Fontaine made a motion to the Ponnakin Hill Definitive Subdivision Annual Approval Extension Request to 10/23/2022. Member Jean Vincent seconded the motion.

Roll call vote: Bill Fontaine-aye, Jean Vincent-aye, Don Clay-aye, John Smith-aye, Ross Lemansky-aye. Motion Approved.

ADMASS 2. LLC-Green Gold Group-Parking Lot Paving Extension Request-5 Masonic Home Road

James McMahon stated he is having difficulties hiring a company to pave the parking lot at 5 Masonic Road.

Member Don Clay made a motion to extend the Green Gold Group extension request to May 30, 2022. Member Bill Fontaine seconded the motion.

Roll call vote: Don Clay-aye, Bill Fontaine-aye, Jean Vincent-aye, John Smith-aye, Ross Lemansky-aye. Motion Approved.

Property Solution Real Estate & Contracting, LLC-Hammond Hill Road Common Driveway/Reduced Frontage Lot Special Permit Field Modification Discussion on Driveway

Planning Director Randy Benson reviewed the 7/23/2021 Graves Engineering, Inc. Peer review letter.

Planning Director Randy Benson reviewed a letter from Fire Inspector Dennis Carlson dated 9/18/21 stating the driveway configuration is sufficient with the Fire Department.

Planning Director Randy Benson reviewed a letter from Building/Zoning Enforcement Officer Curtis Meskus dated 10/4/2021 stating he visited the 28 Hammond Hill Road property and the grindings are a suitable topping for the driveway department regulations.

Member Bill Fontaine made a motion to approve the 28 Hammond Hill Road Common Driveway/Reduced Frontage Lot Special Permit Field Modification on Driveway. Member Jean Vincent seconded the motion.

Roll call vote: Bill Fontaine-aye, Jean Vincent-aye, Don Clay-aye, Bill Fontaine-aye, Ross Lemansky-aye. Motion Approved.

7:15 p.m. Approval-Not-Required:

Jennings-Brookfield Road

Member Don Clay made a motion to approve the Brookfield Road ANR for applicant Iris Jennings to correct a lot line adjustment. Member Jean Vincent seconded the motion.

Roll call vote: Members Don Clay-aye, Jean Vincent-aye, Bill Fontaine-aye, John Smith-aye, Ross Lemansky-aye. Motion Approved.

McClure Engineering-Conlin Road (Charlton/Oxford)

Planning Director Randy Benson stated because the ANR's property is located in both Oxford and Charlton, both Planning Boards are required to review and sign the ANR. The Oxford Planning Board has already signed the ANR.

Member John Smith made a motion to approve the Conlin Road ANR for McClure Engineering, Inc. Member Bill Fontaine seconded the motion.

Roll call vote: Don Clay-aye, Bill Fontaine-aye, John Smith-aye, Jean Vincent-aye, Ross Lemansky-aye. Motion Approved.

7:15 p.m. Public Hearing-(Continued) Bluewater Bay Development, LLC-Site Plan Application and Special Permit for a proposed Warehouse Distribution Facility located at 53 Sturbridge Road (Route 20) and 0 Sturbridge Road (Route 169) to allow a building height of greater than 36 feet but no more than 110 feet in the Business Enterprise Park (BEP) Zone on a lot of 75 acres or more.

Ms. Escamilla reviewed the proposed future schedule of approvals for the project. October 2021- MEPA will be submitted.

November 2021-TIF Approval at the Fall Town Meeting.

February 2022-MEPA Approval

March 2022-MassDOT Approval

August 2023-Completion Date

Ms. Kelly Hwang; BL Co, presented the Architect design of the proposed Amazon Building. Mr. Bill Fontaine asked how high the ceilings are being proposed.

Kelly Hwang stated the floor height is 9' 4". The ground level is 22 to 23 feet because there are multiple chutes proposed on the floor.

She stated there are 2 illuminating lights proposed on the building. She stated one will be at the main entrance, and one at the west side corner of the building.

Mr. John Perry stated the signs are shown on the site plan.

He stated you will be able to see the Logo on Route 20 from East & West.

Member Jean Vincent asked what size the sign is.

Mr. Perry stated the proposed tenant logo sign is 12x8.

Planning Director Randy Benson stated all signs must follow 200-5.6 of the Charlton Zoning Bylaw for sign regulations.

Member John Smith questioned the color choices for the building. He stated because of the height of the building, could colors blend with the background.

Project manager Alex Escamilla reviewed the proposed TIF.

TIF for 20 years \$65,592,750

TIF Proposed includes:

\$5,300,000 for Route 20 & 169 Improvements

\$1,500,000 Sidewalks & street repair

\$750,000 Recreation

\$1,500,000 STEM Education Initiative

\$780,000 Fire Dept. Equipment & Training

\$400,000 Capen Hill Nature Sanctuary Agreement

Ms. Escamilla stated there will be Informational Sessions from October 13 through November 10. Wednesday's @ 5:00 p.m. and Thursday's @ 12:30 p.m.

The Meeting ID: 507-251-8655.

<https://us06web.zoom.us/j/5072518655>

Ms. Alex Escamilla stated the information will be posted on Charlton's website.

Ms. Escamilla also stated if anyone has any questions please email questions to:

projectpatriot@bluewaterpg.com

The Board discussed the Police Chief's letter dated 10/12/2021.

Chief Dowd has concern with police needs when adding large scale projects to Town.

Chief Dowd also has concern with the Route 20/169 Cady Brook Bridge. The Bridge has structural issues. The railings have been replaced with snow fencing due to the rot.

The Planning Board Members discussed and agreed with Chief Dowd's concerns.

Member Jean Vincent made a motion to continue public hearing until October 27, 2021. Member John Smith seconded the motion.

Roll call vote: Jean Vincent-aye, Don Clay-aye, John Smith-aye, Bill Fontaine-aye, Ross Lemansky-aye. Motion Approved.

9:15 p.m. Other Business-Unknown at time of posting

Planning Director Randy Benson stated Tucker Farm Definitive Subdivision was approved, but the plans need to be signed.

The Board all signed the approved Tucker Farm Definitive Subdivision plans.

Member Jean Vincent made a motion to adjourn. Member Don Clay seconded the motion.

Roll call vote: Jean Vincent-aye, Bill Fontaine-aye, Don Clay-aye, John Smith-aye, Alycia Dzik-aye, Ross Lemansky-aye. Motion Passes, adjourn @ 9:15 p.m.