

Town of Auburn, Massachusetts  
Minutes of the Meeting  
Planning Board  
Auburn Town Hall Planning Board Meeting Room  
April 14, 2020- 6:00p.m.

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**Members Present:** Wendy Steinhilber, John Regan, Scott Wrenn, Ron Brooks and Steven Chambers

**Members Absent:** Nicholas Lynch

**Also Present:** Adam Menard - Town Planner, Rachel Pressey - Staff Assistant

Ms. Steinhilber called the meeting to order at 6:00 pm. and provided remote participation instructions for meeting attendees and access information for interested viewers. The Town cable staff recorded the meeting.

**ANR:**

**Auburn Mall - 385 Southbridge Street**

Todd Brodeur of Fletcher Tilton informed the Board that the setbacks along Brotherton Way and the Massachusetts Turnpike have been increased to meet zoning requirements.

Motion made at 6:15 p.m. to approve the ANR Plan by Mr. Chambers, seconded by Mr. Brooks; roll call vote: Mr. Brooks, Yes; Mr. Regan, Yes; Mr. Chambers, Yes; Ms. Steinhilber, Yes - **motion passed 4 -0.**

**Minutes:**

**03-10-2020**

Motion made at 6:16 p.m. to approve the March 10, 2020 Planning Board Meeting minutes by Mr. Regan, seconded by Mr. Chambers; roll call vote: Mr. Brooks, Yes; Mr. Regan, Yes; Mr. Chambers, Yes; Ms. Steinhilber, Yes - **motion passed 4 -0.**

**Site Plan Modification:**

**Patrick Lundgren - 117 Washington Street**

Brian Nelson of Metrowest Engineering shared plans to relocate the dumpster pad from the southeast corner of the building to the southeast corner of the parking area.

Mr. Brooks asked if there are any residential properties located near the new location. Ms. Steinhilber suggested increasing screening with two additional fence panels.

Mr. Nelson stated that there are two accessory building located near the proposed location, but no abutting residential properties.

Motion made at 6:20 p.m. to accept the proposal as a minor modification by Mr. Brooks, seconded by Mr. Regan; roll call vote: Mr. Chambers, Yes; Mr. Brooks, Yes; Mr. Regan, Yes; Ms. Steinhilber, Yes - **motion passed 4 -0.**

Motion made at 6:21 p.m. to approve the minor modification, with 2 additional fence panels by Mr. Brooks, seconded by Mr. Regan; roll call vote: Mr. Chambers, Yes; Mr. Brooks, Yes; Mr. Regan, Yes; Ms. Steinhilber, Yes - **motion passed 4 -0.**

**Decision:**

**ANR Fee Penrose Property - Mary D Stone School**

Mr. Menard informed the Board that Town administration is working with the Mary D. Stone School developer to reduce the fees associated with the senior, affordable housing development. Mr. Menard asked the Board to consider waiving the \$250.00 ANR Plan fee.

Mr. Chambers asked if there would be additional fees waiver requests.

Mr. Menard stated that the ANR Plan fee would be the only Planning Board fee waiver request.

Motion made at 6:23 p.m. to waive the ANR fee by Mr. Brooks, seconded by Mr. Chambers; roll call vote: Mr. Brooks, Yes; Mr. Regan, Yes; Mr. Chambers, Yes; Ms. Steinhilber, Yes - **motion passed 4 -0.**

**Public Hearings:**

**SZLL Realty, LLC, a Definitive Subdivision Plan, for a thirteen (13) lot single-family home development on property located at 178 Hampton St. and 19 Eaton Avenue. Map 12, Parcel 120.**

Mr. Wrenn recused himself from the public hearing.

Attorney Donald O'Neil informed the Board that the stormwater report peer review was delayed, due to the reviewer requiring paper copies of the hydrology calculations. Mr. O'Neil asked Mr. Menard to reach out to Graves Engineering to accelerate peer review.

Motion made at 6:30 p.m. to continue the public hearing to the April 28, 2020 Planning Board meeting by Mr. Chambers, seconded by Mr. Brooks; roll call vote: Mr. Chambers, Yes; Mr. Brooks, Yes; Mr. Regan, Yes; Ms. Steinhilber, Yes - **motion passed 4-0.**

**CGT Inc., requesting a Special Permit and Site Plan Approval under 3.9.2.2 of the Auburn Zoning Bylaw for a drive thru coffee shop located at 711 Southbridge Street, Auburn, MA Map 61 Parcel 37.**

Mr. Menard informed the Board that the applicant is working with the Massachusetts Department of Transportation on an access point.

Motion made at 6:34 p.m. to continue the public hearing to the April 28, 2020 Planning Board meeting by Mr. Chambers, seconded by Mr. Wrenn; roll call vote:

Mr. Chambers, Yes; Mr. Wrenn, Yes; Mr. Brooks, Yes; Mr. Regan, Yes; Ms. Steinhilber, Yes - **motion passed 5 -0.**

**Recess:**

Motion made at 6:38 p.m. to take a 21 minute recess by Mr. Brooks, seconded by Mr. Regan; roll call vote: Mr. Chambers, Yes; Mr. Wrenn, Yes; Mr. Regan, Yes; Mr. Brooks, Yes; Ms. Steinhilber, Yes - **motion passed 5 -0.**

**Public Hearings (cont.):**

**S+K Development LLC, request for a Special Permit for Earth Removal under Chapter 12.16 of the Auburn General Bylaw, to for removal of earth at 373 Oxford Street N, Auburn MA, Map40 Parcel 69**

Motion made at 7:09 p.m. to open the public hearing by Mr. Brooks, seconded by Mr. Regan; roll call vote: Mr. Chambers, Yes; Mr. Wrenn, Yes; Mr. Brooks, Yes; Mr. Regan, Yes; Ms. Steinhilber, Yes - **motion passed 5-0.**

Michael Scott of Land Design Collaborative shared plans to level a 1.8-acre single-family home property, by removing approximately 20,750 cubic yards of material. Earth removal would take approximately one to two months to complete, with material screened onsite and trucked offsite.

Mr. Brooks asked if the plan proposed removing loam from the site and expressed concerns about runoff.

Mr. Regan asked how long it would take to restabilize the site and suggested erosion matting along the 3-to-1 slope and a barrier along Oxford Street North.

David Sampson of 24 Reithel Street asked about the debris controls during the removal process, how many truckloads would be needed for removal, the proposed construction and restabilization timelines, how to ensure the project is in compliance and abutters are satisfied with the result.

Mr. Scott informed the Board that construction should take one to two months, water will be sprayed during the removal process to prevent debris from leaving the site, the loam would be left onsite for restabilization and would begin immediately post removal, with a few weeks required to become effective. The southern side of the property will be sloped and a berm built on the northern side to ensure drainage remains onsite.

Mr. Regan stated it would take approximately 830 truckloads to remove the material and asked if the material could be processed offsite. Mr. Regan also asked if the site would be hydroseeded, if the sedimentation basin along the southwest corner would be removed once restabilized, and raised concerns about Oxford Street North runoff.

Mr. Brooks asked about Reithel Street elevation and street frontage, and expressed interest in doing a site visit prior to approval.

Ms. Steinhilber asked if there were plans to build on the leveled site and suggested conditioning approval prohibiting Reithel Street use for construction vehicles.

Mr. Scott explained that there are no plans to build on the site at this time, the sediment basin would be filled once restabilized, the elevation on the front side of the property will be 5-6 feet above road grade and the rear will be approximately 20 feet.

Mr. Menard informed the Board that there is approximately 277 feet of Reithel Street frontage, the plan is being peer reviewed, and paraphrased the earth removal bylaw; permitting the Planning Board to require that a 50-foot buffer strip shall be maintained at all boundaries and not excavated if they feel such a requirement is warranted

Motion made at 7:38 p.m. to continue the public hearing to the May 12, 2020 Planning Board meeting by Mr. Brooks, seconded by Mr. Regan; roll call vote: Mr. Chambers, Yes; Mr. Wrenn, Yes; Mr. Brooks, Yes; Mr. Regan, Yes; Ms. Steinhilber, Yes - **motion passed 5 -0.**

**Robert Lemansky LARE RT, request for a Special Permit for a drive-up facility under 3.9.2.2 of the Auburn Zoning Bylaw, to allow a drive-thru on property located at 717 Southbridge St., Auburn, MA, Map 60, Parcel 80**

Motion made at 7:39 p.m. to open the public hearing by Mr. Brooks, seconded by Mr. Wrenn; roll call vote: Mr. Chambers, Yes; Mr. Regan, Yes; Mr. Wrenn, Yes; Mr. Brooks, Yes; Ms. Steinhilber, Yes - **motion passed 5-0.**

Robert Lemansky informed the Board that the 717 Southbridge Street Special Permit for a drive-up facility was granted to the business tenant and asked the Board to grant a Special Permit to the property owner; making the site more marketable.

Mr. Brooks asked about potential use changes on the property.

Ms. Steinhilber stated that change of use would require Planning Board approval.

Motion made at 7:47 p.m. to close the public hearing by Mr. Wrenn, seconded by Mr. Regan; roll call vote: Mr. Chambers, Yes; Mr. Regan, Yes; Mr. Brooks, Yes; Mr. Wrenn, Yes; Ms. Steinhilber, Yes - **motion passed 5-0.**

Motion made at 7:47 p.m. to approve the Special Permit by Mr. Wrenn, seconded by Mr. Chambers; roll call vote: Mr. Brooks, Yes; Mr. Regan, Yes; Mr. Wrenn, Yes; Mr. Chambers, Yes; Ms. Steinhilber, Yes - **motion passed 5-0.**

**Eastland Partners, Inc., request for site plan approval under Section 3.2.2.1 and 5.4 of the Auburn Zoning Bylaw for a two family dwelling on property located at 23-25 Albert St., Auburn MA, Map 65 Parcel 42**

Motion made at 7:48 to open the public hearing by Mr. Brooks, seconded by Mr. Regan. Roll call - Mr. Chambers, Yes; Mr. Wrenn, Yes; Mr. Brooks, Yes; Mr. Regan, Yes; Ms. Steinhilber, Yes - **motion passed 5-0.**

Clay Williams of Eastland Partners shared plans to build a two-family duplex, with 2 bedrooms in each unit, on a 69,000 square foot lot, meeting frontage and lot size requirements. The proposed two-family dwelling has received commitment from the

Auburn Water District and the Sewer Department, with a Zoning Board of Appeals Special Permit pending.

Mr. Chambers asked if the property would have deed restrictions.

Mr. Williams stated that there would not be deed restrictions, but the property is designed to attract an older population.

Mr. Regan asked about the distance between the units' sewer lines and the depth differential between the floor and garage slabs.

Stephen O'Connell of Turning Point Engineering explained that there is a one-foot difference between the floor and garage slabs, eight feet between the units sewer lines, adding that condominium documents will be drafted, splitting ownership entities down the party wall.

Eileen Lessard of 11 Blaker Street asked if there would be an additional access road for emergency vehicles and future development in the area.

Mr. Williams said this property would front on Blaker Street and future development will be discussed at a future Zoning Board of Appeals meeting, at which time, abutters would be notified.

Motion made at 8:03pm to continue the public hearing to the April 28, 2020 Planning Board meeting by Mr. Regan, seconded by Mr. Brooks. Roll call - Mr. Chambers, Yes; Mr. Wrenn, Yes; Mr. Regan, Yes; Mr. Brooks, Yes; Ms. Steinhilber, Yes - **motion passed 5- 0.**

**Applicant: Eastland Partners, Inc., request for site plan approval under Section 3.2.2.1 and 5.4 of the Auburn Zoning Bylaw for a two family dwelling on property located at 27-29 Albert St., Auburn MA, Map 65 Parcel 52**

Motion made at 8:04 to open the public hearing by Mr. Regan, seconded by Mr. Wrenn. Roll call - Mr. Chambers, Yes; Mr. Regan, Yes; Mr. Brooks, Yes; Mr. Wrenn, Yes; Ms. Steinhilber, Yes - **motion passed 5-0.**

Mr. Williams informed the Board that the proposed duplex would mirror the 23-25 Albert Street duplex in lot size, dwelling size, and water and sewer uses, with only the property numbers and access driveways differing.

Mr. Regan asked the elevation differential between the garage and floor slabs.

Stephen O'Connell stated that there is a 6-inch elevation differential between the garage and floor slabs, meeting code requirements.

Motion made at 8:06pm to continue the public hearing to the April 28, 2020 Planning Board meeting by Mr. Regan, seconded by Mr. Brooks. Roll call - Mr. Chambers, Yes; Mr. Wrenn, Yes; Mr. Regan, Yes; Mr. Brooks, Yes; Ms. Steinhilber, Yes - **motion passed 5-0 .**

**Eastland Partners, Inc., request for site plan approval under Section 3.2.2.1 and 5.4 of the Auburn Zoning Bylaw for a two family dwelling on property located at 28-30 Albert St., Auburn MA, Map 65 Parcel 70**

Motion made at 8:06 to open the public hearing by Mr. Brooks, seconded by Mr. Regan. Roll call - Mr. Chambers, Yes; Mr. Regan, Yes; Mr. Wrenn, Yes; Mr. Brooks, Yes; Ms. Steinhilber, Yes - **motion passed 5-0.**

Mr. Williams informed the Board that this property mirrors the two previous hearing properties, with an elevation difference of 6-inches between the garage and floor slabs..

Mr. Regan suggested increasing the manhole from four feet to five feet to accommodate the shared use of both units. Mr. Brooks recommended separate manholes to avoid service disruption during repairs.

Motion made at 8:10pm to continue the public hearing to the April 28, 2020 Planning Board meeting by Mr. Brooks, seconded by Mr. Chambers. Roll call - Mr. Chambers, Yes; Mr. Brooks, Yes; Mr. Wrenn, Yes; Mr. Regan, Yes; Ms. Steinhilber, Yes - **motion passed 5-0 .**

**Eastland Partners, Inc., request for site plan approval under Section 3.2.2.1 and 5.4 of the Auburn Zoning Bylaw for a two family dwelling on property located at 31-33 Albert St., Auburn MA, Map 65 Parcel 68**

Motion made at 8:13 to open the public hearing by Mr. Chambers, seconded by Mr. Regan. Roll call - Mr. Chambers, Yes; Mr. Wrenn, Yes; Mr. Brooks, Yes; Mr. Regan, Yes; Ms. Steinhilber, Yes - **motion passed 5-0.**

Mr. Regan asked what type of materials would be used for the island above the sewer line.

Mr. O'Connell explained that the island would be constructed of pavement, with anticipation of mulch and plantings within.

Motion made at 8:14pm to continue the public hearing to the April 28, 2020 Planning Board meeting by Mr. Chambers, seconded by Mr. Regan. Roll call - Mr. Chambers, Yes; Mr. Wrenn, Yes; Mr. Brooks, Yes; Mr. Regan, Yes; Ms. Steinhilber, Yes - **motion passed 5-0 .**

**Webster Five Cents Savings bank, request for site plan modification under section 3.2.6.0 of the Auburn Zoning bylaw for a corporate bank office building on property located at 31 & 35 Millbury St., Auburn MA, Map 42 Parcel 21 & 32**

Motion made at 8:15 to open the public hearing by Mr. Brooks, seconded by Mr. Wrenn. Roll call - Mr. Regan, Yes; Mr. Chambers, Yes; Mr. Wrenn, Yes; Mr. Brooks, Yes; Ms. Steinhilber, Yes - **motion passed 5-0.**

Todd Brodeur of Fletcher Tilton shared site plan modifications including upgraded lighting, a parking lot reduction, an increase in landscaping, including 4 new landscaping islands, and improvements to the exterior facade, which are currently under peer review.

Randy Miron of Bohler Engineering informed the Board that the western side of the parking lot, along the wetlands will be removed and replaced with landscaping, reducing parking from 259 to 181 spaces. The proposed plan meets zoning

regulations, Massachusetts Department of Environmental Protection stormwater management regulations, and a Notice of Intent has been filed with the Conservation Commission. Mr. Miron also proposed a 1,300 square foot addition to the building entrance and new erosion controls of silt fence and hay bales along the downstream side of the project.

Mr. Chambers asked about the number of employees, customers, and deliveries expected, if there are pedestrian safety features in the loading area, and if the dumpster will be accessed through the rear loading area.

Mr. Brodeur explained that the site would be the bank's corporate headquarters, with approximately 125 employees, no retail services available for customers, and a limited number of parking spaces are proposed in the front of the property for visitors. Mr. Miron added that there is no formal loading dock, as no heavy loading is expected on site. Most delivery vehicles will park along the front entrance utilizing the vestibule and the rear loading area will be used for shredding and branch related needs.

Mr. Chambers suggested safety features for pedestrians at the rear loading area. Mr. Brooks agreed, adding that a pedestrian crosswalk or cross-hatching should be included.

Mr. Regan stated that the rear sewer line along Millbury Street is transite; not clay, and runs behind the curbing and not through the center of Millbury Street. Mr. Regan also suggested increases the boilerplate processed gravel from 9-inches to 12, safety yellow painting of the bollards, 6-inches of 3-quarter stone in the utility trench, with sand above the water line. Mr. Regan also asked if the Auburn Fire Departments water service concerns have been addressed and if there is a second water line going to the building.

Mr. Miron shared plans to relocate the Fire Department connection near the ADA parking spaces area, bringing it closer to the fire hydrant.

No public comment

Motion made at 8:50pm to continue the public hearing to the April 28, 2020 Planning Board meeting by Mr. Regan, seconded by Mr. Brooks. Roll call - Mr. Chambers, Yes; Mr. Wrenn, Yes; Mr. Brooks, Yes; Mr. Regan, Yes; Ms. Steinhilber, Yes - **motion passed 5 -0.**

### **Discussion:**

#### **Paul Kosky - Planning Board**

Ms. Steinhilber asked the Board to recognize the passing of long-time Planning Board member Paul Kosky.

### **Adjournment**

Motion made at 8:52pm to adjourn by Mr. Regan, seconded by Mr. Brooks. Roll call - Mr. Chambers, Yes; Mr. Brooks, Yes; Mr. Regan, Yes; Mr. Scott, Yes; Ms. Steinhilber, Yes - **motion passed 5 -0.**

Next meeting will be April 28, 2020 at 7:00 PM.

Respectfully Submitted,

Rachel Pressey, Staff Assistant to the Town Manager.

To access video playback of the Planning Board meetings, please visit [www.auburnguide.com](http://www.auburnguide.com) and click the "Playback of Government Meetings" link on the homepage.

### **Planning Board Packet Documents**

- Special Permit Application - 27-29 Albert Street
- Special Permit Narrative - 27-29 Albert Street
- Building Permit Plan - 27-29 Albert Street
- Special Permit Application - 28-30 Albert Street
- Special Permit Narrative - 28-30 Albert Street
- Building Permit Plan - 28-30 Albert Street
- Special Permit Application - 31-33 Albert Street
- Special Permit Narrative - 31-33 Albert Street
- Building Permit Plan - 31-33 Albert Street
- Special Permit Narrative - 23-25 Albert Street
- Building Permit Plan - 23-25 Albert Street
- Decision - 314 Washington Street
- Special Permit Application - 373 Oxford Street North
- Special Permit Narrative - 373 Oxford Street North
- Site Plan - 373 Oxford Street North
- Planning Board Meeting Minutes - March 10, 2020
- Trucking Schedule - 476 Leicester Street
- Installation Schedule - 476 Leicester Street
- Special Permit Application - 717 Southbridge Street
- Site Plan - 717 Southbridge Street
- Site Plan Application - 31 & 35 Millbury Street
- Site Plan Narrative 31 & 35 Millbury Street
- Site Plan - 31 & 35 Millbury Street
- Auburn Fire Department Comments - 31 & 35 Millbury Street
- Auburn Water Department Comments - 31 & 35 Millbury Street
- ANR Application - 385 Southbridge Street
- ANR Plan - 385 Southbridge Street