

**CITY OF GARDNER**

**DEVELOPMENT REVIEW COMMITTEE**

**MINUTES**

**December 16, 2020 at 9:30 a.m.**

*115 Pleasant Street, Hubbard Conference Room 203  
Gardner, Massachusetts 01440*

**Members present:** Trevor Beauregard-DCDP, Roland Jean-Building Dept., Lyndsy Butler-Conservation, Greg LaGoy- Acting Fire Chief, Lauren Saunders-Health Dept., Dane Arnold-DPW, Chris Coughlin-Engineering Dept., R. Braks-Police Chief, and R. Swartz-Representative for Planning Board.

**Members absent:** James Trifiro-Police Dept., and Raymond LaFond-ZBA.

**Others Present:** Christine Fucile-DCDP, Colin Smith-Executive Aide to Mayor, David Tralongo and Karen Murphy representing Chair City Church, and Wesley Flis-Whitman & Bingham.

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**T. Beauregard opened the meeting at 9:30 a.m.**

**1. Minutes of December 5, 2019**

***Motion to approve minutes as presented.***

**D. Arnold/L. Saunders.**

**Vote – All in favor.**

**2. New Business:**

**Preliminary Site Plan Review:**

- Chair City Church located at 112 Central Street

T. Beauregard asked Mr. Flis to display the proposed site plan.

Mr. Flis explained the intent is to put a café on the right hand side of the building, a small addition in the back for a parking lot, as well as a kitchen and toilets. The parking lot will be along the right hand side of the site where there used to be an outbuilding, which is now vacant land.

Mr. Flis noted some architectural plans were completed in order to start looking at code for the building to do some building improvements. In addition, information was submitted to Building Inspector to start the process for use variance. Also, would require Site Plan review for greater than 15 new parking spaces. The plan shows 20-22 additional spaces along the right side of the building as well as handicap access. The dumpster will be to the rear with vinyl fencing for screening. Some of the walkways will be tied in with the sidewalks in front of the building which will be the improvement to the site. The site is already on city water/sewer. The catch basin was pointed out on the proposed site plan, which is the lower part where the parking lot addition will go, that ties out to the drainage in Lynde Street. Therefore, drainage will need to be examined due to a slope that may have to be graded, or require a retaining wall.

**Questions/Comments/Concerns**

D. Arnold: Specified an exterior grease trap is needed in order to collect the grease. Also noted to make sure to capture water in the basins prior to going out to Lynde Street so water is not flowing from the parking lot onto Lynde Street. Asked what size water service feeds the building, and the reply was not sure.

R. Jean: Questioned if the one (1) handicap space on the plan meets the CMR 521 criteria. Mr. Flis commented he will take a look at it. R. Jean noted this is in the GR3 Zone, therefore, a restaurant is not allowed, so he will need to request a use variance from the zoning board. Mr. Flis noted for a parking lot with 25 spaces, only one (1) handicap space is enough.

Chief Braks: Asked if any work has been done on the traffic impact study for the community. Mr. Tralongo replied they have done no preliminary investigation other than their own experience of what they have observed using the building for the past 3 ½ years. Mr. Tralongo further stated the café with a diner will be open from 6 am to 2 pm, seven days a week. Monday through Saturday traffic is very light in that area on Lynde and School Streets. Sunday morning there is more activity when the building is occupied. Chief Braks stated he will pass this information on to the Deputy Chief and the Traffic Commission to give them some oversight on this.

R. Swartz: Said he did have some questions, but through the conversation he acquired the answers to the questions he needed, so he is all set.

L. Saunders: Spoke of the fire suppression system which obviously the fire department will talk about. In addition, when it gets closer she will need to see a kitchen design in order to go over a plan review with her department.

G. Lagoy: Commented on what L. Saunders said regarding the proposed commercial kitchen requiring installation of an exhaust system, as well as a fire suppression system in accordance with 527 CMR1 Chapter 50, and NFPA 96. In addition, will need to do a plan review. Also, noted the dumpster location, and stated the Mass Fire Code does require clearance between the building and the dumpster, however, will need to look up the distance, but to be aware of moving forward. Mr. Tralongo asked G. Lagoy if he was speaking about the distance from the proposed addition, their property, or the adjoining property across the way. G. Lagoy said the distance from the dumpster to the building which he thinks is ten (10) feet, but will check. Mr. Flis said they can move the dumpster to the back to make it easier for the trash company to get to it.

C. Coughlin: Asked Mr. Flis to provide him with a stormwater plan once he has it. Also, noted a new ordinance was recently passed stating anything over 10,000 square feet of land disturbance triggers a more formal stormwater review similar to going through Conservation Commission. He calculated it out as being under, but if this should end up having a retaining wall, or more earth work, to be aware.

L. Butler: No questions or concerns since there are no jurisdictional areas.

T. Beauregard said he has seen the existing conditions plan showing the slopes which was helpful to see, since there are some significant slopes on the site, therefore, will be useful as part of the definitive plan package.

T. Beauregard asked if the lighting will be off the back of the building, or if any additional lighting is proposed in the parking area. Mr. Tralongo replied they will be adding lighting, but not sure at this time, even though the diner itself will not be operating in the evenings since it closes at 2 pm. The church will use that area from time to time in the evenings, therefore, will have some lighting as well. T. Beauregard noted the Planning Board will want to see a lighting plan. It is hard to know what types of lighting will be needed, and if wall packs on the building are sufficient, or if a few light poles will be placed in the parking lot. Mr. Flis answered he will talk to with the architect to see about the wall pack coverage, and possibly two poles along the parking area. T. Beauregard stated either way, the Planning Board will want to see a photometric plan.

T. Beauregard asked there are plans for any additional landscaping. Mr. Flis will into the parking requirements for landscaping, and will make sure to meet landscaping requirements for the parking lot, as well as display on the plan.

Mr. Flis had no further questions, but commented the biggest issue would be for the use variance.

T. Beauregard explained he will put together a memo highlighting the concerns and recommendations, and will send off to the Applicant to incorporate into the Definitive Plan. Once the Definitive Plan is received, will then be added to the next Planning Board Meeting Agenda.

**2. Other Business.**

*None at this time.*

**Meeting adjourned at 9:53 a.m.**