

044
Approved: 10/7/25

TOWN OF WINCHENDON



Planning Board

Telephone (978)-297-5419

Regular Meeting/Public Hearing

August 5, 2025

Town Hall 2nd Floor Auditorium
109 Front Street, Winchendon, MA 01475

Present: Chair- Guy Corbosiero, Vice-Chair Amanda Phillips, Chris Casavant, Jim Hardy, Thomas Liao
Nicole Roberts- Planning/Land Use Coordinator

6:05PM- Chair Guy Corbosiero called the Planning Board meeting to order, followed by The Pledge of Allegiance and audio/video recording disclosure.

Public Comment: None.

Minutes: 7/1/25

Approval of minutes was postponed to the next meeting.

Public Hearing (continued from 5/20): Notice is hereby given that the Winchendon Planning Board will hold a public hearing on Tuesday, May 20, 2025 at 6:05PM to consider the request for a Site Plan approval for property identified as 16 Main Street Winchendon Assessors Map 5D1 Parcel 39 owned by Nitant Raval. Site Plan approval request for site development for a proposed retail motor fuel outlet. Said property is located in the PD-Planned Development District.

Joseph Duquette from Bowditch and Dewey law firm, and Chris York from Greenman-Pederson were present. The plaza currently contains a one story shopping plaza, an out of service gas station, and approximately 62 parking spaces, formally known as "Waterville Plaza". The applicant would like to construct a 1,000 sq. ft. addition to the convenient store as well as bring the gas station back to productive use. The new gasoline station would include an overhead fuel canopy, 4 dispensers, a diesel fuel dispenser, and underground fuel storage tanks. It would also involve reconfigured parking spaces, removal of expansive and undefined curb cuts, and improved landscaping. The revitalization of the gas station and plaza will hopefully bring in more businesses to fill the empty store fronts.

Patrick Wood stated all of the comments have been addressed, there is only one comment that needs to be conditioned for approval, comment #3 on page 6 regarding the applicant submitting elevation plans. His recommendation was to strike it from the waiver and conditionally approve the plans that the applicant submit elevation plans prior to any building construction.

There were 4 waivers requested. The first one was from the zoning bylaws Article 8 Section 300-8.3C the number of parking spaces required. There are currently 62 parking spaces on site, where only 40 are required for ITE standards. The next one was from Article 8 Section 300-87 the stacking regulations for drive up and drive through lanes. They will recommend granting a waiver for the stacking regulations but not for the drive through. The third waiver was from site plan regulations 3.3.7L the elevation plans to be provided. This will be a condition instead of a waiver. The 4th waiver was for stormwater management regulations 8.F #15 of the regulations require 1 ft of freeboard in the basins. They have provided .93 ft of freeboard. It is a preexisting site with no storm water so Patrick is fine with providing this waiver.

Jim Hardy motioned to close the hearing, 2nd by Thomas Liao.

Hardy (Y) Liao (Y) Phillips (Y) Corbosiero (Y) 4-0

Thomas Liao motioned to approve the project to expand the gas station and convenient store located at 16 Main Street, Waterville Plaza, as per the memo provided by Patrick Wood dated July 8th, 2025, with 3 of 4 requested waivers granted for required parking spaces, stacking, freeboard basins, and elevation plans to be provided prior to the convenient store expansion, 2nd by Amanda Phillips.

Hardy (Y) Liao (Y) Phillips (Y) Corbosiero (Y) 4-0

Public Hearing (continued from 5/20): Notice is hereby given that the Winchendon Planning Board will hold a public hearing on Tuesday, May 20, 2025 at 6:05PM to consider the request for a Site Plan approval for property identified as Winchendon Assessors Map 1 Parcel 237 owned by 701 School Street LLC. Special Permit and Site Plan Review request for conversion of the existing building into a retail marijuana dispensary. Said property is located in the C2- Neighborhood Commercial District.

Justin LeClair with McCarty Engineering was present. Since the last meeting in June, they have received an updated memorandum from Patrick Wood, town engineer, dated July 29th, 2025, addressing the remaining outstanding items.

A summary of conditions that shall be met as approval for the site plan review:

1. Prior to construction, the applicant shall provide the Planning Board a set of plans for the proposed elevation of the building.
2. Applicant shall include proposed landscaping along School Street as part of the MassDOT permit application. Landscaping shall be designed to the maximum extent practical to screen the visibility parking. DPW will defer MassDOT's decision on the plantings.
3. *Recorded shared driveway easement plans shall be submitted to the planning office prior to construction.*
4. Applicant shall submit lighting plans to the Planning Board for review prior to construction.

Requested Waivers:

1. Zoning bylaws 6.2.8- Plans must show all proposed security measures for the marijuana facility. Patrick did not have a problem approving a waiver for that. It was recommended the security features not be shown on the plan, which would be public record. Security plans and measures can be reviewed with Winchendon Fire and Police Departments and the building inspector prior to the issuing of building permits.

2. 6.2.D- A detailed floor plan of the proposed marijuana facility to be submitted. This is similar to the security measures, it was recommended to not be submitted as public record and have it reviewed with the necessary departments.
3. 6.12.9- An outside consultant review escrow deposit shall be accompanied with the application for a special permit. The review will be done by the town, not by an outside consultant.

Site Plan Regulations Waiver Requests:

1. 3.3.4.D- The volume of earth to be removed should be shown. There is no proposed earthwork on this site.
2. 3.3.4 H- Stormwater calculations. There is no proposed stormwater for the project, as there is no increase in impervious surfaces. Patrick recommended conditionally approving this, if in the future there would be any improvements that would increase the impervious surface, stormwater calculations would be provided. On the edges of the existing pavement, they are providing a pea stone diaphragm trench to help with stormwater.
3. 3.3.7 L- Elevation Plans. The applicant is requesting a waiver for this requirement as there is no proposed addition to the existing building and will submit elevation plans as part of the building permit process.
4. 3.3.P- Landscape Plans. The applicant has not submitted any landscape plans. Patrick would like some plans to be submitted. He recommended conditionally approving it with the condition that the applicant includes proposed landscaping plans along school street as part of their MassDOT permit application. The landscaping should be designed to the maximum extent practical to screen the visibility parking and they will defer to MassDOT's decisions on the plans.
5. 3.3.4 S- Notes to be added to the plan. There is no fill or grading.
6. LID (Low Impact Development) Bylaw. This project is considered a redevelopment.

The conditions to be satisfied are as followed; prior to construction the applicant must provide elevation plans, landscaping plans to be reviewed by the town engineer prior to being submitted to MassDOT, record shared driveway easement plans that will be completed, submit lighting plans, and satisfied waivers submitted in the letter dated June 11, 2025 from McCarty Engineering, per the memo dated July 29, 2025 by Patrick Wood.

The board recommended conditioning the plans to be submitted and approved/amended if necessary by Fire Chief Smith due to lack of access lane in the back.

Jim Hardy motioned to close the hearing, 2nd by Thomas Liao.

Casavant (Y) Hardy (Y) Liao (Y) Phillips (Y) Corbosiero (Y) 5-0

Jim Hardy motioned to approve per the memo dated July 29, 2025 by Patrick Wood, waiver requests letter dated June 11, 2025 with a determination from the Fire Chief as to whether the plans presented is adequate for public safety or if there needs to be modifications made to put in a fire lane to access the back, 2nd by Thomas Liao.

Casavant (Y) Hardy (Y) Liao (Y) Phillips (Y) Corbosiero (Y) 5-0

Discussion: Ancient Ways

Mr. Parmenter is waiting for a determination from the lawyer.

Zoning Bylaw Review Discussion: Guy Corbosiero has been in discussion with MRPC and it looks like the discussion will be further down the road, they will discuss again later in the year.

Adjourn: Jim Hardy motioned to adjourn, 2nd by Thomas Liao.
Casavant (Y) Hardy (Y) Liao (Y) Phillips (Y) Corbosiero (Y) 5-0

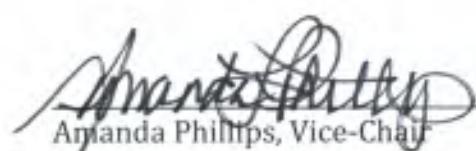
The meeting adjourned at 7:20PM

Respectfully submitted:

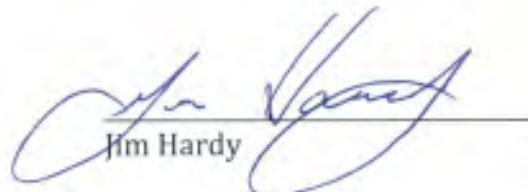
Brianna Lindahl

Brianna Lindahl, Planning Board Recording Secretary


Guy Corbosiero, Chair


Amanda Phillips, Vice-Chair


Chris Casavant


Jim Hardy

Thomas Liao