

PLANNING BOARD
MEETING MINUTES
November 30, 2021

7:00PM

Remote Meeting

Members Present: Otto Lies, Scott Carlson, Nancy Kielinen, Robert Ricker, Brynn Zawada, and James Parker

Not Present:

Others present: Pam Harding, Director of Planning; Sara Flagg, Recording Secretary; Alexis Vallejos, Brilla Coffee; Beth Jankowski, Boyden Rd, Brilla Coffee; Steven Jaslowich, Abutter, Brilla Coffee

S Carlson called the meeting to order at 7:05 pm.

PUBLIC HEARING – SPECIAL PERMIT/SITE PLAN REVIEW
1104 Main Street – Brilla Coffee, LLC – Drive-thru

P Harding reviewed the discussion from the last meeting. B Zawada and J Parker stated they both reviewed the minutes from the November 23, 2021 hearing and will be allowed to vote on this under the Mullins Rule. P Harding informed the Board she had done a site visit after the last meeting as requested. S Carlson and R Ricker had also visited the site and noted the hole in the fence as the abutter had expressed his concern about.

Steven Jaslowich, abutter, commented that there are 3 sections with holes in them. Alexis Vallejos agreed to address these within budget since they are renters of the property and not property owners.

S Carlson asked about the outdoor lighting. Alexis explained he will be using the current poles and they point to the buildings not the neighbors.

B Zawada asked how long the lease term is. Alexis answered that the lease is 5 years.

J Parker asked for clarification on the sewer discussion from last meeting's minutes. P Harding said applicant has reached out to DPW and DPW suggested it be made a condition prior to occupancy that DPW inspects and approves.

J Parker asked about the picnic area that was shown on the plan versus the new placement for it. Alexis said it would be located more to the rear of the building and they would clean it up in the nice weather.

Beth Jankowski, Boyden Rd, asked about traffic flow and expressed concerns about the drive up. P Harding explained that a one way flow of traffic was suggested to encourage a good flow of traffic.

J Parker asked what the anticipated opening date would be once approved. Alexis said that they estimate March-April time frame but it could be affected by lead times on materials.

Motion by R Ricker, seconded by O Lies, to CLOSE THE PUBLIC HEARING SITE PLAN REVIEW/SPECIAL PERMIT 1104 MAIN ST BRILLA COFFEE. APPROVED 6-0

Motion by J Parker, seconded by N Kielinen to approve the Site Plan Review/Special Permit application submitted to the Holden Planning Board based upon the following; Plans entitled: "Plot Plan Property Improvements, Map 147 Parcel 145, 1104 Main Street, Holden, MA prepared by Hawk Consulting, Inc., prepared for Alexis Vallejos with a revision date of October 23, 2021.

Plans entitled: Project: (Interior Renovation) Coffee Shop 1104 Main Street, Holden, Ma prepared by Vina Design, inc. with a date of October 19, 2021

CONDITIONS;

1. A bicycle rack must be provided.
2. The picnic area along the Main Street frontage must be relocated to the front of the building in the grassed area if possible. If the picnic area remains at the current location represented on the Site Plan a physical barrier between the proposed drive-thru lane and the picnic area is required.
3. Entrance and Exit only signs must be installed at the curb cuts on Main Street with additional directional arrows painted in the parking area and rear of building, creating a one way flow of traffic.
4. Details of the proposed signage for the building and site must be provided prior to installation.
5. A detail of all exterior lighting fixtures and an illumination plan must be provided to avoid light trespass prior to installation.
6. Any work within the Main Street Right of Way requires a Street Entry Permit with the Town as well as an Access Permit with MassDOT. A copy of the Access Permit shall be provided to the Engineering Division.
7. All existing pervious areas shall be retained.
8. The Applicant must contact the Department of Public Works prior to water and sewer connections prior to occupancy.
9. The portion of broken fencing must be repaired prior to opening.

APPROVED 6-0

Motion to Adjourn by S Carlson seconded by J Parker to adjourn at 7:24pm.