

Final

**STERLING PLANNING BOARD
MEETING MINUTES**

February 26, 2014

– Rm. 202 Butterick Bldg.

Present: Kenneth Williams– Chairman, Clerk
Ron Pichierri – ANR Agent
John Santoro - Member
Lucinda Oates – Administrative Assistant

Late Arrival: Charles Hajdu – Vice-Chairman, arrived at 7:55 PM

Absent: Michael Radzicki – MRPC Rep.

Chairman Williams calls the meeting to order at 7:03 PM.

ANR's.

There are no ANR's.

Senior Center Building Committee provided two documents requested by the Planning Board at the February 12, 2014 meeting. Signatures were needed on both the Agent for Application and Form A. Town Administrator, Jeff Ritter, acting on behalf of the Town of Sterling, signed both documents. Ron Pichierri endorsed the ANR plan prior to tonight's Planning Board meeting.

Update Corrinne Chad Lane

Ron Pichierri and Scott Miller met with Carl Corrinne to discuss his site review account. Invoices, pay outs, and deposits were discussed, Carl Corrinne will return to the March 12th meeting at 7:15 pm to further discuss the matter.

MINUTES APPROVED

Motion: Ron Pichierri

Second: John Santoro

Motion made to approve February 12, 2014 minutes with corrections, no further discussion, three to zero in favor, motion carried.

Senior Center Building Committee

Senior Center Building Committee presentation opened at 7:30 PM.

Mark Piermarini presented the Senior Center Building Committee comments in response to Haley & Ward review, and provided a copy of plan showing revisions.

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Haley and Ward completed a review of the site plan submitted for the Senior Center development off Muddy Pond Road. The drawings were prepared by Whitman & Bingham Associates, dated February 6, 2014.

The following comments were submitted by Haley & Ward. Whitman & Bingham Associates comments are shown in ***bold italics*** below each entry.

- 1) A typical building elevation should be provided or otherwise described.

Whitman & Bingham has not prepared a building elevation and/or floor plan at this time.

- 2) The impervious core detail references 10^{-6} permeability material which not readily available in this region. An alternate specification or impervious barrier should be noted on the detail.

The details for the core for the retention basin were edited on the downhill side of the retention basin and a permeable core was added, so that the water will not wash it out. The revised impervious core detail has been shown on the plans.

- 3) A cleaning/inspection port should be provided on each leg of the Cultec infiltration unit.

The Cultec infiltration unit has been installed and Haley & Ward wanted additional inspection ports, one at end of each row, this has been completed and a cleaning / inspection port will be provided at each leg of the Cultec infiltration unit, this is shown on the new plan.

- 4) The fire protection capacity of the water distribution system should be evaluated prior to approval. This evaluation should include the following components:
 - i) Fire flow demand based upon proposed construction and NFPA standards. It should be noted if sprinklers are proposed.

Sprinklers will be installed.

- ii) Fire flow capacity to the site through the connection to the distribution system at Boutelle Road. Results available from the Town may be substituted if applicable.
 - iii) Projected fire flow capacity within the proposed development.

An email from the water department stated that there should be no problem with water flow.

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A Hydrant Flow Test was conducted 500 feet to the east of the site, at the intersection of Boutelle Road and Walnut Drive. The Hydrant Flow test data was provided and the Sterling Water Department stated this information indicates the water flow and pressure is adequate for the proposed Senior Center site.

Chairman Ken Williams read an email received from Bill Tuttle, Department of Public Works, dated February 26, 2014.

To: Planning Board

From DPW

RE: Senior Center site plan

February 26, 2014

The DPW Board reviewed the Senior Center site plan at their regular February 25th Board meeting. There are some suggestions from the Board.

If there is any curbing around the paved areas, they request cape-cod curbing and NO granite inlets for ease of plowing.

Whitman & Bingham responded that it was all overland flow. The front area is all grass, with a channel going into the infiltration unit. The only place that will have an inlet is at the end of driveway, which cannot be included to go into the basin. This will go into a storm inlet to a leach pit.

Studying the plan they also suggest the addition of a dumpster pad off the loading area to the North once again, for ease of plowing.

This is included on the plan.

Also suggested was a possible hydrant on the Boutelle side of the building DPW defer to the Fire Department.

There are no other comments or suggestions.

Bill Tuttle.

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Chairman Ken Williams read a letter provided by Maureen Cranson (Senior Center Building Committee) that the committee received from Gary Chamberland, Sterling Police, dated February 25, 2014.

Senior Center building Committee

Co chair Maureen Cranson

1 Park Street

Sterling, MA. 01564

Dear Committee:

I have been requested to review and comment on the site plan for the Senior Center specifically concerning exiting via Boutelle Road and designating it as a 'Left Turn Only'. The request was made by the building committee.

I have again reviewed the plans and visited the proposed site to specifically answer this question.

As I understand it and according to the plans, the Boutelle Road exit is designated as an emergency exit. By limiting the turning movements to left only, you essentially would slow down any evacuation activity. The purpose for the emergency exit is to facilitate egress if the main entrance is blocked or in the event of an emergency.

The proposed exit is shown as a typical 'T' style intersection with 90% right and left turn angles. Regulating the 'Left Turn Only' would require signage and / or pavement marking. Adding restricted movement signs to the 'Emergency Exit Only Signs' and a 'Stop' or 'Yield' sign would tend to confuse the motorist.

The driveway could potentially be designed to only allow for left turns by curving the exit to the left. However, this would require the operator to make an exaggerated head turn to the right to check west bound traffic. This may be difficult, especially for older drivers.

Another issue for a driveway constructed with a curve is that it makes access difficult for vehicles entering westbound. This would be especially true for larger vehicles depending on the radius of the curve. The driveway is in place in the event the primary drive is blocked. A design of this nature would essentially not facilitate entry.

For the reason stated, it is the opinion of the police department that the secondary / emergency access and egress driveway on Boutelle Road remain 'T' style drive without limitation on turning movements.

Sincerely, Gary M. Chamberland

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Ron Pichierri responded that he disagreed, but everyone was entitled to their own opinion.

Chairman Ken Williams read an email received from Chief David Hurlbut, Fire Department, dated February 24, 2014.

To: Sterling Planning Board
From: Chief David Hurlbut
Lieutenant Thomas Kokernak
Date: February 19, 2014
Subject: Senior Center Site Plan Review

After reviewing the site plan for the proposed Sterling Senior Center, Lt. Kokernak and I have come up with the following items.

The Proposed build out of the exit on Boutelle Road wil be difficult to access with fire apparatus. Thought the main entrance is located on Muddy Pond Road, having the ability to approach the building from the Boutelle Road site is more advantageous because it gives the fire department the best option for addressing the building. In addition, better definition is needed in regards to this exit and what its potential benefit would be under the current design.

Based on the current location of hydrants on Boutelle Road, we would recommend a hydrant be placed on the Boutelle entrance of the facility. This will alleviate a long lay of hose from the hydrant at the corner of Boutelle and Muddy Pond and avoid having to transverse through bus and motor vehicle traffic at the school while in session. Based on the location of the water line, it appears placing a hydrant at the Boutelle Road entrance in the area of that island would be appropriate.

We do not have any additional concerns regarding the site plan.

Respectfully submitted,

David Hurlbut

Mark Piermarini provided hydrant flow test data from the Town of Sterling DPW Department for the area near the proposed Senior Center. When he spoke with the water department they stated the test data indicates there is adequate pressure and flow for the proposed site.

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Chairman Ken Williams read an email received from Maureen Cranson, Senior Center Building Committee, dated February 26, 2014.

Lucinda...this is a response from Tony Cipro, principal @ the Houghton/Chocksett School.

Not much but as he said to me...'we leave it to the engineers and safety experts'.
maureen

From: tony_cipro@wrsd.net

Date: Wed, 26 Feb 2014 10:56:32 -0500

Subject: Proposed Senior Center

To: maureencranson@hotmail.com; darryll_mccall@wrsd.net; joe_scanlon@wrsd.net

It was a pleasure to meet with you yesterday. After your explanation of the location of the proposed Senior Center on Muddy Pond Road I do not see any interference with the operation of Chocksett & Houghton Schools if an "emergency only exit" were to be included on Boutelle Road.

Chairman Ken Williams read a letter received from David Favreau, Sterling Board of Health, dated February 25, 2014.

February 25, 2014

Sterling Planning Board

RE: Senior Center Site Plan

Dear Board Members:

The Board of Health has reviewed the site plan submitted for the proposed Senior Center site plan off Muddy Pond Road. The Board of Health approves of the site plan drawings dated February 6, 2014, prepared by Whitman & Bingham Associates.

Respectfully,

David Favreau

Health Agent

Ken Williams said that he was surprised that there was no mention of parking conditions on Haley & Ward's review of the site plan. Scott Miller responded that he did review parking and they have adequate parking provided with the required handicap parking

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spaces provided. 24 feet between the aisles and good lighting was provided with the addition of a follow-up lighting plan with no significant overflow of light off the lot.

Chairman Ken Williams read an email received from Matt Marro, Sterling Conservation Commission, dated February 19, 2014.

The Conservation Commission will be holding a hearing on this matter on March 4, 2014. We will update you the next day.

Matthew S. Marro,
Conservation Agent/ADA Coordinator
978-314-7858
888-435-5999 (fax)

Chairman Ken Williams read a letter received from Debbie Dreyer, Sterling Board of Assessors, dated February 25, 2014.

The Board of Assessors has no comment.

Charles Hajdu arrived at 7:55 pm.

Conservation Commission will hold a Public Hearing for a Notice of Intent, for the Senior Center Building. After holding the scheduled hearing any conditions put on the project by the Conservation Commission will be placed on the list of conditions for approval from the Planning Board.

Motion: John Santoro

Second: Charles Hajdu

Motion made to continue Senior Center Building Committee site plan review, until NOI has been heard at the meeting of the Conservation Commission. Planning Board Meeting will be held , March 12, 2014, at 8:00 PM, there was no further discussion, four to zero in favor, motion carried.

Wickapicket Knoll Site Plan Review

Site Plan review for Wickapicket Knoll was opened at 8:20 PM.

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Haley & Ward completed a review of the site plan submitted for the Wickapicket Knoll Estate multifamily development off Redstone Hill Road. The drawings were prepared by Whitman & Bingham Associates and were dated January 21, 2014.

The following comments were submitted by Haley & Ward. Whitman & Bingham Associates comments are shown in ***bold italics*** below each entry.

1) At paragraph II E of the evaluation of potential impact, replace Elm Street with Redstone Hill Road.

The typographical error has been addressed and a copy of the revised evaluation of potential impact report was provide to the Planning Board.

2) The proposed ownership should be clarified. Will the site be maintained as a condominium or rental?

The proposed ownership shall be a condominium association.

3) A typical building elevation and floor plan has not been provided. It cannot be determined if the proposed structures include habitable area below grade or if additional bedrooms may be developed within the structure.

Jim Simpson provided a proposed building plan to the Planning Board with a floor plan. Scott Miller was in agreement with the floor plans.

4) The entrance sight distance should be established on a horizontal and vertical profile.

Whitman & Bingham Associates performed a site visit on February 24, 2014, to confirm the site distance as 260 feet to the east and 400 feet to the west as shown on the attached layout and material plan, that was distributed to the Board members tonight. Scott Miller was in agreement.

5) The proposed access road is less than the required 150 feet from two driveways on the opposite side of Redstone Hill Road. A third driveway on the same lot is assumed to be abandoned.

The applicant will request a variance from the Town of Sterling Zoning Bylaws, Section 4.2.3.(c) (3). This Public hearing is scheduled for March 11, 2014.

6) A hydrant should be provided at the entrance to allow for testing and disinfection.

There is an existing fire hydrant across the street from the proposed entrance. Both the Fire Department and the Department of Public Works reviewed the project and had no comments on the site plan. Jim Simpson stated that although it is not required, he will install a disinfection port at the beginning of the line, that it is his practice. Scott Miller agreed.

7) Hydrants should be provided at the end of mains to allow for proper access and flushing.

There are four hydrants proposed on the site plan. Both the Fire Department and the Department of Public Works reviewed the project and had no comments on the site plans.

8) A 3 way water valve configuration should be provided at intersection of Driveways A and B.

Whitman & Bingham Associates proposed two gates at the intersection of McIntosh Way and Honeycrisp Drive. Both the Fire Department and the Department of Public Works reviewed the project and had no comments on the site plan. Scott Miller said that the only time a three way valve configuration would be needed is if the line was tied to Redstone Hill Place.

9) A looped water main connection to Redstone Place should be considered. It appears that an existing hydrant is 600 feet from Driveway B. A three way valve connection should be provided where this new main connects on Driveway B.

The prior approvals for this development required no connection of driveways or utilities to Redstone Place and the owner has continued to show this on the present plan. Jim Simpson said that he will continue to hold true to the abutters and not tie any access to Redstone Place.

10) If the individual units will be billed separately for water use, separate water services with curb stops should be provided to each unit.

Whitman & Bingham has revised the plans to show individual water services to each unit. Scott Miller is in agreement.

11) The septic tanks should include at grade frames and covers.

Whitman & Bingham Associates has revised the plans to show the septic tank covers to grade. Scott Miller is in agreement.

12) Details of the sewer pump chamber controls and power feed should be provided.

Whitman & Bingham Associates will be submitting Soil Absorption System plans to the Board of Health. The sewage pump system details will be on these plans.

13) Electric and CATV service is not shown on the plans. Underground service should be provided.

The plans have been revised to show the electric and CATV services.

- 14) The impervious core detail references 10^{-6} permeability material which not readily available in this region. An alternate specification or impervious barrier should be noted on the detail.

Whitman & Bingham Associates revised the impervious core detail as shown on sheet nine. Scott Miller was in agreement.

- 15) The perforated drain in the wick detail should be removed or its impact should be included the drainage calculations.

The perforated drain from the stone wick detail has been revised on the plans. Scott Miller is in agreement.

- 16) The capacity of the 24 inch drain in Redstone Hill Road to accept the proposed flow should be demonstrated.

Whitman & Bingham Associates designed the storm drainage system so the runoff rates for the post- development condition can be effectively maintained below the pre-development rates. Therefore the existing drainage system within Redstone Hill Road will function as it does presently. Jim Simpson will work with the DPW concerning storm drainage and run-off can be maintained.

- 17) A side drain should be installed on the access drives in cut: Driveway A 0+45 to 4+00 left.

Whitman & Bingham Associates has provided a sub drain along the easterly side of McIntosh Way and this is now shown on the revised plans.

- 18) The interior driveways should meet the functional requirements of minor road as defined by the Subdivision Rules and Regulations:

- i) Three 45 foot radius turnarounds are provided where 57 feet is required.

Thomas Kokernak, Sterling Fire Department suggested the Sustainable Neighborhood Roadway Design guidance which recommends a 50 foot radius pavement design on a cul-de-sac for emergency vehicles. The plans show an increase in the radius of the cul-de-sac to 50 feet.

- ii) 12 inches of gravel road base is proposed where 24 inches is required.

Jim Simpson agreed to the installation of 24 inches of gravel road base. Scott Miller said the Bylaws suggest the 24 inches and the Planning Board would be justified is asking for the 24 inches. The previous submission for Wickapicket Knoll showed a 24 inches gravel road base.

- iii) 2 inches of binder pavement and 1 inch of top coat is proposed where 2.5 inches of binder and 1.5 inches of top is required.

Motion: Ron Pichierri

Second: John Santoro

Motion to allow 2 inches of binder and 1.5 finish for the Wickapicket Knoll Estate project only. Taken into consideration that this project is a private way, there was no further discussion, three to zero, with one opposed, motion carried.

Jim Simpson was in agreement with 2 inches of binder pavement and 1.5 inches of top.

19) The fire protection capacity of the water distribution system should be evaluated prior to approval. This evaluation should include the following components:

i) Fire flow demand based upon proposed construction and NFPA standards. It should be noted if sprinklers are proposed.

Fire sprinkler systems are not proposed for this project. Scott Miller was in agreement, sprinklers are usually not required for duplexes.

ii) Fire flow capacity to the site through the connection to the distribution system at Redstone Hill Road. Capacity should be based upon hydrant flow tests conducted by the applicant. Test results available from the Town may be substituted if applicable.

A Hydrant Flow test was conducted by Fay, Spofford and Thorndike and the report was provided. Scott Miller was in agreement.

iii) Projected fire flow capacity within the proposed development.

A Hydrant Flow test was conducted by Fay, Spofford and Thorndike and the report was provided. Scott Miller was in agreement.

Jim Simpson has been in contact with the Sterling Post Master and at this time there will be one box, located at Station 600, shown on plan with a pull out off Honeycrisp Drive. He did inquire about the use of three cluster boxes, but right now it will probably be just one box.

All interior roads within the project will end in “way”, MacIntosh Way, Honeycrisp Way, and Cortland Way. The name of the project will be “Apple Blossom Estates”.

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Chairman Ken Williams read an email received from Thomas Kokernak, Sterling Fire Department, dated January 30, 2014. ***Bold italics*** are the responses to the fire email.

I have reviewed the plans. At this time the only questions I have are specific to what the expected water pressure will be at the top end of the development with the given elevation change. If this elevation change will result in considerably lower flow pressure then there may be a need for a booster pump.

Scott Miller has addressed this issue.

I also question the need for additional parking space. It looked like the driveway/garage was only going to one unit so I wasn't sure what the parking plan was or where guest traffic is supposed to park without clogging up the street.

There has been a change to the plans showing a driveway to the second unit, so that each unit has two parking spaces.

Scott Miller reviewed the parking plans and was in agreement with the layout. Each building unit will have six parking spaces; two spaces in the garage, with two spaces in each driveway.

Chairman Ken Williams read a letter received from David Favreau, Sterling Board of Health, dated February 25, 2014.

February 25, 2014

Sterling Planning Board

RE: Wickapicket Multifamily site plan

Dear Board members:

The Board of Health has reviewed the site plan submitted for the Wickapicket multifamily development off Redstone Hill Road. The site plan drawings dated January 21, 2014, prepared by Whitman & Bingham Associates, do not show completed subsurface disposal designs associated to the dwellings.

The Board of Health disapproves of the site plan until such time that complete set of subsurface disposal system design plan have been submitted for approval to the Board of Health.

Respectfully,

David Favreau

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Although septic plans are not required until you apply for a building permit, Simpson plans to submit his septic plans next week. Simpson is aware that he is not able to get a building permit without an approved septic subsurface disposal system.

Chairman Ken Williams read an email received from David Favreau, Sterling Board of Health, dated February 3, 2014.

At this time, the BOH has currently witnessed adequate soil testing for this parcel/project. However, the engineer has not submitted any subsurface disposal system designs for review and approval with regards to the subdivision.

David

Chairman Ken Williams read an email received from Mark Brodeur, Sterling Building Inspector, dated February 3, 2014.

From: Mark Brodeur [<mailto:mbrodeur@sterling-ma.gov>]
Sent: Monday, February 03, 2014 7:54 AM
To: 'Lucinda Oates'
Subject: RE: Site Plan Review

Kind of a surprise that they are at site plan with this plan.....

The issues as I see it are:

1. I don't see how the proposed parking at one garage off to the side of one unit will work or provide adequate parking for 42 dwelling units.

Parking spaces have been resolved.

2. There is no provision for overflow parking

Overflow parking will occur on the street.

3. I do not see a curb design

A six inch cape-cod curb will be used.

4. No sidewalks appear to be illustrated on the plans

There will be no sidewalks.

5. A typical unit layout plan would be helpful

Unit layout was provided to the Building Inspector on February 26, 2014.

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6. I do not see dumpster pads or dumpster screening on the plan

No dumpsters were shown on the plan.

In addition, a turn out area should be provided for mailboxes and resulting pickup and delivery.

Jim Simpson is working with the Sterling Post Master on placement of “cluster mail boxes”.

Discussion concerning public school buses was addressed. Jim Simpson said that there are 21 - one bedroom units shown on the plans and the target group is not younger families. Simpson offered to place a retaining wall with the use of pavers off the entrance for children to wait for a public school bus.

Mark Piermarini read a list of items that need to be revised to the plan.

1. Name of development – which will be “Apple Blossom Estates”.
2. All the roads will be named “ways”
3. Hydrants will be placed at end of water lines.
4. 24 inches of gravel will be used on the road ways.
5. Binder of two inches and a top coat of 1.5 inches.
6. Off road area will be provided for children to wait for school bus.
7. Parking table will be included.

All interior roads within the project will end in “way”, MacIntosh Way, Honeycrisp Way, and Cortland Way. The name of the project will be “Apple Blossom Estates”.

Motion: Ron Pichierri

Second: Charles Hajdu

Motion made to continue Site Plan Review for Apple Blossom Estate, until March 12, 2014, at 8:30 PM, there was no further discussion, four to zero in favor, motion carried.

CHAIRMAN’S REPORT

There is no chairman’s report.

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ADMINISTRATIVE ASSISTANT REPORT

CPTC - any members who would like to attend, registration is March 7th. Ron Pichierri said that he is planning on attending on March 15th.

MAIL

Miscellaneous mail was reviewed.

NOTICES FROM OTHER TOWNS

Notices from other Towns were made available for review and will be passed to the Zoning Board of Appeals.

INVOICES

The board members signed Lucinda's pay voucher.

MOTION TO ADJOURN

Motion: Ron Pichierri

Second: John Santoro

Motion made to close meeting, there was no further discussion, four to zero in favor, meeting adjourned at 10:21 PM.

The next regularly scheduled Planning Board Meeting is March 12, 2014 at 7:00 PM.

APPROVED BY:
