Present: Kenneth Williams– Chairman, Clerk

John Santoro – Vice Chairman Charles Hajdu – Member

Betty Kazan – Administrative Assistant

Absent: Russ Philpot – ANR Agent

Michael Pineo - MRPC Rep. & M.R.J.T.C. Alternate Representative

Chairman Williams called the meeting to order at 7:05 PM in Room 202 of the Butterick Building.

ANRs

Bradford Bigelow, Bigelow Nurseries, Inc., Map 96, Lot 1, Princeton Road brought an incomplete ANR plan for endorsement. Mr. Bigelow agreed to have the plans re-drawn to clearly mark the boundaries and return on the next Planning Board meeting scheduled for March 30, 2016 at 7 p.m. The Board determined the fee would be \$100 payable March 30.

SITE PLAN REVIEW ~ Sterling Real Estate Dev. Co., & Sholan Homes, Inc.

James B. Simpson, Sterling Real Estate Development Co., Inc., was on hand to discuss the proposed Site Plan application for Assessor's Map 91, Lot 53 (43 Redstone Hill) & Assessor's Map 91 Lot 30 (Off Redstone Hill Road). Mr. Simpson requested a continuance of his Site Plan review until there is a four member board in attendance.

The Board agreed to continue the review until their next meeting scheduled for March 30, 2016 at 8 p.m.

The Board agreed to ask Planning Board Consultant Scott Miller of Haley & Ward for his review of this application.

SITE PLAN APPLICATION

The Board agreed incorporate the following to their Site Plan Application: Note: It is the responsibility of the Applicant to distribute plans to the appropriate Department/Boards (per Drawing Distribution Signoff Sheet) and obtain feedback in writing (with a copy to the Planning Board) prior to meeting with the Planning Board for a Site Plan Review.

MINUTES

Mr. Santoro moved that the Board approve the minutes for February 24, 2016 as presented. Mr. Hajdu seconded the motion. The motion passed with all in favor.

ADMINISTRATIVE ASSISTANT'S REPORT/NOTICES

Delinquent Taxpayer List

Ms. Kazan will be working with the Treasurer/Collector to incorporate a Tax Delinquent sign off on all Planning Board applications. Once implemented, the applicant will be required to check in at the Treasurer/Collector's office prior to submission of their application(s).

CPTC Spring Conference

The CPTC Conference deadline for registration is March 11, 2016.

Mass Buys Expo

Board members asked Ms. Kazan to attend the Mass Buys Expo scheduled for April 28, 2016.

Street Numbering Issues

The Board agreed to invite the Postmaster in to their next meeting to discuss street number issues.

Planning Board Applications

Board Members agreed to incorporate the following on all their applications:

	Treasurer/Collector's	Office	must	signoff	prior	to	submission	of	this
application:									
	Signature		Date						

SITE PLAN REVIEW ~ Rafferty Aluminum

Robert E. Oliva, Senior Project Manager, David E. Ross Associates, Inc., on behalf of Sean Lorden, Rafferty Aluminum & Steel, 5 Spratt Technology Way, Assessor's Map 46 Lot 42, submitted a revised Site Plan for the proposed construction of a 60' x 120' storage building on Spratt Technology Way.

The Planning Board reviewed the March 8, 2016 letter from Scott Miller, Haley & Ward, Inc., along with Robert E. Oliva, Senior Project Manager, for David E. Ross Associates, Inc. The following was Mr. Miller's comments (in italics) and Rafferty Aluminum's responses:

Dear Board Members:

We have received the letter to the Board from Mr. Scott Miller, dated March 4, 2016, regarding his review of the site plan application for Rafferty Aluminum & Steel. Based on Mr. Millers comments we are submitting a revised the site plan. In addition to the plan, we offer the following responses to the comments below. Mr. Miller's original comments are in italics:

- 1) The site currently contains open storage of construction materials. The applicant should present an overall plan for the site to include designated outdoor storage areas if they are proposed under the new site development.
 - The Applicant intends to continue outdoor storage at the site. Materials stored on the site will include, but are not limited to: plastic edging, granite pavers, paver accessories, and paver sand. The site plan has been revised to include a 10,300 S.F. designated outdoor storage area.
- 2) Parking spaces should be designated for the proposed use of indoor and outdoor storage at the rate of one space per 2000 square feet. The adjoining property Page 2 of 6

under common ownership has parking areas that are double stacked. Parking for the proposed use should therefore be designated on the site it occupies.

Designated areas for parking at the proposed building have been added to the site plan. The total storage space (indoor and outdoor) is 17,500 S.F. and requires 9 spaces. Area for 12 spaces has been designated on the plan.

3) A handicapped accessible parking space should be provided.

The revised site plan includes an accessible space with appropriate signage.

4) The bylaws require that parking areas be paved. Your Board should determine if the existing compacted asphalt grindings meet this requirement. The existing surface appears to be stable while providing a pervious surface to minimize surface run off.

As noted by Mr. Miller, the existing surface is stable and pervious. The addition of pavement in this instance is not necessary and would only contribute to the generation of additional stormwater runoff.

The Board agreed that the existing surface would be sufficient.

5) An area should be designated for loading and truck maneuvers.

The revised site plan includes an area designated for truck loading and turning. The turning area is sized to accommodate a tractor-trailer.

6) A landscaped buffer should be proposed to screen the parking area per 3.2.6.

We would respectfully request that the Board consider waiving this requirement. The site is located in an existing industrial area, surrounded by industrial users. The designated parking area will not be visible to any abutters who are uses other than an industrial or commercial and the area will not be visible from Pratt Junction Road.

The Board agreed to waive as the existing conditions were acceptable.

7) The site should be stabilized to control erosion through paving and vegetated cover. The proposed run off swale to the infiltration area should be similarly protected and vegetated.

The revised site plan includes a note on the proposed swale to stabilize with loam and seed.

8) Any proposed exterior lighting should be noted on the plans.

The revised site plan includes four wall mounted fixtures located on the building only. The wall packs will be high efficiency LED, shielded fixtures.

- 9) The fire protection capacity of the water distribution system should be evaluated prior to construction approval. This evaluation should include the following components
 - i) Fire flow demand based upon proposed construction and NFPA standards. It should be noted if the structure will include fire sprinklers and the applicable code.
 - ii) Fire flow capacity to the site through the connection to the distribution system. Capacity should be based upon hydrant flow tests conducted by the applicant.

It is our understanding that the proposed use and construction of the building will not trigger the threshold for sprinklers. Based on MGL Chapter 148 Section 26G, the building at 7,200 S.F. is less than the 7,500 S.F. threshold for the requirement of sprinklers.

The Board stated that the Fire Department should make the determination as to whether sprinklers would be required. As of this meeting, the Fire Department had not submitted their comments.

- 10) The lot is located wholly within the Water Resource District defined by a mapped Zone II. The applicant should confirm that:
 - *i)* No petroleum products will be stored on site except as provided by 4.6.4 (b)
 - ii) No use which involves the manufacture, generation, processing, packaging, repackaging, use storage, treatment disposal or transportation of toxic or hazardous materials or waste except as provided by 4.6.4.(d)

As relayed to us by the Applicant, no petroleum products will be stored in either the proposed building or outside of the building. Storage within the proposed building will not include any hazardous materials.

The Planning Board received the following comments from Matthew Marro, Field Agent for the Sterling Conservation Commission:

My review is based on site inspection and a plan entitled "Site Plan, Rafferty Aluminum and Steel" by Ross Associates, plan number L-12794 signed and stamped by Daniel Wolfe, with a revision date of January 2016 as a 20 feet per inch scale. Please refer to this plan for the details of each area.

The proposal is for the construction of an industrial building with associated parking. I did not observe any resource areas on the lot nor I the proposed construction within the buffer zones of. There would be no action by the

Conservation Commission under the jurisdiction of the wetland protection act. However, the site is in a Zone 2 and as such, requires Commission approval of the storm water plan. The proposal also triggers the need to file with the commission for a local storm water permit. The Commission is required to conduct a public hearing regardless of the presence of wetlands. Once that process is started, the commission can evaluate under both zone 2 aquifer protection and local storm water.

Comments from the Highway Superintendent Bill Tuttle are as follows: 'The DPW has no concerns or comments regarding the proposed dry storage building for Rafferty Aluminum & Steel. Spratt Technology is a private way.'

Comments from the Police Chief Gary M. Chamberland were as follows: 'I do not see any changes to the current traffic pattern, nor do I foresee an impact on public safety. We have no objections to the proposal.'

Comments from the Building Commissioner Sarah Culgin were as follows: 'I have no issues with the proposed warehouse for Rafferty Aluminum & Steel.'

David Favreau, Board of Health verbally expressed that he had no concerns or comments on this project.

Mr. Hajdu moved that the Board approve the Site Plan for Rafferty Aluminum & Steel, 5 Spratt Technology Way, Assessor's Map 46 Lot 42, for the proposed construction of a 60' x 120' storage building on Spratt Technology Way. Plan submitted by Rafferty Aluminum & Steel 1 Spratt Technology Way, Sterling MA 01564, prepared by David E. Ross Associates, Inc., 111 Fitchburg Road, PO Box 368, Ayer, MA 01432-0368, Plan #L-12794, Job #25617, dated January, 2016. Approval is contingent up the following conditions:

- 1. Input in writing from the Conservation Commission to be submitted once the public hearing has occurred.
- 2. Input in writing from the Fire Department has been received.

Mr. Santoro seconded the motion. The motion passed unanimously.

It was noted that the applicant agreed to install sprinklers if they are required to do so.

Note: Feedback was received from the Fire Department on March 15, 2106 that there we no concerns other than the ones addressed by Haley & Ward.

Note: The Conservation Commission has scheduled a Stormwater Permit hearing with the applicant for April 19, 2016.

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

INVOICES
Board members signed Payroll and a warrant for Postage Stamps (Betty Kazan).

Establish roles, responsibilities and authority of Board Members.
The Board agreed to postpone this agenda item until its next meeting with the hopes of having a full Board in attendance.

8:55 P.M. MOTION TO ADJOURN
Mr. Hajdu moved that the Board adjourn. Mr. Santoro seconded the motion. The motion passed unanimously.

The next scheduled Planning Board Meeting is March 30, 2016, at 7:00 PM.

APPROVED BY: