



TOWN OF STERLING PLANNING BOARD MINUTES

Butterick Municipal Building, Room 205
1 Park Street, Sterling, MA 01564

January 25, 2024 – 6:30 PM

MEETING:

Present: Carl Corrinne, Patty Page, Mike Temple, John Santoro, and Town Planner – Stephen Wallace. Absent: Val Pruneau.

Agenda

Other Attendees: Richard Maki, Brian Kline, Ryan Walker, Mike Hodgman, Colleen Haggarty, one other.

ANR plan for Ryan Walker, two new lots at #7 Princeton Road

Applicant Ryan Walker presented the ANR plan to the Board. Chairman Corrinne asked about the landlocked “Parcel A” and was told that it was an existing lot. Chairman Corrinne noted that it should be labelled as a “non-buildable” lot on the plan as is the common practice for lots that do not conform to the Zoning Bylaw’s dimensional requirements. The Board voted unanimously (4 – 0) to endorse the plan once the Mylar is revised to reflect that Parcel A is a non-buildable lot. The applicant agreed to have his surveyor make the requested change and then bring the plan in for Patty’s endorsement on the Board’s behalf.

Continued public hearing to review a site plan for accessory building at #17 Stone Crest Way

The Board reopened the public hearing for this Site Plan. The Chair noted that the applicant recently submitted a revised site plan and received comments on same from DPW & Graves Engineering, but the applicant’s engineer has not had time to revise the plans accordingly. The Board voted unanimously (4 – 0) to continue the public hearing to February 22, 2024 at 6:30 PM.

Planning Board vote to send kennel-related zoning amendment to the Select Board for referral back to PB for February public hearing

Board member Patty Page explained that the intention of the kennel-related zoning amendment was to add the various kennel uses found in the Zoning Bylaw’s definition section to the Bylaw’s Table of Uses. Apparently when Town Meeting adopted the various kennel definitions, it did not approve adding them to the Zoning Bylaw’s Table of Uses. This amendment would correct this, plus slightly revise the personal kennel definition to place a limit on the number of dogs allowed and add that such kennels must comply with the Zoning Bylaw’s setback requirements. The State’s zoning law requires the Planning Board to send this amendment to the Select Board who in turn refer it back to the Planning Board for a public hearing, which will take place on February 22nd. The Board voted unanimously (4 – 0) to refer this zoning amendment to the Select Board.

Planning Board feedback on Zoning Board’s proposal to amend the Zoning Bylaw’s multi-family housing provision

The Town Planner asked the Board members if they had any feedback to the Zoning Board’s proposed revisions to the multi-family housing section of the Zoning Bylaw. Board member Mike Temple offered some suggestions for altering the dimensional requirements. Chairman Corrinne noted that the Planning Board already voted 3-1 to not support the Zoning Board’s proposed revisions and that, according to a recent opinion from Town Counsel, the Select Board is under no obligation to put these revisions on the Town Meeting warrant following a Planning Board vote of non-support. Town Planner expressed his preference for having the Zoning Board follow the Planning Board’s schedule for the zoning overhaul project and wait until 2025 when the Planning Board will take up all aspects of residential zoning. Town Planner believes that if the Planning & Zoning Boards can take a deliberate approach and work together on the residential zoning changes, there is a better likelihood of coming up with something that both boards could support. The Planning Board agreed and decided to take no further action on this matter at this time.

Planning Board discussion: adding partial bond release to the Subdivision Regulations

The Board went back to work on preparing partial performance guarantee language to the Subdivision Regulations. Chairman Corrinne offered some draft language for the Board's consideration. The Board reviewed and agreed to add this language as a new Item 401-16.2 (Partial Performance Release) with some minor revisions. Town Planner will make said revisions and send to the Board for further review.

Choose vendor to assist with drafting Site Plan Regulations

Town Planner explained that he received four consultant proposals to prepare a set of Site Plan Regulations that will apply town-wide and not just in the Performance Zone. The Board narrowed its choices to Attorney Mark Bobrowski and Planning Consultant Richard Harris. After much discussion, the Board voted to hire Richard Harris for the job and keep Attorney Bobrowski in mind for the larger Zoning Bylaw overhaul project.

Set February meeting date

The Board chose Thursday February 22, 2024 as its next meeting date.

Minutes – November 16, 2023

The Board voted 3 – 0 to approve the meeting minutes for November 16, 2023. Board member John Santoro abstained as he was absent from this meeting.

Adjourn

The Board voted unanimously to adjourn at 7:35 PM.

Documents Discussed at this meeting

- ANR plan for Ryan Walker, #7 Princeton Road.
- Proposed zoning amendment to add kennels to the Zoning Bylaw's Table of Uses and revise the definition for "personal kennel".
- Zoning Board proposal to revise the Zoning Bylaw's multi-family housing section.
- Draft language prepared by Planning Board Chair on how to handle partial bond release requests.
- Site Plan consultant proposals from Attorney Mark Bobrowski, Richard Harris, Wayne Fiden, and Beals & Thomas.
- Draft meeting minutes for June 22, 2023.