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TOWN OF STERLING
TOWN CLERK

STERLING PLANNING BOARD

PUBLIC HEARING NOTICE

Pursuant to MGL, Ch. 40A, Section 5, the Sterling Planning Board will hold a public hearing on Wednesday, March 11, 2020 at 7:05 pm in Room 202 of the Butterick Municipal Office Building, 1 Park Street, Sterling, MA to discuss proposed amendments to the Town of Sterling Protective By-Laws relative to Article 6, Section 6.4 (Site Plan Review), subsection 6.4.3 (Procedures).

Copies of the proposed amendments are available at the Town Clerk's Office during regular business hours.

Russell Philpot, Chair

Sterling Planning Board



Town of Sterling Board of Selectmen

John Kilcoyne, Chair
Maureen Cranson, Vice Chair
Arden Sonnenberg, Clerk

To: Sterling Planning Board

February 6, 2020

Re: Request for Public Hearing

Dear Members of the Planning Board,

On February 5, 2020 the Board of Selectman voted affirmatively to request that the Planning Board hold a public hearing regarding the Citizen's Petition – Bylaw Amendment related to Site Plan Review. The Board of Registrars has certified the necessary signatures.

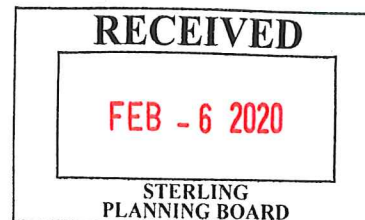
The petition is attached.

Thank you for your attention in this matter.

Sincerely,

A handwritten signature in cursive script that reads "Kama Jayne".

Kama Jayne



CITIZENS PETITIONED ARTICLE FOR TOWN MEETING

RECEIVED

To the Honorable Board of Selectmen:

JAN 28 2006
1:00 PM
TOWN OF STERLING
BOARD OF SELECTMEN

We, the undersigned registered voters of the Town of Sterling, hereby petition the Board of Selectmen, pursuant to MGL Ch. 39, S. 10, to:

- ☒ Place the following article on the Annual Town Meeting warrant [10 signatures required]
- ☐ Place the following article on the Special Town Meeting warrant for an already scheduled Special Town Meeting on _____ (list date) [100 signatures required]
- ☐ Call a Special Town Meeting to consider the following article [200 signatures required]

Article wording:

Protective Bylaw Amendment Related to Site Plan Review

To amend Article 6, Section 6.4 Site Plan Review, subsection 6.4.3 Procedures, which currently reads as follows:

6.4.3 Procedures.

1. Use, Structure, or Activity Available As of Right. An application for a building permit to perform work as set forth in Section 6.4.1 available as of right shall be accompanied by an approved Site Plan. Prior to the commencement of any activity set forth in Section 6.4.1 or available as of right, the project proponent shall obtain site plan approval from the Planning Board. Applicants for site plan approval shall submit five (5) copies of the site plan to the Planning Board for review, and within three (3) days thereafter shall also submit a copy of the site plan to the Board of Health, Director of Public Works, Police Chief, Fire Chief, the Building Inspector and the Conservation Commission for their advisory review and comments. The Planning Board shall review and act upon the site plan, with such conditions as may be deemed appropriate, within sixty (60) days of its receipt, and notify the applicant of its decision. The decision of the Planning Board shall be upon a majority of those present and shall be in writing. No building permit shall be issued by the Building Inspector without the written approval of the site plan by the Planning Board, or unless 60 days lapse from the date of the submittal of the site plan without action by the Planning Board.
2. Use or Structure Available by Special Permit or Variance. An application for a special permit or a variance to perform work as set forth in Section 6.4.1 shall be accompanied by an approved Site Plan. Applicants for site plan approval shall submit five (5) copies of the site plan to the Planning Board for review, and within three (3) days thereafter shall also submit a copy of the site plan to the town Engineer, the Board of Health, Director of Public Works, Police Chief, Fire Chief, the Building Inspector and the Conservation Commission for their advisory review and comments. The Planning Board shall review and act upon the site plan, with such conditions as may be deemed appropriate, within sixty (60) days of its receipt, and notify the applicant of its decision. The decision of the Planning Board shall be upon a majority of those present and shall be in writing. No special permit or variance shall be issued by the Board of appeals without the written approval of the site plan by the Planning Board, or unless 60 days lapse from the date of the submittal of the site plan without action by the Planning Board. Where the Planning Board approves a site plan "with conditions", and said site plan accompanies a special permit or variance application to the Board of Appeals, the conditions imposed by the Planning Board shall be

incorporated into the issuance, if any, of a special permit or variance by the Board of Appeals.

by deleting the a sentence (which has been stricken out) and inserting language pertaining to the publication and notification to abutters (shown in *italics*) so the section will now read as follows:

6.4.3 Procedures.

1. Use, Structure, or Activity Available As of Right. An application for a building permit to perform work as set forth in Section 6.4.1 available as of right shall be accompanied by an approved Site Plan. Prior to the commencement of any activity set forth in Section 46.4.1 or available as of right, the project proponent shall obtain site plan approval from the Planning Board. Applicants for site plan approval shall submit five (5) copies of the site plan to the Planning Board for review, and within three (3) days thereafter shall also submit a copy of the site plan to the Board of Health, Director of Public Works, Police Chief, Fire Chief, the Building Inspector and the Conservation Commission for their advisory review and comments. ~~The Planning Board shall review and act upon the site plan, with such conditions as may be deemed appropriate, within sixty (60) days of its receipt, and notify the applicant of its decision.~~ *Approval for a site plan may be issued only after a public meeting held within sixty (60) days of the filing of an application with the Planning Board. It is the applicant's responsibility to obtain a certified list of names and addresses of all parties of interest by the Assessing Office. The Planning Board shall notify all parties of interest by mail and notice of a public meeting shall be given by publication in a newspaper of general circulation in the town in each of two (2) consecutive weeks; the first publication to be not less than fourteen (14) days before the day of the meeting. Said notice and publication shall contain the name of the applicant, a description of the area or premises, street address, or other adequate identification of the location, the date and place of the public meeting, the subject matter of the hearing, and the nature of the action requested.* The decision of the Planning Board shall be upon a majority of those present and shall be in writing. No building permit shall be issued by the Building Inspector without the written approval of the site plan by the Planning Board, or unless 60 days lapse from the date of the submittal of the site plan without action by the Planning Board.
2. Use or Structure Available by Special Permit or Variance. An application for a special permit or a variance to perform work as set forth in Section 6.4.1 shall be accompanied by an approved Site Plan. Applicants for site plan approval shall submit five (5) copies of the site plan to the Planning Board for review, and within three (3) days thereafter shall also submit a copy of the site plan to the town Engineer, the Board of Health, Director of Public Works, Police Chief, Fire Chief, the Building Inspector and the Conservation Commission for their advisory review and comments. ~~The Planning Board shall review and act upon the site plan, with such conditions as may be deemed appropriate, within sixty (60) days of its receipt, and notify the applicant of its decision.~~ *Approval for a site plan may be issued only after a public meeting held within sixty (60) days of the filing of an application with the Planning Board. It is the applicant's responsibility to obtain a certified list of names and addresses of all parties of interest by the Assessing Office. The Planning Board shall notify all parties of interest by mail and notice of a public meeting shall be given by publication in a newspaper of general circulation in the town in each of two (2) consecutive weeks; the first publication to be not less than fourteen (14) days before the day of the meeting. Said notice and publication shall contain the name of the applicant, a description of the area or premises, street address, or other adequate identification of the location, the date and place of the public meeting, the subject*

matter of the hearing, and the nature of the action requested. The decision of the Planning Board shall be upon a majority of those present and shall be in writing. No special permit or variance shall be issued by the Board of appeals without the written approval of the site plan by the Planning Board, or unless 60 days lapse from the date of the submittal of the site plan without action by the Planning Board. Where the Planning Board approves a site plan "with conditions", and said site plan accompanies a special permit or variance application to the Board of Appeals, the conditions imposed by the Planning Board shall be incorporated into the issuance, if any, of a special permit or variance by the Board of Appeals.