

STERLING PLANNING BOARD MINUTES ~ October 30, 2019

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**Present:** John Santoro ~ Vice Chairman (Arrived at 6:10 p.m.)  
Craig Miller ~ Member  
David Shapiro ~ Clerk  
Patty Page ~ ANR Agent  
Betty Kazan ~ Administrative Assistant  
Domenica Tatasciore, Town Planner

**Absent:** Russ Philpot ~ Chairman

### **Call to Order**

Shapiro called the meeting to order at 6:03 p.m. in Room 205 of the Butterick Building.

### **Meeting with the Board of Selectmen and Affordable Housing Committee to consider and possibly vote on the proposed Sterling Housing Production Plan being presented by MRPC**

John Hume and Karen Chapman MRPC were on hand to present the final draft of the Housing Production Plan prepared by MRPC and the Affordable Housing Committee.

After the presentation from MRPC and a brief discussion Page moved that the Planning Board vote to approve the 2019 Sterling Housing Production Plan for submission to the Department of Housing & Community Development. Miller seconded the motion. The motion passed unanimously.

### **6:36 P.M.**

Santoro moved the Board adjourn and reconvene in Room 202 for the completion of the Planning Board's agenda. Page seconded the motion. The motion passed unanimously.

### **Call to Order**

Santoro called the meeting to order at 6:44 p.m. in Room 202 of the Butterick Building.

### **Request for Extension of Time for Site Plan ~ Sterling National Country Club, 33 Albright Road, Sterling National, LLC**

Jeffrey Carroll was on hand to request a one-time 90 day extension of the Site Plan for Sterling National Country Club.

Shapiro moved that the Board grant an extension of time for the Sterling National Country Club Site Plan through February 28, 2020. Miller seconded the motion. The motion passed unanimously.

### **Site Plan Review ~ 287 Leominster Road, Map 24, Lot 13, Continental Stone, Marble and Granite, Inc.**

Chris Anderson, Hannigan Engineer & Land Surveyor on behalf of his client Continental Stone was on hand to review the Site Plan for 287 Leominster Road. He indicated the modifications that were made to the plans relates to the Fire Department's concerns being that far away from the edge of the roadway and our interpretation and their interpretation concerning regulations. To eliminate any type of confusion at all we have decided to provide a sprinkler for the entire facility that will connect with the water main that is located at the end of Route 12. We have received comments back from the Fire Department and they seem okay as long as we can make the appropriate connections with the Leominster water line. Anderson will be contacting Leominster to confirm that it is there and they can tie into it.

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The following comments were received from Haley & Ward on October 23, 2019:

*Haley and Ward has completed a review of the site plan for the addition of a warehouse at Continental Stone, Marble and Granite, Inc. at 287 Leominster. The plans were prepared by Hannigan Engineering, Inc. and are dated June 3, 2019 with revisions through October 2, 2019. We offer the following comments. The applicant's response is provided. Outstanding items are shown in a bold font.*

1. *The lot is located wholly within the Water Resource District defined by a mapped Zone II. The applicant should confirm that:*
  - a. *No petroleum products will be stored on site except as provided by 4.6.4 (b)*
  - b. *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)*
  - c. *No automotive service or repair shops.*
  - d. *No more than 440 gallons of wastewater per acre of land area will be disposed of through an onsite system*
2. *The applicant acknowledges the requirements of the Water Resource District zoning limitations. No new wastewater flow is being projected based upon the new enclosed storage structure.*
2. *The total impervious lot area within the Water Resource District is limited. The proposed structure partially overlay an existing paved surface creating approximately 3,500 square feet of impervious area. The applicant should demonstrate how one inch of run off from the new impervious area will be retained for infiltration as required by 4.65 (c). The plans currently show the basin outlet pipe at the bottom of the pond with no definitive retainage.*
  1. *The applicant has provided drainage calculations showing post development control of the runoff to the current rate or less. The stormwater narrative calculates the required storm water retention for the increase in impervious area of approximately 33 cubic feet or a half inch of water along the bottom of the storm water basin.*
3. *The Storm Basin Detail references a subdrain detail however no detail is provided and no subdrain is shown on the plan.*
  1. *The subdrain reference has been eliminated.*
4. *The applicant should tabulate the existing and proposed impervious area as a percentage of total lot area to confirm that the proposed impervious area will be less than 50% of the total lot.*
  1. *A tabulation showing the proposed impervious area of 29.7% has been provided.*
5. *The fire protection capacity of the water distribution system should be evaluated prior to construction approval. This evaluation should include the following components*
  - a. *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.*
  - b. *The fire flow capacity to the site should be confirmed with the Sterling DPW or on-site testing should be completed as part of the construction approval process.*
1. *The applicant states that fire sprinklers are not required or proposed for the new structure.*
6. *Building elevations should be provided. The elevations should show proposed entrances and loading docks and bays if applicable.*
  1. *Building elevations have been provided.*
7. *The plans propose to use the 13 existing crushed stone parking spaces and 4 paved spaces. 3.2.4 Requires that these spaces be paved with spaces delineated. Your Board may consider a waiver of this requirement as a means of reducing impervious area within the water resource area and wetland buffer.*
  1. *The applicant has requested and received a waiver.*
8. *The parking spaces on the right side of the roadway appear to be blocked by large boulders. If should be clarified if these boulders will be removed.*
  1. *The boulders have been relocated to the adjacent lawn area.*

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9. *Input should be sought from the Fire Department with respect to emergency access to the existing and proposed structures. The structures will be placed approximately 20 feet apart and substantially surrounded by wetlands and the storm water management pond.*
 1. *The response letter from the applicant notes the Fire Department's concern with access while referencing a section of the Fire Code (NFPA 1): 18.2.3.2.2 Fire department access roads shall be provided such that any portion of the facility or any portion of an exterior wall of the first story of the building is located not more than 150 ft. (46 m) from fire department access roads as measured by an approved route around the exterior of the building or facility. The revised site plans show a fill structure between the existing shop and proposed warehouse plus a reference to the installation of an automatic fire sprinkler system for the combined structure.*

We defer to the Fire Department's recommendation whether adequate protection is provided by the addition of an automatic fire sprinkler system.
10. *A loading and receiving plan should be presented to include large truck access and turning areas, if applicable.*
 1. *The applicant states that, due to weight limitations, all deliveries will made by short wheelbase trucks and flat beds.'*

The following email dated October 23, 2019 was received from Lt. Kokernak:

'I have received that latest plan that shows the design for a structure to be built in the alley of the original design and a fire protection main to be brought in from Leominster Rd. to supply a sprinkler system that presumably would protect the entire complex.

With a fully sprinkled building, the distance from the closest fire department access road to the furthest exterior point on the building is allowed to be 250 feet. Having measured the plan it appears that the new design would satisfy this requirement.

Providing that there is access to a suitable water source to supply the sprinkler system, the Fire Department does not have any further issues with this site plan.'

Shapiro moved that the Board approve the Site Plan for 287 Leominster Road. Plans dated March 11, 2019 with revisions through October 2, 2019, with the conditions listed in the Haley & Ward letter of October 23, 2019, Lt. Kokernak email of October 23, 2019 and a Handicap spot with placard. Page seconded the motion. The motion passed unanimously.

ANR~Justice Hill Rd., Lot 4, Justice Hill, Inc., David Blanchard, President, Map 18, Lot 16

Doug Andrysick, Andrysick Land Surveying, on behalf of his client was on hand to discuss the ANR for Justice Hill Road Lot 4. Lot 4 will consist of 2.72 acres with the remaining.

Santoro stated he and Miller attended a meeting where Tatasciore spoke about seeing whether the Town wanted to purchase some of this land. Tatasciore stated in light of the presentation of the Housing Production Plan that we just attended. The Town is more cognizant of housing in Town and one mechanism is to look at Chapter Land to see if these are parcels that perhaps should be acquired by the municipality for affordable housing purposes. The buildout analysis that she presented was a perspective of what could be out there one day.

Andrysick stated Mr. Blanchard is open to selling it to the Town, private individuals or whatever. Blanchard is certainly willing to review offers on it.

Page moved that the Board endorse the ANR as presented for Lot 4. Southerly Side of Justice Hill Road, Owner Justice Hill, Inc., David Blanchard, President. Assessors Map 18, Lot 16. Plans

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prepared by Andrysick Land Surveying, Princeton, MA 01541. Plans dated September 30, 2019. Miller seconded the motion. The motion passed unanimously

### **As-Built Plans ~ 110 Pratts Junction Road, Stone Ridge Development, Inc., Map 50, Parcel 14**

James Tetreault, Thompson-Liston Associates, Inc. on behalf of his client Stone Ridge Development was on hand to answer any questions on the As-Built Plan submission.

After a brief discussion, Shapiro moved that the Board vote to accept the As-Built Plans for Stone Ridge Development, Inc., 110 Pratts Junction Road. Page seconded the motion. The motion passed unanimously.

### **Town Planner Report**

Tatasciore reviewed the following Information Update for October 30, 2019 with the Board:

- A special thank you to the majority of the PB (Patty, Craig and John) for attending the Oct. 2 BOS meeting to hear my presentation on Justice Hill Road.
- Attended SRPEDD workshop on creating age and dementia-friendly communities. See accompanying presentation materials.
- Purchased large-scale printer/scanner with delivery date within 2 weeks.
- MRPC's 21 day public review and comment period regarding the Draft Limited English Proficiency Access Plan and Draft Amendment #1 to the FFY 2020-2024 TIP closes on November 18. Documents are accessed here: <https://www.mrpc.org/home/news/mpo-releases-draft-ffy-2020-tip-amendment-1-and-limited-english-proficiency-lep-access>
- Next Master Plan Committee meeting: Thursday, November 21 at 6:30 pm.
- All Board Meeting: Monday, November 18 at 6:30 pm.

Shapiro asked if in the future we could start talking about ideas to help move along the Sterling Inn and that area. Tatasciore mentioned she does not know the structural integrity of that parcel. She stated they are always ready to speak with anyone who has a vision.

### **Warrants & Payroll**

Board Members reviewed three payroll warrants and a warrant for Haley & Ward (Continental Stone).

### **Sterling ZBA**

Santoro acknowledged a Special Permit approval for NEADS, Inc., 333 Redemption Rock Trail to allow for a Commercial Kennel, Animal Hospital, Veterinarian's Office.

Santoro acknowledged a notice from the ZBA of a Special Permit Denial for Cassandra Correia, 34 Clinton Road

### **Chairman's Report/Notices/Discussions**

#### **All Board Meeting**

Santoro mentioned there is an All Board meeting was being held on November 18 at 6:30 p.m. Page stated she would attend the meeting if the Chairman is not attending. Kazan will check with Philpot and let Page know of his decision.

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Administrative Assistant's Report/Notices

Office Closed

Kazan reminded the Board that the office would be closed until Tuesday, November 12, 2019 at 9 a.m.

CPTC Workshop

Kazan reminded the Board there was still time to register for workshops if anyone is interested.

November 20th Meeting

Kazan reminded the Board that as of today 150 Clinton LLC requesting an extension of time and Chad Lane is a possibility if the plan for trees is submitted in time.

Review Earth Removal Bylaw Committee's Draft of ERB Bylaw

After a discussion the Board asked Kazan to reach out to the ERB Committee and request that they send a final draft of the Bylaws prior to the Planning Board's November 20th meeting.

7:38 p.m. Page left the meeting.

Minutes

Shapiro moved that the Board approve the minutes of September 25, 2019 as amended. Miller seconded the motion. The motion passed unanimously.

Shapiro moved that the Board approve the minutes of October 2, 2019 as presented. Miller seconded the motion. The motion passed unanimously.

ZBA Notices from surrounding Towns

Board Members reviewed notices from the surrounding Towns.

Recap discussion of September 25th with Town Planner & Town Administrator

Shapiro moved that the Board table this agenda item until the November 20th meeting. Miller seconded the motion. The motion passed unanimously.

Future Agenda Items

8:11 P.M. MOTION TO ADJOURN

Shapiro moved that the Board adjourn. Miller seconded the motion. The motion passed unanimously.

APPROVED BY:
