

Final

**STERLING PLANNING BOARD
MEETING MINUTES**

August 28, 2013

– Rm. 202 Butterick Bldg.

Present: Kenneth Williams– Chairman, Clerk
Charles Hajdu – Vice-Chairman
Ron Pichierri – ANR Agent
Michael Radzicki – MRPC Rep.
John Santoro - Member
Lucinda Oates – Administrative Assistant

Chairman Williams calls the meeting to order at 7:00 PM.

ANR's.

There are no ANR's

MINUTES APPROVED

Motion: Ron Pichierri

Second: John Santoro

Motion made to approve August 14, 2013, minutes with corrections, there was no further discussion, five to zero members in favor, motion carried.

DISCUSSIONS/REPORTS/FYI

Sterling Solar / Release of Performance Guarantee

Charles Hajdu spoke to Bill Tuttle (DPW) regarding the swale listed in the Order of Conditions for Wiles Road, Sterling Solar. Tuttle agreed that the pavers lining the swale would likely become dislodged during a winter plowing.

It was suggested that the pavers be removed from the edge of the payment, and placed with a setback 10 feet from edge of the street. Although the Planning Board could request a survey of the property to determine the exact property line, the Board was willing to accept a 10 foot setback from the edge of the payment to avoid the cost of a survey.

Bill Tuttle agreed that the pavers could stay in place for the 2013 – 2014 winter season, but was of the opinion that they would be dislodged by the snow plows come snow cover.

Until the corrections have been made to the existing pavers, the Planning Board will hold the \$5,000.00, in regards to the swale apron.

New Senior Center / Preliminary Analysis Traffic Count Data

Traffic count data for Boutelle Road at the intersection of Muddy Pond Road was received from Montachusett Regional Planning Commission. The Board will hold

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review of the data until a written site plan is received from the Senior Center Building Design Committee.

The site of the Senior Center is still basically located at the corner of Muddy Pond and Boutelle Road.

Corrinne / Chad Lane

Mr. Corrinne has not responded to inquiries about his outstanding invoices. At this time there is a discrepancy in the Chad Lane account. Lucinda will speak with the Accountant and Treasurer, and present those findings at the next scheduled meeting.

On another note, Charles brought up the lack of signage at the private Chad Lane entrance. A letter will be drafted and sent to Corinne concerning the lack of signage at the entrance to the private road to his development.

Runaway Brook Road

Gary Griffin approached Ken Williams for an endorsement on a curb cut off of Runaway Brook Road. The construction of a private entrance onto a public way can only be allowed after written permission is obtained from the Board of Selectmen. Curb Cut applications require signatures from the Building Inspector, DPW, Con Com and Planning Board before going to the Board of Selectmen.

After review of the application, Ken decided that it would require a variance from the Zoning Board of Appeals. The Zoning By-law specifically says that curb cut must include frontage from your lot. Mr. Griffin then withdrew his application for approval from the Selectmen.

228 Leominster Road

A response letter, dated August 27, 2013, was received today from the Building Inspector addressing a joint letter from abutters of 228 Leominster Road, on August 16, 2013. The Building Inspector, acting as Zoning Enforcement Officer for the Town addressed their concerns. One issue that was outstanding was the sign located at the entrance to the property. The Building Inspector said that the sign currently located at the entrance to 228 Leominster Road, is not allowed because it is a new sign and will require a sign permit.

Lucinda will request a copy of the letter of August 16, 2013, sent from the abutters of 228 Leominster Road from the building department.

CHAIRMAN'S REPORT

There is no chairman's report.

ADMINISTRATIVE ASSISTANT REPORT

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A Harassment Training Workshop is scheduled at 1:00 pm on Tuesday, September 10th, in the Selectmen conference room. This training session is being presented by Human Resources.

At this month's Department Head Meeting there was discussion about the old existing driveway located at the north end of the Butterick Building, by the newly installed vault. There have been three incidents with cars in the driveway, and it was decided that signage would be needed to prevent people from entering, or to enter at their own risk. After much discussion from various boards present at the meeting, it was decided to turn it over to the Planning Board to make a decision on the wording of signage.

Suggested signage's for the drive were as follows:

- Emergency vehicles only
- One way
- Pass at your own risk
- Authorized vehicles only

Discussion resulted in the board suggesting legal counsel be consulted for correct wordage of the sign to avoid any liability.

Apple Homecare / Redemption Rock Trail

The as-built for Apple Homecare was submitted in December 29, 2009. There are still funds in the review account that need to be released back to the business.

Motion: Ron Pichierri

Second: Mike Radzicki

Motion made to release the funds in the review account to Apple Homecare, there was no further discussion, five to zero, motion carried.

Discussion continued on Apple Homecare regarding the number of customers within the building, and the availability of parking in the front of the building, off of Route 140. There was a question as to whether Apple Homecare was operating as a store open to walk-in customers or a retail business. If Apple Homecare is operating a retail business it could indicate a change of use permit.

Lucinda will check in the file on Apple Homecare to see if the minutes or the site plan conditions indicated whether it was open to the public or a retail store. The Board remembered that the applicant stated that it would not be a retail store.

Motion: Charles Hajdu

Second: Ken Williams

Motion made to hold funds until after review of the permit, for Apple Homecare, five to zero in favor, motion carried.

MAIL

Miscellaneous mail was reviewed.

NOTICES FROM OTHER TOWNS

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

INVOICES

The board members signed payroll.

NEW BUSINESSES

Mike Radzicki attended the MRPC meeting and there was discussion about a new slot machine casino proposed in the Leominster area. The location could impact Sterling and it was questioned if abutting towns would receive remuneration.

Ken Williams suggested that an email be sent to the Select Board asking if they have received any news about a slot machine casino at the proposed Leominster location off of Route 140.

John Santoro brought up the new regulation requiring “cluster mail boxes” to be located with all new subdivisions. John has a copy of the regulation for the cluster mail boxes. The post master is asking that the developers place the cluster mail boxes prior to completion of the development. Copies will be made of the regulation, and the members after reading will have a discussion.

MOTION TO ADJOURN

Motion: Ron Pichierri

Second: Mike Radzicki

Motion made to close meeting, there was no further discussion, five to zero in favor, meeting adjourned at 8:32 pm.

The next regularly scheduled Planning Board Meeting is September 11, 2013 at 7:00 PM.

APPROVED BY:
