

Final

**STERLING PLANNING BOARD
MEETING MINUTES**

January 29, 2014

– Rm. 202 Butterick Bldg.

Present: Kenneth Williams– Chairman, Clerk
Ron Pichierri – ANR Agent
John Santoro - Member
Lucinda Oates – Administrative Assistant

Absent: Michael Radzicki – MRPC Rep
Charles Hajdu – Vice-Chairman

Chairman Williams calls the meeting to order at 7:05 PM.

ANR's.

There are no ANR's

MINUTES APPROVED

Motion: Ron Pichierri

Second: John Santoro

Motion made to approve Sterling Planning Board December 11, 2013 minutes, with corrections, there was no further discussion, three to zero in favor, motion carried.

**Site Plan Submission
Redstone Hill Road**

James B. Simpson began with a narrative submission of his proposed multifamily development for those members of the board who were not present at his earlier submission in 2004. In 2004, the Zoning Bylaw was very prohibitive concerning multifamily development and Simpson decided after receiving a partial site plan review (Planning Board) and Special Permit and variance (ZBA), to table his project. Currently, a new amended multifamily development Zoning Bylaw has been approved and Simpson is now moving forward with his development.

The plan proposes:

21 separate buildings, with two housing units in each building

40 feet to a lot line

15 feet between buildings

100 foot no build zone to wetlands, ConCom has been contacted and a meeting scheduled
Town water

Three septic systems, septic tank in front of each building, each unit will have their own tank, systems were designed within the guidelines of Title 5

The development will be privately maintained and controlled by a closed association

All units will be one level, with one or two bedrooms per unit

24 foot wide roadways with drainage as dictated by the site plan regulations

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Grade of the roadway is 10%, at its steepest
There will be no need to apply for any variances or waivers
Fire flow information has been provided previously

Following are questions presented by the Planning Board:

Areas for recreation: Simpson replied that the total area of the site is 20.26 acres and the entirety of open space is contiguous and is equal to 14.25 acres. Open Space equals approximately 70.34 percent. The open space requirement, in the Town of Sterling Zoning Bylaw Section 4.2.3.d 1.states that *At least 60% of the parcel shall be maintained as open space, and at least 40% of the parcel shall be contiguous open space.* The proposed open space meets this requirement. There are no plans for recreation areas, such as ball fields or play ground equipment.

Street Lighting: There was no plan for street lighting on the plan. The board suggested that the three cul-de-sacs, intersection, and the entrance to the development should be lighted.

Trash Pick-up: Simpson proposed that the development would be private pickup for trash removal.

Cluster Mailbox: Simpson will contact the Sterling Post Office Postmaster for the best placement of a “cluster mailbox” and numbering of the house units.

Hydrants: Standard hydrants will be located every five hundred feet, and will include a flushing schedule. Each unit will have individual water service feeding them.

Fire Sprinklers: There is no need for sprinklers for fire protection.

School Bus Pickup: School buses are not allowed to enter private property.

Foundation Wall: There will be a solid foundation wall between the units in the basement.

Sidewalks: There are no sidewalks shown on the plan at this time. There is a requirement for functioning equipment, and Ron Pichierri said that sidewalks would fall under this category. Also to consider would be a small sidewalk leading to a school bus stop in the event of children living at the development.

Request for comments for Wickapickett Knoll site plan will be requested from various boards in town and Scott Miller (Haley& Ward) will be contacted to pick up a copy of plan for review.

Motion: Ron Pichierri

Second: John Santoro

Motion made to continue discussion on site plan for Wickapickett Knoll until February 26, 2014 at 8:00 PM, there was no further discussion, three to zero in favor, motion carried.

**140 Pratts Junction Road
Site Plan Review
JJCEV Realty Trust**

Paul Grasewicz (Graz Engineering, LLC) called and requested a continuation to February 12th, he will be meeting with Conservation Commission on February 4th and it would better serve the board to have the ConCom approval for the Planning Board meeting.

Motion: Ron Pichierri

Second: John Santoro

Motion made to continue the site plan review for 140 Pratts Junction Road, JJCEV Realty Trust, until February 12 @ 8:00 pm, there was no further discussion, three to zero in favor, motion carried.

DISCUSSIONS/REPORTS/FYI

2013 Annual Report to the Town was reviewed with no additions or corrections; it will be forward to the Town Clerk for submission.

ZBA

Administrative Appeal Decisions completed by the Zoning Board of Appeals were discussed.

CHAIRMAN'S REPORT

There is no chairman's report.

ADMINISTRATIVE ASSISTANT REPORT

Update Outstanding Haley & Ward Invoice

An email was sent to Carl Corrinne on January 14th, requesting his attendance at our January 29th meeting. January 16th, Mr. Corrinne replied that he would be out of town on the 29th; and to pick a date and he will let the board know of his travel plans. January 21 an email was sent giving the dates of Planning Board meeting in February, March and April, requesting a date that would work for him, no reply has been received.

Ken Williams said that a deadline date should be given to Corrinne and for convenience of the Board, use the date of our next meeting. If there is no response or attendance at our next regularly scheduled meeting, February 12th, then he suggested that the board rescind his Chad Lane subdivision.

Planning Representation requested Feb 6th @ 7:00 PM, meeting with the Personnel Board

Jed Lindholm, Chairman of the Personnel Board, will be presenting the proposed, updated Classification Plan. The Board of Selectmen requests that the chairmen of all Boards and/or Committees attend. If the Chairman is unable, please send a designee. No member of the Board is available to attend this meeting. Lucinda will reply to the email that no members are available to attend, and that the Board looks forward to hearing their proposal and report at the Annual Town Meeting.

Training Session on Open Meeting Law

February 10th at 3:00 pm, Gregg Corbo, ESQ. from Kopelman and Paige will conduct a training session on Massachusetts Open Meeting Law. It is our immediate goal to eradicate violations of the Massachusetts Open Meeting Law, through education. Therefore, we strongly urge as many staff members as possible to attend. There is also a training session at 7:00 that evening. This is an informational training meeting and NOT open to the public at large.

Lucinda will attend the 3:00 PM Training Session and report back to the board.

Senior Center Building Committee upcoming Site Plan, Feb. 12th

The Senior Center Building Committee is on the February 12th, agenda for 7:30 pm. Ken asked that the presentation of the ANR associated with the Site Plan be presented at the regularly scheduled time for ANR's at 7:00 pm. Lucinda will email Maureen Cranson and ask that the Committee present the ANR at 7:00 pm and their site plan presentation at 7:30 pm.

Planning Board Member terms

Board member terms are staggered, and this year Mike Radzicki's term will be up for reelection. Ken Williams asked if Mike is planning on renewing his Board Membership. Lucinda will send an email to Mike and inquire.

Discussion concerning board meeting start times, request made by Charles Hajdu

Charles Hajdu will be coaching baseball, 6:00 – 8:00 pm, February thru April on Wednesday evenings. Due to his coaching schedule, he is requesting a later start date for the Planning Board meeting, so that he will be able to attend.

There was discussion about changing the meeting night, and that was deemed to be a bad idea because people are used to the Board meetings as scheduled. A later start time was also met with an unfavorable opinion. It was decided to make an effort to schedule all site plans starting at 8:00 pm to help accommodate Charles coaching schedule.

MAIL

Miscellaneous mail was placed in the file folder for members to review at their leisure.

NOTICES FROM OTHER TOWNS

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

INVOICES

The board members approved two invoices for Haley & Ward (140 Pratts Junction Road and 146 Pratts Junction Road); Quill office supplies and Lucinda's payroll.

MOTION TO ADJOURN

Motion: Ron Pichierri

Second: John Santoro

Motion made to adjourn meeting, there was no further discussion, three to zero in favor, meeting closed at 9:12 pm.

The next regularly scheduled Planning Board Meeting is February 12, 2014 at 7:00 PM.

APPROVED BY:
