

Final
STERLING PLANNING BOARD MINUTES – August 12, 2015

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Present: Kenneth Williams– Chairman, Clerk
John Santoro – Vice - Chairman
Michael Pineo - MRPC Rep. & M.R.J.T.C. Alternate Rep.
Charles Hajdu – Member
Betty Kazan – Administrative Assistant

Absent: Russ Philpot – ANR Agent

Chairman Williams called the meeting to order at 7:04 PM in Room 202 of the Butterick Building.

ANR's.

There were no ANR's.

DISCUSSION

Sterling Crossing Extension Request

Robert Cutler, Jr., Cutler Brothers, LLC submitted a request for a two year extension of the period for “substantial use” of their site plan for Sterling Crossing, 96-102 Leominster Road.

Mr. Cutler indicated that partial septic plans will be complete by the end of the month and the goal is to move forward with the project.

Mr. Pineo moved that the Board grant Cutler Brothers, LLC, P.O. Box 674, Sterling, MA 01564 request for a two year extension of the period for “substantial use” of their site plan for Sterling Crossing. Sterling Crossing is an approved Site Plan on Leominster Road, approved by the Board on August 27, 2008. The deadline date is now set for August 27, 2017. Mr. Santoro seconded the motion. The motion passed unanimously.

ZBA

Senior Center Chairman Maureen Cranson was on hand to inquire as to whether the Board had weighed in on the ZBA Senior Center hearing regarding for a Special Permit. The hearing is scheduled for August 18, 2015 at 6:35 p.m. at Town Hall. She mentioned that all the necessary paperwork had been completed and that all abutters were notified of the hearing scheduled.

Board members indicated they did not have any concerns or issues regarding the Senior Center ZBA application. A copy of the email sent to the Town Administrator and ZBA Chairman on July 30, 2015 was forwarded to Ms. Cranson.

SITE PLAN MODIFICATION Review/Rock Breakers

Mr. Pineo moved that the Board approve the proposed site layout plan modification for the proposed warehouse distribution center off of Chocksett Road, plan dated September 17, 2014, with three revisions October 10, 2014, and June 4, 2015, August 14, 2015, applicant Rock Breakers, LLC, 3 Park Street, Leominster, MA 01453. Engineer and Surveyor

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Whitman & Bingham Associates, LLC, 510 Mechanic Street, Leominster, MA, 01453, Plan # 4-L-900, Job Number 10049. Motion to approve is contingent upon submission of ten new plans with the following conditions placed on the modification along with a letter describing the proposed changes.

1. Any additional changes to the plans shall be submitted to the Board for approval.
2. An ‘As-built’ Existing Conditions Plan will be submitted to the Board upon completion of the project.
3. Specifics regarding the stone driveway which will be constructed along the western side of the proposed building to provide for emergency vehicle access.
4. Signage information at entrances.
5. Pervious paver information.
6. Locations of proposed modifications should be outlined on the plan.
7. Plans should reflect square footage information regarding pavement, walkways, stone, etc.

Mr. Santoro seconded the motion. The motion passed unanimously.

Mr. Campobasso agreed to submit the revised plans to the Planning Department later this week.

**Note:** All of the above “conditions” including a letter describing the proposed changes were satisfied prior to approval of the plans on August 17, 2015.

**Fall 2015 Special Town Meeting proposed Zoning Changes**

Board members discussed the request from Mike Szlosek, Town Administrator to review and comment on the proposed Zoning Town Sign Bylaw changes.

Mr. Williams stated that a Zoning Bylaw change has to follow a certain procedure. Changes are to be submitted to the Selectmen. The Selectmen then immediately refer it back to the Planning Board to hold a public hearing for public input. Then the Board decides what recommendations to present to the Town Meeting.

The Board agreed to send a response letter to the Town Administrator stating “that without legal advice and due to a potential perceived conflict of interest, this Board cannot take action or opinion on the proposed Town Sign Bylaw according to the statute where it is governed by the law which essentially states that we cannot take action until it is presented through a public hearing with input. This Board was led to understand that the Board of Selectmen has appointed a Sign Bylaw Committee which has never met to review the proposed Sign Bylaw. It is also the Boards’ understanding that the proposed Sign Bylaw was written by one Administrative person in town government.

The Planning Board will consider any such changes after the obligatory public hearing has been held”.

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A letter was received from DCR regarding the Watershed Protection Act, 350 CMR 11.00. Any applicants/property owners' questions regarding WPA should be referred to WPA contact Nancy McGrath at 508-792-7806 ext 314.

Mr. Pineo moved that the Board approve the minutes for July 29, 2015 as printed. Mr. Santoro seconded the motion. The motion passed with three in favor and one abstain (Mr. Hadju was absent).

No action was taken on the ANR Process. It was agreed to have the discussion of the ANR process on the agenda for August 26, 2015.

Administrative Assistant will be off Monday, August 31, and Tuesday, September 1, 2015. She anticipates working on Wednesday, September 2, and Thursday, September 3, 2015. Notices of the changed office hours for this week will be posted on the website and Planning Board office door.

Miscellaneous mail was reviewed.

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

Board members signed a Payroll voucher.

Mr. Pineo moved that the Board adjourn. Mr. Santoro seconded the motion. The motion passed unanimously.

The next regularly scheduled Planning Board Meeting is August 26, 2015 at 7:00 PM.

APPROVED BY:
