

Final
STERLING PLANNING BOARD MINUTES – February 24, 2016

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120' storage building on Spratt Technology Way. He explained that the property is currently vacant and the proposed structure will be used for storage by the owner.

Mr. Pineo moved that the Board approve the Site Plan for Rafferty Aluminum & Steel, 5 Spratt Technology Way, Assessor's Map 46 Lot 42, for the proposed construction of a 60' x 120' storage building on Spratt Technology Way pending responses from the various boards and Planning Board Consultant Scott Miller of Haley & Ward. Plan submitted by Rafferty Aluminum & Steel 1 Spratt Technology Way, Sterling MA 01564, prepared by David E. Ross Associates, Inc., 111 Fitchburg Road, PO Box 368, Ayer, MA 01432-0368, Plan #L-12794, Job #25617, dated January, 2016. Administrative fees received February 1, 2016, Check #010032 in the amount of \$400.

**Note:** A Review Fee payment in the amount of \$1,000 was received on February 29, 2016, check #04047.

**SITE PLAN REVIEW ~ Sterling Real Estate Development Co., & Sholan Homes, Inc.**  
James B. Simpson, Sterling Real Estate Development Co., Inc., presented the Board with final plans and the Stormwater report and drainage calculations for the proposed Site Plan application for Assessor's Map 91, Lot 53 (43 Redstone Hill) & Assessor's Map 91 Lot 30 (Off Redstone Hill Road).

The Board agreed to schedule the start of the Site Plan Review process at their next meeting scheduled for March 9, 2016 a 7:30 p.m.

**SITE PLAN REVIEW MODIFICATION ~ 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 five revisions October 10, 2014, June 4, 2015, July 2, 2015, December 15, 2015, and January 29, 2016, applicant Rock Breakers, LLC, 3 Park Street, Leominster, MA 01453. Engineer and Surveyor Whitman & Bingham Associates, LLC, 510 Mechanic Street, Leominster, MA, 01453, Plan #4-L-900, Job Number 10049. Modification includes the following changes:

1. The western entrance and building have been moved 35 feet to the west.
2. Due to relocation of the building and western entrance closer to the existing Utz property, the drainage from the Utz property is proposed to be connected into the drainage system of the applicant's. The proposed pipes and stormwater basin have been sized to accommodate the addition.
3. The eastern entrance has been moved to the east approximately 133 feet. The entrance will not only be used for access to the proposed warehouse distribution center but also be used to access the rear land where the rock removal business still operates.
4. The forebays of the stormwater basin have been separated from the stormwater basin because of the creation of the driveway to the rear of the property. The forebays are proposed to the west of the eastern driveway and will be connected to the stormwater basin via multiple culverts under the driveway.
5. The front access drive, which is parallel to Chocksett road, no longer is proposed to connect to the two entrances. This was done to separate the loading dock area from the customer parking area.

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Motion to approve is contingent upon submission of Site Modification Fee in the amount of \$200. Mr. Hajdu seconded the motion. The motion passed unanimously.

**Note:** Check #1072 in the amount of \$200 was received on February 29, 2016.

**MINUTES**

Mr. Pineo moved that the Board approve the minutes for January 27, 2016 as presented. Mr. Santoro seconded the motion. The motion passed with three in favor and one abstain (Mr. Hajdu was not in attendance).

**Discussions/Reports/FYI**

**Town Hall Closing Procedure**

Board members were concerned with the lack of a policy regarding notifying any Boards who have a scheduled meeting when the Board of Selectmen decide to close Town Hall whether it be due to weather, building or any other related issues. Members expressed concerns over the unnecessary incurred expense that an applicant may have to pay their attorney or engineer who came to a meeting only to find out it had been cancelled.

The Board asked the Administrative Assistant to draft a letter to each Board of Selectmen and copy the Town Administrator asking that the letter be read into the minutes of the next Board of Selectmen's meeting. The letter should ask the BOS to advise the Planning Board as to the procedure and who will be responsible for notifying the Planning Board in the future.

**ZBA**

A notice of decision to continue a public hearing ( Sterling Real Estate Development Co., Inc., James Simpson) until March 8, 2016 for a Special Permit amended at 40 Redstone Hill/Off Redstone Hill.

A notice of decision on a request to withdraw LCM Realty Trust and TCF Holdings LLC for a variance regarding earth removal for property located at 38 Clinton Road, Sterling, MA.

**CHAIRMAN'S REPORT/NOTICES**

Chairman Williams announced that he will not be running for re-election.

**ADMINISTRATIVE ASSISTANT'S REPORT/NOTICES**

**CPTC Spring Conference**

Ms. Kazan informed the Board of the Citizen Planner Training Collaborative (CPTC) Spring Conference being held on Saturday, March 19<sup>th</sup> at Holy Cross College 8 a.m. to 3:30 p.m. Board members will be reminded again at their next meeting on March 9, 2016.

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**Ricoh**

Board members asked Ms. Kazan to attend a Ricoh presentation on wide format solutions being held in Boston on March 9<sup>th</sup>.

**Delinquent Taxpayer List**

The Board agreed to have Ms. Kazan work with the Treasurer/Collector to incorporate a Tax Delinquent sign off on all Planning Board applications. Once implemented, the applicant will be required to check in at the Treasurer/Collector's office prior to submission of their application(s).

**NOTICES FROM OTHER TOWNS**

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

**INVOICES**

Board members signed two payrolls.

**Establish roles, responsibilities and authority of Board Members.**

The Board agreed to postpone this agenda item until its next meeting with the hopes of having a full Board in attendance.

**9:45 P.M. MOTION TO ADJOURN**

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

**The next scheduled Planning Board Meeting is March 9, 2016, at 7:00 PM.**

**APPROVED BY:**

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