



TOWN OF STERLING PLANNING BOARD MINUTES

Butterick Municipal Building, Room 205
1 Park Street, Sterling, MA 01564

July 27, 2023 – 6:30 PM

MEETING:

Present: Carl Corrinne, Patty Page, Mike Temple, John Santoro, and Town Planner – Stephen Wallace. Absent: Val Pruneau.

Other Attendees: Doug Andrysick.

Agenda

ANR plan for 32 RRT LLC, lot consolidation plan for properties with frontage on Legg Road and Redemption Rock Trail.

Surveyor Doug Andrysick presented the ANR plan on behalf of the applicant. The plan combines the various lots owned by the Packards into one lot. The purpose is to have all of the Sterling Greenery buildings located on one lot. Board Member Patty Page asked about the undersized lot on the western side at the corner of Legg Road and Redemption Rock Trail. Mr. Andrysick explained it was part of a land swap with the State and the parcel can never be developed. The Board voted unanimously (3 – 0) to endorse the plan.

Continued public hearing to review a site plan for accessory building at #17 Stone Crest Way

The Board reopened the public hearing for this Site Plan and member John Santoro arrived in time to participate. Town Planner informed the Board that the applicant recently submitted a revised site plan, but Town departments and the Board's consulting engineer did not have enough time to review it prior to tonight's meeting. The Board voted unanimously (4 – 0) to continue the public hearing to August 24, 2023 at 6:30 PM.

Chapter 61A land withdrawal request for #188 Justice Hill Road.

The Board reviewed the land withdrawal request and noted that the address listed in the request was incorrect. The Board voted unanimously (4 – 0) to recommend that the Town not exercise its right of first refusal on this property.

Chapter 61A land withdrawal request for #27 Chamberlain Road.

The Board reviewed the land withdrawal request and noted that the address listed in the request was incorrect. The Board voted unanimously (4 – 0) to recommend that the Town not exercise its right of first refusal on this property.

Planning Board discussion on possible revisions to the Board's Approval Not Required (ANR) application.

The Chairman kicked off this discussion by stating that the requirement of a topographic map at two-foot contour intervals was onerous and expensive for property owners. The Board discussed and agreed that while our current requirement is asking for too much, some degree of topographic information is necessary to determine if the lot has adequate access to the buildable portion of the lot. The Planner suggested that the Board simply require a topographic overlay for new building lots (excluding the master lot and all proposed non-buildable lots) as a separate plan sheet and that surveyors can simply overlay the USGS topographic quad sheets for this purpose. The Board agreed and directed the Planner to make this revision to the ANR application and also remove the wetland delineation as a checklist item as it is already required as part of the content requirement for ANR plans.

Planning Board discussion on Road Acceptance Standards.

The Planner explained that the Town has been lax in the past about making sure the as-built plan for new roads and associated legal paperwork got recorded at the Registry after the Town Meeting vote on road acceptance, and that this has created problems for both the Town and landowners whose lots front on these roads. The Planner presented the Board with the road acceptance procedures from the Town of Boxborough as an example of procedures that offer more clarity than Sterling's procedures. The Board directed the Planner to make three changes to Sterling's road acceptance procedures: 1) require that final pavement be in place for at least one winter before the applicant can seek road acceptance, 2) require the applicant

	to submit verification that the catch basins have been cleaned, and 3) require that Town Counsel conduct a title search of the land at the applicant's expense. The Planner will make those changes and the Board will vote on them at their next meeting.
Discussion on how to handle requests for partial release of performance guarantees.	The Board then brought up one last housekeeping matter: The Planner pointed out that the Board's current Subdivision Regulations do not allow for the partial release of performance guarantees prior to road acceptance. The Planner explained there will be large projects that post large performance guarantees on projects that will take a long time to complete and that it is standard practice for Planning Board's to release a portion of the guarantee upon verification from an engineer that the work completed meets Town standards, while retaining a sufficient amount to cover the remaining work. The Planner suggested an addition to the Subdivision Regulations to deal with partial release of performance guarantees. The Board will consider this suggested language and will discuss further next month.
Next Meeting Date	The Board chose Thursday August 24, 2023 as its next meeting date and September 21, 2023 as its September meeting date.
Minutes	The Board voted unanimously (3 – 0) to approve the meeting minutes for June 22, 2023 with one spelling edit. John Santoro abstained as he was not present at this meeting.
Adjourn	The Board voted unanimously to adjourn at 7:15 PM.
Documents Discussed at this meeting	<ul style="list-style-type: none">• ANR plan for 32 RRT LLC, lot consolidation plan for properties with frontage on Legg Road and Redemption Rock Trail.• Chapter 61A land withdrawal requests for #188 Justice Hill Road and #27 Chamberlain Road.• Sterling Planning Board's Approval Not Required (ANR) application.• Sterling Planning Board road acceptance standards and Town of Boxborough's road acceptance standards.• Draft language prepared by Town Planner on how to handle partial bond release requests.• Draft meeting minutes for June 22, 2023.