



TOWN OF STURBRIDGE

Planning Board Permit Application

For Official Use:

Date of Receipt: _____
File Number: _____
Completed: _____

Received By: _____
Date of Approval: _____
Not Completed: _____

Application Type

- Special Permit Site Plan Review Waiver

Part A General Information

1. NAME OF REGISTERED OWNER Sail Energy, LLC
 Address 210 Commerce Way, Suite 210
 City Portsmouth State NH Zip Code 03801
 Telephone No. 603-741-0431
 Email Address sailenergy.com

2. NAME OF APPLICANT/ AGENT Joe Trefethen
 Address SAME
 City _____ State _____ Zip Code _____
 Telephone No. cell: 603-545-04007
 Email Address jtrefethen@sailenergy.net

3. MATTERS RELATED TO THE APPLICATION SHOULD BE ADDRES TO
 (check one or more):

- Owner Applicant/Agent

4. PROOF OF OWNERSHIP ACCOMPANYING APPLICATION: (check one):

- Copy of front page of deed Parcel Registry

Part B Details of Application

5. Location of Subject Property

Municipal Address: 59 Technology Park Road

Lot(s): 1 Plan: 03543

Assessment Lot Number(s): 59

6. Is the subject property subject to any easements, rights-of-way, or other rights over adjacent properties (i.e. mutual driveway)?

- Yes No

7. Existing use of Property: Storage and distribution of Fuel Oil and Propane.

8. Date of construction of all existing and proposed buildings and structures on the subject property:

Services available to the subject property:	Existing	Proposed
Type of water services (i.e. municipal water or private well)	municipal water	Municipal Water
Type of sewage disposal (i.e. municipal sewage disposal or private septic system)	Municipal Sewer	Municipal Sewer
Type of storm drainage (i.e. sewers, ditches, swales or other means)	Sheet Flow	Sheet Flow

9. Project Details

	Total Gross Floor Area		Total Gross Leasable Area		Number of Units	
	Existing	Proposed	Existing	Proposed	Existing	Proposed
Industrial						
Office	5,200 sqft	5,200 SF	NONE	NONE	1	NONE
Commercial						
Institutional						
Residential						
Total						

Part C

Project Narrative *Must be completed by applicant or agent*

Describe the proposed project in terms of use, design elements and construction timeframe.

The existing project was completed in 2003 for
Storage and dsitribution of Fuel Oil.

Increase in use will be for Storage of Two
30,000 gallon propane tankds.

Explain how the design and layout of the development or use constitutes suitable development without detriment to the neighborhood or to the environment.

No use is projected to change as far as any increase
in traffic nor employees will take place.

Describe any special processes, mitigation measures or unique circumstances which may have a bearing on project approval

No changes in the Site Layout nor Traffic Flows will
be made. The ONLY change is storage of Two Propane
tanks.

10. Please list any technical studies or background material being submitted to support the application.
The two storage tanks will be installed with precast tank supports and no excavation will take place.
-
-
-

11. Please indicate (✓) if the applicant or owner has submitted any of the following applications for all or part of the subject property and complete the following chart:

Other Applications	Required		Submitted		File Number	Status of Application
	Yes	No	Yes	No		
Conservation Commission (Notice of Intent or Request for Determination)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NO WETLANDS	IN AREA
DPW (Curb Cut Permit)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NO NEW CURB CUTS REQUIRED	
DPW (Street entrance, water or sewer tie in)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NO CHANGES IN	USE
Board of Health (Septic, food, other)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NO CHANGE IN	EMPLOYEE NUMBER
Zoning Board of Appeals (Special Permit, Variance)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NO CHANGES	
Board of Selectmen (Liquor License)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Other (please list below)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

Other:

SITE PLAN CHECK LIST

1. Existing Site Plan – note any non-conformance

YES	NO – must give reason below	For Planning Board use
<input checked="" type="checkbox"/>	<input type="checkbox"/> Locus	_____
<input checked="" type="checkbox"/>	<input type="checkbox"/> North arrow	_____
<input checked="" type="checkbox"/>	<input type="checkbox"/> Survey	_____
<input checked="" type="checkbox"/>	<input type="checkbox"/> Existing Structures	_____
<input checked="" type="checkbox"/>	<input type="checkbox"/> Existing roads and curbs	_____
<input checked="" type="checkbox"/>	<input type="checkbox"/> Contours and elevations	_____
<input checked="" type="checkbox"/>	<input type="checkbox"/> Abutters within 300 feet	_____
<input checked="" type="checkbox"/>	<input type="checkbox"/> Zone and dimensional requirements	_____
<input checked="" type="checkbox"/>	<input type="checkbox"/> Setbacks	_____

Additional comments

For details of site see Plan Number 03543 by Jalbert Engineering, Inc.

2. Proposed – meets zoning unless noted

YES	NO – must give reason below	For Planning Board use
<input checked="" type="checkbox"/>	<input type="checkbox"/> Lot dimensions	_____
<input type="checkbox"/>	<input checked="" type="checkbox"/> Proposed buildings (None added)	_____
<input checked="" type="checkbox"/>	<input type="checkbox"/> Percent building & impervious areas	_____
<input checked="" type="checkbox"/>	<input type="checkbox"/> Sidewalks and buffer areas	_____
<input checked="" type="checkbox"/>	<input type="checkbox"/> Streets, driveways and access	_____
<input checked="" type="checkbox"/>	<input type="checkbox"/> Circulation patterns	_____
<input checked="" type="checkbox"/>	<input type="checkbox"/> Parking spaces and calculations	_____
<input checked="" type="checkbox"/>	<input type="checkbox"/> Allowed use reference	_____
<input checked="" type="checkbox"/>	<input type="checkbox"/> Loading areas	_____
<input checked="" type="checkbox"/>	<input type="checkbox"/> Building mean height	_____
<input checked="" type="checkbox"/>	<input type="checkbox"/> Dumpsters & screening	_____
<input checked="" type="checkbox"/>	<input type="checkbox"/> Outdoor storage areas	_____

Additional comments

Only additional increase will be two 30,000 gallon propane tanks.
Tanks are 11'X47' each.

Additional comments

7. Calculations and Studies unless waived

YES	NO – must give reason below	For Planning Board use
<input checked="" type="checkbox"/>	<input type="checkbox"/> Lot coverage	_____
<input checked="" type="checkbox"/>	<input type="checkbox"/> ITE trip generation calculations	_____
<input checked="" type="checkbox"/>	<input type="checkbox"/> Planting calculations and schedule	_____
<input checked="" type="checkbox"/>	<input type="checkbox"/> Traffic impacts	_____
<input checked="" type="checkbox"/>	<input type="checkbox"/> Drainage calculations	_____
<input checked="" type="checkbox"/>	<input type="checkbox"/> Water and sewer demands	_____
<input checked="" type="checkbox"/>	<input type="checkbox"/> Hydrant pressure tests	_____
<input checked="" type="checkbox"/>	<input type="checkbox"/> Water and aquifer studies	_____
<input checked="" type="checkbox"/>	<input type="checkbox"/> Other	_____

Additional comments

For the Traffic Study see Report by Vanasse & Associates, Inc. dated July 22, 2020. "Transportation Impact Assessment"

8. Permits applied for / received from other boards, agencies or commissions

Board/Agency	Action or Conditions
Selectmen	PENDING _____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

3. Grading (NO SITE GRADING WILL TAKE PLACE)

YES	NO – must give reason below	For Planning Board use
<input checked="" type="checkbox"/>	<input type="checkbox"/> Buffer zones and distances	_____
<input checked="" type="checkbox"/>	<input type="checkbox"/> Wetlands and vernal pools	_____
<input checked="" type="checkbox"/>	<input type="checkbox"/> Riparian features	_____
<input checked="" type="checkbox"/>	<input type="checkbox"/> Flood zones	_____
<input checked="" type="checkbox"/>	<input type="checkbox"/> Ground water elevations	_____
<input checked="" type="checkbox"/>	<input type="checkbox"/> Siltation fencing	_____
<input checked="" type="checkbox"/>	<input type="checkbox"/> Significant species type and habitat	_____
<input checked="" type="checkbox"/>	<input type="checkbox"/> Detention and Retention Basins	_____
<input checked="" type="checkbox"/>	<input type="checkbox"/> Grading plan	_____

Additional comments

No excavation on the site will take place.
See Site Plan for proposed tank location. Plan No. 20059

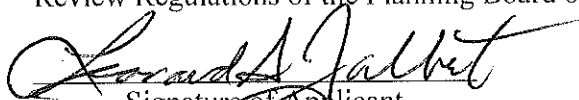
4. Utilities (NO CHANGES IN UTILITIES ARE REQUIRED)

YES	NO – must give reason below	For Planning Board use
<input checked="" type="checkbox"/>	<input type="checkbox"/> Water lines and connections	_____
<input checked="" type="checkbox"/>	<input type="checkbox"/> Hydrants and sprinklers	_____
<input checked="" type="checkbox"/>	<input type="checkbox"/> Sewer lines and connections	_____
<input checked="" type="checkbox"/>	<input type="checkbox"/> Electric and wire lines	_____
<input checked="" type="checkbox"/>	<input type="checkbox"/> Drainage structures	_____
<input checked="" type="checkbox"/>	<input type="checkbox"/> Oil and propane tanks	_____
<input checked="" type="checkbox"/>	<input type="checkbox"/> Snow storage area	_____
<input checked="" type="checkbox"/>	<input type="checkbox"/> Public and private wells	_____

Additional comments

AUTHORIZATION (Must be signed by applicant)

I hereby request that the Town of Sturbridge Planning Board review this application for Site Plan approval, including all plans, documents and information herewith. I represent to the best of my knowledge and belief, this application is being submitted in accordance with the Site Plan Review Regulations of the Planning Board of the Town of Sturbridge.


Signature of Applicant

August 10, 2020
Date

Leonard S. Jalbert, Agent
AUTHORIZATION (Must be signed by owner)

I am the record owner of the property for which this application is being filed and as such, I am familiar with the work proposed to be carried out on my property.

I hereby give permission for this application to be filed with the full understanding that certain restrictions may be placed on the property relative to the approval of the proposed work.

I further certify that under the penalties of perjury, I am authorized to sign this application.


Signature of Owner
(See Contract)

June 29, 2020
Date

If someone is representing the applicant or the owner, the applicant must designate such representative below:

Name of Representative: Jalbert Engineering, Inc.

Address of Representative: 54 Main Street, Sturbridge, MA 01566

Telephone No.: 1-508-347-5136 CELL: 1-774-230-7570

Relationship of representative to owner or applicant: Consultant

If representing a group, corporation or other organization please attach a copy of the vote authorizing you to act on behalf of such organization for the purposes of this application.

An application will not be considered complete and will not be submitted to the Planning Board for its action until all required documentation/information has been submitted to the Town Planner and filed with the Town Clerk.

Incomplete applications will be automatically rejected and returned to the applicant.

PROFESSIONAL SERVICES AGREEMENT

This Agreement is to confirm that professional services are to be performed by:

PROJECT: 59 TECHNOLOGY PARK ROAD

STURBRIDGE MA

JALBERT ENGINEERING, INC.
54 Main Street
Sturbridge, MA 01566
Telephone: 1-508-347-5136
Fax: 1-508-347-7962

I. SCOPE of SERVICES: The services to be provided are as follows:

- Land Title Survey
Lot Stakeout
Topographic Survey
Architectural Survey
Boundary Survey
Building Design
House Stakeout
Percolation Test
Construction Management
Other

hereinafter referred to as ENGINEER, as requested by:

NAME: JOE TREFETHEN
TITLE: SENIOR TEAM OPERATIOS MANAGER
COMPANY: SAIL ENERGY LLC
ADDRESS: 210 COMMERCE WAY, SUITE 210
CITY: PORTSMOUTH STATE: NH ZIP: 03801
TELEPHONE: OFFICE 603-741-0431 CELL 603-545-4007

hereinafter referred to as CLIENT:

II. FEE: The fee for the above described services will be one of more of the following:

- Total sum of \$ 2500.00
Hourly basis plus expenses.
Other: TOWN AND OR STATE FEES IF ANY NOT INCLUDED
A retainer in the amount of \$ will be required prior to the initiation of the above described services.

PROPOSED SITE FOR
PROPANE TANK LOCATION
TOWN MEETINGS EXTRA
BILLED AT \$100 PER HOUR

III. SPECIAL CONDITIONS: The following special conditions shall pertain: TRAFFIC STUDY NOT INCLUDED

FINAL PAYMENT DUE UPON PLAN RELEASE, TOWN AND OR STATE FEES IF ANY NOT INCLUDED

IV. FURNISHING DOCUMENTS: The following quantity of drawings, estimates, and specifications are to be furnished by the Engineer: PROPOSED SITE PLAN FOR PROPANE TANK LOCATION

V. ESTIMATED COMPLETION DATE: The estimated completion date of the aforementioned services is:

DEPENDENT ON TOWN MEETING SCHEDULING

In the event that the Engineer is obstructed or delayed in the completion of said services by any act of the client or the client's agents or by any act beyond the control of the Engineer including but not limited to, inclement weather, illness, strikes, failure of equipment, unanticipated degree of difficulty encountered in performing services, or delay created within or by approving agencies, then the time herein fixed for the completion of the services shall be extended for a period of time equivalent of the time lost by any reason of any or all of the aforementioned causes.

VI. TERMINATION: This Agreement may be terminated by either party upon five (5) days written notice in the event of persistent failures of performance of material terms and conditions of this Agreement by the other party through no fault of the terminating party.. The Engineer shall then be paid for the services completed up to the time of the termination date based on the above described fees.

VII. OWNERSHIP of DOCUMENTS: All documents, including original drawings, estimates, specifications, field notes, data and digital files are and shall remain the sole and exclusive property of the Engineer as instruments of service. The client may, at his expense, obtain record prints of drawings, in consideration of which the client will use them solely in connection with the project and not for the purpose of making subsequent extensions or enlargements thereto.

VIII. PAYMENT: Payment in full is due upon completion of services prior to work being released. In the event that said account is unpaid after the thirtieth day subsequent to the date of the first billing, the client shall be subject to a monthly service charge of 1 1/2% on the then unpaid balance (18% true annual rate). In the event that any portion of all this account remains unpaid ninety (90) days subsequent to the first billing date, the client shall pay all costs of collection including reasonable attorney's fees.

IX. AMENDMENT of AGREEMENT: This Agreement may be amended only in writing signed by the client and Engineer.

X. APPLICABLE LAW: unless otherwise spaoified, the laws of the Commonwealth of Massachusetts shall govern this Agreement.

IN WITNESS WHEREOF, client and Engineer have executed this Agreement

at 210 Commerce Way, Portsmouth, NH 03801

at 54 Main Street, Sturbridge, MA 01566

On the 29 day of June 20 20

On the 17 day of JUNE 2020

[Signature]
Client

[Signature]
Engineer

[Signature]
Witness

[Signature]
Witness

Fax # 508-347-7962



Town of Sturbridge

Barbara A. Barry, Finance Director

Department/Board/Committee: Finance Department

Please verify outstanding tax/fee status for the following property owner:

Property Owner: Sail Energy LLC

Property Location: 59 Technology Park Road

Please be advised that all taxes:

The license/permit may be released.

The license/permit may not be released.

Barbara A. Barry
For The Finance Director

06/29/2020
Date

Parcel ID	Owner	Owner Address	Owner City	State	Zip	Property Address
637-02215-051	51 TECHNOLOGY LLC	55 WESSON STREET	NORTH GRAFTON	MA	01536	51 TECHNOLOGY PARK ROAD
637-02215-063	CUBE HIF NORTHEAST MA LLC	PO BOX 320099	ALEXANDRIA	VA	22320	63 TECHNOLOGY PARK ROAD
637-02226-064	OPTIM INCORPORATED	64 TECHNOLOGY PARK ROAD	STURBRIDGE	MA	01566	64 TECHNOLOGY PARK ROAD
637-02226-066	PEGASUS GLASSWORKS INC	66 TECHNOLOGY PARK ROAD	STURBRIDGE	MA	01566	66 TECHNOLOGY PARK ROAD
510-02215-006	PROUTY DANIEL TR OF ONE PICKER RT	PO BOX 2917	WORCESTER	MA	01613	6 PICKER ROAD
637-02225-053	WHM III LLC	3 LIBRARY LANE	STURBRIDGE	MA	01566	53 TECHNOLOGY PARK ROAD
	BOARD OF ASSESSORS					
Above persons listed are record owners as they appear on the most recent applicable tax list.						
Assessors are not responsible for errors or omissions. RE: M.G.L. - Chapter 40A, Section 11.						
Abutters List -	Planning/Zoning Board - 300'					
RE: 59 TECHNOLOGY PARK ROAD						
Certified Copy						
Assessor:	<i>James P. Murphy</i>					
Date:	<i>6-29-2020</i>					