

**CITY OF METHUEN
COMMUNITY DEVELOPMENT BOARD**

NOTICE OF DECISION – Section XII Site Plan Approval

Case No.: 2025-2
Date of Application: 08-11-2025
Date of Hearing: 10-08-2025
Date of Decision: 10-09-2025

Petition of: Sarno Realty, Inc.
99 Cross Street
Methuen, MA 01844

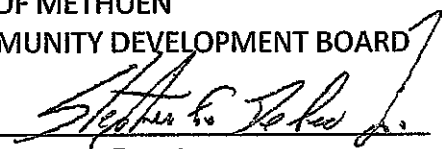
Premises Affected: Assessors Parcel ID: 410-124-14E and 410-124-14F
Limited Industrial (IL) Zoning District

Referring to the above petition for Site Plan Approval from the requirements of Section XII of the City of Methuen Comprehensive Zoning Ordinance to allow the construction of a 10,540 SF second story addition and a 1,200 SF outbuilding.

At a public hearing held on October 8, 2025, the Community Development Board voted to **APPROVE WITH CONDITIONS** this Site Plan Approval.

This is to certify that the above action was taken in compliance with the statutory requirements as set forth in Chapter 40A of the General Laws, and that a copy of this decision was filed with the City Clerk on **October 9, 2025**.

CITY OF METHUEN
COMMUNITY DEVELOPMENT BOARD

by: 
Stephen F. DeFeo, Jr.
Chairman, Community Development Board

Any appeal of this decision shall be made pursuant to the requirements of Massachusetts General Laws and shall be filed within twenty (20) days after the date the notice of decision was filed with the Methuen City Clerk.

I hereby certify that no appeal has been filed in the Methuen City Clerk's Office, within the twenty (20) day appeal period.

Anne J. Drouin, Methuen City Clerk

RECEIVED
CITY CLERK'S OFFICE
METHUEN, MA
2025 OCT -9 PM 1:40

FINDINGS OF FACT:

Sarno Realty, Inc. filed an application for a Special Permit on August 11, 2025. The applicant submitted a complete application, which was noticed and reviewed in accordance with Section XI Special Permits of the City of Methuen Comprehensive Zoning Ordinance and MGL Chapter 40A, Section 9.

The project consists of two parcels in the Light Industrial (IL) Zoning District identified as Map 410 Block 124 Parcels 14E and 14F which contains approximately 135,638 SF in size with 271 feet of frontage on Cross Street. The site contains 19,395 SF warehouse and is surrounded on three sides by wetlands.

The Applicant is proposing to construct 10,540 SF, second floor addition and 1,200 SF square foot materials. A total of 28 clearly identifiable parking spaces are marked on the site.

On January 22, 2025, the ZBA granted a variance to the required side setback to allow a .5' (6 inch) setback where a 60-foot setback is required. The Applicant has entered into a purchase and sales agreement for 93 Cross Street (abutting residential property in a residential district to the right side of the commercial property) to buy the residential lot that contains the existing home. They will create a 60-foot easement buffer between the residential property and the commercial property on the side of the proposed addition. This area is currently vegetative and will be used for Fire Department access around the building during emergencies. It will not be built on or used for vehicles. The easement will be on the residential property.

The project is shown on a plan entitled: Parcel ID: 410-124-14F & 410-124-14E, 99 Cross Street, Methuen, Massachusetts; prepared for Mass Cabinets, Inc., 99 Cross Street, Methuen, MA 01844; prepared by GPI; dated June 9, 2025; containing an Existing Conditions Plan and a Site Plan.

The public hearing on the above referenced application was opened and closed on October 8, 2025. The Board heard a presentation from Chris York from GPI. No abuttlors spoke either in favor or in opposition to the project. Upon a motion by Mr. Hunter seconded by Mr. Hatem, the Board voted unanimously (5-0) to close the public hearing and GRANT Site Plan Approval with Conditions.

The following Board members participated in the hearing and voted on the decision: Stephen DeFeo, William Forbes, Ronald Hatem, Neal Hunter, and Heather Plunkett.

This approval is granted subject to the accuracy of the information, reports and data presented. In the instance where the Board is of the belief that this material was inaccurate as presented or has subsequently become unreliable the Board may conduct a determination hearing to consider requiring further review or mandating current and reliable data and information for subsequent approval.

As required by the City of Methuen Comprehensive Zoning Ordinance Effective July 28, 2008, **Section XII Site Plan Approval**, based upon the applicant's testimony, plans submitted and information provided, the Community Development Board has determined that this project meets the requirements of this section.

SPECIAL CONDITIONS:

The Community Development Board finds that this project generally complies with the City of Methuen Zoning Ordinance requirements as listed in Section XII but requires conditions to be fully in compliance. The Community Development Board hereby grants approval to the applicant provided the following conditions are met:

- 1) **Prior to the endorsement of the plans** by the Community Development Board, the Project Owner must comply with the following:
 - a) The final plans must be reviewed and approved for accuracy and conformance with the terms of this Approval by the City's Engineering Department, the City's Peer Review consultant (as may be required by the Board), and the Community Development Department. The final plans must be revised in accordance with comments received by the City of Methuen staff members and peer review agents if any.
- 2) **Prior to the start of any site work and Building Permit issuance:**
 - a) One certified copy of the recorded 60-foot residential buffer easement as required by the ZBA decision dated January 22, 2025, must be submitted to the Community Development Office.
 - b) The Community Development Board must endorse the final site plan mylars and one (1) paper copy of the recorded plan must be delivered to the Community Development Office.
 - c) One certified copy of the recorded decision must be submitted to the Community Development Office.
 - d) A bond in the amount of **five thousand (\$5,000) dollars** shall be posted for the purpose of insuring that the site is constructed in accordance with the approved plan and that a final as-built plan is provided showing the location of all on-site structures.
 - e) Prior to any construction activity of any kind associated with the project, the Project Owner shall submit to the Community Development Department a proposed phased construction sequence schedule (timetable/bar chart), said

schedule to be used as a guide to activities within the development including construction of roadways, utilities, drainage system, stabilization, earth removal and stockpiling. This schedule once established shall not be deviated from and may only be modified by agreement between the Project Owner and the Community Development Department.

- f) A pre-construction meeting must be held with the developer, their construction employees, Community Development Department, and other applicable departments to discuss scheduling of inspections to be conducted on the project and the construction schedule.
- g) The Project Owner will provide supervisory contact personnel along with emergency telephone numbers that are answered on a 24-hour basis (answering machines or voice mail are not acceptable).

3) During Construction:

- a) Construction activities on the site shall conform to the City of Methuen's Ordinances relating to such work.
- b) Construction activities shall be conducted in a workmanlike manner at all times. Blowing dust or debris shall be controlled by the Applicant through stabilization, wetting down, or other proper storage and disposal methods.
- c) It shall be the responsibility of the Applicant to assure that no erosion from the construction site shall occur which will cause deposition of soil or sediment upon adjacent properties or public ways, except as normally ancillary to off-site construction. Off-site erosion will be a basis for the Community Development Board making a finding that the project is not in compliance with the plan; provided however, that the Community Development Board shall give the Applicant written notice of any such finding and ten days to cure said condition.

4) Prior to the Issuance of the Certificate of Occupancy:

- a) The Project Owner must submit a letter from the engineer of the project stating that the building, landscaping, lighting, and site layout substantially comply with the plans referenced in this decision as endorsed by the Community Development Board.
- b) A final as-built plan showing final topography, the location of all on-site utilities, structures, curb cuts, parking spaces and drainage facilities, including invert elevation of all storm water structures shall be submitted to the Community Development Department and the Engineering Department for review and approval.

- c) If all site related issues, including landscaping, have not been completed at the time the building itself is ready for occupancy, the Community Development Board may authorize the Project Owner to post a security sufficient in the opinion of the Community Development Board, to cover the cost of the City of completing the remaining site items.
- 5) **Prior to the final release of all funds:** The Community Development Board must, by majority vote, make a finding that the site is in conformance with the approved plan and decision.
- 6) **Other Conditions:**
- a) To reduce noise levels the Project Owner shall keep in optimum working order, through regular maintenance, any and all equipment that shall emanate sounds from the structures or site.
 - b) Any plants, trees, or shrubs that have been incorporated into the Landscaping Plan approved in this decision that die within two years from the date of planting shall be replaced by the owner. All plantings and screening depicted on the approved plans shall remain in perpetuity over the life of the project.
 - c) Within five (5) days of the transfer of ownership of this site in whole or in part, the Project Owner shall notify the Community Development Department of the name and address of the new owner(s). The Project Owner shall provide the new owner(s) with a copy of these conditions.
- 7) The Community Development Board hereby reserves the right to serve notice on applicant of a cease and desist work order should a violation of the endorsement, the approval, the conditions or the restrictions be found to exist. Such cease and desist work order, when served in writing, directing itself to the violation occurring, shall act to prohibit any and all work on the areas as mentioned in such order.
- 8) This Site Plan Approval shall be deemed to have lapsed two years after the date of the grant of this approval if a substantial use thereof has not sooner commenced, except for good cause. Such approval may, for good cause, be extended in writing by the Community Development Board upon the written request of the applicant.
- 9) The following documents and plans shall be deemed part of the decision:
- Site Plan: Parcel ID: 410-124-14F & 410-124-14E, 99 Cross Street, Methuen, Massachusetts; prepared for Mass Cabinets, Inc., 99 Cross Street, Methuen, MA 01844; prepared by GPI:
 - i) Existing Conditions Plan dated June 9, 2025
 - ii) Site Plan dated June 30, 2025, rev. through 8/7/25