



September 19, 2016

Ms. Joythi Grama  
Town Planner  
17 Common Street  
Southborough, MA 01772

RE: Park Central 40B  
Fuss & O'Neill - September 15, 2016 Review Letter

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Dear Ms. Grama:

This is a response to the Fuss & O'Neill Peer Review Comments of the "*Planning Board Site Plan Review*" dated September 15, 2016. Dan Delany and Aimee Bell reviewed the Park Central Site Plans titled, "*Comprehensive Permit Plans, Pursuant to Notice of Decision on a use Variance, Town of Southborough Board of Appeals, for Park Central in Southborough, Massachusetts,*" and report titled "*Addendum 1 Stormwater Management Summary*" dated August 15, 2016. In review of these plans Fuss & O'Neill they addressed their comments and concern in their letter. Here is our response to Fuss & O'Neill's comments and concerns.

Comments submitted to the Zoning Board Appeals (ZBA)

1. Original #49. Proposed signs must follow regulations as outlined in Section 174-11. There appears to be a proposed sign located at the entrance off Flag Road. Details of the sign have not been provided. To ensure the regulations have been adequately meet, please provide details of the proposed sign.

*WDA dated August 18, 2016: The plans have been revised accordingly.*

- a. **F&O dated August 24, 2016: Details of the proposed signs have not been provided, only the location. It is understood that the ZBA has waived the requirements of the Zoning Bylaw, however to ensure the signs do not inhibit site distances along Route 9 and Flagg Road, details with the size of each proposed sign should be provide.**

*WDA dated August 24, 2016: The Site Plans will be revised accordingly.*

- CGP: Copies have been provided. Please see response to B below.
- b. **Additional F&O: Fuss & O'Neill further reviewed the Notice of Decision on a use Variance. The Variance does not wave the requirements of Section 174-11 which is included within the requirements of the Site Plan Approval. The Applicant must provide documentation demonstrating they meet the requirements.**
- CGP: Section 174-11 was waived by the Zoning Board of Appeals. Please see attachment "A" and "B". See attachment "C" sign plans that have been provided to the planning board previously.
2. Original #50. Per Section 174.12 C(2), parking spaces shall be at least 9 ½ feet wide by 18 feet long. Please provide dimension of the parking spaces.

*WDA dated August 18, 2016: A waiver to the Zoning Bylaw has been granted.*

- a. **F&O dated August 24, 2016: While acknowledging the ZBA has waived the requirements of the Zoning Bylaw, it is standard practice for a parking space to be at least 9 feet wide by 18 feet long. To ensure proper construction of the proposed parking spaces, including the visitor "green parking," please dimension each of the parking space areas.**

*WDA dated August 24, 2016: The Site Plans will be revised accordingly. As discussed with F&O, the Site Plans are fairly bush so rather than labelling all the spaces, the plans will be revised to include additional "typical" callouts on each Layout & Materials Sheets.*

CGP: See attachment "G" which provides detail of parking spaces.

- b. **Additional F&O: Fuss & O'Neill further reviewed the Notice of Decision on a use Variance. The Variance does not wave the requirements of Section 174-12 which is included within the requirements of the Site Plan Approval. An exception is Section 6.8 of the Comprehensive Permit Regulations and Guidelines. Section 6.8 indicates the required parking for each unit and for the community center. A breakdown of parking for each the units has been provided however a breakdown of parking for the Community Center has not.**
- CGP: Comprehensive Permit Regulations and Guidelines are inapplicable to this Site Plan Review. The project is designed as a "walkable project" with limited parking at the community center so as to promote pedestrian access thru walking or bicycling.
- c. **Additional F&O: Zoning: See Zoning, Section 174-12, Parking and loading regulations in this review letter for additional comments.**

- CGP: These additional comments to be addressed in Zoning, Section 174-12, Parking and loading regulations.

3. Original Comment: Section 174-13, Landscaping

*WDA dated August 18, 2016: A waiver to the Zoning Bylaw has been granted.*

- a. F&O dated August 24, 2016: Acknowledged, per Section 174-13 I, Fuss & O'Neill reviewed proposed plant list to ensure invasive species were not proposed. **Ligustrum species, Privet, is an invasive species prohibited from being planted; it appears the California Privet has been proposed. It's recommended the Applicant provide an alternative for the California Privet.**

*WDA dated August 24, 2016: The Site Plans will be revised accordingly.*

- b. **Additional F&O: Revised plans shall be provided to ensure the planting has been corrected.**

- CGP: See Attachment "H" which states confirms that California Privet is not a listed invasive species.

- c. **Additional F&O: See Zoning, Section 174-13, Landscaping, in this review letter for additional comments.**

- CGP: These additional comments to be addressed in Zoning, Section 174-13, Landscaping.

**Site Plan Review – Section 174-8, District Zoning Requirements & Section 174-10 Site Plan Approval**

4. Per Section 174-8.6 E, and 174-8.7 E, a minimum 50 foot side yard setback is required for both the Industrial Park and Industrial district. The proposed design provides a minimum 40 foot setback as outlined in the "Notice of Decision on Use Variance" issued by the ZBA.

- CGP: The site plans follow the 40 foot setback as outlined in the "Notice of Decision on Use Variance".

5. Per Section 174-10 B(2)[1], driveway widths shall be provided. Please provide the driveway widths for the townhouses.

- CGP: The plans do not indicate the dimension of the driveways, however the plans are at a 1" = 40' scale and the driveways properly measure to be 18 feet wide. This is adequate room for two cars to be parked in the driveway. See attachment "G".
6. Per Section 174-10 B(2)[2], dimensions for parking facilities shall be provided. There are several "green" visitor parking spaces locations. These visitor spaces have not been dimensioned.
- CGP: The plans do not indicate the dimensions of the "green" visitor parking spaces; however the plans are at a 1" = 40' scale and properly measure to be 9 feet by 18 feet. See attachment "G".
7. Per Section 174-10 B(2)[10], signs, including proposed sizes, mounting heights, types and design shall be provided. Detailed information has not been provided for the proposed signs.
- CGP: Under the "*Notice of Decision on Use Variance*" this is beyond the scope of the Residual Site Plan review. Please see attachment "C" signage plans.
8. Per Section 174-10 B(2)[11], lighting including detailed information, size, type and wattage. Lighting Plans have been provided. The plans include the location and pictures of the proposed lighting. There is no detailed information on type or wattage of the proposed lights.
- CGP: Please see the attached Lighting Plan sheet C5.10 which is included with in the Site Plans. The plan provides that the illumination to be 3000K-16W LED light bulb. See attachment "D" & "E".
9. Per Section 174-10 B(2)[13], existing trees on the site which are a caliper of six inches or larger shall be provided. This information does not appear to have been provided.
- CGP: Under the "*Notice of Decision on Use Variance*" this is beyond the scope of the Residual Site Plan review. Given the size of this site being 100+/- acres, the request is unreasonable.
10. Per Section 174-10 B(2)[18], sewage disposal, including detailed design information. Detailed design information has not been provided to Fuss & O'Neill to review. The Planning Board shall ensure detailed information of the sewage disposal system has been provided to DPH and MassDEP for review.

- CGP: Under the “*Notice of Decision on Use Variance*” this is beyond the scope of the Residual Site Plan review. The required information in regards to the Treatment Plant has been sent to DPH and MassDEP for review. The permit issuing authority is DEP.

#### **Zoning, Section 174-12, Parking and loading regulations**

11. Per Section 174-12 B, parking areas shall be paved with bituminous concrete. The visitor “green” parking spaces are proposed to be a grass pave system. With proper maintenance, Fuss & O’Neill believes this is adequate and appropriate for the visitor parking spaces. It’s at the discretion of the Planning Board to allow the grass pave system.

- CGP: No comment.

12. Per Section 174-12 C (2), parking spaces shall be at least 9 ½ feet wide by 18 feet long. Parking spaces are proposed 9 feet wide by 18 feet long. As stated in the ZBA comments above, this is a standard size for parking spaces. It is at the discretion of the Planning Board to allow parking spaces to be 9 feet wide by 18 feet long.

- CGP: Section 174-12 C (2) was waived by the Zoning Board of Appeals. Please see attachment “A” & “B”. The spaces are 9’x18’; the smaller size is to reduce impervious area.

#### **Zoning, Section 174-12.1, Outdoor illumination**

13. Per Section 174-12.1 D (2), luminaire manufacturer’s specification data shall be provided for the proposed lighting. This information has not been provided.

- CGP: Section 174-12.1 was waived by the Zoning Board of Appeals. Please see attachment “A” & “B”. See, also attachment “D” & “E”, for lighting plan and detail sheet

14. Per Section 174-12.1 D(3), type of lamp, such as metal halide, compact fluorescent, high pressure sodium, must be provided. This information has not been provided.

- CGP: Section 174-12.1 was waived by the Zoning Board of Appeals. See attachment “A” & “B”. Also please see our response to comment 8, above.

#### **Zoning, Section 174-13, Landscaping**

15. Per Section 174-13 B(5), do not use staking materials unless absolutely necessary. Planting details showing requirements of planting have not been provided.

- CGP: Section 174-13 was waived by the Zoning Board of Appeals. Please see attachment "A" & "B". See sheet C6.07 of the site plans for planting details, Attachment "F".

16. Per Section 174-13 B (9), a permanent water supply system, or other acceptable watering method, shall be provided for planting areas. Information regarding the requirements of watering planting areas has not been provided.

- CGP: Section 174-13 was waived by the Zoning Board of Appeals. Please see attached letter "*Waiver Request for Affordable Housing Integrated Development Project*" and the "*Southborough Zoning Board of Appeal Meeting Administrative Minutes*". In an effort to make the project a low impact development, we have chosen not to irrigate, however we will providing manual watering until such time that the plant material has stabilized.

#### **Stormwater Management Summary and Drainage System**

17. Per Section 6.10 of the Town Comprehensive Permit Regulations and Guidelines, Stormwater management, the plans shall be prepared to conform to the requirements of the DEP Stormwater Management Guidelines and Policy, and the Town's Stormwater By-Law. A Notice of Intent with stormwater calculations has been submitted to the Conservation Commission. Fuss & O'Neill is working with the Commission to review of the stormwater management and design of the stormwater system(s). Please refer to the comment letter dated May 12, 2016 and any subsequent letters submitted to the Conservation Commission for comments on stormwater design as they relate to requirements of MassDEP Stormwater Standards, the Town of Southborough Stormwater and Erosion Control Regulations, and standard engineering practice.

- CGP: Comprehensive Permit Regulations and Guidelines are inapplicable to this review. Section 174-13.5 Stormwater and Erosion Control was waived by the Zoning Board of Appeals. Please see attached letter "*Waiver Request for Affordable Housing Integrated Development Project*" and the "*Southborough Zoning Board of Appeal Meeting Administrative Minutes*". The project will comply with the DEP Stormwater Management Guidelines and Policy, as per anticipated Order of Conditions from the Conservation Commission.

### Additional Comments

18. A Memorandum from Chief Joseph C. Mauro, of the Fire Department, requests Blackthorn Drive be returned to a width of 22 feet to accommodate access for emergency vehicles. Blackthorn was reduced to 18 feet as a request by the Conservation Commission to reduce wetland impacts. It's understood that the safety of the residents of the development governs. It's recommended Blackthorn Drive be returned to a width of 22'.

- CGP: Please see attachment "I" email from Chief Mauro, indicating that the reduced 18' width over the culvert and wall area is acceptable, the remainder of the Drive east of the culvert walls will be 22'.

19. Per 4.1.8 of the Town Comprehensive Permit Regulations and Guidelines, a list of requested exceptions to local requirements and regulations, including local codes, ordinances, By-Laws or regulations shall be submitted with the Comprehensive Permit. In review of the "Notice" it appears the applicant has requested a waiver from 174-13.2, Major Residential Development, of the Zoning Code and from the requirements of the use regulations for the districts the project is located in. It does not appear the applicant has not requested a waiver from other regulations or By-Laws.

- CGP: Comprehensive Permit Regulations and Guidelines are inapplicable to this review. See attached decision covering "all other waivers required to construct the project per the approved plans".

The above responses are based on the Fuss & O'Neill Review comments letter dated September 15<sup>th</sup>, 2016. Please contact me if you have any questions.

Daniel Ruiz  
Permitting Manager  
Capital Group Properties

