



September 15, 2016

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

RE: Park Central 40B
Planning Board Site Plan Review

Dear Ms. Grama:

Fuss & O'Neill has conducted a review of the documents submitted by Waterman Design Associates, Inc. regarding the Comprehensive Permit for the Park Central 40B project. The project site is approximately 101 acres located off Flagg Road. The development includes the combination of 40B rental units and townhouse unit.

Materials Reviewed

1. Report titled, "Addendum 1 Stormwater Management Summary," dated August 2016, prepared by Waterman Design Associates, Inc.
2. Plan Set 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," prepared by Waterman Design Associates, Inc., revised through August 15, 2016.

A Comprehensive Permit has been submitted to the Zoning Board of Appeals, and approved during their August meeting. It's understood the Zoning Board of Appeals has issued a "Notice of Decision on a use Variance." Findings #3 of the "Notice" waives compliance with the Major Residential Subdivision Requirements of the Zoning Code. Condition 13 of the "Notice" states the project is subject to Residual Site Plan Approval. This review is based on requirements outlined within the Zoning Bylaws as they relate to Site Plan Approval and Zoning Bylaw requirements outlined in the Town Comprehensive Permit Regulations and Guidelines.

Comments submitted to the Zoning Board of Appeals (ZBA)

The following comments are outstanding comments as they relate to the Zoning. Below are the original comments from the Fuss & O'Neill (F&O) letters dated December 3, 2015 and August 24, 2016; the responses from Waterman Design Associates, Inc. (WDA) dated August 18, 2016 and August 24, 2016; and additional comments provided by F&O.

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Ms. Jyothi Grama
September 15, 2016
Page 2

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 met, 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 provided.

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

- b. **Additional F&O:** Fuss & O'Neill further reviewed the Notice of Decision on a use Variance. The Variance does not waive 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.
2. Original #50. Per Section 174.12 C(2), parking spaces shall be at least 9 1/2 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 basic so rather than labeling all the spaces, the plans will be revised to include additional “typical” callouts on each Layout & Materials Sheets.

- a. **Additional F&O:** Fuss & O'Neill further reviewed the Notice of Decision on a use Variance. The Variance does not waive 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 Compressive Permit Regulations and Guidelines. Section 6.8 indicates

Ms. Jyothi Grama
September 15, 2016
Page 3

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.

- b. **Additional F&O: Zoning:** See Zoning, Section 174-12, Parking and loading regulations in this review letter for additional comments.
- 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.
- c. **Additional F&O:** See Zoning, Section 174-13, Landscaping, in this review letter for additional comments.

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

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.
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.
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.

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 grasspave 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 grasspave system.
12. Per Section 174-12 C(2), parking spaces shall be at least 9 1/2 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.

Zoning, Section 174-21.1, 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.
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.

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.

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.

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.

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'.
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.

Ms. Jyothi Grama
September 15, 2016
Page 6

The above comments are based on plans and documentation received at the time of the review. Any revisions to the plans, documents and calculations will need further review. Please contact our office should have any questions or require any additional information.

Sincerely,



Aimee Bell
Project Engineer

Reviewed by:



Daniel F. DeLany, P.E.
Senior Project Manager