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**TOWN PLANNER QUESTIONS, COMMENTS AND RECOMMENDATIONS**

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**PROPOSED DEVELOPMENT:** 200 Bartlett Street

**APPLICANT:** The Robert J. Devereaux Corporation

**ZONING DISTRICT:** Industrial District/Groundwater Protection Overlay (Areas 1 & 3)

**APPLICATION SUBMITTED:** January 14, 2022/March 25, 2022

**PUBLIC HEARING SCHEDULED:** March 1, 2022/April 19, 2022

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**PROJECT DESCRIPTION:** The Applicant seeks Site Plan Approval and a Special Permit for use of the property as a training center, trailer and small equipment maintenance and contractor’s yard. The Applicant also seeks a special permit for industrial use (contractor’s yard) within Groundwater Protection Overlay District Area 3 (application submitted on March 25, 2022 for public hearing to begin April 19, 2022). The property, which consists of 6.7+ acres, is currently occupied by 5 buildings- three main buildings and two accessory structures. An auto repair business (Lamy Automotive) is located within two of the buildings to the rear of the parcel and is not the subject of this application. The proposed use of the two buildings closest to Bartlett Street is the subject of this application- use as a contractor’s yard with the accessory use of automotive (truck) repair. The 5th building will be demolished. The contractor’s yard will consist of offices, truck parking and vehicle maintenance. All repair/maintenance work of trucks is proposed to be performed within the buildings.

The Applicant secured a variance from the Zoning Board of Appeals, which was filed with the Town Clerk on November 24, 2021, to allow the accessory use of automotive repair on the property, which is located within the Industrial District and Groundwater Protection Overlay Districts Area 1, subject to conditions. The Groundwater Advisory Committee submitted a letter dated October 25, 2021 to the Board of Appeals with several suggested Conditions that were incorporated into the variance decision. Note that the property received a variance in 2007 and a Groundwater special permit in 2008 for the automotive repair business (Lamy Automotive).

The proposed work includes renovating and updating the façade of two buildings, demolishing a small building, grading activities, installing stormwater mitigation facilities, expanding parking areas, and reconfiguring the entrances. The site plan proposes construction of 106 parking spaces. The site is served by private septic (to be replaced/relocated) and public water.

**ISSUES/COMMENTS/RECOMMENDATIONS:**

**Note that the bold comments dated April 28th are based on the site plan last revised 4/25/22.**

1. Planning Board Rules and Regulations, Section 7.2(c) requires site plans to be at a scale of 1”=40’; the submitted scale is 1”=20’ (note that it is incorrectly identified on the site plan as 1”=30’). Please correct the scale label to reflect 1”=20’ and submit a written waiver request for Planning Board consideration.

**April 28th Comment: The site plan was revised to depict the scale of 1”=40’. This comment is now addressed.**

1. The parcel is contaminated from a former industrial use. I recommend inclusion of a Condition of Approval requiring submission of a status report from a Licensed Site Professional (LSP) regarding environmental compliance of any contamination on this site prior to issuance of a building permit.
2. The site plan depicts parking directly abutting the proposed administration office (southerly side). For safety reasons, I recommend the installation of concrete bumper stops to protect the building from abutting parking.

**April 28th Comment: This comment is addressed. The site plan was revised to depict precast concrete wheel stops where parking spaces abut the proposed administration office.**

1. Two area light posts are proposed within parking spaces. I recommend relocation of these lights to landscaped islands to minimize potential collisions. The photometric plan should be updated to reflect this modification.

**April 28th Comment: Sheet 5 of the revised site plan specifies that an extended concrete base will be placed where the street lights are located within parking spaces. I recommend submission of specifications of the new street light bases for Planning Board review and approval.**

1. The photometric plan shows that the easterly driveway entrance will not be lit and that there will be some spillover of light onto the property N/F owned by Funnlore Realty Trust, LLC. I recommend installation of an area light at the easterly driveway entrance and the use of shields to ensure no spillover of light beyond the property boundary in this location. Also, please provide a cut sheet of all proposed exterior lighting fixtures specifying pole height and design in accordance with Planning Board Rules and Regulations, Section 7.2(C)(18).

**April 28th Comment: This comment is not addressed by plan modifications or narrative.**

1. In accordance with Zoning Bylaws, Section 7-09-020(C)(d), please provide a detail of the proposed dumpster enclosure. For aesthetic reasons, 6’ tall stockade fencing is preferred.

**April 28th Comment: This comment is partially addressed. Sheet 3 of the site plan includes a note specifying that the dumpster enclosure at the proposed maintenance building will consist of a 6’ chain link fence with privacy slats. A similar note should be added to the dumpster pad location south of the administration building.**

1. Please provide information about proposed signage including size, materials and lighting.

**April 28th Comment: This comment is partially addressed. A sketch of the proposed sign was submitted which shows the design and size of proposed freestanding signage. Materials and lighting were not specified.**

1. Zoning Bylaws, Section 7-09-030(C)(5) requires parking facilities with more than 30 spaces to have interior landscaping containing at least 10% of the paved area. Please demonstrate compliance with this requirement within the “Open Space/Landscape Tabulation” on Sheet 1.

**April 28th Comment: This information was added to sheet 1. The interior landscaping area complies with the minimum 10% requirement.**

1. Please specify the size of proposed landscaping features at time of planting. In accordance with Zoning Bylaws, Section 7-09-030(C), trees planted within buffer areas and interior to parking lots shall be at least 6’ in height and 2” in trunk diameter.

**April 28th Comment: This comment is not addressed by plan modifications. I recommend adding this as a Condition of Approval.**

1. Zoning Bylaws, Section 7-09-030(F)(1) requires bicycle parking at the rate of 1 bicycle parking space for every 10 vehicular parking spaces up to 50 spaces and 1 bicycle parking space for every 20 vehicle spaces thereafter. Please either comply with this requirement or submit a written waiver request for Planning Board consideration.

**April 28th Comment: This comment is not addressed by plan modifications. I recommend adding installation of a bike rack in a location to be approved by the Town Planner as a Condition of Approval.**

1. The pavement thickness specified in the “Typical Driveway Section” on Sheet 5 is inconsistent with the “Modified Cape Cod Berm & Typical Pavement Section” shown on Sheet 6. Please correct.

**April 28th Comment: This comment is addressed by the updated plan. Binder course will be 2.5” compacted thickness and top course will be 1.5” compacted thickness.**

1. Please clarify the location of vertical concrete curb (detail shown on Sheet 6) on the site plan.

**April 28th Comment: The site plan now specifies that the 6” vertical concrete curb will abut the parking lot in front of the administration building. I recommend inclusion of a detail showing the transition from the sidewalk with 6” curb reveal to the flush sidewalk as a Condition of Approval.**

1. Due to the presence of wetlands downslope of the parking areas, I recommend a Condition of Approval specifying that no sodium-based de-icing agents shall be utilized on site. Agents such as potassium chloride or calcium chloride are acceptable for use on the site.

**April 28th Comment: This comment is addressed by the inclusion of a note on Sheet 1 under the Groundwater Protection Overlay District Notes.**

1. The Traffic Impact and Access Study for the proposed development included the following recommendations, which should be included as Conditions of Approval:
	1. Roadside vegetation within the right-of-way should be selectively cleared and trimmed to improve sight distance at the proposed site drives.
	2. Pavement markings and associated STOP bars shall be provided at the site access driveways. These should conform to MUTCO standards.
	3. All regulatory and warning signs to be installed shall be consistent with current Manual on Uniform Traffic Control Devices (MUTCD) standards and guidelines.