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July 27, 2021

Laurie Connors, Town Planner
Millbury Town Offices
127 Elm Street
Millbury, Massachusetts 01527

Re: Rice Pond Village
17 Rice Road, Millbury
Special Permit Application for a multi-family condominium development

Dear Ms. Connors:

I want to take this opportunity to explain how our revised Site Plans, now with a revision date of 21 July 2021, have addressed your initial review comments. The form that this letter will take is that I will repeat your comments in italics and explain how we have responded in normal text.

- 1) *The Applicant submitted a waiver request for the requirement to submit isometric line drawings. I am amenable to this waiver request*

No comment necessary.

- 2) *In accordance with Zoning Bylaws, Section 12.44(a), please revise the plan as follows or request a written waiver from the applicable requirements:*
 - i) *Site Plans should be at a scale of 1"=20'*

In this case, we believe that a scale of 1"=30' is more appropriate as it allows the entirety of Hillcrest Circle to be seen on one sheet which helps make the plans easier for contractors to understand. We will make a written request for a waiver.

- ii) *Existing and Proposed Site Plans should be at one (1) foot intervals. The Site Plan is currently drawn to 2 foot intervals.*

On a hilly site like this, we don't believe that showing contours at a 1 foot interval adds to the clarity of the Plans. It would simply make them hard to read. We will make a written request for a waiver.

- iii) *Include datum references and a surveyors stamp on the Existing Conditions Plan.*

We have included datum references but we are still waiting for the project surveyor, Thompson-Liston Associates, Inc. to complete its work and stamp the Existing Conditions Plans.

- iv) *Identify the style, type and location of all proposed signage, including development signage at the entrance of Hillcrest Circle, stop signs, street signs, etc. All signs must be in conformance with Section 34 of the Zoning Bylaw. At a minimum, the Applicant should include a stop sign and street sign at the entrance to the development, as well as a stop sign at the intersection in front of units 37 & 38.*

The applicant will propose a project sign with the project name etched into a boulder. We will include a stop sign and street sign at each of the two entrances of Hillcrest Circle onto Rice Road.

- v) *Identify snow storage areas in the Site Plan.*

The primary intended snow storage areas are in the gap between the duplex with units numbers 9 & 10 and the one with numbers 11 & 12 and also off the parking area at station 11+00 of Hillcrest Circle. Specific indication of this intention will be added to the Plans.

- vi) *Add five signature lines for Planning Board Approval to all Site Plan sheets.*

We will have to add these lines to the Plans.

- vii) *Indicate on the Site Plan that Hillcrest Circle will be a private way.*

This has been the applicant's intention all along and is indicated in the notes on sheet P1.

- viii) *Include information on the type, style, and intensity of street lighting within the project area.*

The lights used will be the same type as at the applicant's Howe Avenue apartment development.

- ix) *Include the size of the parking area on ten surplus parking spaces on the site plan.*

We now propose a total of 15 parking spaces all 9 feet wide and at least 18 feet deep including one handicapped accessible space with an 8 foot wide aisle next to it.

- 3) *In accordance with Zoning Bylaw 12.44(b), please add a "Landscape Plan" label to sheets LS-1 & LS-2. The Applicant should also add labels to the landscape plan, LS-1, to show areas that will be loamed and seeded.*

These sheets should have such a label but do not. It is the applicant's intention that all disturbed areas without impervious cover and not labeled as having specific tree or shrub plantings should have lawn cover. This is the gist of landscaping note #11 on sheet LS2.

- 4) *In accordance with Zoning Bylaw 12.44(e), please add elevation measurements to the Elevation Plans, particularly for total height of the proposed structures. Please also indicate the type and color of materials to be used on facades.*

Attached to this are additional cross-sectional views of the proposed units showing the building heights to be 26+ and 28+ feet. Building colors will be earth tones with vinyl siding and Azak trim and asphalt roof shingles.

- 5) *The Applicant may consider narrowing the proposed roadway to 22' to reduce the amount of impervious surfaces and the amount of stormwater created from the roadway, and to provide additional space for sidewalks.*

The applicant heeded this suggestion. We made the pavement width of Hillcrest Circle 22 feet and added a 5 foot wide sidewalk on the right side of the cross-section.

- 6) *The Applicant should revise the Grading Plans to show contour lines sloping away from the proposed dwelling units, particularly between dwelling units where the grade should be pitched away from the sides of the buildings, per applicable Building Codes.*

We made some change to the grading plans and have revised any grading that would direct runoff toward units.

- 7) *Zoning Bylaws Design Standards 12.45(a) state that "the landscape shall be preserved in its natural state by minimizing tree and soil removal...Finished site contours shall depart only minimally from the character of the natural site and the surrounding properties." The design proposes significant grade changes within 100' of the pond in violation of this design standard. I recommend redesign of the site plan to minimize regrading in the 100' buffer area and impacts to the pond. The Applicant should consider eliminating units 9-12 and retaining this area in its natural state.*

Toward this end, the applicant eliminated the duplex closest to the wetland and pond and moved others further away.

- 8) *In accordance with Zoning Bylaw Design Standards 12.45(k), the Applicant should include plantings that serve as an effective privacy screen, such as arborvitae or similar evergreens, where the property abuts 11 and 19 Rice Road, the railroad, and any another area that will not retain existing vegetation as a visual buffer in order to maintain privacy to abutting property owners.*

The revised Landscaping Plans already propose spruce tree plantings beside #19. We will add similar evergreen plantings behind units 5-8 to buffer 11 Rice Road.

- 9) *For the safety of those living in units abutting the railroad, fencing should be installed.*

We now propose the installation of chain link fence all along the railroad property boundary of the site.

- 10) *In accordance with Zoning Bylaw Design Standards 12.45(r), the Applicant should install concrete sidewalks on at least one side of the proposed roadway for the safety and facilitation of pedestrian movement. The Town of Millbury is a Complete Streets Community and, as such, looks to accommodate all modes of transportation in all new developments, whether it be public or private.*

The Site Plans now propose a five foot wide paved sidewalk on the right side curb of Hillcrest Circle. This can be seen on several sheets including S1-S3, G1-G3 and in the road cross-section on sheet D2.

- 11) *In accordance with Zoning Bylaw Design Standards 12.45(o), concrete curbs and gutters shall be installed around the perimeter of all driveways and parking areas. Granite curbs shall be installed in front of sidewalks abutting buildings. If the applicant is proposing sloped granite curbing, they should submit a waiver request.*

The applicant believes that the consistent use of sloped granite curbing provides both durability and the most attractive appearance of any curbing treatment. We will submit a written waiver request.

- 12) *In accordance with Zoning Bylaw Design Standards 12.45(t), the Applicant should provide a detail of the proposed outdoor lighting and ensure that the luminaire shields in such a manner that all light emitted by the fixture, either directly from the lamp or indirectly from the fixture is projected below the horizontal plane. The fixture should be decorative in design to fit with the character of the development and neighborhood.*

The applicant proposes to use the same fixtures as were used at the Howe Avenue apartment development.

- 13) *The Applicant should clarify the method of trash removal from the project site. No dumpster pads/areas are identified on the site plans and it is not mentioned in the Development Impact Statement.*

It is expected that the condominium homeowners association will contract privately with a waste hauler. Curbside trash pickup of normal residential wastes is expected.

- 14) The Applicant should provide additional detail to the site plan as soon as practicable regarding the sports court over the large infiltration area, including the proposed material (grass, artificial turf, etc.) and any additional site amenities, such as benches, lights. The Applicant should add (or label) a fence along the property line facing the railroad.

With the revision to the infiltration structure making it much larger to deal with runoff from the Cornell University prescribed 100 year storm of more than 8 inches in 24 hours, we have also enlarged the area that will be available for the sports court. It will have a grassed surface. Neither benches nor lights are proposed and its specific use will be determined by the homeowners. We have added a fence along the property line in common with the railroad.

- 15) *The Applicant should consider including an ADA-accessible parking space as one of the 10 surplus parking spaces*

One of the six parking spaces at station 11+00 of Hillcrest Circle is now a handicapped accessible parking space.

- 16) *The Applicant should consider installing signage, including a map with mileage, at each end of the proposed walking trail, and should provide detail on the construction material, width, and maintenance plan for the walking path.*

The length of the walking trail is too modest to make a sign indicating distance traveled worthwhile. Tree branches and brush will be hand cut as necessary to create a clear path but the trail will not have any surface material applied unless a wet spot develops in which case wood chips will be put down at that location. Maintenance is expected to be light and performed twice per year.

- 17) *The Applicant should provide detail on the design, materials, and maintenance plan of the proposed dog park. I would recommend a 5' tall black vinyl-coated chain-link fence for the perimeter, trash bins for dog waste, and signage for policies and hours of operation. A maintenance plan should be provided for the upkeep of the dog park area. If hours of operation go beyond dusk at points throughout the year, the Applicant should consider installing lighting, in accordance with 12.45(t).*

The applicant will put this information on the Site Plans. The dog park will be surrounded by a 4 foot high black vinyl coated chain link fence with trash bins for dog waste and signage explaining policies and hours. The surface of the dog park will be stone dust. It will not be lit.

- 18) *The Applicant should denote the location of exterior mailboxes, if any, and include a detail.*

This is a sensible suggestion and we forgot to keep this on the plans when we revised the road layout to include two entrances onto Rice Road. We will show the mailbox area off the right side of the right of way at station 15+50.

19) Please demonstrate that all turning radii are sufficient to accommodate the Fire Department's Tower 1 truck (truck specifications are attached). Hydrant locations are subject to Fire Department review and approval

The Fire Department's Tower Truck requires a minimum 42 foot inside curb radius to turn and stay on its side of the road. The smallest curb radius proposed within the project will be 51 feet at stations 6+75 and 8+00 of Hillcrest Circle.

20) Due to the presence of wetlands and proximity of the project to the Town's water supply reservoirs, I recommend inclusion of a Condition of Approval stating that no sodium based de-icing agents shall be utilized on the site. Agents such as potassium chloride or calcium chloride are deemed acceptable for usage at the site.

We have no objection to this possible condition of approval.

21) In accordance with Zoning Bylaws Design Standard Section 12.45(f), please specify that areas to be planted shall contain good quality loam of not less than 6" compacted depth.

This requirement will added to the Plans to be called out explicitly. It is not consistently required.

22) In accordance with Millbury Municipal Code, Chapter 13.15, please submit TSS, Total Phosphorus and Nitrogen removal calculations.

These will be submitted.

23) Please submit an Erosion & Sediment Control Plan depicting the location of the anti-tracking pad, settling basins, soil stockpiles, and other measures described on Sheet D4.

We will add an Erosion & Sediment Control sheet to the Site Plan set.

24) Rice Road is in poor condition. Comment should be received from the DPW Supervisor regarding the paving schedule, which I understand was originally planned for 2021.

As we understand it, the base course paving of Rice Road is now scheduled for September or October of 2021. The applicant is trying to coordinate with all utilities to have stubs and main connections left for this project so that pavement will not have to be cut for them later. The applicant acknowledges that if construction traffic damages the road he will be asked to fund remedial work.

25) *Please update the Site Plan so that it complies with Subdivision Rules and Regulations, Section 5.3(3).*

We should have asked for clarification of this point. Please explain.

26) *The design of Hillcrest Circle should comply with Subdivision Rules and Regulations Section 6.7. Please revise accordingly.*

We believe the revised Site Plans dated 21 July 2021 comply with this section of the regulations.

If you have any questions at all, please contact me.

Sincerely,

AZIMUTH LAND DESIGN, LLC



James Tetreault, PE, CPESC

Enclosures

Cc: Stantec Consulting Services, Inc.
Whitney Street Home Builders, LLC