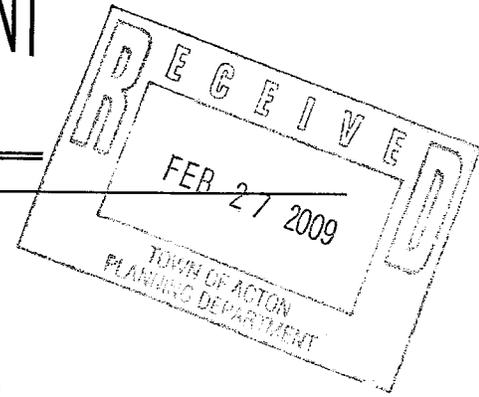


ACTON PLANNING DEPARTMENT  
Inter-departmental Memo  
978-264-9636



**Date:** 2/02/09

**To:** Assessors  
Conservation Commission  
Fire Department  
Historical Commission  
Municipal Properties  
Water District  
Sidewalk Committee  
Building Commissioner  
Engineering Administrator  
Health Department  
Historic District Commission  
Police Department, fyi  
Mark Hald, fyi

**From:** Kim DelNigro, Secretary *(KD)*

**Subject:** Review of Preliminary Subdivision entitled "Lazaro Circle Subdivision"

Attached is an application for approval for a preliminary subdivision entitled "Lazaro Circle Subdivision". General information about the proposed development is as follows:

Location: 53 River Street  
Applicant: The River Street Nominee Trust  
Address: 53 River Street  
Owner: The River Street Nominee Trust  
Engineer: Stamski and McNary, Inc.  
Lots: 4  
Street Name: Lazaro Circle  
Street Length: 235 +/-  
Map: H-3A  
Parcel: 47  
Zoning: SAV  
Decision Due: March 14, 2009

Please review the enclosed application and send your comments to the Planning Department no later than **February 20, 2009**. The public meeting is scheduled for March 3, 2009 at 7:45 PM. If you have any questions, please call the Planning Department at 264-9636.

Review Comments: *As drawn, the plan does not appear to meet the requirements set forth in the new Stormwater Guidelines. A Notice of Intent will be required, but in general, this would be considered 're-development in a riverfront area' and is permissible under the Wetlands Protection Act.*

Signature: *Ben Ford* Date: *2.27*

*These plans appear to just be 'conceptual', lacking a tremendous amount of information to really give you any meaningful feedback... necessary*

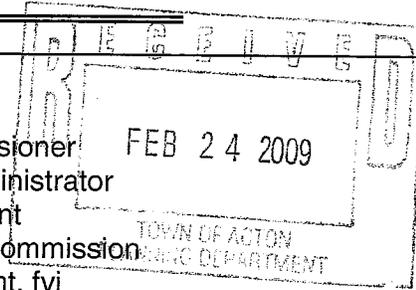
The southern half of both lots 2 and 3 are essentially an island with a raceway on one side and Fort Pond Brook on the other; if ever there was a location in South Acton to create a 'public park' or along Fort Pond Brook in a restored riverine ecosystem this would be it!

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Police Department, fyi  
Mark Hald, fyi



**From:** Kim DelNigro, Secretary *(KD)*

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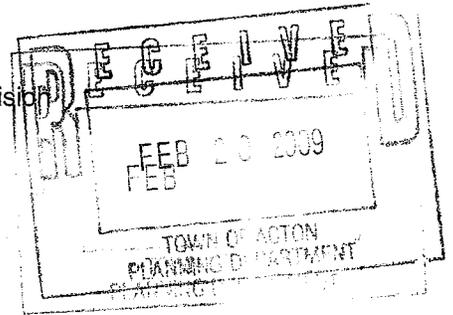
Review Comments: As this is a preliminary plan, no hydrants, water mains or fire alarm system components have been shown. This department should be contacted relative to these items.

Signature: Robert C. Laing, Fire Chief Date: 2/24/09

**Kim DeNigro**

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**From:** Kate Chung [katewchung@yahoo.com]  
**Sent:** Thursday, February 19, 2009 7:11 PM  
**To:** Planning Department  
**Cc:** Sidewalk Committee  
**Subject:** Sidewalk Committee Comments: Lazaro Circle Subdivision



February 19, 2009

**To:** Town of Acton Planning Dept  
**From:** Sidewalk Committee  
**Re:** Lazaro Circle Subdivision

It was not clear in the plans exactly where the proposed sidewalks were going to be and what they were going to look like. We would like to see more detail before we finish with our comments. We have preliminary sidewalk guidelines if that would be helpful for the developer.

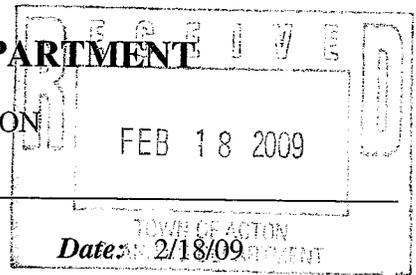
Because River Street is a connector street for people walking to South Acton Village, or the commuter train, we would like to see sidewalks constructed along the whole length of the land (Lot 1), not stopping at the cement dam. If the grading of the land does not permit sidewalks near the road, an attractive alternative would be to construct them further down the slope where there is more space. This would be a wonderful asset for the South Acton community and a starting point for potential future sidewalks.

Please let us know if you have any questions. Thank you.

Kate Chung  
Co-chair, Sidewalk Committee

**ACTON MUNICIPAL PROPERTIES DEPARTMENT**

INTERDEPARTMENTAL COMMUNICATION



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**To:** Kim DelNigro, Planning Department  
**From:** Dean A. Charter, Municipal Properties Director  
**Subject:** Lazaro Circle Subdivision

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I have reviewed the plans submitted and inspected the site of the above noted proposed subdivision; my comments are as follows:

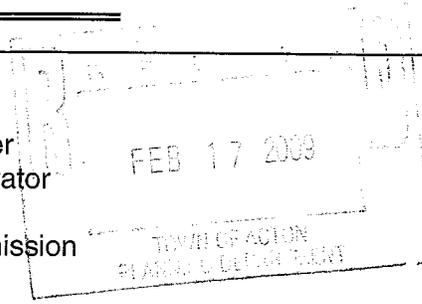
1. The definitive plans should include a planting plan showing full compliance with Section 9.8 of the Subdivision Rules and Regulations (Street Trees).
2. If the proposed subdivision requires the removal of any Public Shade Trees as defined in MGL Chapter 87, a Tree Removal Hearing must be held. Replacement plantings in addition to the trees required under the Subdivision Rules and Regulations might also be required under the Selectmen's Policy on the Removal of Non-Hazardous Street Trees.
3. Upon completion of the subdivision, the applicant will submit a certification from the design professional who completed the planting plan that certifies that the trees were properly planted in accordance with the approved plan, and that they are healthy.

ACTON PLANNING DEPARTMENT  
Inter-departmental Memo  
978-264-9636

**Date:** 2/02/09

**To:** Assessors  
Conservation Commission  
Fire Department  
Historical Commission  
Municipal Properties  
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Building Commissioner  
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Mark Hald, fyi



**From:** Kim DeNigro, Secretary

**Subject:** Review of Preliminary Subdivision entitled "Lazaro Circle Subdivision"

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Map: H-3A  
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Review Comments: These proposed lots have access to the public sewer. As per the Sewer Assessment Bylaw they will be subject to a privilege fee based on the increased wastewater flow allowed by the subdivision. Applicant should set the proposed fees anticipated on each lot.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

2/17/2009

**TOWN OF ACTON**  
472 Main Street  
Acton, Massachusetts, 01720  
Telephone (978) 264-9628  
Fax (978) 264-9630

**Engineering Department**

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***INTERDEPARTMENTAL COMMUNICATION***

**To: Planning Department**

**Date:** February 5, 2009

**From: Engineering Department**

**Subject: Review of Preliminary Plan: Lazaro Circle Subdivision – 53 River Street**

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We have reviewed the preliminary plan for Lazaro Circle dated January 27, 2009 and have the following comments:

1. The engineer will need to assign street addresses to these lots and label the street numbers on the Definitive Plan. There is a sufficient number of available street numbers on River Street so that each new lot can be assigned a River Street address.
2. The Fire Chief will need to review the plans to ensure they can safely maneuver within the site. Based on our turning templates for a SU-30 vehicle, a fire truck can maneuver the intersections on River Street.
3. It appears that both ends of Lazaro Circle at River Street are shown at the maximum allowable intersecting angle of 60-degree angle.
4. The engineer should label the sight distance for the proposed private way to ensure drivers will have adequate visibility on River Street.
5. There is no proposed survey monumentation such as stone bounds shown on the plans for the new private way. The engineers should either monument the layout of the private way or propose some alternative locations such as at the property corners for these lots.
6. A "private way" sign should be placed at both ends of the road as this road will not be a Town road.
7. The maintenance agreement for Lazaro Circle should incorporate the standard language for private ways so the future residents clearly understand the Town will not be responsible for snow plowing or any other related maintenance and that the private

way will not become a public way.

8. The maintenance agreement should also incorporate an Operation and Maintenance Plan for the proposed drainage system so that future property owners can easily understand how/when to inspect and maintain the private drainage system.
9. When the Definitive Plan is submitted we will conduct a more comprehensive review of the proposed drainage design.
10. As part of the definitive plan review, the engineer will need to submit copies of soil logs and percolation tests for any drainage trenches/infiltration chambers that are proposed to determine the depth to groundwater, infiltration rates, etc...
11. The engineer should be required to submit an as-built plan to certify the subdivision has been built in compliance with the approved plan accompanied with a letter from the registered engineer that certifies the subdivision has been built in compliance with the approved plan.
12. There are no existing sidewalks on River Street. There are no sidewalks shown on the plan, but the engineer has stated in the Development Impact Report (Item #30) that they will construct a sidewalk along River Street from the easterly property line to the cement dam and along Lazaro Circle. The applicant has not commented on the sidewalk on sidewalk requirement for the remaining 700 feet, more or less, of frontage on River Street from the cement dam to the westerly property line. It is our opinion that the proposed sidewalk on Lazaro Circle might be better suited on River Street. It is our preference to have a grass strip between the proposed sidewalk and River Street to separate these amenities and provide an area for snow storage.
13. We recommend that the applicant have the existing bridge on Lot 2 inspected to verify the structural capacity, safety and overall integrity of the structure.
14. We recommend that the applicant have the existing dam on Fort pond Brook inspected to verify the structural capacity, safety and overall integrity of the structure. The applicant should consider the possibility of removing this dam since it is no longer in operation.
15. We also recommend that the applicant inspect the existing drainage system on-site such as the 38" spiral aluminum pipe. The engineer should add a note to the plans to clean and repair the existing drain system, as necessary.
16. The preliminary plans show the land between the proposed road and River Street to be a separate parcel of land. We recommend that the parcel be incorporated into the road right of way.
17. The contractor will be responsible to apply for Permits to Construct within a Public Way for any work proposed in River Street such as the new underground utilities, the new driveway openings, etc...

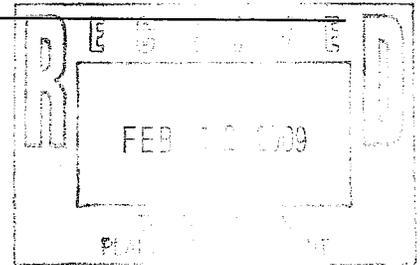
18. The engineer should label spot grades along River Street. We want to make sure a puddle is not created on River Street due to the proposed development. It appears that River Street is fairly flat in front of the proposed structures on Lots 1 & 2.
19. We recommend that the applicant be required to seek documentation from FEMA to certify that the existing/proposed structures are outside the special flood hazard area. This documentation will help future property owners to address the need for flood insurance.

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Date: 2/02/09

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From: Kim DelNigro, Secretary *KD*

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Map: H-3A  
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Review Comments: *This is in a high sensitivity (archaeology) area according to 2008 Town wide Archaeology survey map. ~~A preserve~~ Preservation of sluice (Race) ways and ~~a~~ Dam is of highest priority. We recommend an archaeological survey*

Signature: *PD*

Date: 2/11/09

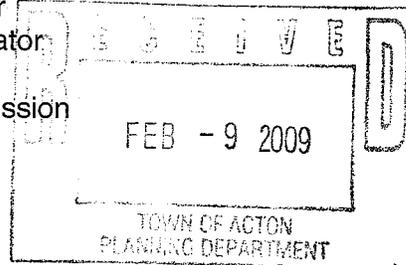
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**Date:** 2/02/09

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Review Comments: No comments at this time.

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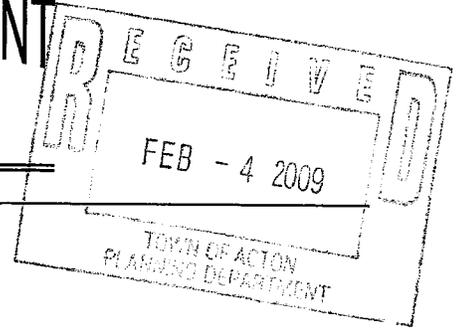
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Signature: *Lance Ramelbottom*

Date: *2/9/09*

ACTON PLANNING DEPARTMENT  
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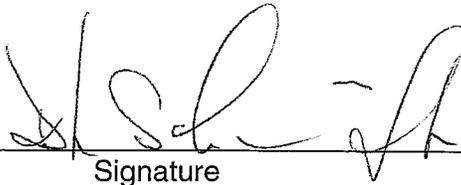


**Date:** 2/3/09  
**To:** Steve Barrett, Finance Director  
**From:** Kim DelNigro, Secretary for Planning Dept. (KD)  
**Subject:** Review of Preliminary Subdivision entitled "Lazaro Circle"  
53 River Street  
Map: H-3A, Parcel 47

The Planning Board has received an application for the above referenced subdivision and is scheduled to hold a public meeting on March 3, 2009. Please advise the Board of any delinquent taxes owed on the property at this time. If any property taxes are overdue, the Planning Board will include a condition requiring tax payment in their decision.

No property taxes due at this time.

The following property taxes are overdue at this time:

  
Signature

  
Date

Thank you for your attention to this request.