

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

Engineering Department

INTERDEPARTMENTAL COMMUNICATION

To: Planning Department
From: Engineering Department
Date: August 7, 2009
Subject: Board of Appeals Hearing #09-04 – Richardson Crossing
113 Central Street - 40B Comprehensive Permit

The Engineering Department has the following comments regarding the above-mentioned plan dated June 19, 2009 for the Comprehensive Permit at 113 Central Street:

1. The applicant has requested a waiver to eliminate the need for access and utility easements. The applicant will need to reserve rights for each of the individual units so that they can provide access and utilities across the abutting lots as shown the plans.
2. The applicant has requested a waiver to allow an 8% grade for the driveway to be within 50 feet of the intersection with Central Street. The initial 20 feet of the driveway at Central Street is shown at approximately 5% and then the grade changes to 8%. The 20 foot length adjacent to Central Street provides enough area for one vehicle to stop on a 5% slope while they are attempting to exit the site. We do not foresee an issue with this request due to the small nature of this project.
3. We recommend that the engineer conduct the necessary soil evaluations in the vicinity of the proposed recharge trenches to confirm the soil types and infiltration rates used in the drainage calculations. During the soil evaluation the engineer should also confirm the estimated high water groundwater elevation to ensure the recharge chambers will be above groundwater. Based on the Site Development

Plan, the applicant is proposing to excavate the site to be about 10-12 feet below the existing ground surface in some locations.

4. The engineer should submit copies of the pre- and post-development subcatchment maps so that we can analyze the drainage calculations that were submitted with the site plan.
5. The engineer stated that the peak rate of runoff for the proposed development will exceed pre-existing conditions for all the design storm events (2, 10, 25 & 100 year design storms) used in their drainage calculations. We recommend that the proposed drainage system be sized such that the post-development rate of runoff does not exceed pre-existing conditions.
6. The engineer needs to submit their sizing calculations for the inlet structures and the drainage pipes to ensure the drainage facility can handle a 10-year design storm.
7. The engineer should label the pertinent information for the drainage system (rim grades, inlet and outlet inverts, type of pipe, slope, etc...) to ensure there is sufficient information for the contractor to install the drain pipe.
8. The engineer has shown the recharge trenches for the new access driveway by Central Street (Recharge #1 & #2) to be very close to the backside of the existing retaining wall. We recommend that the engineer specify a barrier to be installed between the retaining wall and the infiltration chambers to prevent runoff from breaking out through the stones and compromising the integrity of the wall.
9. The engineer noted on the plans that the property lines and existing conditions were surveyed by Foresite Engineering Inc.
10. The Town has a sidewalk on the opposite side of Central Street at this location.
11. There are enough available street addresses to assign each unit a Central Street number. We recommend switching the street numbers on Lots 3 & 4 to keep the numbering in sequential order.
12. The engineer noted that their land surveyor needs to perform a perimeter survey prior to recording any plans with the Registry of Deeds.

Engineering Department

13. The Recordable Plan should show existing survey monumentation to allow sufficient data to reproduce the boundary lines on the ground.
14. Sufficient space for the date and the signatures of the Acton Planning Board, or its designee, should be included on the Recordable Plan Sheet.
15. The engineer needs to label the affordable unit on the plans.
16. The engineer should show the existing sewage disposal system for 113 Central Street and labeled it to be removed in accordance with any applicable local Board of Health and state Title V regulations. We would this defer this issue to the Acton Health Department.
17. The engineer has labeled an existing hydrant on the opposite side of Central Street.
18. The drainage system operation and maintenance schedule should be incorporated into the Private Way Maintenance Agreements recorded at the Registry so that the future homeowners clearly understand their responsibilities for the upkeep of the drainage system.
19. The engineer should label the sight distance for vehicles exiting the site at the new access to confirm that it is sufficient for the 85% percentile speed of vehicles traveling on Central Street.
20. The engineer should add some notes to state their intentions for the existing driveway that will no longer be necessary. We recommend that the existing driveway be removed and the road shoulder be restored to match its surroundings with loam and seed. The applicant should also be responsible to install a curb similar to the curbing on Central Street to fill-in the gap which exists for the driveway that is being removed. The applicant could also reconstruct the wall across the existing driveway opening to restore the section that was removed in order to allow this driveway. The applicant could re-use the existing stones from the wall along the existing driveway and the portion of the wall that will be removed for the new access.
21. The engineer needs to add a typical pavement detail for the proposed driveway. The Town requires a minimum of 12-inches of gravel underneath the 3-inch layer of bituminous concrete applied in two courses.
22. We would defer comment to the Fire Chief to ensure emergency personnel can safely access and maneuver within the site. Based on our turning template for a SU-30 vehicle, the layout of the driveways at the rear of the site appears to allow a fire truck to maneuver within the site. The engineer will need to ensure the shoulder along the

Engineering Department

driveway for house #115 is free of obstructions to allow the fire truck sufficient room to make the turn toward Central Street without driving over the grass.

23. Based on our turning templates for a SU-30 vehicle, the pavement width and the intersection roundings at Central Street appear to allow a fire truck to maneuver in and out of the site without driving over the road shoulder or obstructing oncoming traffic on Central Street.
24. The plans should show the location of any existing utilities on the site.
25. The engineer needs to include a detail to specify the type of grate to be installed on the interceptor drains, especially for the inlets located within the pavement. We want to be sure that these grates are rated to handle traffic loads.
26. If the applicant intends to have a sign identifying the development, the engineer should show the location of this sign on the plans.
27. The applicant will be required to relocate the existing Railroad Crossing sign to accommodate the new driveway access. The engineer will need to be sure the placement of the sign complies with the requirements set forth in the Manual on Uniform Traffic Control Devices.

Cc: Cheryl Frazier, Board of Appeals Secretary

ACTON MUNICIPAL PROPERTIES DEPARTMENT

INTERDEPARTMENTAL COMMUNICATION

To: Scott Mutch, Planning Department *Date:* 8/10/09
From: Dean A. Charter, Municipal Properties Director 
Subject: Richardson's Crossing, 113 Central St.

I have reviewed the plans submitted and am familiar with the site of the above noted proposed 40B Development; my comments are as follows:

The landscape plans submitted shows typical plantings for a small scale residential development, and are appropriate and adequate, except as noted below.

There will be no public shade tree plantings required as all access on the site will be by driveways, rather than public roadways.

The planting legend shown on the landscape plan should be modified to show the size of the proposed plants at the time of planting. Having this information will allow a proper evaluation of the planting scheme, and should help to validate the landscape number shown in the Pro Forma. Typically trees should be between ten and twelve feet at the time of planting, for example.

cc.: Cheryl Frazier, BOA Secretary



The Design Review Board Memorandum

Project: Richardson Crossing
113 Central Street
Acton, MA

Plans Submitted: Master Development Plan, 6-19-09
Record Plan, 6-19-09
Existing Conditions Plan, 6-19-09
Site Development Plan, 6-19-09
Landscape Plan, 6-19-09
Erosion & Sediment Control Plan, 6-19-09
Typical Architectural Plans & Elevations, no date

All site plans produced by: Acton Survey & Engineering
Typical Architectural Plans by: Integrity Design

Owner: Westchester Company
Applicant: Richardson Crossing, LLC

Date of Review: 8/19/09
1st Review

The Design Review Board (DRB) reviewed this project without the proponent or representative present. The DRB is the Town of Acton's volunteer board composed of 6 building professionals (including MA registered architect, landscape architect, civil engineer, realtor; see Town of Acton, website under Government for further information.)

The DRB comments follow:

- With rectangles representing the new houses rather than building footprints, we cannot tell which way the homes will be oriented and therefore cannot evaluate the site plan and its impact on surrounding homes in the neighborhood as is customary in a project of this kind;
- We note the siting of four single family homes and a septic field on this sloped site will require excessive grading; in addition, contrary to the submitted application report which states that there is no slope greater than 10%, the Site Development Plan indicates slopes in excess of 30%;
- We also note the proponent has submitted the exact same set of house plans for another 40B project in close vicinity at 93 Central Street. We are concerned that the buildings appear 'cookie-cutter' - no

thought has been put into designing homes to suit unique site constraints, opportunities, views or existing neighborhood character which would contribute to overall marketability of the project and cohesiveness of the neighborhood more generally;

- According to the application materials the applicant proposes to reduce the tree cover on site from 58 percent mature growth coverage to **0 percent mature growth**. We believe the project would benefit immensely from strategically preserving portions of the mature growth stand of pines that runs through the center and back half of the site. We also note the existing conditions plan provided does not indicate location or size of existing trees as is customary practice.

The DRB recommends that the proponent provide the following materials to the ZBA to assist in a complete and thorough review of the proposal in keeping with the letter and spirit of Comprehensive Permit Law.

- Show the surrounding existing buildings on the site plans to show development context;
- Show elevations of buildings on cross-sectional plans through site;
 - Provide a longitudinal section from Central Street through a front building and a rear building to the back property line; provide elevations approximately parallel to Central Street of the front two houses (showing the view from the street) and through the rear two houses; we recommend elevations include the proposed elevation superimposed over the existing condition and buildings on adjacent properties to clarify context;
- Provide a Landscape Plan, stamped by a Registered Landscape Architect, incorporating the existing trees into the proposed design; (showing locations of actual species and proposed size of plants at installation).

The DRB would be happy to re-review the proposal for the ZBA once the requested materials have been submitted and a more complete and accurate review is possible.

Respectfully Submitted:

The Design Review Board
Town of Acton

Acton Community Housing Corporation

Nancy Tavernier, Chairman

TOWN OF ACTON

Acton Town Hall

472 Main Street

Acton, Massachusetts, 01720

Telephone (978) 263-9611

achc@acton-ma.gov

TO: Zoning Board of Appeals
FROM: Nancy Tavernier, Chair
SUBJECT: Marsh View LLC and Richardson Crossing LLC
DATE: August 20, 2009

ACHC offers the following comments on the two comprehensive permit applications submitted by developers Stephan Marsh and James D'Agostine, III for 93 and 113 Central Street. Both of these proposals are similar in design, lot size, unit count, and pricing. The proposals are to construct 4 single family, 3-BR homes with 2600 square feet of living space, 2.5 bathrooms, basement, and a 2 car garage on each site. Each development is on approximately one acre of land. Each development will include one affordable home selling at \$170,000 and three market homes, proposed to sell at \$629,000. These comments are intended to address both applications, though they will be heard separately.

On August 13, ACHC discussed the proposed projects with the developers and six interested nearby neighbors and abutters in a productive session that aired concerns to be addressed by the developers. Because these projects are in the MassHousing program and not DHCD LIP "Friendly 40B" projects, there was less opportunity for ACHC to drive the process from the first time the concept was discussed with us in 2006 to the last time in 2007.

In the case of MassHousing projects, the Monitoring Agent role is assigned to MassHousing and they will delegate a separate entity to monitor the development, it will not be ACHC or the Town. ACHC would like to be included in the loop during the affirmative marketing and outreach period because we have resources such as mailing lists of interested buyers and special outreach suggestions for town and school employees and the Acton Housing Authority. ACHC requests that special wording in the ZBA decision be written to allow ACHC to review the marketing materials prior to final approval to the extent allowed by the Project Administrator (MassHousing). Neither ACHC nor the Town has a role in the post development auditing process, which will be the responsibility of MassHousing.

Due to new more stringent condo mortgage lending rules, the developers have proposed a fee simple ownership arrangement to alleviate the constraints on mortgage approvals. A fee simple ownership shifts the responsibility for many functions that are normally done by the condo association to each individual homeowner, some at considerable cost. ACHC understand the rationale for this change in ownership but would like to be assured that full disclosure of these extra expenses and estimated costs be included in the marketing material for the affordable units so that potential buyers can measure their ability to cover ALL homeowner expenses in the future and not just the standard ones of mortgage, taxes, insurance, and homeowner association fees. It is our understanding the developer will fund the required septic maintenance reserve payment for each affordable unit.

Concerns from the neighboring property owners focused on the landscaping issues of clear cutting and buffering between properties. ACHC understands the need to remove trees in order to build but also expects that new landscaping will provide restoration of a reasonable degree of lost vegetation with new healthy growth to shield the properties from the street, from the neighboring properties, and to some extent, from each unit on the site. The developers have promised to work with the abutters to address their concerns and find mutually acceptable solutions for buffering.

With a less than 1 mile proximity to the commuter rail, this location meets the Smart Growth criteria of offering transportation choice. The parcels are also not in a traditional subdivision neighborhood but rather are located on a busy feeder road. The parcel at 113 Central St. is adjacent to a major apartment complex and across the street from several duplex units so this density is not inconsistent with the neighboring properties. While this is not in the preferred growth area laid out in the Comprehensive Permit Policy endorsed by the Board of Selectmen and the Planning Board, the Town Planner performed a Project Evaluation Summary exercise in January 2008 to evaluate this project using criteria in the Comp Permit policy. The Planner concluded: *This project seems to fit without much needed justification into the existing neighborhood due to its small scale, moderate density, and single-family style. This sort of 40B project is one good model that the Town might embrace for certification maintenance purposes should it ever succeed in reaching or exceeding the 10% threshold.*

Acton's affordable housing count is currently at 6.7%. We continue to have a local need for more affordable housing but do not want to lose sight of the need for a diversity of housing types, sizes and prices. In the past decade, 40B developments in Acton have been attached townhouses, duplexes, or large multi-family buildings. We find it refreshing to see a design of single family homes that gives homeowners more control of their space so they can create gardens, private play and sitting areas on their lot. ACHC is pleased with the small scale nature of the project.

The ACHC recommends approval of Marsh View and Richardson Crossing as proposed.

Cheryl Frazier

From: Chris Allen [Chris@actonwater.com]
Sent: Monday, August 24, 2009 8:15 AM
To: Scott Mutch
Cc: Building Department
Subject: Comments on Marsh View 93 Central St 082109
Attachments: Comments on Marsh View 93 Central St 082109.doc

Scott,

Attached are AWD's comments on the project at 93 Central St. These will actually apply for the project at 113 Central St , as well. If you need these on a separate attachment, let me know.

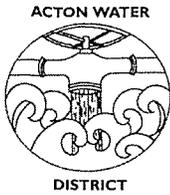
Scott, in reviewing these, if you feel there are inclusions that may be inappropriate for this application process, please let me know. My objective is to ensure that our requirements are documented and made known to the applicant.

Thank you.

Best regards,

Chris Allen
District Manager
Water Supply District of Acton
PO Box 953
Acton, MA 01720
Ph # 978-263-9107
Fax# 978-264-0148
email: chris@actonwater.com

"When the well's dry, we know the worth of water," --Benjamin Franklin 1774.



Water Supply District of Acton

693 MASSACHUSETTS AVENUE
P.O. BOX 953
ACTON, MASSACHUSETTS 01720

TELEPHONE (978) 263-9107

FAX (978) 264-0148

DATE: 8/21/2009

TO: Scott Mutch, Town of Acton Planning Department

FROM: Chris Allen, District Manager

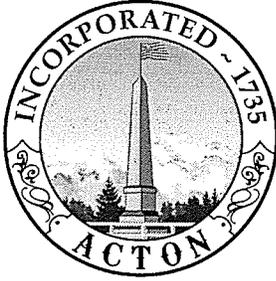
RE: Comments on Marsh View, 93 Central Street

1. All water mains, services, appurtenances and installation of such must comply with Acton Water District (AWD) specifications. (Hard copy may be picked up at AWD main office)
2. A proposed "As-Built" plan of the water infrastructure must be submitted, reviewed and approved by AWD prior to any installation of said infrastructure.
3. The proposed plan calls for ¾" HDPE services for each residence. AWD recommends that a minimum of 1" services be installed to ensure sufficient volume for domestic use.
4. All installed water infrastructure shall be inspected by AWD personnel prior to backfill.
5. A final "As-Built" plan denoting exact locations of all water infrastructure will be submitted by the contractor or developer prior to filling of any water mains for pressure test or disinfection per AWD specifications.
6. Any irrigation systems must comply with associated AWD "*Rules and Regulations*".
7. Every effort should be made to limit lawn areas and use drought tolerant plantings.

Respectfully submitted

Chris Allen
District Manager

JAR



TOWN OF ACTON
472 Main Street
Acton, Massachusetts 01720
Telephone (978) 264-9632
Fax (978) 264-9630

Building Department

Date: August 25, 2009
To: Scott Mutch
From: Frank Ramsbottom, Building Commissioner
Subject: ZBA Hearing #09-04 113 Central Street 40 B

Regarding the application for the above mentioned hearing I have no comment at this time.

Respectfully submitted

Frank Ramsbottom

Frank Ramsbottom
Building Commissioner



Acton Board of Health

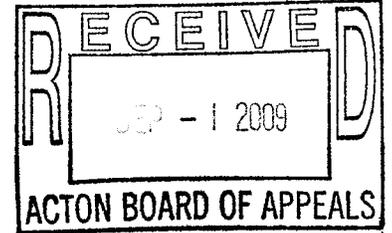
472 Main St.
Acton, MA 01720
Phone: (978) 264-9634
Fax: (978) 264-9630
Email: Health@acton-ma.gov



Public Health
Prevent. Promote. Protect.

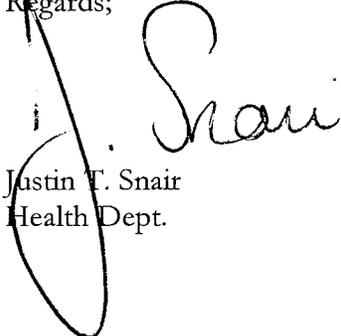
Doug Halley, Health Director

Date: 9/1/09
To: Scott Mutch
From: Justin Snair, Health Dept
RE: 113 Central St.



Upon review of the application for 113 Central St. the Health Dept. finds that the available soil data as represented on the plan is not sufficient and soil suitability can not be adequately determined. Additional soil test holes and or percolation tests will be required along eastern edge of proposed primary and reserve soil absorption fields.

Regards;


Justin T. Snair
Health Dept.

Cheryl Frazier

From: Bengt Mutén [bengt@muten.com]
Sent: Wednesday, September 02, 2009 2:48 PM
To: Cheryl Frazier
Cc: Transportation Advisory Committee
Subject: RE: BOA Comprehensive Permit comments for (113 Central St. Richardson Crossing) and (93 Central St. Marsh View)

Cheryl,

Sorry, we did discuss them at our August 27 meeting.

We wanted to commend the developer for plans that combined driveways and, in the case of 93 Central, diverted flows to Pine Ridge Road, reducing the number of driveways intersecting with Central Street.

The addition of three housing units at each of these lots will not have a discernable impact on auto traffic. Sidewalks are in place on the opposite side of Central Street, and it is not our understanding that they are planned on the odd numbered side in the foreseeable future (does the sidewalk committee also review these applications?).

We did have one suggestion. Central Street is likely to be a prime service route for the shuttle bus. Given the location right near the MBTA grade crossing and 113 Central Streets position on the inside curve, we recommend a pulloff area immediately east of the driveway. This would both increase visibility along the inside curve for drivers entering Central Street, as well as safety when a shuttle stops there. Regardless of the pulloff, we want to emphasize that this is an area of low visibility, and that any landscaping close to Central Street should be sure not to impact the visibility further.

A personal suggestion (not coming from TAC): I live in a house with the driveway coming from a side street to Newtown Road, but an address on Newtown Road. This has caused confusion a number of times. I would suggest that before anyone moves into 93 Central that changing the addresses to Pine Ridge Road be considered.

For the Transportation Advisory Committee

Bengt Mutén
978 263 6457

From: Cheryl Frazier [mailto:cfrazier@acton-ma.gov]
Sent: Wednesday, September 02, 2009 2:16 PM
To: Fire Department; Engineering Department; Acton Housing Authority; Transportation Advisory Committee; Recreation Department; Finance Committee; Tom Tidman
Subject: BOA Comprehensive Permit comments for (113 Central St. Richardson Crossing) and (93 Central St. Marsh View)



Good afternoon all,

Just a reminder, I have not received your comments for the two Comprehensive Permit applications (113 Central St. Richardson Crossing and 93 Central St. Marsh View). The deadline for comments was August 26, 2009. As the deadline has already passed please forward your comments

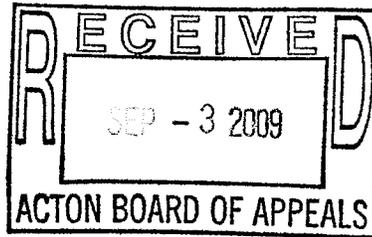
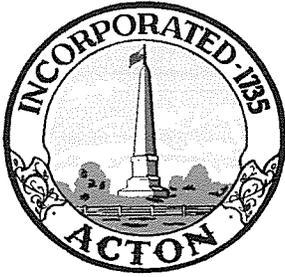
9/2/2009

as soon as possible.

Thanks so much, and have a great day !

Cheryl

Cheryl Frazier
Acton Building Department
472 Main Street
Acton, MA 01720
978-264-9632
cfrazier@town.acton.ma.us



TOWN OF ACTON
472 Main Street
Acton, Massachusetts 01720
Telephone (978) 264-9636
Fax (978) 264-9630

Planning Department

INTERDEPARTMENTAL COMMUNICATION

To: Zoning Board of Appeals **Date:** September 3, 2009
From: Kristin K. Alexander, AICP, Assistant Planner *KKA*
Subject: *Board of Appeals Hearing #09-04*
Richardson Crossing LLC – 113 Central Street - Comprehensive Permit

I have reviewed the Richardson Crossing (113 Central Street) Comprehensive Permit application/plans. My comments are in the attached Acton Comprehensive Permit Policy Project Evaluation Summary form. If you have any questions, please do not hesitate to contact me.

PROJECT EVALUATION SUMMARY – RICHARDSON CROSSING 113 CENTRAL STREET

Prepared by Town of Acton Planning Department; 09/03/09 KKA

EVALUATION CRITERIA ¹	Small-Scale Project		Mixed-Use Project		Large-Scale Project	
	Standard Applies	Y/N	Standard Applies	Y/N	Standard Applies	Y/N
I. DEVELOPMENT PREFERENCES						
Types of Housing					X	
<i>Includes a mix of unit styles and sizes</i>					X	
<i>Includes no more than 15% 3-BR units</i>					X	
Location	X					
<i>Site is in or within 1/2 mile of a village center or Kelley's Corner</i>	X	N ²			X	
<i>Site is in another Preferred Location</i>	X	N			X	
Mixed-Use Development					X	
<i>Includes compatible nonresidential uses</i>					X	
<i>Some or all units are upper-story</i>					X	
Density and Scale	X					
<i>For site in a Village Center or Kelley's Corner, FAR does not exceed .80</i>	X				X	
<i>For site outside the Village Centers and Kelley's Corner, in other locations or for large-scale projects, FAR does not exceed .25</i>	X	N ³			X	
<i>Height conforms to zoning</i>	X	Y			X	
<i>Development comprised of approximately 12 units or less</i>	X	Y			X	
Building & Landscape Design Considerations	X				X	

¹ Reviewers should record their evaluation by indicating "Y" (yes) or "N" (no) for each criterion that applies to the project, based on the category that most closely fits the type of project under review.

Town of Acton Comprehensive Permit Policy

EVALUATION CRITERIA ¹	Small-Scale Project		Mixed-Use Project		Large-Scale Project	
	Standard Applies	Y/N	Standard Applies	Y/N	Standard Applies	Y/N
Buildings & Site						
<i>Building designs similar to highly-rated residences in VPS</i>	X	Y	X		X	
<i>Buildings oriented to the street or around courtyard</i>	X	N	X		X	
<i>Side and/or rear parking</i>	X	Y	X		X	
<i>Walkability: sidewalks, internal pathways</i>	X	N ⁴	X		X	
<i>Connectivity: linked to surrounding neighborhoods or commercial areas</i>	X	Y	X		X	
<i>No adverse impact on historic/architectural significance (may be N/A)</i>	X	Y	X		X	
Open Space & Natural Resources						
<i>Open space at least 50% of site</i>		Y ⁵			X	
<i>Not more than 50% of open space is wetlands</i>	X	Y			X	
<i>Open space is directly accessible to residents of the development</i>	X	Y			X	
<i>Landscaping emphasizes low-water-use plantings</i>	X	? ⁶	X		X	
<i>Outdoor irrigation system is designed to conserve water</i>		?	X		X	
Site Plan Standards						
<i>Substantially conforms to ZBL Section 10.4, Site Plan Standards</i>	X	Y/N ⁷	X		X	
Public Benefits						
<i>Provides public benefits in addition to affordable housing</i>			X		X	
<i>Additional public benefits include:</i>						
<i>Pedestrian amenities</i>			X		X	
<i>Park and recreation amenities</i>					X	
<i>Contribution to a local capital improvements project appropriate to the scale of proposed development</i>					X	
<i>Contribution to Town's affordable housing fund</i>					X	
II. AFFORDABILITY PREFERENCES						

Town of Acton Comprehensive Permit Policy

EVALUATION CRITERIA ¹	Small-Scale Project		Mixed-Use Project		Large-Scale Project	
	Standard Applies	Y/N	Standard Applies	Y/N	Standard Applies	Y/N
Percentage of Affordable Units						
<i>Development provides more than 25% minimum affordable units</i>					X	
<i>Additional affordable units are for LMI households</i>					X	
Income Targets						
<i>One or more units priced for households at/below 70% AMI</i>	X	Y	X		X	
<i>Includes any units priced for households at 50% AMI</i>			X		X	
<i>Includes any units priced for households at 31-50% AMI</i>					X	
<i>Includes any units priced for households at 81-110% AMI</i>	X	N	X		X	
Term of Affordability						
<i>Use restriction will be perpetual</i>	X	Y ⁶	X		X	
III. AFFIRMATIVE MARKETING & LOCAL PREFERENCE						
Local Preference Units						
<i>Offers 70% local preference units</i>	X	?	X		X	
Affirmative Marketing Experience						
<i>Team includes person/organization with prior affordable housing lottery experience</i>	X	Y	X		X	

IV. LARGE-SCALE PROJECT PUBLIC BENEFIT CRITERIA

Project provides any of the following benefits:						
<i>Transportation management</i>					X	

Town of Acton Comprehensive Permit Policy

EVALUATION CRITERIA ¹	Small-Scale Project		Mixed-Use Project		Large-Scale Project	
	Standard Applies	Y/N	Standard Applies	Y/N	Standard Applies	Y/N
<i>Traffic mitigation</i>					X	
<i>Significant contribution to local capital improvements fund</i>					X	
<i>Significant contribution to Town's affordable housing fund</i>					X	
<i>Provision of additional affordable units in off-site locations</i>					X	
<i>Donation of developable land to the Town for affordable housing, community facilities, other public purposes</i>					X	

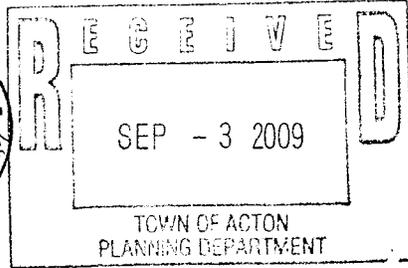
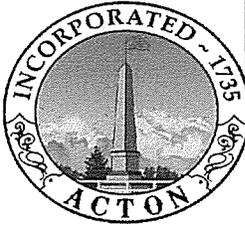
REVIEWER'S COMMENTS

- ² Site is about equidistant within ¼ mile of South Acton Village (and the commuter rail station) and West Acton Village. Sidewalks exist along Central Street. The small project scale somewhat offsets the marginal location. The location is within a moderate density area as per Acton 40B Policy.
- ³ The Acton Zoning Bylaw (Bylaw) counts mudrooms and basements toward the gross floor area, resulting in a gross floor area of 3,106 square feet/ house and an overall gross floor area ratio (FAR) of 0.29 for the site. The FAR listed on Plan Sheet 2 (Master Plan) is inaccurate (0.27 FAR) because the mudrooms and basements were not counted and should have been for all the units.
- ⁴ The lack of internal sidewalk seems acceptable for this small 4-unit project. Sidewalks exist on Central Street.
- ⁵ It appears there is more than 50% open around the houses and driveways. This is like yard space rather than dedicated open space, which seems appropriate for the setting and project scale. However, unfortunately because of the topography and possibly the design, it appears that much of the open space surrounding the homes can only be used for passive activities (e.g. gardens) and not slightly larger leisure activities (e.g. play equipment).
- ⁶ Planning Department staff cannot determine whether low-water plantings are proposed. The Plan does state "consideration should be given to drought resistant grasses". Unfortunately, this statement does not require drought resistant grasses. The Board may want to consult with the Acton Water District or the Acton Tree Warden on this issue.
- ⁷ Where applicable, the Plan appears to be consistent with site plan standards. Subdivision/common driveway standards seem more appropriate than site plan standards in this particular setting. See item a. under "other comments" below for more information regarding compliance with the Acton Zoning Bylaw standards.
- ⁸ The project eligibility letter from MassHousing requires the affordable use restriction be perpetual.

Town of Acton Comprehensive Permit Policy

Other Comments:

- a. Additional waivers may need to be requested from the common driveway standards (Acton Zoning Bylaw Section 3.8.1.5) than what is written in the waiver request list (Application Section 5). Planning Department staff defers to the Acton Fire Department and Acton Engineering Department for comments regarding the safety, design and construction of the common driveway and whether or not changes to the Plan or more waiver requests are necessary.
- b. Since Richardson Way is referenced in the legal documents, either the Plan sheets should label the common driveway as Richardson Way or all legal documents should be revised to refer to the "common driveway shown on the Plan".
- c. Parcel A is the shared sewage disposal area for all four homes. Even though the "Declaration of Common Driveway Covenant..." (Declaration) (Section 3 of the Application), Section III.E. states that all lot owners shall have access through an easement to the sewage disposal area, one is not shown on the Plan that can be utilized by Lots 3 (house #109) and 4 (house #111). Since this area and the system need to be maintained by all homeowners, the Plan should be changed to provide shared access to the area from the common driveway. A possible shared access location is at or near the end of the Lot 1 (house #115) driveway.
- d. Plan Sheet 3 (Recordable Plan) should reference all covenants and restrictions applying or relating to the land, and their purpose (Acton Comprehensive Permits Rules and Regulations (Rules) Section 3.14.3.11).
- e. Plan Sheet 5 (Site Development Plan) should be revised to show (1) all zoning classifications (Rules Section 3.14.5.2), (2) the proposed dimensions for setbacks (Rules Section 3.14.5.4), and (3) a street address sign (for all lots) located so it is clearly visible from Central Street for emergency and delivery vehicles and guests.
- f. The old property description and the plan it references are not consistent. They should be brought up to date/clarified.
- g. In the Comprehensive Permit Development Schedule (Section 6 of the Application), it states that the projected completion date for the project is "4/1/09". This date is obviously incorrect and should be updated.
- h. Taxes are delinquent on the property. The applicant should resolve this issue with the Acton Finance Department.
- i. In summary, this is a project that seems to fit without much needed justification into the existing neighborhood due to its small scale, moderate density, and single-family style. If the issues identified by the various Acton Town Departments and boards/committees, Acton Water District, and other pertinent review agencies are resolved, this sort of 40B project is one good model that the Town might embrace for certification maintenance purposes should it ever succeed in reaching or exceeding the 10% threshold.



TOWN OF ACTON
472 Main Street
Acton, Massachusetts, 01720
Telephone (978) 264-9632
Fax (978) 264-9630

Building Department

INTERDEPARTMENTAL COMMUNICATION

To: *Fire Department, Water District, ~~Conservation Commission~~, Board of Health, Planning Department, Engineering Department, Municipal Properties, Building Department, Board of Selectmen, Acton Community Housing Corporation, Acton Housing Authority, Design Review Board, Transportation Advisory Committee, Recreation, and Finance Committee.*

Date: *August 6, 2009*

From: *Cheryl Frazier, Board of Appeals Secretary*

Subject: *Board of Appeals Hearing #09-04
Richardson's Crossing LLC 113 Central Street*

I am in receipt of a Board of Appeals **40B Comprehensive Permit** application for the property located at 113 Central Street, Acton MA. The applicant is proposing four single family dwelling units with one being an affordable unit.

Please provide your comments to Scott Mutch in the Planning Department and cc; Cheryl Frazier, Board of Appeals Secretary no later than **August 26, 2009**.

Upon completion of your review, if you no longer need the application and plans please return them to the Building Department.

Scott,

There does not appear to be any activity related to development of 'Richardson's Crossing' within 100' of wetlands. Thus the Conservation Commission has no concerns.

Tom Tidna

Cheryl Frazier

From: Robert Craig
Sent: Friday, September 04, 2009 10:02 AM
To: Scott Mutch
Cc: Cheryl Frazier
Subject: Board of Appeals Hearing #09-04, Richardson's Crossing LLC, 113 Central Street
Importance: High

Please be advised that I have reviewed the above named plan and have no comment.

Robert C. Craig, Fire Chief
Acton Fire Department
371 Main Street - Acton, MA 01720

Phone: (978) 264-9645 / Fax: (978) 266-2885
rcraig@acton-ma.gov

