



TOWN OF ACTON
472 Main Street
Acton, Massachusetts, 01720
Telephone (978) 929-6630
Fax (978) 929-6340

Engineering Department

INTERDEPARTMENTAL COMMUNICATION

To: Board of Selectmen

Date: 7/29/2014

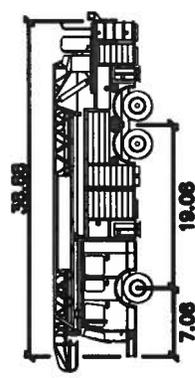
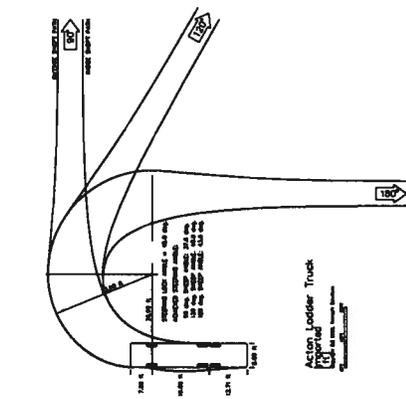
From: Engineering Department

Subject: Site Plan Special Permit #07/03/14 - #451 – Acton Management Inc – 267 Great Road

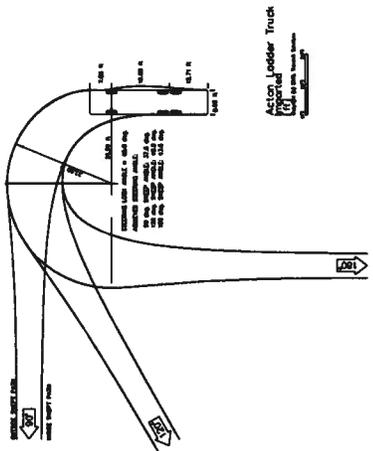
We have reviewed the plans titled "Site Plan for Acton Management, Inc, 267 Great Road, Acton, Massachusetts" dated June 27, 2014 for the above mentioned special permit and have the following comments:

1. The applicant should propose a street address, whether they keep 267 or propose a new address. Our office will coordinate with the other Town departments on the new street address once the applicant suggests which number they will use. The address should be assigned before building permits are issued.
2. The property is located in both Zones 2 and 3 of the Groundwater Protection District. The drainage design does not utilize clay lined detention basins required in the Groundwater District regulations however the use of Contech CDS units meets the intent of the regulations.
3. The inverts for the drain manholes should be shaped inverts
4. The plans should have a note stating which datum the elevations are referenced to. Acton standards call for the datum to be the 1929 NGVD.
5. We request a copy of the MassDOT permit for the work shown within the road layout of Great Road for our records.
6. Based on our turning templates, an emergency SU-30 vehicle (fire truck) can maneuver within the site. Recently on another development the Fire Department has commented that the Acton ladder trucks are a different size than the SU-30 vehicle. Our office was given a copy of the ladder truck template by the applicant of the other development and we will supply that template with this memo. It appears the ladder truck would be able to maneuver within the parking area. We will defer further comment to the Fire Department.

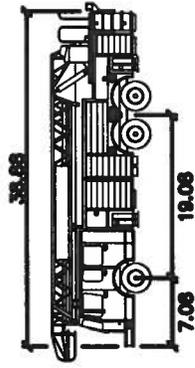
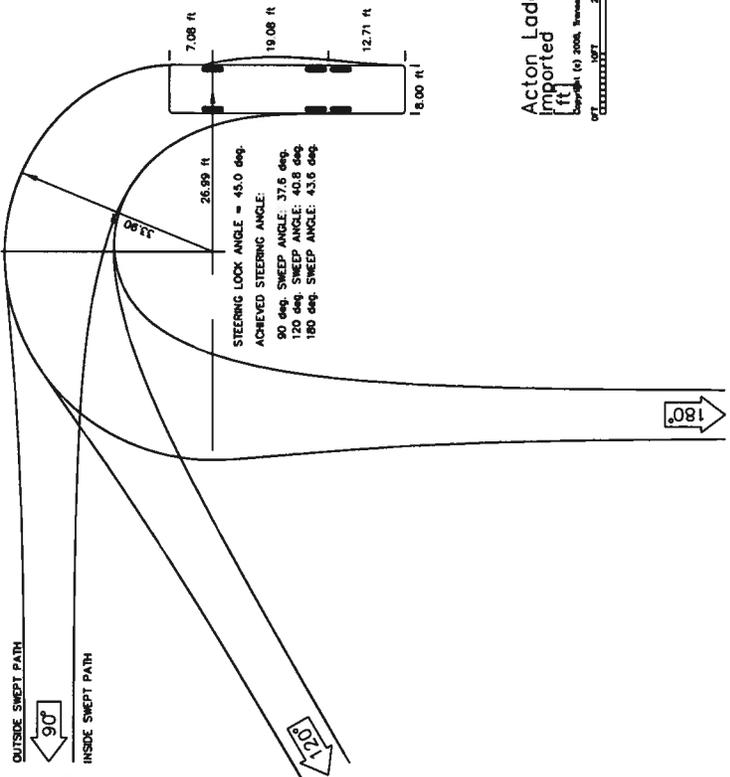
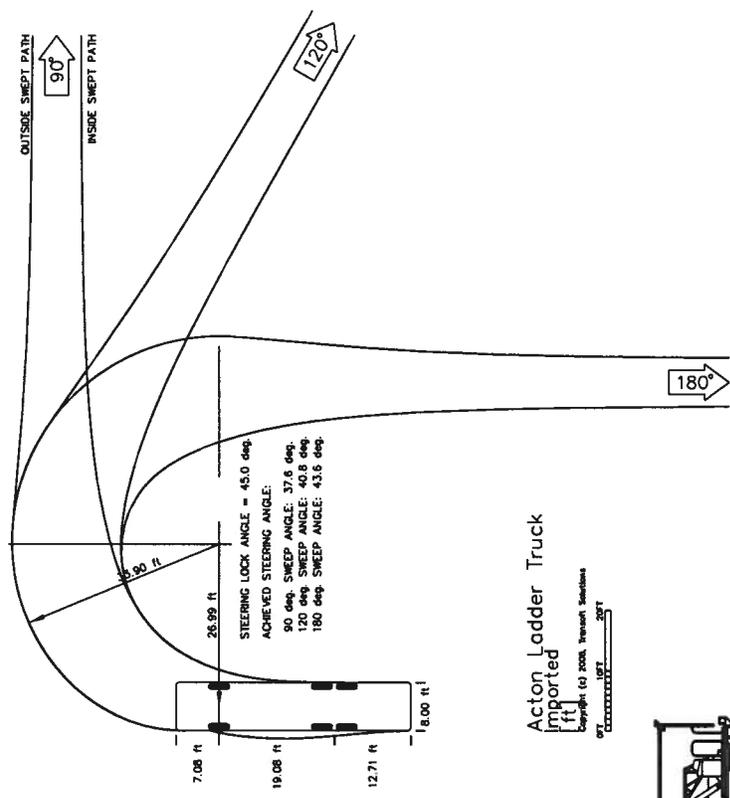
7. There should be an erosion & sedimentation control note that states the contractor is responsible to clean-up any sand, dirt or debris which erodes from the site onto Great Road or private property and to remove silt or debris that enters any existing drainage system immediately upon discovery.
8. An as-built plan certified by a Massachusetts Licensed Surveyor showing the buildings, pavement, drainage, utilities, etc. should be required at the conclusion of construction. A Professional Engineer should also stamp the as-built plan to certify that the site has been completed in accordance with the approved site plan and that all features required on the site by the approved plans, decisions, etc... have been field inspected by the PE and conform with the approved design. Any non-conforming features shall be clearly noted.



Acton Ladder Truck
 Length : 38.58
 Width : 7.46
 Track : 7.06
 Lock to Lock Time : 6.00
 Steering Angle : 46.0



40 SCALE



Acton Ladder Truck
 Wheelbase : 7.08
 Track : 19.08
 Lock to Lock Time : 6.00
 Steering Angle : 45.0

20 SCALE



TOWN OF ACTON
Health Department
472 Main Street
Acton, Massachusetts, 01720
Telephone (978) 929-6632
Fax (978) 929-6340

July 16, 2014

To: Cheryl Frazier
From: Evan Carloni, Health Department
Re: SPSP #07-03-14-451 267 Great Road

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After reviewing the proposed plan for 267 Great Road, the Acton Health Department has the following comments:

- What is the plan for existing house on the property? Is it staying or being removed?
- If the house is staying, where is the current septic system located? We do not have currently have record of this.
- We currently do not have an approved septic plan for the new office building, which will be needed.
- Additional soil testing will be required for the septic plan since we will need two deep holes and a percolation test located in the area of primary leaching field and two deep holes and a percolation test in the area of a reserve leaching field
- This area is in a Zone 2 and Zone 3 so Article 11 and Article 16 of the Acton Board of Health Rules and Regulations must be followed. Any construction in these zones must be approved by the Acton Board of Health, requiring a meeting.
- There is also a possibility of the need for a storm water discharge permit from the Health Department depending on the final grading of the property

Please feel free to contact me with any questions you may have.

ACTON MUNICIPAL PROPERTIES DEPARTMENT

INTERDEPARTMENTAL COMMUNICATION

To: Planning Department *Date:* July 18, 2014
From: Dean A. Charter, Municipal Properties Director
Subject: Review of SPSP # 07-03-14-451, 267 Great Road

I have reviewed the plans on file for the above noted Site Plan, and am familiar with the site. I believe the landscape plan, dated June 3, 2014, is adequate and appropriate.

From: Bettina Abe [<mailto:abe125@verizon.net>]
Sent: Thursday, July 31, 2014 10:35 PM
To: Scott Mutch
Cc: Sidewalk Committee
Subject: Sidewalk Committee comments on 2 projects

To: Scott Mutch, Acton Planning Department
From: Bettina Abe, Co-Chair, Acton Sidewalk Committee

With regard to the **SPSP application of 37 Knox Trail#07-14-450**, the Sidewalk Committee would like to state that we request a contribution be made to the sidewalk fund, using the established formula, in lieu of building a street or neighborhood sidewalk for this project.

With regard to the **SPSP application for 267 Great Road SPSP#07-03-14-451**, the Sidewalk Committee would like to emphasize to the developer/applicant and to Mass DOT the critical need for pedestrian crosswalks in the vicinity of this building project on Great Road/Route 2A. Pedestrians are at risk of being struck by a car or truck on this road due to the volume and speed of traffic. We strongly request that any crosswalks and accompanying blinking lights, signage, road paint or other safety mechanisms proposed by the Acton Engineering or Planning Departments, be built to improve and ensure the safety of increased pedestrians in the neighborhood due to this and other neighborhood development.

Thank you for your attention.



Water Supply District of Acton

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

TELEPHONE (978) 263-9107

FAX (978) 264-0148

DATE: August 1, 2014

TO: Town of Acton Building Department

FROM: Chris Allen, District Manager

RE: Comments on 267 Great Road/SPSP #07-03-14-451

1. All water mains, services, appurtenances and installation of such must comply with Acton Water District (AWD) specifications.
2. Water main/service sizes are not annotated on the proposed plan. It is assumed fire suppression will be via a ≥ 6 " fire line.
3. The proposed development will require $>5,000$ Gallons-per-day (GPD), and/or the proposed connection to existing water infrastructure is >2 ", the owner, or owner's representative, must submit a "Water Impact Report" per Appendix 2 of AWD "Rules & Regulations". This report shall be submitted and approved prior to the commencement of water infrastructure installation. Additional comments on water efficiency and use reduction will be reserved until the Report is submitted.
4. A proposed "As-Built" plan of the water infrastructure must be submitted, reviewed and approved by AWD prior to any installation of said infrastructure.
5. A final "As-Built" plan denoting exact locations of all water infrastructure will be submitted by the contractor prior to filling of any water mains for pressure test or disinfection per AWD specifications.
6. Any existing source of water supply shall be removed from the site and/or adequately protected from creating a cross connection to the AWD water system.

Respectfully submitted

Chris Allen
District Manager
