



Planning Department

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MEMORANDUM

To: Board of Selectmen **Date:** July 1, 2014
From: Kristen Guichard, AICP, Assistant Town Planner *KSG*
Subject: **Site Plan Application #05/29/15 - 454**

Location: 87 Hayward Road
Map/Parcel: F3-1 and E3-101
Applicant/Owner: Douglas E. Sieber / Haartz Auto Fabric Company
Engineer: MBL Land Development & Permitting, Corp.
Previous Site Plan: #4/3/84-242 and #04/22/98-365
Zoning: General Industrial (GI) District
Groundwater Protection Dist. Zone 4
Lot Area: +/- 2,461,623 square feet (56.502 acres)
Wetlands and Flood Zone X*: +/- 795,841 square feet (18.27 acres)
Developable Site Area: +/- 1,861,673 square feet (42.65 acres)
Proposed Gross/Net Floor Area: +/- 324, 217 square feet
Proposed Floor Area Ratio (FAR): .176
Proposed Uses: Café addition and parking lot expansion
Hearing Date: 7/6/15
Decision Due: 10/14/15

Below are the Planning Department comments. Please review comments from other departments, boards and agencies.

The Applicant is proposing a café addition, parking lot expansion and modification to the existing industrially developed site of the Haartz Company. The proposed and existing developed site is located off Hayward Road and abuts Route 2 to the east and maintains a 300 foot + buffer to properties to the west and north.

The original submission was received on 5/29/15. Revised materials were received on 6/10/15, 6/22/15 and a revised plan set on 6/29/15 as well as an email regarding parking requirements dated 6/17/15. Please review all materials. For instance, the revised zoning table, parking table and parking layout plan. My review is based on the latest revisions which include materials listed above.

Café Addition

1. The proposed café addition is located on existing paved surface on a previously developed area, outside of flood plain, wetlands, and wetlands buffers.

2. The proposed café addition is an allowed accessory use under ZBL Section 3.8.2.3 and should be limited exclusively to serve employees of the principle industrial use. The roof mounted solar panels are also allowed as an accessory use under ZBL S. 3.8.4.10.
3. The proposed café addition appears to comply with the dimensional requirements of the zoning bylaw.

Rear Parking Lot Addition

4. The proposed parking lot addition is outside of the flood plain, wetlands and wetlands buffers. The proposed parking lot will be constructed on top of an existing and expanded septic system. Please refer to the Health Department's comments.
5. The revised plans submitted on 6/29/15 appear to comply with the parking lot dimensional requirements including parking cell separation of 30' which was modified from the original submission to comply with ZBL S. 6.7.1.
6. The proposed ground cover for the landscape island is bark mulch; ZBL S. 6.7.8.4 allows the Board to determine if an alternative to lawn grass or live ground cover is appropriate.
7. ZBL S. 6.7.6 requires a minimum 10-foot wide perimeter landscape buffer for parking lots. The perimeter landscape area around the new parking lot does not indicate what type of ground cover is proposed. There are existing trees visible in aerial photographs on the westerly side of the parking lot, which if preserved could augment the landscape buffer. Prior to endorsement of the plan, we recommend:
 - a. The Applicant note on the plan the trees to remain on the westerly side of the parking lot, and establishing a limit of work outside the drip line of said trees;
 - b. The Applicant note on the plan the type of ground cover proposed for the perimeter landscaping, and;
 - c. The Applicant add similar ornamental grass as shown in the landscape island to the westerly side of the parking lot shown in green.

Front Parking Lot Modification

8. The front parking lot is preexisting non-conforming and does not currently have a 10 foot landscape buffer along the front of the building (north end). The plans show a 4 foot perimeter landscape buffer which brings the parking lot more in compliance with ZBL S. 6.7.6.
9. In the applicant's email dated 6/17/15, they noted generally where bicycle parking would be accommodated on the plan. Bicycle parking is not currently shown on the plan and should be shown on the plan as required under ZBL S. 6.3.1.15 prior to endorsement of the plan.

Lighting

10. The proposed new lighting would use LED. The Lighting Plans only show new lighting and lighting changes in the proposed area of work and therefore we do not know if the entire site has more than 25% luminaires added or changed, which would trigger ZBL S. 10.6.4.1 requiring certification of compliance by a lighting designer. Regardless of the 25% trigger, due to the excessive level of lighting output at the recent CVS project where LED is also used, we recommend the designer certify prior to issuance of the first building permit

- a. that the lighting plans meet ZBL S. 10.6, and
 - b. that the illumination level in the areas where new lighting is proposed does not exceed levels that would be anticipated without the use of LED lights.
11. We have consulted with a resident lighting expert in Acton who may have additional recommendations for the hearing. In addition, the Lighting Plans should be amended to include and address the following:
- a. Plan Sheet C-7.0 dated 6/29/15 only includes a site power limit table for the proposed rear parking lot. Prior to endorsement of the plan a site power limit table should be added to the plan for the front parking lot and new building entrance area.
 - b. Plan Sheet C-7.0 dated 6/29/15 shows two new light poles at the south west corner of the existing front parking lot where Plan Sheet C-6.0 dated 6/29/15 does not show new light poles in this location. The plans should be amended for consistency prior to endorsement of the plan.
 - c. Plan Sheets C-7.0 and C-6.0 dated 6/29/15 contain a note on the upper left hand corner of the plan stating, "Haartz will not forbid the use of fill containing hazardous materials as required by the Bylaw." This note should be amended prior to endorsement of the plan so that fill containing hazardous material is prohibited.
 - d. Prior to endorsement of the plan, Plan Sheet C-7.1 dated 6/29/15 should include a note that the wall pack shall be downlight only.
 - e. Plan Sheet C-7.1 dated 6/29/15 indicates the luminaire wattage exceeds 120 watts and therefore the fixture shall be fully shielded as required in ZBL S. 10.6.7 Table 1. The pole lighting fixtures on the plans should be amended to be fully shielded prior to endorsement of the plans. (See Figures in ZBL S. 10.6.7)
 - f. A note pointing to 2 proposed bicycle parking spaces is shown on Plan Sheet C-7.0 dated 6/29/15; this note should be removed from the lighting plan.

General Comments

12. The total number of required parking spaces is 250 based on the Applicant's email dated 6/17/15 stating a total of 250 employees on the largest shift at any given time. The proposed number of parking spaces, 251, meets the minimum parking requirements of ZBL S. 6.3.1.16. The parking table should be revised prior to endorsement of the plan to: correctly indicate the total number of spaces lost 15 (12 lost due to the café addition, 3 lost due to the revised plans on the rear lot) and 40 spaces added (rear lot addition), and add a note stating a total number of 250 employees on the largest shift.
13. The applicant used the Flood Zone X (500-year flood) in their calculations for developable site area and as noted above (*). This is more conservative than the Town of Acton definition for developable site area, which only takes into account land located in the Floodplain Overlay District consisting of Flood Zones A and AE (100-year flood), therefore the FAR of the site would actually be lower than .176. The Applicant should revise their calculations for future documentation before the issuance of a building permit.
14. Please see the Engineering Department comments in regards to the drainage system. These items should be addressed prior to endorsement of plans.
15. There are existing sidewalks on Hayward Road and Charter Road.

Recommendation

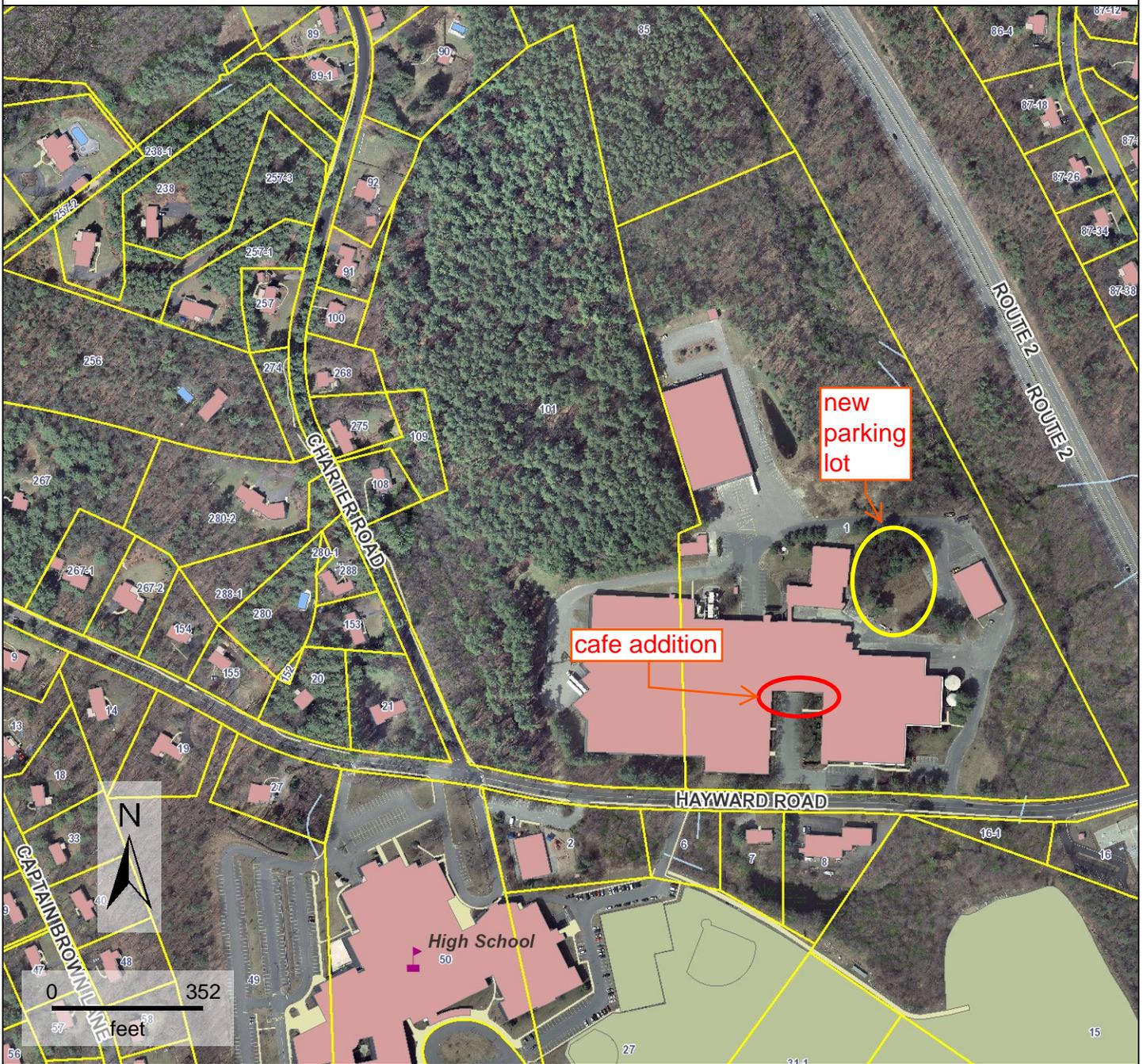
In concept, the Planning Department has no concerns with the proposed café and parking lot addition and modification. The proposed project area is set far back from residential property owners and is located on an existing industrial developed site. The cafe addition and parking lots meet dimensional regulations of the Zoning Bylaw and the proposed uses are allowed. As noted above, the revised plan set dated 6/29/15 must be amended to comply with the Zoning Bylaw. We feel the required revisions, including those identified by other departments, are about details that may require slight modifications, are easily achievable, and could be addressed in a decision with several conditions tied to the issuance of the first building permit. Therefore, if the Board of Selectmen is inclined to approve the proposed project,

- a. we can draft a decision with conditions that reflect departmental comments for your consideration and final issuance at the next meeting; or
- b. to expedite the project for the applicant, the Board could vote its approval after the close of the hearing and we could write the decision as above for the Chair's signature and issuance prior to the next meeting.

cc: Engineering Department
Health Department

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Haartz s.p. #454



Property Information

Property ID
Location



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NOT A LEGAL DOCUMENT**

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