



TOWN OF ACTON
472 Main Street
Acton, Massachusetts, 01720
Telephone (978) 929-6630
Fax (978) 929-6333

Engineering Department

INTERDEPARTMENTAL COMMUNICATION

To: Board of Appeals

Date: July 12, 2016

From: Engineering Department

Subject: Comprehensive Permit #16-01

**248 High Street
Map J-3 Parcel 7**

The engineering department has reviewed the plans titled "Definitive Subdivision Plan of Post Office Crossing in Acton, Massachusetts" dated October 22, 2012 and has the following comments:

Sewer

1. The plan proposes 8 units with 3-bedrooms each. The existing property has been assessed 1 "Sewer Betterment Unit" (SBU) which has an outstanding balance of \$6,707.20 for the initial betterment. The additional 7 homes, with 3-bedrooms each, would require an additional Privilege Fee equal to 7 SBUs at \$12,311.52 per SBU. An additional privilege fee of \$86,180.64, plus the outstanding balance, equals a total payment of \$92,887.84 to connect to the sewer. This fee must be paid prior to issuing any building permits.

The Board of Selectmen, acting as the Sewer Commissioners, has the authority to waive or reduce the privilege fee if a project is in the public interest. We've attached a memo outlining the Sewer Commissioner Policy for fee relief. At a minimum, the outstanding balance of \$6,707.20 for the initial betterment must be paid prior to the building permits.

2. In addition to approval of the privilege fee by the Board of Selectmen, the project will require residential sewer connection permits for each of the units and the applicant will be responsible to provide the testing for the sewer main as required by the Acton Sewer Use Regulations.
3. The sewer main from SMH-1 to SMH-3, but not including SMH-3, shall remain a private sewer as long as Adeline Way remains a private way.
4. If possible, House #3 should connect to the existing sewer stub on High Street between Lot 7 and 8 and SMH-3 ideally should be located at the existing stub for 248 High Street. The goal is to reduce the number of new connections to the existing sewer main to reduce the potential locations of additional infiltration/inflow to the sewer system.
5. Typically building sewer connections are not allowed to be made at sewer manholes. If possible, the connections for Lot 2 and 5 should be made at the main to reduce the number

of connections at the manholes. Lot 2 may require an additional manhole to achieve this. At a minimum, we request the applicant submit documentation that the multiple connections at SMH-2 are possible given the pipe sizes and angle of the connections.

Drainage

6. The increase in runoff towards High Street is minor, but it's an increase nevertheless. The applicant should ensure that the drainage system within the High Street right-of-way is properly sized to handle the increased runoff. The applicant should also explore options to capture some of the runoff toward the end of the private way before it enters the High Street drainage system to help reduce the total runoff.
7. In the Water Balance Calculations, the underground detention calculation assumes the 30.5 inches per year of runoff from the pavement area will be infiltrated however the drainage calculations for the 2- and 10-year storm event show a small minority of the runoff being infiltrated and the vast majority being directed to the overflow.

Miscellaneous

8. There is an existing sidewalk along High Street recently built by the Town through an agreement with the existing home owner. The sidewalk easement paperwork was never finalized. As part of this approval, we request the easement paperwork be finalized and that an easement plan is drawn and recorded at the Registry by the applicant. The proposed plan is changing the location of the sidewalk and subsequently, the location of our original proposed easement. In addition, there is no sidewalk along Cindy Lane, a private drive.
9. The applicant has provided a list of waiver requests from the Acton Subdivision Rules & Regulations. Due to the low-speed/low-volume nature of the proposed roadway, we don't foresee an issue with the majority of the waivers however we have the following comments:
 - 8.1.7 – We will defer to Planning/Planning Board regarding the separation between intersecting streets. We don't foresee an issue with this waiver request
 - 8.1.18 – We will defer to the Fire Department regarding the lack of a turnaround
 - 9.1.1 – There is no sidewalk abutting Cindy Lane. A contribution to the sidewalk fund could be made in lieu of building a sidewalk
 - 9.3 – We recommend permanent monuments for the right-of-way of Cindy LaneThe subdivision rules & regulations require the gravel base of the driveway to extend 3-feet under the shoulder of the road.
10. The applicant has provided a list of waiver requests from the Acton Rules & Regulations for Comprehensive Permits. Due to the low-speed/low-volume nature of the proposed roadway, we don't foresee an issue with the majority of the waivers however High Street is a Scenic Road. Any removal or relocation of the stone walls or trees within High Street right-of-way will require a tree hearing by the Tree Warden and Planning Board.
11. The vertical datum of the plans is NAVD1988. The plans should have a conversion factor to NGVD1929.

12. The Fire Department should comment on the accessibility of a fire truck. Based on our templates, the common driveway is adequate for an SU-30 vehicle however no turnaround is provided. A truck would require a private driveway in order to turn around.
13. The applicant should add the location of an MUTCD compliant street name sign and make a note of it being a private way.
14. The proposed street name "Adeline Way" will require approval from the Planning Board. We suggest avoiding using the number 4 as that number has given developers trouble marketing units. We recommend the following street numbers and parcel IDs:

Lot #	Street #	Parcel ID (Map/Lot)
Lot #1	2	J3 / 7-1
Lot #2	6	J3 / 7-2
Lot #3	8	J3 / 7-3
Lot #4	10	J3 / 7-4
Lot #5	12	J3 / 7-5
Lot #6	16	J3 / 7-6
Lot #7	13	J3 / 7-7
Lot #8	11	J3 / 7-8

13. The street numbers will need to be reviewed and approved by the Police and Fire Departments prior to issuing building permits.
14. The applicant will need to show two temporary benchmarks that will not be disturbed during construction. The benchmark on the tree on Lot 4 may be disturbed by construction.
15. There is a typo on the Title Page of the plan. The owner/Applicant should be 248 High Street, not 284 High Street.
16. The plans should note that no paving shall take place after November 15th and the final course of pavement will be placed after the binder has been exposed to one winter season.
17. The centerline of the street should be monumented at all points of curvature and tangency using magnetized masonry nails in the final course of pavement. The engineer should add a note that no permanent monuments shall be installed until all construction is completed.
18. The applicant will be responsible for providing an as-built plan that will be certified by a PE/PLS.