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Planning Department

**INTERDEPARTMENTAL COMMUNICATION**

**To:** John Murray, Temporary Town Manager **Date:** July 9, 2007  
**From:** Kristin K. Alexander, AICP, Assistant Town Planner *KKA*  
**Subject:** 253 Main Street Site Plan Special Permit, # 06/05/07-411 – Sundberg

I have reviewed the 253 Main Street Site Plan Special Permit application for a two story office/retail addition with a special permit for a 60 seat restaurant. Below are my comments.

1. The access driveway would be shared with the adjacent Bowladrome property to the north (257 Main Street). There should be a written agreement between the 253 Main Street property owner and the 257 Main Street property owner assuring the continued sharing and maintenance of the access driveway.
2. Is the paved swale on the south property line east of the parallel parking spaces needed for drainage? If not, the interior driveway should be redesigned in that area to comply with the required 20-foot setback from the abutting Residence 2 (R-2) zoning district (Acton Zoning Bylaw (Bylaw) Section 6.9.5.5).
3. Does the applicant anticipate tractor-trailer trucks or other similar delivery vehicles ever serving the businesses in the building? If so, a loading area should be located at the side or rear of the building (Bylaw Section 6.4).
4. The dumpsters and wood storage shed locations vary plan sheet to plan sheet. The locations should be consistent between plan sheets. In addition, wherever the dumpsters and possibly the wood storage shed are located, they should be screened.
5. Staff recommends a 6-foot wide minimum concrete sidewalk along Main Street in front of the site. This is a recommendation in the Kelley's Corner Specific Area Plan (page 39, bullet 3), and it is consistent with the transportation objectives listed in the Town's 1998 Master Plan Update (page 44) and recommendations made in the Transportation Advisory Committee's Great Road Corridor Plan Report (which also discusses sidewalk design in general for the entire town, pages 19-21). The State recommends vertical curbing for sidewalks when they are located immediately adjacent to a vehicular way; therefore, where the sidewalk abuts Main Street, the sidewalk should have vertical granite curbing. The Town has consistently tried to improve its sidewalk system, even when it means building and improving sidewalks incrementally. Even though the sidewalk wouldn't be constructed with the same materials as the existing sidewalk on the opposite side of Main Street, staff anticipates that other properties in Kelley's Corner will be redeveloped in the

future with reconstructed, expanded or improved sidewalks. A 6-foot wide minimum concrete sidewalk would also match the appearance of the newest section of sidewalk (in front of Quill and Press) and the sidewalk that was recently required as part of the 288 Main Street development.

6. At least one sidewalk and crosswalk should be installed that connects the Main Street sidewalk over the parking lot to the sidewalk abutting the building.
7. The proposed sidewalk and crosswalk along Beverly Road leads pedestrians to a paved swale. Additionally, there are no sidewalks within the Beverly Road neighborhood. Staff recommends rather than constructing a sidewalk along Beverly Road, the applicant should continue the sidewalk proposed in front of the site along Main Street north to the Meineke Car Care property (263 Main Street). The distance would be approximately the same as the length of site frontage along Beverly Road. Less concrete would probably be needed to construct the sidewalk in front of 257 Main Street rather than along Beverly Road (because of the number of curb cuts in front of 257 Main Street), however, easements may be needed. 263 Main Street has a sidewalk along its frontage on Main Street, so new sidewalks in front of the site and 257 Main Street would create one continuous sidewalk to the intersection with Massachusetts Avenue. The sidewalk in front of 257 Main Street should also be designed as discussed in Item 5. above and with a five foot wide landscape strip between the sidewalk and Main Street whenever possible to separate the pedestrians from the vehicular traffic.
8. It does not appear as if the proposed plantings along the south property line abutting the R-2 zoning district will create a substantially opaque landscape buffer of at least 20 feet in depth as required in Bylaw Section 10.4.3.5. Low to medium height shrubs, landscape fencing, and tall deciduous trees should be installed to create the required buffer to reduce noise and other impacts of the businesses on the residential district.
9. The proposed lighting plan must comply with the requirements of Bylaw Section 10.6.
10. Is Sundberg's office going to have a sign? If so, where will it be located? If not, thought should be given as to where signs would be placed for the second floor businesses.
11. The applicant should consider installing outdoor seating onsite.

cc: Garry Rhodes, Building Commissioner  
Planning Board

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