

Approved: December 12, 2017

TOWN OF LANCASTER
PLANNING BOARD
Lancaster Town Hall
Monday, November 27, 2017

Present: Phil Lawler, Chair; Jeanne Rich, Vice-Chair; Tom Christopher and Russ Williston

Absent: Frank Sullivan

Also Present: Noreen Piazza, Planning Director

Chair Phil Lawler called the meeting to order at 7:00 PM

Review, Site Plan Amendment Portuguese SDA Church – 357 Sterling Road

Present: Rob Oliva, David Ross Associates

An amended site plan was submitted by the Portuguese Seventh Day Adventist Church for the proposed construction of a 4,625 SF sanctuary addition to the current building located at 357 Sterling Road. This is a change from the original site plan application which was approved for a 4,622 SF sanctuary addition with a patio. The amendment also requests to increase the number of seats in the sanctuary from 255 to 286, as well as keeping the approved parking spaces at 75.

Below are the comments from Hamwey Engineering Inc. regarding his review of the submitted site plan. Following the comments are the responses to the comments submitted by David E. Ross Associates Inc.

1. The dumpster has been place near Goss Lane without a pad or enclosure. The dumpster must be placed in the area shown on the plans.

Based on the existing site, we would propose that the dumpster be placed at the northwest corner of the paved parking area in the last space in the corner with the required enclosure.

2. There are numerous site improvements shown on the plans that have not been completed or constructed at this time (site lighting/dumpster pad & enclosure, landscaping, top course of pavement, parking striping, curb stops, etc.).

The Applicant plans to complete the unfinished site improvements during construction and site work for the new sanctuary addition.

SITE PLAN (dated November 2017)

1. The recharge trenches are acceptable for the new roof lines compared to the May 2007 plan.

No response required.

SITE PLAN APPROVAL LETTER

1. The approval states an addition of 4,300 square feet (3,550 square feet sanctuary & 750 vestibule area). The 2007 Site plan scales approximately 4,600 square feet, the Floor Plan states 4,494 net usable square feet and the November 2017 Site Plan scales approximately 4,700 square feet.

In reviewing the plans, and subsequent revised plans, that were submitted during the 2007 Site Plan approval, it appears that the sanctuary and vestibule footprint was always 4,432 square feet on the site plans. We are not sure why the decision lists the combined area at 4,300 square feet.

2. The approval states a capacity of 250 seats. The Floor Plan states 286 seats.

As proposed, the sanctuary would be 286 seats. The original approved plans listed a maximum capacity of 255 seats.

3. The approval states no more than 75 parking spaces. The proposed 286 seats will require 96 parking spaces.

The decision does state that there will be no more than 75 spaces. During the approval process we, on the Applicants behalf, requested a reduction in the required number of parking spaces to 75. Based on the wording of the decision, it is our understanding that the Board approved this reduction. We believe that this reduction is still applicable.

4. Outstanding Item #6 in Hamwey Engineering, Inc.'s July 23, 2007 review letter: Please provide the TSS calculations.

TSS calculations are provided. The approved drainage system included infiltration basins to recharge runoff from the parking area. With pretreatment, infiltration basins provide 80% TSS removal. Pretreatment is proposed using a pea stone diaphragm along the edge of the pavement and vegetative filter strip prior to the basin. The vegetative strip has already been established with the existing lawn area, the pea stone diaphragm will be added as part of the site work to be completed (detail attached).

5. The addition must have a sprinkler system.

No response required.

6. Screening in the form of trees must be planted along the rear property lines.

As noted, the Applicant plans to complete the unfinished site improvements during construction and site work for the new sanctuary addition.

SUBMITTAL LETTER

1. The submittal letter states a 2017 addition of 4,625 square feet compared to the 2007 addition of 4,622 square feet. These numbers conflict with the numbers in SITE PLAN APPROVAL LETTER, Item 1, above.

The submittal letter is accurate; the footprint of the proposed addition is 4,625 square feet (noted on the plans). The 4,622 square foot number reported is the approved plan for the sanctuary (4,430 square feet) plus the proposed 192 square foot patio that is deleted under the new proposal. This number was

provided to give a comparison of the proposed versus approved impervious areas associated with the sanctuary addition.

Jeanne Rich made a motion to approve the Amended Site Plan for Portuguese Seventh Day Adventist Church based on the following additional conditions: satisfactory review of the final plan by Hamwey Engineering, an additional fourteen parking spaces will be added to the plan, and site work must be completed within one year of the issuance of the building permit. Tom Christopher seconded the motion. No discussion. VOTE: 4-0-0.

Public Hearing, Stormwater Management Permit, James Monroe Wire & Cable-842 Sterling Road

Present: David Fisher, James Monroe Wire & Cable, John Farnsworth, Farnsworth Engineering Associates; Dennis Ciccone, Ciccone Construction, Michael Hodgman, Spectrum Builders

The Chairman read the Public Hearing Notice.

A Stormwater Permit application was filed with the Community Development and Planning Office on October 24, 2017, in which the petitioner requested authorization to re-develop the property for a 60,000 SF facility, in which 40-45,000 SF will be used for manufacturing, and 15-20,000 SF will be used as a warehouse. There will be a small parking area with 27 spaces. The site will be served by Town water and sewer. The property is sited on approximately 13.5 acres located at 842 Sterling Road, in the General Industry Zoning District in Lancaster.

Haley and Ward reviewed the supporting narrative sheets submitted by Farnsworth Engineering on November 27, 2017, with the addition of the following notes to the inspection narrative:

Maintenance Items:

Monthly

Remove debris from surface of:

- Building Drip Trenches
- Trench Drain Overflow Infiltration Trench
- Parking Area Infiltration Basin

Quarterly

Remove sediment from Loading Dock Drain

Annually or following spill event

Skim or Pump collected oil and grease from Oil and Grease Trap while maintaining 12" of water over outlet pipe.

Remove sediment from Parking Area Infiltration forebay area

The management and inspection narrative should provide specific tasks to be completed on site during construction and subsequent operation. The frequency of the inspections and maintenance tasks should be noted. The persons/entities responsible for completing these tasks should be noted as well as the persons/entities responsible for financing the operation and maintenance.

The applicant should provide a table of the inspection and maintenance tasks to be completed for the storm water management system to include inspection frequency and maintenance tasks and frequency for the following components. This table should be included in the Storm Water Management Permit.

Jeanne Rich made a motion to grant the Stormwater Management Permit for James Monroe Wire & Cable to construct a 60,000 SF building with the changes based upon the Haley & Ward review. Tom Christopher seconded the motion. No discussion. VOTE: 4-0-0.

The Planning Board will sign off on the permit at the December 11, 2017 meeting.

Review, Definitive Subdivision Plan Amendment, Poras RT Subdivision – off of Hilltop Road

Present: Scott Miller, Haley and Ward; Gary Melanson, Melanson Brothers Inc.

A letter was reviewed from Whitman & Bingham Associates that stated the modifications to the plans are limited to the removal of two water quality units that were located just prior to each of the two stormwater basins. The stormwater system consists of a catch basin to manhole collection system routing stormwater to two individual stormwater basins with forebays. The system is intended to fulfill the stormwater treatment requirements of 80% total suspended solids (TSS) removal. The stormwater basins appear to have been previously credited with 50% TSS removal, which would be for that of an extended detention basin. This TSS credit, along with the credit for catch basins, is not sufficient to achieve 80% TSS removal therefore water quality units were added to increase the TSS removal.

As the outlets to the stormwater basins are elevated above the bottom of the basins and the groundwater depth was found to be at least 4-ft below the bottom of the basin, these basins would be providing infiltration of the stormwater. Therefore, the basins could more accurately be considered infiltration basins, which are credited an 80% TSS removal. The updated stormwater treatment train of catch basins to infiltration basin would result in a total TSS removal of 85%, in excess of the 80% required.

Haley and Ward completed a review of the modified subdivision plans for the Poras subdivision. The revised plan sheets are dated November 15, 2017 and were prepared by Whitman and Bingham Associates, LLC. The modification was supported by revised drainage calculations. They offer the following comments. The applicant's response is included.

1. The status of the request for a modification should be clarified. Is Melanson Brothers Inc. the current owner of the subdivision or otherwise authorized to request the modification?

Response: The applicant has provided a written notice that Melanson Brothers, Inc. is authorized to submit the modification on their behalf.

2. The related storm water runoff calculations for the project show the two subject structures as retention ponds. No allowance for infiltration is provided in the calculations. The calculations should be updated to provide this recharge at a rate appropriate for the native soils noted in the report for the test pits evaluated at each pond.

Response: Revised calculations have been provided using an infiltration rate appropriate to the native soils on site.

3. The outlet structures should be modified as necessary to create infiltration ponds as described in the guidelines from the MassDEP Structural BMP Specifications for the Massachusetts

Stormwater Handbook. The guidance document for infiltration basins provides for storage of the recharge volume and water quality volume prior to the first discharge from the outlet structure.

Response: The proposed storm water management ponds, as originally designed, meet the requirements for infiltration ponds.

4. The water quality volume for the site should be included in the revised calculations. The current Standard 4 Water Quality Standard report text references just the storm water treatment units.

Response: Supporting calculations have been provided showing the required storage of the water quality volume in each pond.

5. The stone wick noted in the basin floors should be eliminated or modified to provide a 2-foot separation to the estimated seasonal high groundwater.

Response: The stone wick detail has been modified appropriately.

6. The drawings should be modified to show a detail of the outlet structure(s) with orifice count, elevations and diameters.

Response: The outlet structure detail has been provided.

7. The drawings should be modified to eliminate the storm water treatment units upstream of the storm water management ponds while retaining the unit at the subdivision entrance.

Response: Revised plan sheets have been provided with the eliminate of the storm water treatment units.

8. The details for the larger storm water treatment units (STC 1200 and STC 1800) should be removed from the plans.

Response: These details have been removed.

9. Individual revised drawing sheets should be submitted for your review and approval.

Response: Revised sheets 6, 7, 9, 11, 12, 15, 17 plus a cover sheet have been submitted as modified sheets. A revision note should be added to the title block of Sheet 7 noting the modification date.

10. The modifications proposed are generally minor in nature but should be supported by updated subdivision documents. The changes do not increase the public safety or environmental impacts of the project. Your Board may appropriately determine that the changes constitute a Minor Subdivision Modification.

Response: Pending the Board's vote to accept the minor modification of the subdivision; revised sheets should be signed and distributed.

Mr. Larry Shoer had a number of questions pertaining to the change of drainage for the Poras Subdivision. Mr. Scott Miller and Mr. Gary Melanson responded to his questions.

Jeanne Rich made a motion the Planning Board approve an amendment, relative to the "Definitive Subdivision Plan off Hilltop Road," As shown in the Stormwater System Update as prepared by Whitman & Bingham Associates, LLC, dated November 2, 2017. Tom Christopher seconded the motion. No discussion. Vote: 4-0-0.

Discussion, Zoning-86 Chace Hill Road

Planning Board Member Jeanne Rich informed the Board she received a complaint about 86 Chace Hill Road. The Planning Board discussed the fence at 86 Chace Hill Road and whether the fence is in compliance with the Lancaster Zoning bylaw §220-13 (Fences and walls; corner clearance). The Planning Board also discussed the complaint as to the resident renting or using their multi-bay barn/garage for business purposes.

Jeanne Rich made a motion to request that the Building Inspector conduct a site visit at 86 Chace Hill Road. Russ Williston seconded the motion. No discussion. Vote: 3-0-1. (Philip Lawler)

General Business

The Board reviewed the following information: (1) Planning Board minutes from the November 13, 2017 meeting. (2) Planning Board minutes from the November 20, 2017 meeting.

Jeanne Rich made a motion to accept the minutes as written for the November 13, 2017 meeting of the Planning Board. Tom Christopher seconded the motion. No discussion. VOTE: 4-0-0.

Jeanne Rich made a motion to accept the minutes as written for the November 20, 2017 meeting of the Planning Board. Tom Christopher seconded the motion. No discussion. VOTE: 4-0-0.

The Board reviewed the following information: (1) Invoice from Haley & Ward Inc. dated 11/14/17 for the Sterling Manufacturing review.

Russ Williston made a motion to approve the invoice from Haley & Ward Inc. for \$1,995.30 for the Sterling Manufacturing review. Jeanne Rich seconded the motion. No discussion. VOTE: 4-0-0.

Adjourn

Jeanne Rich made a motion to adjourn. Tom Christopher seconded the motion. No discussion. VOTE: 4-0-0.

There being no further business the meeting adjourned at 8:45 PM.

Respectfully submitted,

Debra Dennis
Office Manager