

Summit Engineering & Survey, Inc.

October 2, 2018

Planning Board
Town of Leicester
3 Washburn Square
Leicester, MA 01524

via hand delivery

Re: Site Plan Review Application
488 Stafford Street
Assessors Map 34, Parcel A1.10

Dear Members of the Board,

On behalf of our Client, Integrated Genetics and Biopharma Research, LLC, this office submits a Site Plan Review Application in accordance with the requirements of the Town of Leicester's Zoning Bylaw. The purpose of the application is the proposed change of use at the existing building from a powder coating company to a Cannabis Research, Tier 1 Cultivation, and Transportation Company.

The applicant is not proposing any changes to the exterior of the building/facility for the proposed change of use. The work entailed is entirely within the building foot print to meet the future needs of the Applicant.

The following contents are included with this submittal:

1. Original signed Site Plan Review Application Form
2. Application Fee in the amount of \$525.00
3. Two (2) sets of plans entitled "Existing Conditions Plan at 488 Stafford Street, Leicester, MA" Prepared for Integrated Genetic & Biopharma Research, by Summit Engineering and Survey, Inc. Dated September 12, 2018
4. Eleven (11) set of reproducible reduced size plan set (11x17)
5. Project Narrative
6. One (1) CD Rom disc containing electronic copies of the submission documents.
7. Eleven (11) copies of booklet containing:
 - a. Copy of this cover letter
 - b. Site Plan Review Application Form
 - c. Project Narrative
 - d. Site Photographs

We look forward to working with the Board and the other Town Offices on this project. Please do not hesitate to contact this office if you have any questions or require any additional information.

Respectfully Submitted,
Summit Engineering & Survey, Inc.
By:

A handwritten signature in blue ink, appearing to read 'Andrew Baum', is positioned above the printed name.

Andrew Baum, PE

Cc: Nicolas O'Hara, Manager, Integrated Genetics and Biopharma Research, LLC -
Applicant
Josh Biando, K&B Landholdings, LLC - Owner

Enclosures as noted.

Summit Engineering & Survey, Inc.

710 Main Street North Oxford MA 01537 (P) 508-987-8713 (F) 508-987-8714

For Planning Office Use:
File #: _____

Leicester Planning Board
Site Plan Review & Special Permit Application Form

PERMIT TYPE: ☐ Special Permit ☒ Site Plan Review

CONTACT INFORMATION

Owner Information			
Name:	Josh Biando	Company Name:	K&B Landholdings,
Signature:			
Address:	4 Sigourney Street Oxford, MA 01540		
Phone:	508-410-6557	Email:	biandjosh@gmail.com
Applicant Information			
Name:	Nicholas O'Hara, Manager	Company Name:	Integrated Genetics and Biopharma Research, LLC
Signature:			
Address:	11 Cordaville Road Ashland, MA 01721		
Phone:	508-726-3609	Email:	nickohara@aol.com
Primary Contact Person <i>(The person that will be contacted by Planning Board staff during the application process.)</i>			
Name:	Same as Applicant	Company Name:	
Address:			
Phone:		Email:	

PROJECT INFORMATION

Project Address:	488 Stafford Street	Zoning District:	BI-A
Assessors Map & Parcel #	Map 34, Parcel A1.10	Deed Reference (Book & Page):	Book 35700 Page 395
Applicable Zoning Bylaw Section(s):			
Proposed Land Use:	Cannabis Research and Tier One Cultivation Facility		
Existing Land Use:	Powder Coating Facility		

For Planning Office Use:
File #: _____

PROJECT INFORMATION, Continued

Size of Proposed Structure(s):	No new structures proposed	
Total Lot Area:	1.37 Acres	
Water Source: (Select One)	<input checked="" type="radio"/> Private Well	<input type="radio"/> Cherry Valley & Rochdale Water District
	<input type="radio"/> Hillcrest Water District	<input type="radio"/> Leicester Water Supply District
Sewer Source: (Select One)	<input checked="" type="radio"/> Private Septic System	<input type="radio"/> Cherry Valley Sewer District
	<input type="radio"/> Hillcrest Water District	<input type="radio"/> Leicester Water Supply District
	<input type="radio"/> Oxford Rochdale Sewer District	
Brief Project Description: Please include a brief description on this form (i.e. do not write "see attached"). [Examples: New construction of a 20,000s.f. retail building and associated parking; Use of a 1,000s.f. portion of an existing structure for a proposed pet grooming clinic.] Change of use for existing powder coating company to Cannabis Research and Tier One Cultivation Facility.		

Application Checklist

Use this checklist to ensure you have provided all required information. See Planning Board Site Plan Review & Special Permit Regulations for details. 13 copies are required except where noted.

<input checked="" type="checkbox"/> Plans (2-full-size & 11-11"x17")	<input checked="" type="checkbox"/> Detailed Project Narrative including any waiver requests ¹	<input type="checkbox"/> Drainage Analysis/ Stormwater Report, (3 copies) <input checked="" type="checkbox"/> n/a
<input type="checkbox"/> Documentation of Availability of Water & Sewer <input checked="" type="checkbox"/> n/a	<input type="checkbox"/> Certified Abutters List (1 copy) ² <input checked="" type="checkbox"/> n/a	<input type="checkbox"/> Traffic Study (3 copies) <input checked="" type="checkbox"/> n/a
<input checked="" type="checkbox"/> Fees ³	<input checked="" type="checkbox"/> .pdf copy of all required submittals (CD or USB Drive)	

¹ See Planning Board Site Plan Regulations for details on what should be included in a Project Narrative. For special permits that don't require conformance with Site Plan Review submittal requirements, submit a narrative explaining conformance with special permit approval criteria (see Special Permit Regulations for details).

² certified abutters lists are required for all Special Permits applications and for Major Site Plan Review Applications (new construction over 30,000 s.f. and ground-mounted solar over 250,000 s.f. or 2 acres or more of tree clearing)

³ Please refer to the Planning Board's Fee Regulations. Checks must be made out to the Town of Leicester

For Planning Board Use:			
Date of Submittal:			
Public Hearing/Meeting Date(s):			
Date of Planning Board Vote:			
Date Decision Filed with Town Clerk:			

Project Narrative

488 Stafford Street, Leicester

The following is a summary of the proposed change of use at the existing property address. The applicant is preparing a Site Plan Review application to the Leicester Planning Board due to the Change of Use of the existing facility from a powder coating company to a cannabis research and cultivation company.

1. General Description

- a. Proposed Use: Integrated Genetics and Biopharma Research, LLC (IGBR) proposes to operate as a Cannabis Research and Cultivation Company. IGBR will operate as a licensed cannabis research, tier 1 cultivation, and transportation company, and will be filing with the Cannabis Control Commission for all applicable licenses. IGBR is not applying as a Marijuana Social Consumption Facility or Operator, Marijuana Retailer, and will not sell directly to consumers.
- b. Hours of Operation: IGBR will initially plan to operate from 7 AM to 7 PM Monday through Saturday.
- c. Number of Employees: IGBR plans to employ approximately 10 full and part time employees.
- d. Proposed Structure: No new structures are proposed as part of this preproposal.
- e. Existing Structure: This existing structure is approximately 7,200 square feet. The building is a single story building with a mix of garage bays and office space. Previous uses include a machine shop and powder coating company.
- f. Parking: Existing access and parking in front of the building is paved and un-delineated. A gravel parking area exists to the north of the building with further un-delineated parking. The existing parking areas will be sufficient for the proposed use. No changes to the parking or access to the site are proposed.
- g. Water & Sewer Services: The facility is currently served by an on-site well and on-site septic system. The existing septic system was constructed around 2007 for a loading of 10 employees under Title V. There is an existing well located to the south of the building that provides potable water for the facility. The existing services should be adequate for the proposed change of use.
- h. Other: The proposed use will be entirely contained within the building.

2. Compliance with Site Plan Approval:

IGBR meets the standards for Site Plan Approval as described in Section 5.2.02, specifically:

- a. The use complies with all the provisions of the Leicester Zoning Bylaw

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- b. The use will not materially endanger or constitute a hazard to the public health and safety. The location is a secure location and all work is to occur inside the building.
 - c. The use will not create undue traffic congestion or unduly impair pedestrian safety. The existing driveway and intersection with Stafford Street is adequate to support the proposed use. The proposed traffic will be comparable to the existing use.
 - d. Sufficient off street parking exists or will be provided to serve the use.
 - e. The use currently served by on site well, septic system. The site is served by electric and communications.
 - f. The use will not result in a substantial increase of volume or rate of surface water runoff to neighboring properties and streets, nor will result in pollution or degradation to surface water or groundwater. No additional impervious surfaces are proposed. The proposed use is contained within the building and will not contribute to pollution or degradation of surface/groundwater.
 - g. The use will not result in undue disturbance to adjoining property owners of the Town caused by excessive or unreasonable noise, smoke, vapors, fumes, dust, glare, etc. The proposed use will not cause these conditions to abutting properties.
3. Description of Permits/Approvals needed from other permitting authorities:
- a. IGBR is seeking licensing with the CCC as a cannabis research, tier 1 cultivation, and transportation company. Applications will be filed with the Commonwealth after the 11/13/2018 Planning Board meeting and IGBR will receive licensing by 2/15/19.
4. Proposed development schedule
- a. Construction for the proposed use consists of interior work only. IGBR will complete this work through 2019.
5. Waiver Requests:
- a. Requested waivers under Article 5.2.02.3 as this is an existing building and no expansion or exterior alterations are proposed.

Site Photographs



Site Entrance



Existing Building - Front

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Existing Building – Side (North) Yard

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Google Earth Satellite Photograph



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