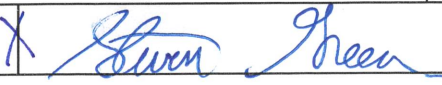


Leicester Planning Board
Site Plan Review & Special Permit Application Form

PERMIT TYPE: ☒ Special Permit ☒ Site Plan Review

CONTACT INFORMATION

Owner Information			
Name:	Steve Greene	Company Name:	Charlton Road Realty LLC
Signature:			
Address:	25 Waterville Lane Shrewsbury, MA 01545		
Phone:	(774) 696-3288	Email:	sgreene@glickmankovago.com
Applicant Information			
Name:	Steve Greene	Company Name:	Charlton Road Realty LLC
Signature:			
Address:	25 Waterville Lane Shrewsbury, MA 01545		
Phone:	(774) 696-3288	Email:	sgreene@glickmankovago.com
Primary Contact Person <i>(The person that will be contacted by Planning Board staff during the application process.)</i>			
Name:	James Bernardino	Company Name:	CMG Engineering
Address:	67 Hall Road Sturbridge, MA 01566		
Phone:	(774) 241-0901	Email:	jbernardino@cmgenv.com

PROJECT INFORMATION

Project Address:	778 Main Street	Zoning District:	B
Assessors Map & Parcel #	Map 21A Parcel 11	Deed Reference (Book & Page):	BK44964 PG 320
Applicable Zoning Bylaw Section(s):	Section 5.2 Site Plan Review		
Proposed Land Use:	Multi-Family Residential		
Existing Land Use:	Multi-Family Residential		

PROJECT INFORMATION, Continued

Size of Proposed Structure(s):	6 buildings-13 total units	
Total Lot Area:	140,006 sf = 3.214 acres	
Water Source: (Select One)	<input type="radio"/> Private Well	<input type="radio"/> Cherry Valley & Rochdale Water District
	<input type="radio"/> Hillcrest Water District	<input checked="" type="radio"/> Leicester Water Supply District
Sewer Source: (Select One)	<input type="radio"/> Private Septic System	<input type="radio"/> Cherry Valley Sewer District
	<input type="radio"/> Hillcrest Water District	<input checked="" 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.] Redevelopment of the noted property includes the razing of the existing two family residence located on site. Six (6) new townhouse-style multi-family residential buildings are proposed. Five (5) of the buildings are duplexes which will include (2) two bed room units. The southern most building is a triplex building with (3) two-bedroom units. A total of 13 two-bedroom units are proposed. The development will be serviced by public utilities supplied by the Leicester Water Supply District. Associated on-site parking, refuse, Stormwater, landscaping and other site improvements are part of the proposal.		

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 checked="" type="checkbox"/> Drainage Analysis/ Stormwater Report, (3 copies) <input type="checkbox"/> n/a
<input checked="" type="checkbox"/> Documentation of Availability of Water & Sewer <input type="checkbox"/> n/a	<input checked="" type="checkbox"/> Certified Abutters List (1 copy) ² <input type="checkbox"/> n/a	<input checked="" type="checkbox"/> Traffic Study (3 copies) <input type="checkbox"/> n/a
<input 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:			

May 12, 2023

Planning Board
Attn: John Charbonneau
Leicester Town Hall
3 Washburn Square, Leicester, MA 01524

**Re: Special Permit and Site Plan Review
13 Unit Multi-Family Development
778 Mail Street
Leicester, MA**

Dear Members of the Board,

On behalf of Charlton Road Realty LLC, ("applicant"), CMG is submitting the attached and enclosed materials in support of their request for the special permit and site plan review that will be associated with a proposed 13-unit multi-family development at the noted location. The Applicant greatly appreciates the Board's consideration and patience as we have been working through site plan modifications as a result of the Zoning Boards of Appeals decision not to grant the Special Permit for the originally proposed work located within the Water resource Protection Overlay District (WRPOD).

The Applicant believes that the proposed site plan revisions will address the concerns that ultimately lead to the Zonings Board Appeals not approving the original designs. As such, the Applicant is concurrently filing with the Board of Appeal, the enclosed site plans along and a new Special Permit Application for the work that will be located within the WRPOD. Below is a broad overview of the significant modifications made to the site plan.

- The three (3) multifamily apartment buildings are replaced with five (5) duplex townhouse - style buildings and one (1) triplex townhouse - style building.
- Reduced the number of units from 25 to 13
- Modified layouts of building and parking to limited impervious areas within the WRPOD to less than 30%
- Removed access/egress to Waites Street

In addition to the enclosed materials, the Applicant would like to take this opportunity to respond to some questions/concerns that were posed during the hearing process by both the Board as well as the public. Below are the notable items;

School age children that could be observed as result of this development: Though this matter is believed not to be applicable to consideration of the site plan review, research was performed to provide an estimate as to the number of school age children that may be observed as a result of the development. The National Multi-Family Housing Council (NMHC) data base was used for this estimation. Based upon published data, it can be expected that the NMHC estimates that the number of school age children per 100 Single-Family Renter Households is 57.6. This equates to an estimated number of school age children for this development to be $(57.6 \text{ children}/100 \text{ units}) * (13 \text{ units}) = 7.4 \text{ say } 8 \text{ Children}$.

Use of Salt as Ice Management: The use of salt for the deicing of impervious surfaces are a common practice, however will be minimized to the greatest extent practical. Parking areas have been removed from WRPOD reducing salts within this critical area. All paved and walking surfaces throughout the site are designed to direct snow melt and runoff to the stormwater collection and infiltration systems further limiting the runoff to Waite Pond and surrounding areas.

Weed Control of Waite Pond: Weed management of Waite Pond has been brought up during the hearing process for the project. As stated during the hearing, the Applicant is willing to participate in any Lake Association or program that exists or may be formed who may assist in the betterment of the Lake. However, the Applicant is unaware and regulations requiring this matter to be addressed or of any program in which he could be an equal share property owner contributor.

Trash: Trash concerns along roadways and the nearby park have been brought up by the public during the hearing process. The Applicant shares these concerns however are not a result of the proposed development. The Applicant is proposing a fenced in and screened trashed storage area which will be removed from the property by a private refuse disposal company. The Applicant is committed to do his part to maintain his property to be free trash and refuse.

Traffic: The updated traffic assessment enclosed in this submission demonstrates no negative impacts to the surrounding roadway network.

Limits of Flood Plain: At this time, a hydraulic analysis of Waite Pond has not been conducted to determine a base flood elevation. However, CMG conducted a survey on the Waite Pond spillway to obtain its elevation which was determined to be 819.5 +/- . Additionally, during the public hearing process with the Commission Commission, the longtime tenant of the existing property at 778 Main Street noted that he has observed flooding in Waite Pond to approximately 25 feet beyond the limits of the normally observed high water lines. Onsite elevations associated with a 25-foot offset to the normal water line (assume this to be BVW), generally range from elevation 822 to 827. Considering the higher of these elevations, it would pose a flooding elevation of 7.5 feet over the spill way of Waite Pond (elev=819.5), which, to the knowledge of the Applicant and others solicited feedback, has never observed to such an elevation. As such an estimate of the 100-year flood elevation would be 827. As seen within the development plan set, elevation 827 is located within the limits of the FEMA mapped Zone A. All proposed work is to be located outside of the mapped Zone A, therefore, the mapped flood zone has been applied to this project to be conservative. All proposed work is located above the limits of this elevation, therefore there are no impacts to the flood plain and compensatory storage mitigation is not warranted.

Enclosed for your consideration are the following:

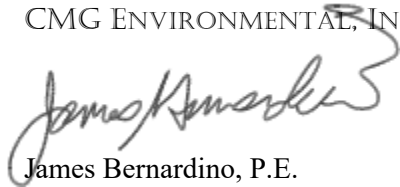
For Site Plan and Special Permit Approval (Planning Board)

- 13 copies Site Plan Review and Special Permit Application and Project Narrative
- 2 copies full size (24"x36")-Site plans entitled: "Proposed Multi Family Residences, 778 Main Street, Leicester, MA" revised date 5/8/2023.
- 11 copies reduce size (11"x17")-Site plans entitled: "Proposed Multi Family Residences, 778 Main Street, Leicester, MA" revised date 5/8/2023.
- 13 Copies: 11" x 17" Colored rendering of building
- 3 copies – "Traffic Assessment; Apartment Development, 778 Main Street, Leicester, MA" dated 5/9/2023
- 3 copies Stormwater Report entitled "Stormwater Report, proposed Multifamily Residences, 778 Main Street, Leicester, MA" revised date 5/5/2023
- 1-USB Thumb drive containing above noted filing documents

The Applicant and their design team are available to review and discuss the project at your earliest convenience. Please contact me if you have any questions or concerns at (774) 241-0901.

Sincerely,

CMG ENVIRONMENTAL, INC.

A handwritten signature in dark ink, appearing to read "James Bernardino", with a stylized flourish at the end.

James Bernardino, P.E.
Principal Civil Engineer

PROJECT NARRATIVE

**Special Permit/Site Plan Review
13 Unit Multi-Family Development
778 Main Street
Leicester, MA
October 24, 2022
Revised May 12, 2023**

The proposed redevelopment of the noted property includes the razing of the existing two-family residence located on site. Six new townhouse-style multi-family residential buildings are proposed. Five (5) of the buildings are duplexes which will include (2) two-bedroom units. The southern most building is a triplex building with (3) two-bedroom units. Each unit will be 30' x 26' for a total square footage of 780 s.f., which includes a garage. A total of 13 two-bedroom units are proposed on the existing 140,006 sf (3.214 acre) lot. The proposed building coverage (all six buildings) is 7.2% (10,140 sf)

The subject property is located within the Business (B) Zoning District, with a portion of land located in the southwestern most portion of the site (32,640 sf) being located within the Water Resource Protection Overlay District (WRPOD). Overall impervious coverage on the site is 22.7% (36,324 sf) which includes 9,132 sf of impervious area within the WRPOD (28%)

Each townhouse unit will have a single-car garage and a paved driveway which will be large enough to park two (2) cars. Therefore, each unit will accommodate three (3) off-street parking spaces for a total of 39 parking spaces for the entire development. This exceeds the required parking space count as outlined in the Leicester Zoning Bylaws. (Required = 31 Spaces)

The development will be serviced by public utilities supplied by the Leicester Water Supply District. Public Water and Sewer is available within Main Street along the project's frontage. Based upon an onsite meeting with the Leicester Water Districts Super Intendant, Joe Wood there is adequate water and sewer capacity within the existing system to accommodate the proposed development. Sewer Capacity is subject to further coordination with the District to assure that the existing Main Street pump station has adequately sized pumps to accommodate its existing flows as well as the proposed added flow from the development.

Associated on-site parking, refuse, Stormwater, landscaping, lighting and other site improvements are part of the proposal.

Standard for Site Plan Approval:

- A. A comprehensive site plan, project narratives, stormwater report, traffic assessment and other materials that accompany the Site Plan Approval Application demonstrate that the proposed use (Subject to Special Permit) complies with the provision of the Zoning By-law.
- B. The use is consistent with the surrounding uses and with the consideration of the improvements and as outlined in the site development plans and accompanying reports, any potential impacts will be mitigated and will not materially endanger or constitute a hazard to public health and safety.
- C. A Traffic Assessment was performed demonstrating that the development will not create undue congestion or unduly impair pedestrian safety.
- D. Adequate off-street parking is proposed for the development and is in compliance with the Parking Regulations.

- E. The development will be serviced by public utilities supplied by the Leicester Water Supply District. Public Water and Sewer is available within Main Street along the project's frontage. Based upon an onsite meeting with the Leicester Water Districts Super Intendant, Joe Wood there is adequate water and sewer capacity within the existing system to accommodate the proposed development.
- F. A comprehensive stormwater collection, conveyance, treatment and infiltration system is proposed to mitigate potential impacts associated with peak rates and volumes of surface runoff as well as the water quality discharging to surface waters as well as to the groundwater.
- G. The use is consistent with the surrounding community and will not result in any undue disturbance to adjoining property owners or the Town caused by excessive or unreasonable noise, smoke, vapors, fumes, dust, glare, etc.

Special Permit Criteria (Planning Board)

Purpose: The proposed development is consistent with the purpose of the Zoning Bylaws by providing a site layout design that provides a safe and convenient access to housing that is otherwise not available in the community. The design also promotes the general welfare of its inhabitants by incorporating considerations that enhance emergency vehicular access into and through the site as well as between the proposed buildings.

Criteria Section 5.8.04

- 1. The development has been laid out to provide for safe vehicular and pedestrian circulation onsite as well as to and from adjacent streets. A comprehensive traffic assessment has been provided as part of the submission documents.
- 2. The project will not overload the existing water and sewer systems. The Applicant will work with the Leicester Water Sewer District to assure adequate services are provided. Private water/refuse disposal will be provided. A stormwater system has been designed to mitigate runoff to adjacent waterways and to the groundwater.
- 3. Private refuse collection and disposal will be provided for the development.
- 4. The development designs adhere to the applicable Environmental Laws and Regulations.
- 5. The proposed development is consistent with Leicester's Master Plan.
- 6. The proposed development is consistent with the B District Site Development Standards.

Additional Information:

The proposed development is situated in an appropriate location as it is a modification to an existing multifamily use that currently exists on the site. It is an extension of the adjoining residential neighborhood on Main Street that extends north towards Waite Street. Also, the site is located within the Business Zone, and the proposed residential use is believed to be a less impactful use than other uses that may be permissible in the noted zone.

The project proposes to mitigate potential impacts to the surrounding neighborhood by; implementing an aesthetic architectural design that is cohesive with the surrounding neighborhood; incorporating a Stormwater management system to protect against on site and off site flooding; providing a traffic assessment showing that the project will not cause an undue nuisance or hazard to vehicles and pedestrian onsite or adjacent to the surrounding roadway network; and providing the appropriate facilities (refuse/water/sewer/drainage) to assure proper operations of the intended use.

Earth Removing and Filling:

Earth removal cut/fill volumes have been added to the Plans. It is noted, per section §5.16.D.2&3, the proposed multi-family use development should not be subject to a special permit for earth removal. However, the site plans and development program have been prepared in consideration of the general standards special permit criteria set forth in said section.

General Standards:

Earth Filling Operations: The proposed site design promotes balanced cut and fill volumes to reduce off-site material transport to the greatest extent practicable. The proposed design will require minimal import of material including special fills as required for drainage, structural, or other purposes. The site contractor is aware of the Town of Leicester's Earth Filling and Removal general standards and will document origin of imported material and will coordinate with a Licensed Site Professional as may be necessary to properly manage soils onsite.

Earth Removal Operations: As stated previously, the site design promotes a balance of cut and fill volumes. As a result, the proposed design will yield a net material export of 891 c.y. The proposed limit of disturbance for the project is approximately 2.2 acres, which falls under the 3-acre threshold of phased earth removal operations. An erosion and sedimentation control plan is included in the enclosed site plan which shows locations of erosion control measures, stock piles, proposed construction sequencing, and earth disturbance best management practices. It is CMG's belief the site plans conform to §5.16 of the Leicester Zoning Bylaws.

Special Permit Criteria for Earth Removal & Fill Operations:

Though the proposed development is exempt from the need to obtain a special permit for earth removal, the below is a summary of how the development addresses the Special permit Criteria noted in §5.16.

1. The general standards for Special Permit Approval were provided to the Board as part of the narratives of the initial submissions.
2. The development will not cause substantial detriment to the neighborhood by:
 - a. Adhering to the applicable Environmental Laws and Regulations and limiting earth disturbances by providing undisturbed buffers adjacent to the resource areas (BVW/Waite Pond).
 - b. Providing a design allowing for safe vehicular and pedestrian circulation onsite as well as to and from adjacent streets. A comprehensive traffic assessment has been provided as part of the submission documents.
 - c. Implementing comprehensive stormwater collection, conveyance, treatment and infiltration system is proposed to mitigate potential impacts associated with peak rates and volumes of surface runoff as well as the water quality discharging to surface waters as well as to the groundwater.
3. The proposed earth removal operations associated with this development;
 - a. Will not endanger public safety or health or constitute a nuisance by limiting earth operations on private properties to what is only needed to allow for the proposed development.

- b. Will not produce noise, dust or other noxious effects that would restrict the normal use of the adjoining properties.
- c. Will not result in such volumes of excess materials or imported materials that would result in traffic congestion
- d. Will not result in the transportation over roads or way that may be unduly injured.
- e. Will not cause irreparable harm or loss to wildlife;
- f. Will not result in stormwater damage to abutter properties or resource areas.