

HILLCREST WATER DISTRICT

P.O. BOX 317 - 124 PINE STREET

LEICESTER, MA 01524

Tel: 508 892-3787 Fax: 508 892-1812

LWSD.NET

August 2, 2017

Michelle Buck, AICP
Town Planner/ Director of Inspectional Services
3 Washburn Square
Leicester, MA 01524

Regarding: **Special Permit 12 Lehigh Road, Leicester, MA**

Dear Michelle:

Enclosed please find final copies of signed, sealed and dated contract documents that include a Site Plan and a Project Narrative relative to the Water Tank Replacement Project for the Hillcrest Water District.

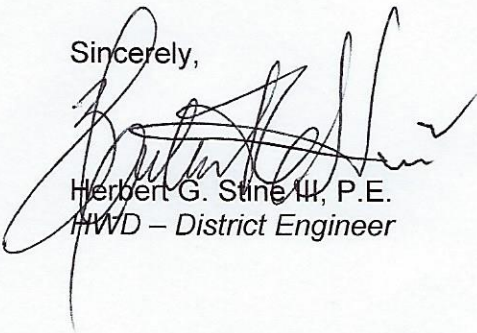
The District proposes to construct a new water tank on leased land from the Town of Leicester adjacent to the existing water tank on Lehigh Road. The proposed tank will be 25 feet in diameter and 100 feet tall. It will sit on a reinforced concrete foundation. Water will be piped to the tank from the existing 8 inch line that is located in Lehigh Road and feeds the existing tank. Electronics that are on the existing tank will be transferred to the new tank once it is constructed.

The District will be fencing the new tank with an 8'-0" high chain link fence for security purposes. Signage will be attached to the fence that indicates the tank contains drinking water. The District plans to pave a small area in front of the tank for vehicular parking of water service trucks when we visit the tank as required by the DEP.

The present schedule for construction of the new tank calls for design to proceed this fall and construction to take place when the weather breaks in 2018. After the new tank is constructed and operating, the District will demolish the existing tank and remove it from the site.

If you should have any questions relative to the proposed project, please do not hesitate to contact either Joe Wood or myself at your earliest convenience.

Sincerely,


Herbert G. Stine III, P.E.
HWD - District Engineer



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:	Kevin Mizikar	Company Name:	Town of Leicester
Signature:			
Address:	3 Wasburn Square Leicester, MA 01524		
Phone:	(508) 892-7000	Email:	mizikark@leicesterma.org; gary@lwsd.net
Applicant Information			
Name:	Kevin Reed	Company Name:	Hillcrest Water District
Signature:			
Address:	PO Box 317 Leicester, MA 01524		
Phone:	(508) 892-7585	Email:	joe@lwsd.net; gary@lwsd.net
Primary Contact Person <i>(The person that will be contacted by Planning Board staff during the application process.)</i>			
Name:	Gary Stine	Company Name:	Herbert G Stine; Eng Consult
Address:	24 Surrey Lane Southbridge, MA 01550		
Phone:	(413) 896-7797	Email:	gary@lwsd.net

PROJECT INFORMATION

Project Address:	14 Lehigh Road	Zoning District:	R1
Assessors Map & Parcel #	39-A7-0	Deed Reference (Book & Page):	3523-349
Applicable Zoning Bylaw Section(s):	Section 4.3.02		
Proposed Land Use:	Municipal Water Storage Tank		
Existing Land Use:	Municipal Water Storage Tank		

PROJECT INFORMATION, Continued

Size of Proposed Structure(s):	400,000 gallon water storage tank	
Total Lot Area:	28 acres	
Water Source: (Select One)	<input type="radio"/> Private Well	<input type="radio"/> Cherry Valley & Rochdale Water District
	<input checked="" type="radio"/> Hillcrest Water District	<input 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 type="radio"/> Leicester Water Supply District
	<input checked="" 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.] Construction of new 400,000 gallon water storage tank; 25ft diameter; 110 ft tall, two parking spaces adjacent to tank. Tank to be constructed on leased parcel of land noted as Parcel A which is 15,009 sqft in size. Existing water storage tank to be removed from site when construction of new tank is complete.		

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

HILLCREST WATER DISTRICT

P.O. BOX 317 - 124 PINE STREET

LEICESTER, MA 01524

Tel: 508 892-7585 Fax: 508 892-1812

LWSD.NET

Project Narrative – Special Permit – 12 Lehigh Road, Leicester, MA

General Description of Proposed Project:

The Hillcrest Water District (HWD) is proposing to construct a new water storage tank on leased land from the Town of Leicester. The tank will be located directly adjacent to the existing HWD water storage tank on Lehigh Road.

The new tank will be 25 feet in diameter and 110 feet tall. The new tank will be almost identical in diameter and height as the existing tank.

The project will include construction of two paved parking spaces for our service trucks to park when we are at the water tank. The project also includes the installation of a security chain link fence with access gate.

Normally HWD personnel will periodically inspect the tank between the hours of 7:00 AM and 3:00 PM. HWD facilities are operated and maintained by Leicester Water Supply District (LWSD) personnel. At present LWSD has 4 operators.

The leased area maintained by HWD for the existing water tank is 15,009 sqft. The leased land is part of the Town's 28 acre parcel for the Memorial School located off of Memorial Drive.

The District will be demolishing the existing water tank after the new tank is constructed and placed in operation. Therefore, we will not be increasing the percentage of building coverage by constructing the new tank. There will be no net increase in impervious area with the construction of the project with the exception of the two parking spaces that totals an area of approximately 500 sqft.

Note that even though the existing tank is 24 feet in diameter by 110 feet tall, the foundation foot print for the new tank will be approximately the same size as the foundation for the existing tank.

Any water used at the tank site will come from HWD facilities. No sewer service is required for the construction of the new water tank. The construction of the new tank will not require any additional drainage facilities as the surface water from the leased area drains into an open field owned by the Town.

The location of the proposed water tank is shown on drawing C-1, attached. The tank will be set back from Lehigh Road approximately 50 feet. Drawing C-1 cites distances to lot lines of 455 linear feet to the south, 463 linear feet to the east and 744 linear feet to the north.

The Hillcrest Water District hereby requests an exception to the height limitation included in the Town's By-laws as the new tank will be 110 feet in height.

The schedule for construction of the new tank calls for design to be completed in the fall of 2017, construction of the new tank to take place in early 2018 and demolition of the existing tank to be completed in the summer of 2018.

Permits:

Hillcrest Water District (HWD) will follow town requirements for building permits and all work will be performed by licensed contractors. HWD will be working closely with Town departments and inspectors as required. Note that the construction of the new tank will be publicly bid and selection of the contractor will be by HWD.

Contact Information:

The owner of the property is the Town of Leicester. The applicant is the Hillcrest Water District. Mailing address is PO Box 317, Leicester, MA 01524. The District's phone number is 508-892-7585. It should be noted that the office hours for the District are 9:00AM to 2:00PM except for Friday when the office closes at 1:00PM. The point of contact for the project is Gary Stine; cell 413-896-7797 and Joe Wood; cell 508-326-5589.



Town of Leicester

Abutters List

cellID	Location	Owner	Co-Owner	Mailing Address	City	State	Zip
A2 0	441 PLEASANT ST	LUSIGNAN RUSSELL L		441 PLEASANT ST	LEICESTER	MA	01524
A3 0	443 PLEASANT ST	PRENDIVILLE SUE	PRENDIVILLE JOSEPH	443 PLEASANT STREET	LEICESTER	MA	01524
A4 0	PLEASANT ST	TOWN OF LEICESTER	TOWN HALL	3 WASHBURN SQUARE	LEICESTER	MA	01524
10 0	LEHIGH RD	SMITH DONALD E	C/O SMITH SUE ELLEN	9 LEHIGH RD	LEICESTER	MA	01524
11 0	20 PARK LN	MONTIVERDI CHRISTOPHER M	MONTIVERDI ANNIMARIE	20 PARK LN	LEICESTER	MA	01524
11 2 0	9 LEHIGH RD	SMITH JEFFREY	SMITH SUE E	9 LEHIGH ROAD	LEICESTER	MA	01524-1282
11 3 0	11 LEHIGH RD	SMITH JONATHON		11 LEHIGH RD	LEICESTER	MA	01524
13 0	289 PINE ST	LALONE RICHARD	LALONE EMILY	289 PINE ST	LEICESTER	MA	01524
16 0	MEMORIAL DR	SALMINEN GLORIA S		382 PLEASANT ST	LEICESTER	MA	01524
16 1 0	6 MEMORIAL DR	QUINN PATRICK T	QUINN JENNIFER A	6 MEMORIAL DRIVE	LEICESTER	MA	01524
16 2 0	8 MEMORIAL DR	PAHIGIAN ROBERT	PAHIGIAN GLORIA S	8 MEMORIAL DR	LEICESTER	MA	01524
18 0	PLEASANT ST	HILLCREST WATER DISTRICT		PLEASANT ST	LEICESTER	MA	01524
19 0	13 LEHIGH RD	HILLCREST WATER DISTRICT		LEHIGH RD	LEICESTER	MA	01524
11 10 0	411 PLEASANT ST	DOAN HAO		411 PLEASANT ST	LEICESTER	MA	01524
11 11 0	413 PLEASANT ST	STEWART JAMES JR	STEWART NICOLE T	413 PLEASANT ST	LEICESTER	MA	01524
11 5 0	401 PLEASANT ST	FERREIRA RAILAN		401 PLEASANT STREET	LEICESTER	MA	01524
11 6 0	403 PLEASANT ST	NGUYEN PHUONG T		403 PLEASANT ST	LEICESTER	MA	01524
11 7 0	405 PLEASANT ST	SPAGNUOLO PASQUALE		405 PLEASANT STREET	LEICESTER	MA	01524
11 8 0	407 PLEASANT ST	JAVA DEVELOPMENT LLC		34 MORGAN DRIVE	NORTH GRAFTON MA	01536	
11 9 0	409 PLEASANT ST	OCONNOR HEATHER L		409 PLEASANT ST	LEICESTER	MA	01524
C1 2 0	5 MEMORIAL DR	GASKA TADEUSZ	GASKA ZOFIA	5 MEMORIAL DR	LEICESTER	MA	01524
C2 0	382 PLEASANT ST	SEVEN HILLS COMMUNITY SERVIC		81 HOPE AVE	WORCESTER	MA	01603
C3 0	386 PLEASANT ST	NEVUE PATRICK A	NEVUE JOAN M	386 PLEASANT ST	LEICESTER	MA	01524
C4 0	9 MEMORIAL DR	KEENAN GEORGE F BEVERLY A T	KEENAN IRREVOCABLE TRU	9 MEMORIAL DR	LEICESTER	MA	01524
C5 0	7 MEMORIAL DR	KIMBALL HERBERT C		7 MEMORIAL DR	LEICESTER	MA	01524
D10 0	385 PLEASANT ST	SKORB JOHNATHAN A	SKORB KATE E	385 PLEASANT STREET	LEICESTER	MA	01524
D11 0	381 PLEASANT ST	SMITH JEFFREY D		9 LEHIGH RD	LEICESTER	MA	01524
D11 1 0	391 PLEASANT ST	LAHOOD MELROSE	LAHOOD MARTIN J	391 PLEASANT ST	LEICESTER	MA	01524
D7 0	399 PLEASANT ST	FITZGIBBONS ANDREW P	FITZGIBBONS NANCY P	5121 WOODLAWN BLVD	MINNEAPOLIS	MN	55417
D8 0	395 PLEASANT ST	BATES CAROLYN		395 PLEASANT STREET	LEICESTER	MA	01524
D9 0	393 PLEASANT ST	STROM DANIEL P	STROM SARAH C	393 PLEASANT STREET	LEICESTER	MA	01524
4 0	PINE ST	HODGSON JOHN E	DYKAS LEON H 3RD	124 GREEN ST	LEICESTER MA	MA	01542

End of Report

Above is a certified list of abutters and abutters to abutters within 300 feet of subject.
 Subject property: 11 Memorial Drive, Assessors Map 39-A7-Q, Deed Ref. 3523-349
 Subject owner(s): Town of Leicester

John Prescott, Principal Assessor

Prepared by: Kathleen Asquith, Assistant