



TOWN OF SHREWSBURY

Richard D. Carney Municipal Office Building
100 Maple Avenue
Shrewsbury, Massachusetts 01545-5398

July 19, 2019

Mr. Steven Boulay, Chairman
Shrewsbury Planning Board
Shrewsbury, MA 01545

Re: Site Plan Approval and Special Permit
180-222 Hartford Turnpike
Edgemere Crossing at Flint Pond

Dear Mr. Boulay:

The Shrewsbury Planning Department has reviewed the following documents in reference to the above project

1. *Special Permits and Site Plan Approval for Edgemere Crossing at Flint Pond*, 180-222 Hartford Turnpike, prepared by prepared by Fletcher Tilton PC, 370 Main Street, Worcester, MA 01608, dated June 18, 2019.
 - a. *Memorandum of Applicant in Support of Application for Special Permit*, prepared by Fletcher Tilton PC.
 - b. *Proposed Residential Apartment Unit Data*, prepared by CUBE 3 Studio, LLC, 370 Merrimack Street, Suite 337, Lawrence, MA 01843.
 - c. *Project Flow Estimates*, prepared by R.J. O'Connell & Associates, Inc., 80 Montvale Avenue, Suite 201, Stoneham, MA 02180, dated May 15, 2019.
 - d. *Special Permit Design Narrative*, prepared by Harrison French & Associates, 31 Hayward Street, Franklin, MA 02038, dated June 19, 2019.
 - e. *Special Permit Design Narrative*, prepared by CUBE3 Studio, LLC, 370 Merrimack Street, Suite 337, Lawrence, MA 01843, dated June 19, 2019.
 - f. *Fiscal Impact Analysis*, prepared by Fougere Planning & Development, Inc., 253 Jennison Road, Milford, NH 03055, dated April 27, 2017.
 - g. *Transportation Impact and Access Study*, prepared by Vanasse Hangen Brustlin, Inc., 101 Walnut Street, P.O. Box 9151, Watertown, MA 02471, dated June 2019.
 - h. *Stormwater Management Report*, prepared by R.J. O'Connell & Associates, Inc., 80 Montvale Avenue, Suite 201, Stoneham, MA 02180, dated May 15, 2019

2. Plans entitled, "*Site Plan for Edgemere Crossing at Flint Pond*," dated June 19, 2019, prepared by R.J. O'Connell & Associates, Inc., stamped by John J. Stoy, P.E. and Robert E. Constantine, P.L.S., in fifty-six (56) sheets, dated June 19, 2019.

We offer the following preliminary comments, which need to be addressed. We reserve the right to submit additional comments in the future.

DEPARTMENTAL COMMENTS:

Engineering Division

1. See Planner comments below for concerns and suggestions related to on-site intersections.

Highway Division

1. The traffic island at the eastern-most entrance/exit may cause plowing difficulties in the winter. The applicant shall provide documentation that this will not be an issue with MassDOT.

Fire Department

1. The applicant shall show and label all fire department connections and fire hydrants.
2. The applicant shall demonstrate that the largest Fire Department vehicle can maneuver within and around the site (see Planner comment below regarding a large-vehicle movement plan).
3. The applicant shall label the domestic and fire protection water lines to the south-western most residential building on Sheet C-3D.
4. The applicant shall submit to the Planning Board approval from the Fire Department for fire hydrant locations and emergency access around the perimeter of proposed buildings.

Police Department

1. The Police Department is concerned that no additional crosswalks are being provided across Route 20 to accommodate an anticipated increase in foot traffic. The applicant shall work with MassDOT to see if a crosswalk towards the eastern side of the project would be possible.
2. See Planner comments below for concerns and suggestions related to on-site intersections.

SELCO

1. The applicant shall submit drawings (CAD file) to SELCO with desired locations and SELCO will design/finalize the primary electric lines to the development.
2. The applicant shall submit the expected load calculations with breakdown for the service to SELCO.
3. Cable/Internet pedestals shall be located alongside the transformer pads on the property.

4. The applicant shall schedule a meeting with SELCO to further discuss electric, cable/internet routing and the traffic management plan.
5. SELCO will determine the meter locations for the development.
6. The applicant shall address with SELCO the street lights/protective lighting.
7. The applicant shall follow SELCO's Residential & Commercial Construction Policy.

APPLICATION COMMENTS:

1. The Fiscal Impact Analysis is dated April 27, 2017. The fiscal analysis and findings shall be updated to reflect 2019 data. For example, the unit count is incorrectly shown as 286 apartment units and the commercial space is incorrectly shown as 119,250 square feet. The updated fiscal impact analysis shall reflect these changes as well as include new data from the now-completed Lakeway Commons project.
2. The application shall provide a large-vehicle movement plan demonstrating the ability of safety and delivery vehicles to maneuver on site as well as the anticipated route for such vehicles.
3. A written description of snow storage removal procedures shall be provided to the Board to demonstrate that site lines and parking spaces will not be impacted following inclement winter weather.
4. The applicant shall explain how school buses will pick up and drop off students as school buses are not allowed to operate on private streets. If it is the intent of the applicant for school buses to park along Route 20 for pick up and drop off, the applicant should consider how such an arrangement may impact traffic along Route 20.
5. The applicant shall discuss with Town staff the possibility of different recreation uses and/or open space protections for the undeveloped land on the eastern portion of the site and present the product of these discussions to the Planning Board.
6. On page 4 of the *Memorandum of Applicant in Support of Application for Special Permit*, prepared by Fletcher Tilton PC, the 2nd residential node is incorrectly stated as being located in the northerly section of the site instead of the southerly section. Likewise, the private drive system is incorrectly identified as looping around the northerly side of the commercial development.
7. The *Special Permit Design Narrative*, prepared by Cube 3 Studio LLC, on page 3 references a "large gathering area offering café tables, seating areas...alongside the easterly residential drive." The plans shall label the "large gathering area" as such and explain how it differs from the proposed dog park.
8. The applicant shall ensure that additional bus and automobile traffic are included in the calculations of the *Transportation Impact and Access Study*, prepared by Vanasse Hangen Brustlin.

PLAN COMMENTS:

All Sheets

- a. Legends shall be provided on all sheets. Due to space constraints, these legends may be abridged to be relevant to the particular subject matter of each sheet. The applicant may consider reformatting the revision box to a horizontal layout to increase available space.
- b. The labels for the residential buildings shall be included on all sheets for clarification during review and discussion of the project.
- c. On all sheets where adjacent lots are shown, the information regarding the ownership of adjacent lots to the east, west and north of the project, including street addresses, shall be included on the plan in accordance with Article IV.1.g.7 of the Rules and Regulations.
- d. The applicant shall provide additional plan sheets that show buildings within two hundred (200) feet of the property lines in accordance with Article IV.1.g.10 of the Rules and Regulations.
- e. Architectural elevations for residential garages shall be included. Peaked roofs shall be considered as well as variations in materials, colors and textures in accordance with Section VII.N.8 of the Zoning Bylaw. Blank walls and commercial-looking appearance should be avoided. Particular attention should be paid to the appearance of the residential garages along Route 20.
- f. The applicant shall provide information regarding what green building technologies are being incorporated and if any consideration has been given to solar panels etc. in accordance with Section VII.N.8 – Route 20 Overlay Design Standards of the Zoning Bylaw.
- g. In keeping with the Town’ sustainability goals for reducing its carbon footprint, the Planning Department recommends that electric car charging stations be included on the appropriate plan sheets. Opportunity for state funding to defray the costs may be available through the Massachusetts Electric Vehicle Incentive Program (MassEVIP).

Sheet C-0 (Cover Sheet)

- a. The applicant shall show the zoning district(s) in the Locus Map in accordance with Article IV.1.g.4 of the Rules and Regulations.

Sheet OS-1

- a. The limit of work area shall be clearly demarcated and labelled in accordance with Article IV.1.g.3 of the Rules and Regulations.
- b. The applicant shall confirm with MassDOT if the medians in Route 20 will be raised and striped or only striped. The Planning Department is concerned that residents in the east-side apartments might attempt to take a left hand turn onto Route 20 from the right-exit-only of the project.

- h. While the total number of provided retail parking spaces is shown, the applicant shall also show the provided number of parking spaces for each individual retail use in accordance with Article IV.1.g.20 of the Rules and Regulations.

Sheets C2-A, B, C, D, E (Grading and Drainage Plan)

- a. Slope grades and slope treatments shall be clearly shown and labeled. Slope treatments shall be detailed on the detail sheets. Green-scaped slopes shall be considered wherever possible to lessen the impact on surrounding wildlife and wetlands.

Sheets C-4A & B (Site, Parking and Traffic Control Plan)

- a. Given that the provided number of parking spaces for retail exceeds the amount required, the applicant shall consider providing a sidewalk down the middle of the median that is at the end of the crosswalk from the main entrance of the proposed supermarket.
- b. The applicant shall show and label the distance from the western intersection with Route 20 to the first on-site intersection in accordance with Article IV.1.g.15 of the Rules and Regulations.
- c. The applicant shall take into consideration that residents from the eastern-most apartments may try to take the shortest route to the proposed pharmacy by crossing the street adjacent to the proposed leasing/amenities building. The Planning Department recommends an additional pedestrian crosswalk and/or traffic table in this area of the apartment complex to assist with safe pedestrian movement across the street. See also the comments in this letter regarding on-site intersections and roundabouts.
- d. The Planning Department, Highway and Engineering Divisions, and Police Department recommend that serious consideration be given by the applicant to replacing the two proposed internal four-way intersection on the western side with roundabouts to address the Town's concerns with internal traffic flow in these locations. These concerns include but are not limited to: left turns out of the bank pad, left turns out of the retail pad, left turns into the upper parking lot as a driver enters from Route 20, cars encroaching on crosswalks when stop signs are off-set behind crosswalks, and the challenge of creating four-way stops in lieu of the proposed two and three-way stops. (See Attachment A for regional roundabout examples)

Sheets C-4A & C (Site, Parking and Traffic Control Plan)

- a. Similar to the comment above, the Planning Department, Highway and Engineering Divisions, and Police Department recommend that consideration be given by the applicant to replacing the proposed internal four-way intersection on the eastern side with a roundabout to address the Town's concerns with internal traffic flow in this location.
- b. The Planning Department recommends that the northerly entrance/exit to the eastern apartment parking lot be made a one-way, exit only, and that the proposed median be extended southerly to enforce no left in and no left outs from this location.
- c. A crosswalk and pedestrian refuge shall be considered for the above-recommended extended median to help pedestrians from the eastern apartments access the pharmacy.

- d. The Planning Department and Engineering Division recommend consideration be given to either eliminating the right-in entrance to the north of the proposed pharmacy altogether or to replacing said entrance with an extension of the shared use path from Route 20.

Sheets C-4A, B & C (Site, Parking and Traffic Control Plan)

- a. Front setback distances for the proposed signs closest to Route 20 shall be shown and labelled in accordance with Article IV.1.g.16 of the Rules and Regulations.

Sheet C-4D

- a. A crosswalk shall be added in front of residential building 7D/24 toward residential buildings 5C/24 and 5D/24. Studies of pedestrian behavior suggest that residents will want to take the shortest route to cross the street to visit with acquaintances in other residential buildings etc. For safety and ease of access, a raised crosswalk or wide speed table-crosswalk should be considered for this location.
- b. The Planning Department recommends that both the eastern and western approach, the driving lanes and curbs, to the southerly apartments be narrowed to calm traffic and create a more amenable residential space. (See Attachment B example)

Sheets C-4A, B, C, D, E (Site, Parking and Traffic Control Plan)

- a. The Planning Department sees the shared path along Route 20 as an opportunity to create a project with a truly multi-modal transportation network within Shrewsbury. Due to the anticipated heavy volume of motorized vehicles and turning movements on site, the Planning Department's recommendation and preference is for the shared use path to follow the proposed main sidewalk that parallels the main street as it loops around the southern-most apartment buildings and returns to Route 20. At minimum, the applicant shall provide a striped bicycle lane, preferably raised, on-street to allow a safer route for cyclists within and to the site. (See Attachments B for examples)
- b. Bicycle racks shall be added to the site to accommodate cyclists.
- c. The shared path along Route 20 and the path's dimension shall be shown and labelled as currently proposed by MassDOT.
- d. Dumpsters for all uses shall be clearly shown and labelled in accordance with Article IV.1.g.15 of the Rules and Regulations.
- e. Snow storage areas shall be clearly demarcated and labelled in accordance with Article IV.1.g.15 of the Rules and Regulations.
- f. All guardrails shall be labelled in accordance with Article IV.1.g.15 of the Rules and Regulations.
- g. The location of wayfinding signs shall be shown and labelled. Details for wayfinding signs shall be included on Site Parking and Traffic Control Details sheets in accordance with Article IV.1.g.16 of the Rules and Regulations.
- h. Secure bicycle storage areas in the residential area, as identified as being provided on page 33 in the *Transportation Impact and Access Study*, prepared by Vanasse Hangen

Brustlin, shall be shown and labelled in accordance with Article IV.1.g.15 of the Rules and Regulations.

Sheet N1 (General Notes, Abbreviations and Legend)

- a. A note shall be added to the Demolition Notes that “vegetation shall be cleared by an Asian Longhorned Beetle certified contractor.”

WAIVER REQUESTS

No waivers were requested.

CRITERIA FOR SPECIAL PERMIT

I remind the Board to review Section VII.N.6, Section VII.N.7 and Section VII.N.8 of the Zoning Bylaw for Special Permit granting criteria, Development Regulations and Design Standards for a Route 20 Overlay District project.

I would draw the Board’s attention in particular to Special Permit criteria VII.N.6.b.5, that the Board shall not issue a Special Permit unless it determines that the proposal, “Could not reasonably be altered to: (c) Improve safety for vehicular and pedestrian movement within the site and in relation to adjacent ways and land;” To Section VII.N.7.e that “Continuous pedestrian walkways at least six feet in width shall be provided from the sidewalk, parking lot, public right-of-way or interior access road to the public entrance of all principal buildings on a site;” And to Section VII.N.8.b which states, “Windowless buildings with standardized façade treatments are explicitly prohibited.”

CRITERIA FOR SITE PLAN APPROVAL:

I remind the Board that the approval of this Site Plan should be based upon the following criteria (Section VII.F.3.c):

1. Internal circulation, queuing, and egress are such that vehicular and pedestrian safety is protected within the site.
2. Adequate parking and loading spaces are provided.
3. Curb cuts and driveway openings are convenient and safe in relation to the adjacent street network and access via minor streets servicing single-family homes is minimized.
4. Reasonable use is made of building location, grading and vegetation buffers to reduce visibility and noise of structures and uses, off street parking areas, outside storage or other outdoor service areas (e.g. waste storage) from abutting properties.
5. Lighting of structures and parking area avoids illumination on adjoining properties.
6. Adequate access to each structure for fire and service equipment is provided.
7. Utilities, drainage and fire-protection provisions serving the site provide functional service to each structure and paved areas in the same manner as required for lots within a subdivision.

8. The use will not create a nuisance of noise, odor, smoke, vibration, traffic generated, unsightliness or other conditions detrimental to the public good.
9. The site plan as designed will not cause substantial or irrevocable damage to sensitive environmental and/or cultural resources, which damage could be avoided or ameliorated through an alternative development plan.
10. Adequate provision for controlling surface water runoff to minimize impacts on neighboring properties and streets and to prevent soil and sedimentation of the Town's surface waters.
11. Measures taken to minimize contamination of ground water from sewage disposal and operations involving the use, storage, handling, or containment of hazardous substances.
12. All other requirements of the Zoning Bylaw are satisfied.

DECISION COMMENTS:

The following comments should be included in the decision as conditions of approval. I reserve the right to add additional comments as the review process proceeds.

1. A building permit from the Building Inspector is required for any additional signs on the property.
2. Building floor plans shall be provided to the Planning Department upon application of building permits.
3. The MassDOT Access Permit shall be provided to the Planning Board before a building permit is issued.
4. Vegetation clearing shall be done by an Asian Longhorned Beetle certified contractor. Proposed landscaping shall be Asian Longhorned Beetle resistant.
5. Due to a strain in the town water supply, there shall be a ban on connecting lawn irrigation systems to the public water supply.
6. Lighting associated with the project shall be "dark sky compliant" and down lit to the maximum extent practicable.
7. A pre-construction conference with the Planning Department and DPW shall be held prior to the start of any construction.
8. The project will be subject to fee and bond as adopted by the Planning Board on September 7, 2017.
9. After final plans are approved, an original set of plans on mylar shall be provided to the Planning Board for endorsement. After endorsement, plans in accordance with the Plan Distribution List, scanned images of all plan sheets, and a non-returnable USB flash drive with the AutoCAD files for the project shall be provided. Submittals shall be delivered to the Engineering Department at least one week prior to the pre-construction conference.
10. Construction operations shall be limited to Monday through Saturday between the hours of 7:00 AM and 7:00 PM. There shall be no work on Sundays or Holidays. No on-site idling of

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vehicles or machinery shall occur outside of these hours. A sign approved by the Engineering Department shall be posted at each construction entrance.

11. After construction is completed, an as-built plan approved by the Engineering Department shall be provided for the project. Original as-built plans for the final project shall be printed on mylar and stamped by a Professional Land Surveyor. The as-built plans shall also include a certification stamped by a Professional Engineer indicating the project was constructed in accordance with the approved plans. A non-returnable USB flash drive shall also be submitted with scanned images of the as-built plan sheets and updated AutoCAD files for the project. Elevations on the as-built plans shall reference the Town of Shrewsbury GIS datum.

Please let me know if you need any additional information and explanations. I would be happy to meet with the applicant and engineer to review any items in this letter.

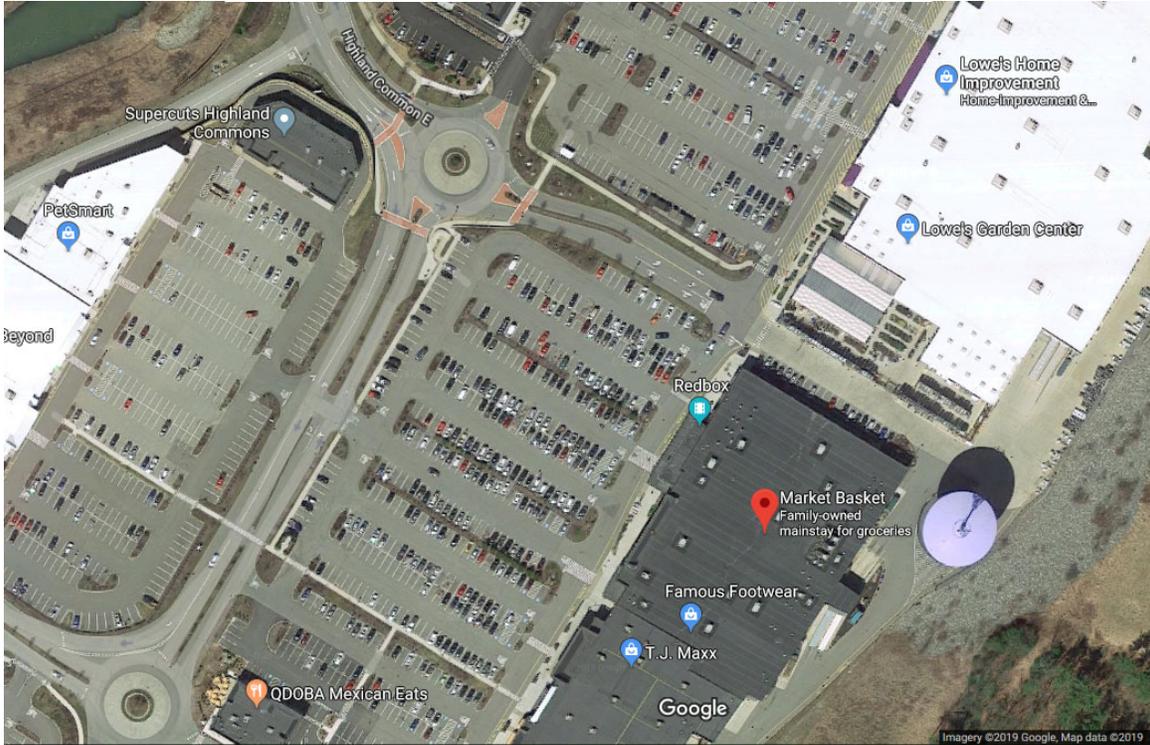
Sincerely,



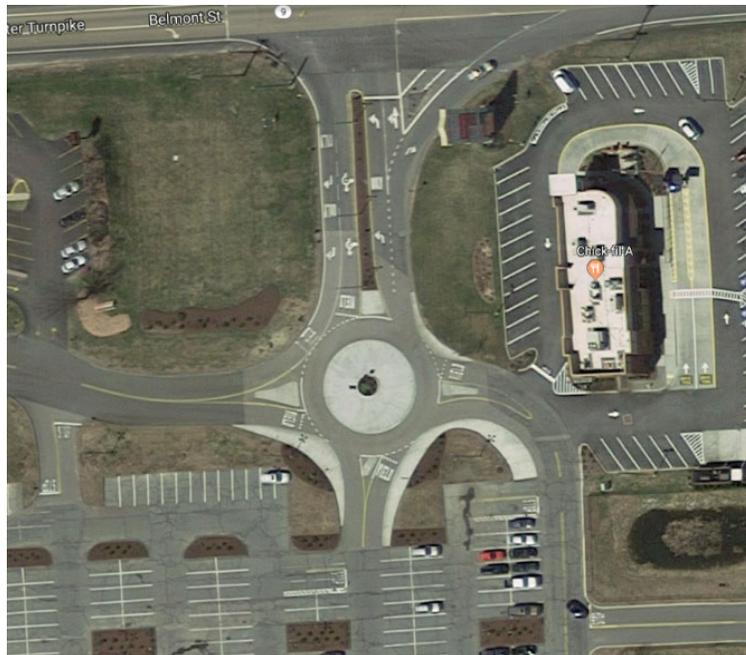
Bernard Cahill
Town Planner

cc: Mark Donahue, Attorney, Fletcher Tilton PC (via email)
Roy Smith, R.J. O'Connell & Associates (via email)
Robert Michaud, MDM Transportation Consultants, Inc. (via email)
Jeff Walsh, Graves Engineering (via email)
Kristen Las, Assistant Town Manager (via email)
Andy Truman, Senior Civil Engineer (via email)
Patty Sheehan, Inspector of Buildings (via email)

ATTACHMENT A



Above: Roundabouts with crosswalks at Shops at Highland Commons, Hudson, MA
Below: Mini-Roundabout at 290 Boston Tpke, Westborough, MA



ATTACHMENT B



Above: Example of street narrowing & protected, sidewalk-adjacent raised bicycle tracks (Photo courtesy of <https://nacto.org>)
Below: Example of sidewalk-separated, road-adjacent raised bicycle track (Photo courtesy of <https://nacto.org>)

