



**PLANNING
DEPARTMENT**

TOWN OF GRAFTON
GRAFTON MEMORIAL MUNICIPAL CENTER
30 PROVIDENCE ROAD
GRAFTON, MASSACHUSETTS 01519
(508) 839-5335 ext. 1120 • FAX (508) 839-4602
planningdept@grafton-ma.gov
www.grafton-ma.gov

COPY

April 24, 2020

Mr. David Robbins, Chairman
Grafton Planning Board
Grafton, MA 01519

RECEIVED

April 24, 2020

Planning Board
Grafton, MA

Re: 5 Waterville Street
Two-Family Special Permit
Site Plan Approval

Exhibit 6

Dear Mr. Robbins:

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

EXHIBIT 1. Original Application Submission, received March 13, 2020 to include the following:

- a. Application for a Special Permit, signed by Julia T. Rando (Applicant), dated March 13, 2020, date stamped by the Town Clerk on March 13, 2020 and date stamped received by the Planning Board on March 13, 2020, 1 page.
- b. Application for a Site Plan Approval, signed by Julia T. Rando (Applicant), dated March 13, 2020, date stamped by the Town Clerk on March 13, 2020 and date stamped received by the Planning Board on March 13, 2020, 1 page.
- c. Certificate of Good Standing, signed by Amy Perkins, dated March 10, 2020 and date stamped received by the Planning Board on March 13, 2020, 1 page.
- d. Abutters Listing for 5 Waterville Street, Map 27, Lot 87, dated March 10, 2020, signed by Kenneth Michael O'Brien, MAA, Grafton Data Collector and date stamped received by the Planning Board on March 13, 2020, 1 page.
- e. Project Narrative titled, "Conversion from single family to two family dwelling at 5 Waterville Street, North Grafton, MA 01536", prepared by Julia T. Rando, 5 Waterville Street, North Grafton, MA, 01536, received by the Planning Board on March 13, 2020, 1 page.
- f. Waiver Request Form, date stamped received by the Planning Board on March 13, 2020, 3 pages.
- g. GIS Reference Property Map, 5 Waterville Street, dated March 11, 2020, date stamped received by the Planning Board on March 13, 2020, 1 page.
- h. Plan: "Site Plan", dated July 5, 2018, prepared by Land Planning, Inc., 214 Worcester Street, North Grafton, MA, 01536, in one (1) sheet.
- i. Plan: "Rando Conversion", dated March 2, 2020, prepared by Studio 59 East, 59 East Street, North Grafton, MA, 01536, in two (2) sheets.

EXHIBIT 2. Public Hearing Notice, date stamped by the Town Clerk on April 10, 2020, 1 page.

EXHIBIT 3. Email from Katrina Koshivos, Zoning Board of Appeals, to the Grafton Planning Board, regarding “5 Waterville Street – Rando – Two Family Dwelling”, dated April 21, 2020.

EXHIBIT 4. Email from Normand Crepeau, Chief of Police, to the Grafton Planning Board, regarding “5 Waterville Street – Rando – Two Family Dwelling”, dated April 21, 2020.

EXHIBIT 5. Email from Nancy Connors, Health Department, to the Grafton Planning Board, regarding “SP 2020-5/SPA, 5 Waterville St.”, dated April 21, 2020.

We offer the following comments, which need to be addressed:

PLAN COMMENTS

Plan: “Rando Conversion”, dated March 2, 2020

1. The provided plans do not show a door for the Bedroom #2 bathroom. Although this has no bearing on the Planning Board approval, we suggest the Applicant revise plans prior to application of a Building Permit.

WAIVER REQUESTS

The Applicant has requested the following waivers:

1. Site Plan Requirements – Section 1.3.3.3(d). The Applicant notes no exterior changes to the property are proposed.
2. Stormwater Management Hydrological Study – Section 1.3.3.3(e). The Applicant notes no exterior changes to the property are proposed.
3. Earthwork Calculations – Section 1.3.3.3(f). The Applicant notes no exterior changes to the property are proposed.
4. Traffic Study – Section 8.2. The Applicant notes conversion from existing single family to two family with no exterior changes to the property is proposed.

CRITERIA FOR SPECIAL PERMIT

I remind the Board that the approval of this Special Permit should be based upon the following criteria outlined in Section 1.5.5 of the Grafton Zoning Bylaw. We provide the following comments:

Section 1.5.5

- a. Ingress and egress to property and proposed structures thereon with particular reference to automotive and pedestrian safety and convenience, traffic flow and control and access in case of fire or catastrophe.

The existing driveway and walkway accommodations serving the single family use appear adequate for the proposed two family use.

- b. Off-street parking and loading areas where required, with particular attention to the items in paragraph (a) above, and the economic, noise, glare, or odor effects of the special permit on adjoining properties and properties generally in the district.

See above.

- c. Refuse collection or disposal and services areas, with particular reference to items in paragraphs (a) and (b) above.

The existing refuse collection accommodations serving the single family use appear adequate for the proposed two family use.

- d.** Screening and buffering with reference to type, dimensions and character.

We note the existing vegetative buffers with no exterior modifications proposed.

- e.** Signs, if any, and proposed exterior lighting with reference to glare, traffic safety, economic effect, and compatibility and harmony with properties in the district.

We note no exterior modifications are proposed.

- f.** Required yards and other open space; and

We note no exterior modifications are proposed.

- g.** General compatibility with adjacent properties and other property in the district.

We note no exterior modifications are proposed.

- h.** There will not be any significant adverse impact on any public or private water supply.

We do not anticipate the additional unit to significantly impact the public water supply.

- i.** If the subject site is located within the Water Supply Protection Overlay District, there will not be any significant or cumulative impact upon municipal water supplies, and the Board shall give appropriate consideration to contamination by nitrate-nitrogen loading in making this determination. (T.M. 10-28-86)

We note no exterior modifications are proposed.

- j.** Protect important historic, cultural and scenic landscapes. (TM 10-18-99)

We note no exterior modifications are proposed.

DECISION COMMENTS

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

1. This Special Permit and Site Plan Approval is granted specifically for the conversion of an existing single family dwelling to a two-family dwelling as defined by the Grafton Zoning By-Law, as identified in EXHIBIT #1, and as presented by the Applicant during the public hearing.
2. The work authorized by this Special Permit and Site Plan Approval shall be solely for the purposes noted within Condition #1 of this Decision. Changes to plan presented in this Application may be made only upon authorization from the Planning Board. Such authorization shall only be granted provided the Board finds that any change requested by the Applicant is not substantially different than the plan presented within the EXHIBITS of this Decision and is consistent with the intent and purpose of this Decision. Requests for such change(s) shall be submitted in writing to the Planning Board.
3. Hours of construction shall only occur Monday through Friday between the hours of 7:00 a.m. and 5:00 p.m. and Saturdays from 8:00 a.m. and 5:00 p.m. There shall be no construction activity on Sundays or State and Federal holidays.

4. All maintenance of the Site hereafter shall be in accordance with all applicable Federal, State and Local regulations.
5. In accordance with Section 1.5.8 of the ZBL, this Special Permit and Site Plan Approval shall lapse within one (1) year from the date of the expiration of the appeal period if substantial use, or construction, has not been commenced except in accordance with the law. Any request for an extension of said period of validity shall be considered a Modification of this Special Permit, and such request shall be filed and reviewed in accordance with the procedure specified in Section 1.5 of the ZBL.
6. This Special Permit decision shall be recorded at the Worcester District Registry of Deeds within thirty (30) days following the expiration of the appeal period. A copy of such recorded Special Permit decision, including Deed Book and Page Number, shall be submitted to the Planning Board office within thirty (30) days of recording.
7. By recording this Special Permit Decision in the Worcester Registry of Deeds, the applicant agrees to and accepts the conditions set forth in this Special Permit decision.
8. Any modification to the use or Site as described within this Decision and as presented to the Board during the public hearing and in the above referenced EXHIBITS shall require, prior to implementing such change, a determination from the Planning Board as to whether the proposed change is substantially different than presented in the materials and information used in making this Decision. The Planning Board reserves the right to solicit comments from other Town boards, departments and committees, as well as its consulting engineer, in making determinations regarding such changes. The Planning Board may, upon its determination, require a modification of this Decision (or other approvals if deemed necessary) if it finds that the proposed change(s) are substantial in nature and of public concern, and substantially alter the plans and information used in making this Decision. Any Modification of this Decision shall be made pursuant to Section 1.3.3 of the Zoning By-law, and any other applicable regulations.

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

Sincerely,



Christopher J. McGoldrick, Town Planner
Grafton Planning Department

Copy to: Julia T. Rando, Applicant (via email)
 Natalia Alward, Office Manager (via email)