

CITY OF MARLBOROUGH MEETING POSTING

Meeting Name: City Council Urban Affairs Committee

Date: October 23, 2018

Time: 5:30 PM

Location: City Council Chamber, 2nd Floor, City Hall, 140 Main Street

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
2018 OCT 18 A 11:10

New Business:

1. 06-18-2018 – **Order No. 18-1007317:** Site Plan Application from Attorney Falk, on behalf of M&E Ventures Corporation (Marilyn Green) for a mixed-use project at 28 South Bolton Street in the Marlborough Village District.
-Refer to Urban Affairs Committee
2. 10-15-2018 – **Order No. 18-1007420:** Communication from Councilor Ossing regarding Funding for New School, Library Renovation and West Side Fire Station.
-Refer to Urban Affairs Committee

THE LISTING OF TOPICS THAT THE CHAIR REASONABLY ANTICIPATES WILL BE DISCUSSED AT THE MEETING IS NOT INTENDED AS A GUARANTEE OF THE TOPICS THAT WILL HAVE BEEN DISCUSSED. NOT ALL TOPICS LISTED MAY IN FACT BE DISCUSSED, AND OTHER TOPICS NOT LISTED MAY ALSO BE BROUGHT UP FOR DISCUSSION TO THE EXTENT PERMITTED BY LAW.

The public should take due notice that the Marlborough City Council may have a quorum in attendance due to Standing Committees of the City Council consisting of both voting and non-voting members. However, members attending this duly posted meeting are participating and deliberating only in conjunction with the business of the Standing Committee.

Electronic devices, including laptops, cell phones, pagers, and PDAs must be turned off or put in silent mode upon entering the City Council Chamber, and any person violating this rule shall be asked to leave the chamber. Express authorization to utilize such devices may be granted by the President for recordkeeping purposes.



IN CITY COUNCIL

Marlborough, Mass., _____ JUNE 18, 2018

ORDERED:

That the Site Plan Application from Attorney Falk, on behalf of M & E Ventures Corporation (Marilyn Green) for a mixed-use project at 28 South Bolton Street in the Marlborough Village District, be and is herewith refer to **URBAN AFFAIRS COMMITTEE**.

ADOPTED

ORDER NO. 18-1007317

MIRICK O'CONNELL

ATTORNEYS AT LAW

**RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH****2018 JUN 14 A 10:53****Brian R. Falk**
Mirick O'Connell
100 Front Street
Worcester, MA 01608-1477
bfalk@mirickoconnell.com
t 508.929.1678
f 508.983.6256

June 14, 2018

Councilor Edward Clancy, President
Marlborough City Council
City Hall
Marlborough, MA 01752Re: Site Plan Application for 28 South Bolton Street

Dear Councilor Clancy:

Enclosed please find a Site Plan Review Application package submitted on behalf of my client, M & E Ventures Corporation (Marilyn Green), for a mixed-use project at 28 South Bolton Street in the Marlborough Village District.

This mixed-use project consists of a 5-story building with 2 ground floor retail units, 36 residential units (1 and 2 bedroom), and 30 ground floor parking spaces. Pursuant to Section 650-18(42) and Section 650-34.B(1)(b) of the Zoning Ordinance, the project requires Site Plan Review by the City Council in accordance with Section 270-2 of the City Code.

Pursuant to City Council Order No. 91-3822A, I am notifying you that Mirick O'Connell is representing M & E Ventures Corporation in this matter before the City Council.

Sincerely,



Brian R. Falk

BRF/

cc: Marilyn Green
Arthur P. Bergeron, Esq.

MIRICK, O'CONNELL, DEMALLIE & LOUGEE, LLP

WORCESTER | WESTBOROUGH | BOSTON

www.mirickoconnell.com



City of Marlborough

SITE PLAN APPROVAL APPLICATION (For Non-Residential and Major Residential Projects)

Type of Hearing (check one)

Major Renovation Minor Renovation

Please Print

DATE: June 14, 2018

PROJECT

Name of facility: 28 South Bolton Street

Address: 28 South Bolton Street

Assessor's Map No. 70 Parcel No. 212A, 213, 222, 223A, 224, and 528

APPLICANT

Name: M & E Ventures Corporation (Marilyn Green)

Address: 4 Watkins Lane, Southborough, MA 01772

Telephone: 508-929-1678 (Atty. Brian Falk) Fax: 508-983-6256 (Atty. Brian Falk)

Email: bfalk@mirickoconnell.com

OWNER'S CONSENT

If applicant is not the owner, is written consent of the owner or owner's agent attached (see Section 270-2(B) (7))? YES NO

PROPERTY OWNER

Name: M & E Ventures Corporation (Marilyn Green)

Address: 4 Watkins Lane, Southborough, MA 01772

Telephone: 508-929-1678 (Atty. Brian Falk) Fax: 508-983-6256 (Atty. Brian Falk)

Email: bfalk@mirickoconnell.com

APPLICANT'S ENGINEER (preparing site plan)

Name: Connorstone Engineering Inc.

Address: 10 Southwest Cutoff, Suite 7, Northborough, MA 01532

Telephone: 508-393-9727 Fax: 508-393-5242

Email: mjs@sca121.com

APPLICANT'S LANDSCAPE ARCHITECT

Name: _____

Address: _____

Telephone: _____ Fax: _____

Email: _____

PROJECT INFO

PROPOSED USE (see Section 63-5(B) (1))

Non-Residential Residential

Provide a brief description of the project; including the proposed type of use, whether expansion of new, size of buildings, number of new parking spaces, any unusual utility use of impact on abutters (traffic, noise, lighting, odors, hazardous material, etc.)

This mixed-use project consists of a 5-story building with 2 ground floor retail units, 36 residential units (1 and 2 bedroom), and 30 ground floor parking spaces.

Identify all zoning districts, including overlay zones applicable to this site. The zones must also be shown on the site plan cover sheet. (See Section 270-2 (C) (2) (b) (3)).

ZONING DISTRICT(S) Marlborough Village District

WHAT OTHER PERMITS REQUIRED (check off which applies)

- City Council for Special Permit
 - ZBA Special Permit
 - ZBA Variance
 - Wetlands Protection Act
 - Section 404, Clean Water Act (Army Corps)
 - C 91 Waterways Permit
 - Subdivision Control Act (Planning Board)
 - State Curb Cut (MA Highway)
 - Indirect Access Permit (MA Highway)
 - MEPA ENF or EIR (EOEA)
 - Sewer Connection Permit (DPW, City Council, DEP)
 - Street Opening Permit (DPW, Engineering Dept)
 - Sewer Connection (DPW, City Council, DEP)
 - Other: _____
- Blasting Permit (Fire Dept)
 - Title V Approval (Board of Health)
 - Food Permit (Board of Health)
 - Building Permit (Building Dept)
 - Sign Permit (Building Dept)

WHAT IS THE FEDERAL FLOOD INSURANCE RATE ZONE? _____

SUBMITTED PLANS AND REPORTS

See Section 270-2 (C) for submission requirements. Please include a locus map per Section 270-2 (C) (2) (b) (1)

Proposed Site Plan of 28 South Bolton Street, June 12, 2018, Connorstone Engineering, Inc.

Title	Date	Stamped By
-------	------	------------

Fee

For Minor Site Plan without a building: \$750

For a Minor Site Plan (with a building under 8,000 square feet): \$1,000, plus \$0.03 a square foot of building gross floor area

For a Major Site Plan (with a building over 8,000 square feet): \$2,000, plus \$0.06 square feet per square feet of building gross floor area

$$\begin{array}{r}
 59,790 \text{ s.f.} \times \$0.06 = \$3,587.40 \\
 + \$2,000 \\
 \hline
 \$5,587.40
 \end{array}$$

PUBLIC NOTICE

Applicants for Site Plan Approval under Chapter 270-2 of the Marlborough City Code must publish a public notice in a newspaper of general circulation within the area at least once within two weeks of filing a Site Plan application using the format below. A copy of the public notice must be submitted with the application. Applications for Site Plan Approval shall not be certified as complete unless the public notice is properly published.

Date of Publication: June 19, 2018

Name of Newspaper: Metrowest Daily News
(Form of notice attached)

HISTORIC BUILDING NOTICE

Is the site within 250 feet of any building, cemetery or monument built before 1850? YES **NO**

If in doubt, ask the Historic Commission (508 481-2400). If the answer is **YES**, send a photocopy notice and one copy of the site plans (excluding utilities) to:

Chairman, Historic Commission
City Hall
Marlborough, MA 01752

APPLICANT'S SIGNATURE

 Attorney Brian R. Falk
Applicant or Representatives Signature

June 14, 2018
Date

Applicant shall submit this form to the Building Dept with all required plans (8 copies of plans, 4 copies of Traffic and Drainage reports) after a "Pre-Application Review" with the City reviewing Authority at which most requirements can be examined and discussed.

The applicant maybe required to attend a Preliminary scoping session with the Site Plan Review Committee prior to submitting this form.

Office Use Only:

Date Received: _____

Site Plan Number: _____

SITE PLAN APPROVAL PUBLIC NOTICE FORM

Applicants for Site Plan Approval under Chap 270-2 of the Marlborough City Code must publish a public notice once in a newspaper of local circulation, using the format below at least once within two weeks of filing an application. A copy of the public notice must be submitted to the Building Dept with the application for Site Plan Approval.

Metrowest Daily News, Framingham 01701

Advertising: Fax: 1-781-453-6650

City of Marlborough Public Notice of Site Plan Submission

A proposed site plan has been submitted for the following project and is available for public inspections during regular business hours at the office of the Building Inspector, City Hall, Second Floor, 140 Main Street, Marlborough, MA 01752

Project Name and Type or Use: 28 South Bolton Street

Project Street Address: 28 South Bolton Street

Applicant's Name: M & E Ventures Corporation (Marilyn Green)

The City will accept public comments in written form until 14 days from the date of this publication. This notice is published in accordance with the City Code, Chapter 270-2 Site Plan Review and Approval.



City of Marlborough

SITE PLAN APPROVAL APPLICATION (For Non-Residential and Major Residential Projects)

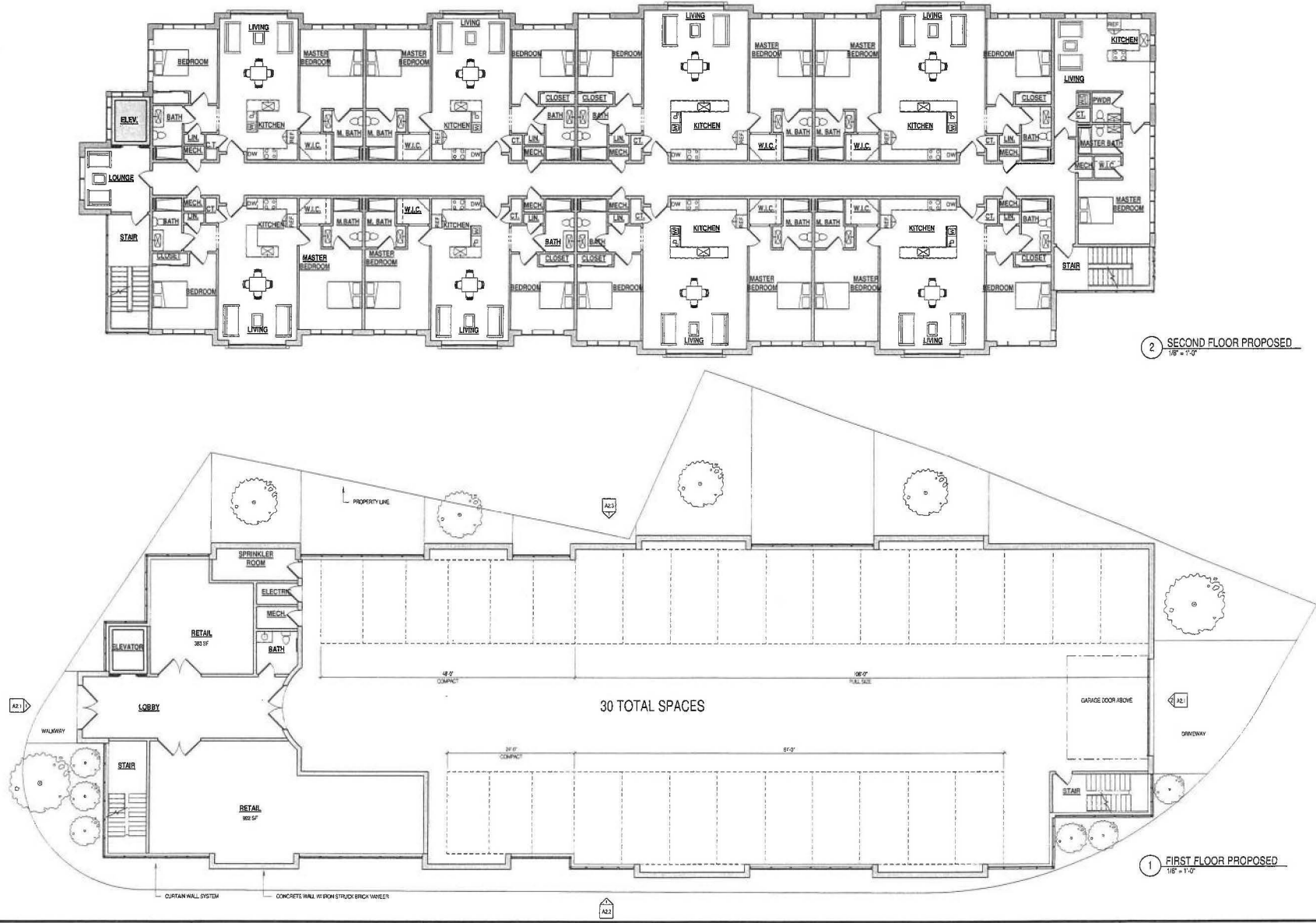
Applications for site plan approval must conform to the requirements of Chapter 270-2 of the Marlborough City Code. A complete application includes the attached form, required plans and other information identified in the Code. Applicants are required to consult with the Planner at a “pre-application” review, prior to submitting a formal application. The applicant is required to publish a public notice (see Section 270-6(B)), using the form attached, within 14 days of submitting this application to the Building Department. ✓

Non-residential and major residential projects require a Site Plan Review per Section 270-2 of the City of Marlborough General Code.

If you go to the website (<http://www.marlborough-ma.gov/gen/index>) and go to departments: Site Plan Committee, there you will find the necessary check list for Site Plan Review Plans and the Landscaping requirements.

With this application, distribute **fifteen (15)** sets of plans, **twelve (12)** sets to be delivered to the City Council office, **three (3)** sets to be delivered to the City Clerk’s office, and appropriate fee as noted in this application.

For Minor Residential projects: The Applicant may request an informal review to discuss how detailed the plan(s) may need to be. (270-2 B (2) (a))



2 SECOND FLOOR PROPOSED
1/8" = 1'-0"

1 FIRST FLOOR PROPOSED
1/8" = 1'-0"



Timothy Burke
ARCHITECTURE
145 BROAD STREET, BOSTON, MASSACHUSETTS 02108
P: 617.452.1111 | F: 617.452.1111

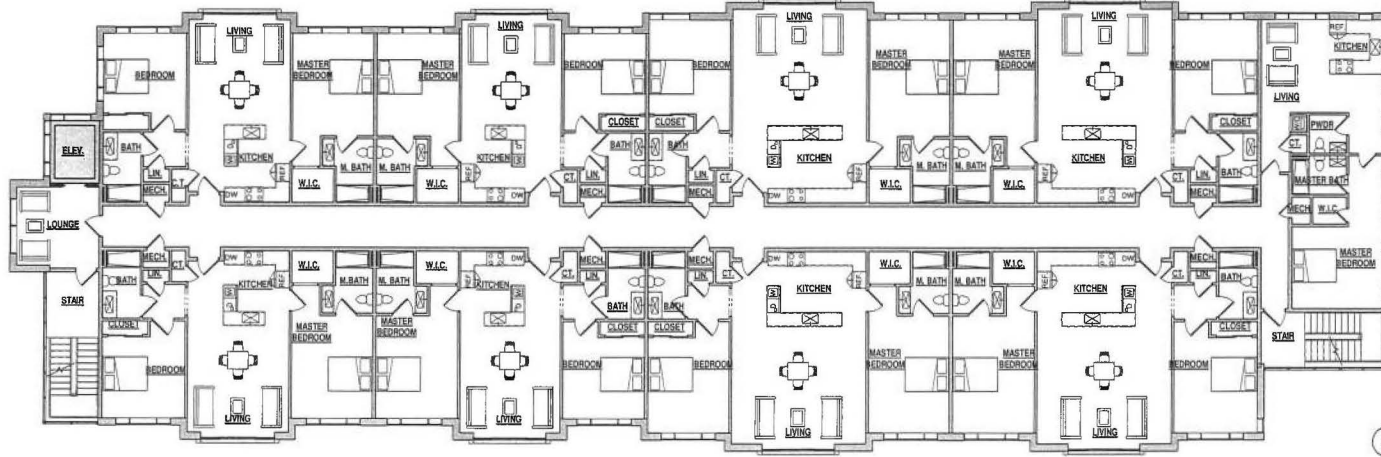
DATE	BY	DESCRIPTION

PROJECT STATUS

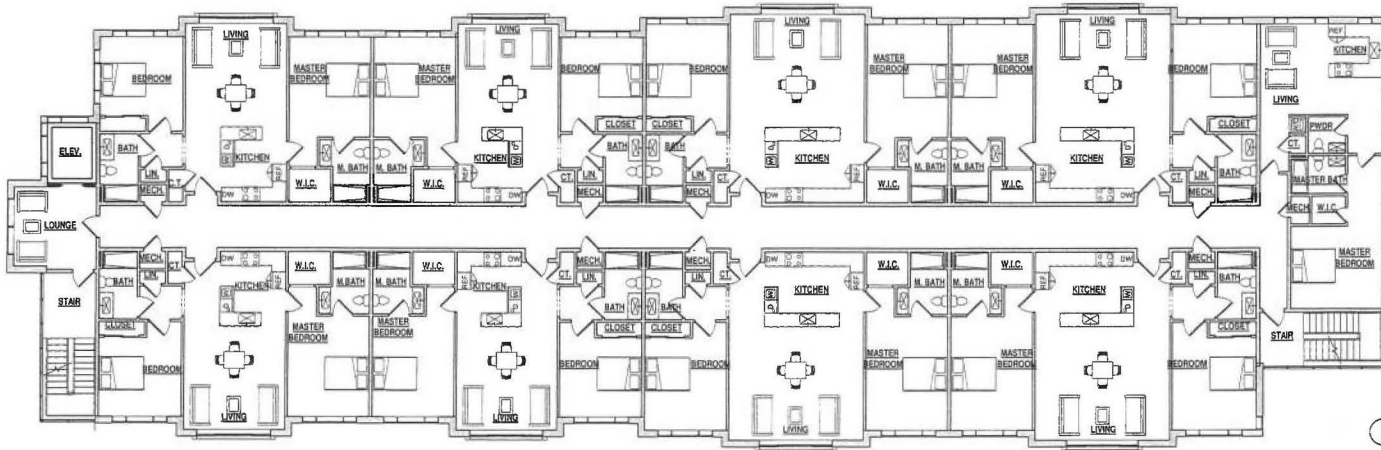
1ST FLOOR / 2ND FLOOR

28 South Bolton Street
Marlborough, Massachusetts
01752

A1.1



2 FOURTH FLOOR PROPOSED
1/8" = 1'-0"



1 THIRD FLOOR PROPOSED
1/8" = 1'-0"

Timothy Burke
ARCHITECTURE

140 BERRY STREET, BOSTON, MASSACHUSETTS 02116
P: 617.264.1122 | W: timothyburke.com | E: TBURKE@TBA.COM

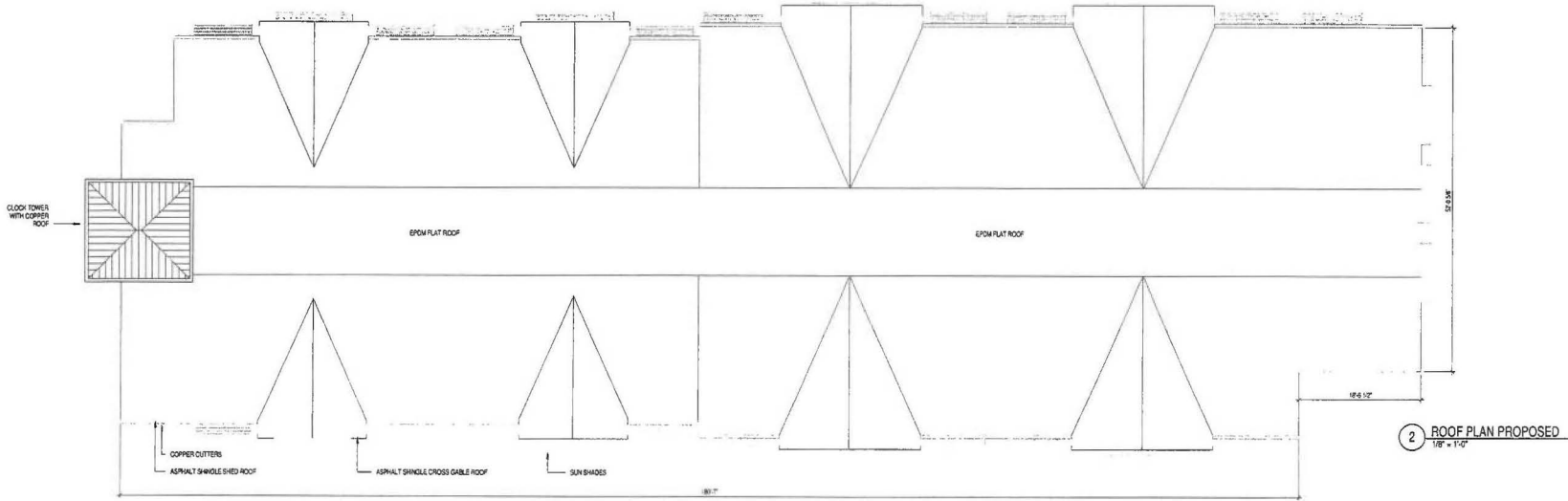
NO.	DATE	DESCRIPTION

PROJECT STATUS

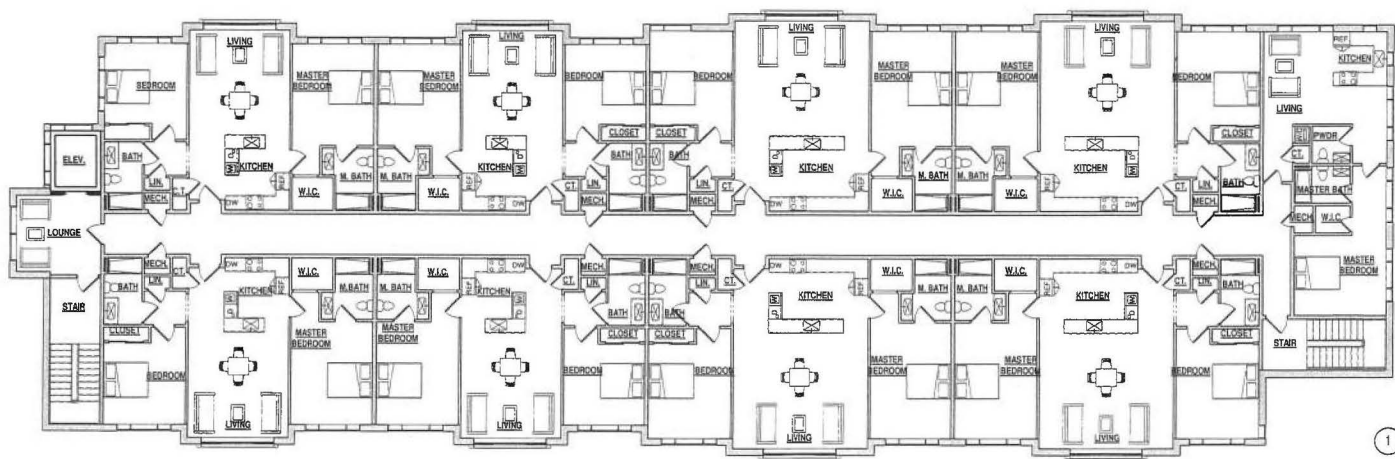
3RD FLOOR/ FOURTH FLOOR

28 South Bolton Street
Marborough, Massachusetts
01752

A1.2



2 ROOF PLAN PROPOSED
1/8" = 1'-0"



1 FIFTH FLOOR PROPOSED
1/8" = 1'-0"

Timothy Burke
ARCHITECTURE
14 BARNLEY STREET, WESTON/MALDEN HEIGHTS, MASS.
P. 617.261.1332 | W. timothyburke.com | F. 617.261.1318

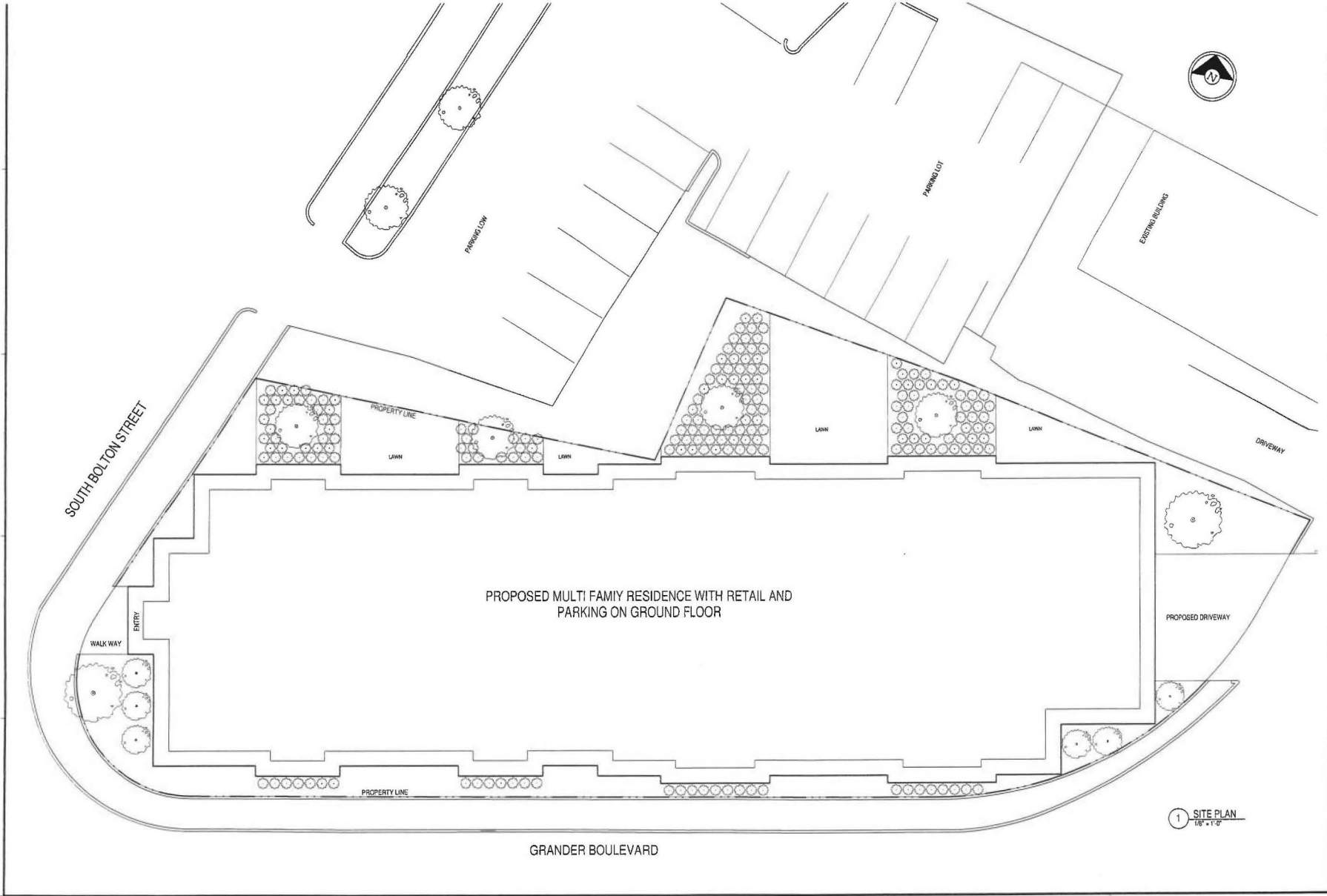
Date	By	Check	Rev.
02/24/16	JMB		1
03/11/16	JMB		2

PROJECT STATUS

FIFTH FLOOR/ ROOF PLAN

28 South Boston Street
Maldenborough, Massachusetts
01752

A1.3



Timothy Burke
ARCHITECTURE
145 BRIDGE STREET, BOSTON, MASSACHUSETTS 02118
P: 617.264.1332 | W: timothyburke.com | F: 617.264.1318

DATE	DESCRIPTION

PROJECT STATUS

SITE PLAN

28 South Bolton Street
Marlborough, Massachusetts
01752

A1.4

3/8/2019 4:03:51 PM



Timothy Burke
ARCHITECTURE
 141 BERRILL STREET, DORSET, MASSACHUSETTS 01928
 P. 508.264.1032 | W. timothyburke.com | F. 508.264.1114

DATE	BY	DESCRIPTION

PROJECT STATUS

WEST / EAST ELEVATION

28 South Bolton Street
 Marlborough, Massachusetts
 01752

A2.1



1 SOUTH ELEVATION
1/8" = 1'-0"

Timothy Burke
ARCHITECTURE
15 HENRIETTA STREET, BOSTON, MASSACHUSETTS 02116
P. 617.552.1332 | W. www.tbarchitecture.com | E. tb@tbarch.com

DATE	BY	REVISION

PROJECT STATUS

SOUTH ELEVATION

28 South Bolton Street
Marlborough, Massachusetts
01752

A2.2



Timothy Burke
 ARCHITECTURE
 REGISTERED ARCHITECT MASSACHUSETTS STATE
 # 01826042 | 10 Westwood Ave | Cambridge, MA

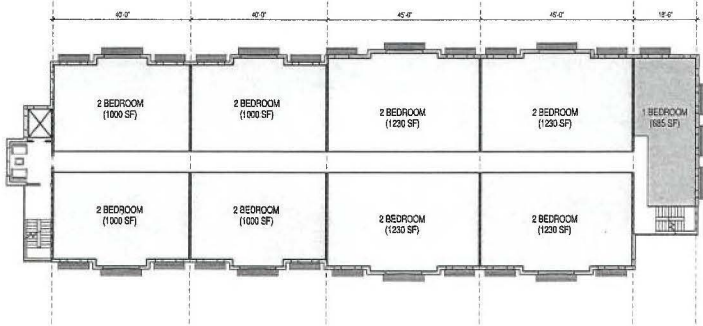
REV.	DATE	DESCRIPTION

PROJECT STATUS

NORTH ELEVATION

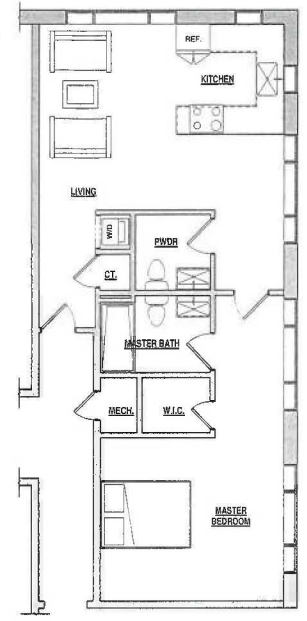
28 South Bolton Street
 Marlborough, Massachusetts
 01752

A2.3

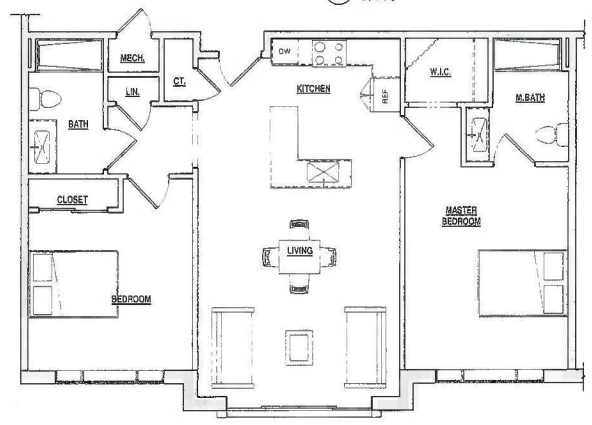


4 UNIT LAYOUT DIAGRAM
1/16" = 1'-0"

UNIT CHART		
BED COUNT	SQUARE FOOTAGE	#PER FLOOR
2 BEDROOM	1220 SF	4 PER FLOOR
2 BEDROOM	1000 SF	4 PER FLOOR
1 BEDROOM	685 SF	1 PER FLOOR
SUB TOTAL:		9 UNITS PER FLOOR
TOTAL:		36 UNITS
TOTAL # OF 2 BEDROOM		32
TOTAL # OF 1 BEDROOM		4
PARKING		30 SPACES
RETAIL SPACE		1275 SF



1 FLOOR PLAN DIAGRAM (1 BEDROOM)
1/4" = 1'-0"



2 FLOOR PLAN DIAGRAM (2 BEDROOM)
1/4" = 1'-0"



6 AXON



3 CORNER VIEW

Timothy Burke
ARCHITECTURE
103 BUNKLEY STREET, SOUTH AMHERST, MASSACHUSETTS 01774
P. 417.262.1332 | W. timothyburke.com | F. 417.262.1315

NO.	REV.	DATE	DESCRIPTION

PROJECT STATUS

SCHEMATIC DESIGN

28 South Bolton Street
Amherst, Massachusetts
01772

A6.1



LOCUS MAP OF #28 SOUTH BOLTON STREET
SCALE: 1"=100'

- GENERAL NOTES:
- EXISTING TOPOGRAPHY IS BASED UPON ON-GROUND TOPOGRAPHICAL SURVEY BY CONNORSTONE ENGINEERING, INC. IN MAY 2017 AND APRIL 2018. ELEVATIONS ARE BASED UPON NGVD 1988 DATUM.
 - PROPERTY LINES SHOWN ARE BASED UPON AN ON-GROUND SURVEY PERFORMED BY CONNORSTONE ENGINEERING, INC. IN MAY 2017.
 - THE PARCEL IS SHOWN ON ASSESSORS MAP 70, PARCELS 213, 228, 212A, 223A, 224, 222.

ZONED: MARLBOROUGH VILLAGE DISTRICT "M"
AREA = 5,000 s.f.
FRONTAGE = 25 feet
SETBACKS: FRONT = 25 feet
SIDE = NONE
REAR = NONE

SITE PLAN APPROVAL

PLANNING DEPT.	DATE:
ENGINEERING DEPT.	DATE:
BUILDING DEPT.	DATE:
CONSERVATION DEPT.	DATE:
FIRE DEPT.	DATE:
POLICE DEPT.	DATE:
BOARD OF HEALTH	DATE:

OWNERS:
M & E VENTURES CORPORATION

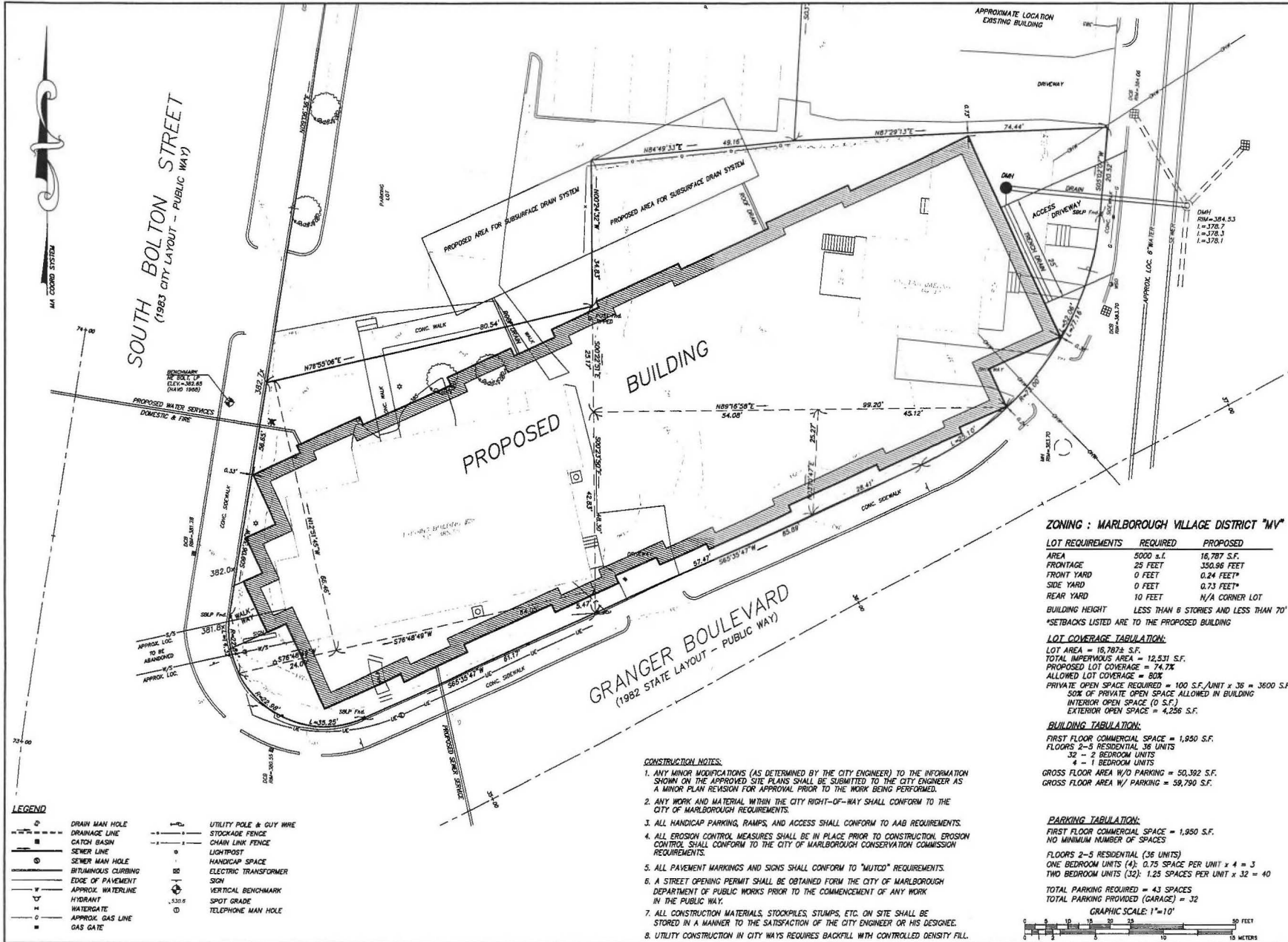
VILMA ORTEGA

CONNORSTONE ENGINEERING INC.
CIVIL ENGINEERS AND LAND SURVEYORS
10 SOUTHWEST CUTOFF, SUITE 7
NORTHBOROUGH, MASSACHUSETTS 01532
PHONE: 508-393-9727 FAX: 508-393-5242

PROPOSED SITE PLAN
OF
28 SOUTH BOLTON STREET
IN
MARLBOROUGH, MA

LOT COVERAGE	PROPOSED
PROPOSED BUILDING FOOT PRINT	11,858 S.F.
PROPOSED PAVEMENT & SIDEWALK	573 S.F.
PROPOSED LOT COVERAGE	12,531 S.F.
EXISTING LOT COVERAGE	5,553 S.F.
TOTAL PROPOSED LOT COVERAGE	12,531 S.F.
LOT COVERAGE ALLOWED = 80%	
TOTAL COVERAGE PROPOSED = 74.7%	
GROSS FLOOR AREA W/O PARKING = 50,392 S.F.	
GROSS FLOOR AREA W/ PARKING = 59,790 S.F.	
PROPOSED PARKING SPACES	
INTERIOR PARKING SPACES	30
TOTAL PROPOSED	30

REVISED:	DESCRIPTION:
DRAWN BY: BDM	CHECK BY: VC
DATE: JUNE 12, 2018	
SCALE: 1"=10'	SHEET 1 OF 2.



- GENERAL NOTES:**
- EXISTING TOPOGRAPHY IS BASED UPON ON-GROUND TOPOGRAPHICAL SURVEY BY CONNORSTONE ENGINEERING, INC. IN MAY 2017 AND APRIL 2018. ELEVATIONS ARE BASED UPON NGVD 1986 DATUM.
 - PROPERTY LINES SHOWN ARE BASED UPON AVAILABLE RECORD INFORMATION.
 - THIS PLAN HAS BEEN PREPARED FOR PERMIT APPLICATIONS AND SHALL NOT BE UTILIZED FOR CONSTRUCTION PURPOSES.
 - THE PARCEL IS SHOWN ON ASSESSORS MAP 76, PARCELS 214, 204, 215A, 223A, 224, 222.

SITE PLAN APPROVAL

PLANNING DEPT.	DATE:
ENGINEERING DEPT.	DATE:
BUILDING DEPT.	DATE:
CONSERVATION DEPT.	DATE:
FIRE DEPT.	DATE:
POLICE DEPT.	DATE:
BOARD OF HEALTH	DATE:

OWNERS:
M & E VENTURES CORPORATION
VILMA ORTEGA

CONNORSTONE ENGINEERING INC.
CIVIL ENGINEERS AND LAND SURVEYORS
10 SOUTHWEST CUTOFF, SUITE 7
NORTHBOROUGH, MASSACHUSETTS 01532
PHONE: 508-393-9727 FAX: 508-393-5242

PROPOSED SITE PLAN
OF
28 SOUTH BOLTON STREET
IN
MARLBOROUGH, MA

DESIGNED BY: REM	CHECKED BY: VC
DATE: JUNE 12, 2018	
SCALE: 1" = 10'	SHEET 2 OF 2.

ZONING : MARLBOROUGH VILLAGE DISTRICT "MV"

LOT REQUIREMENTS	REQUIRED	PROPOSED
AREA	5000 s.f.	16,797 S.F.
FRONTAGE	25 FEET	350.96 FEET
FRONT YARD	0 FEET	0.24 FEET*
SIDE YARD	0 FEET	0.73 FEET*
REAR YARD	10 FEET	N/A CORNER LOT
BUILDING HEIGHT	LESS THAN 6 STORIES AND LESS THAN 70'	

*SETBACKS LISTED ARE TO THE PROPOSED BUILDING

LOT COVERAGE TABULATION:
 LOT AREA = 16,797 S.F.
 TOTAL IMPERVIOUS AREA = 12,531 S.F.
 PROPOSED LOT COVERAGE = 74.7%
 ALLOWED LOT COVERAGE = 80%
 PRIVATE OPEN SPACE REQUIRED = 100 S.F./UNIT x 36 = 3600 S.F.
 SORT OF PRIVATE OPEN SPACE ALLOWED IN BUILDING
 INTERIOR OPEN SPACE (0 S.F.)
 EXTERIOR OPEN SPACE = 4,256 S.F.

BUILDING TABULATION:
 FIRST FLOOR COMMERCIAL SPACE = 1,950 S.F.
 FLOORS 2-5 RESIDENTIAL 36 UNITS
 32 - 2 BEDROOM UNITS
 4 - 1 BEDROOM UNITS
 GROSS FLOOR AREA W/D PARKING = 50,392 S.F.
 GROSS FLOOR AREA W/ PARKING = 59,790 S.F.

PARKING TABULATION:
 FIRST FLOOR COMMERCIAL SPACE = 1,950 S.F.
 NO MINIMUM NUMBER OF SPACES
 FLOORS 2-5 RESIDENTIAL (36 UNITS)
 TWO BEDROOM UNITS (4): 0.75 SPACE PER UNIT x 4 = 3
 ONE BEDROOM UNITS (32): 1.25 SPACES PER UNIT x 32 = 40
 TOTAL PARKING REQUIRED = 43 SPACES
 TOTAL PARKING PROVIDED (GARAGE) = 32



- CONSTRUCTION NOTES:**
- ANY MINOR MODIFICATIONS (AS DETERMINED BY THE CITY ENGINEER) TO THE INFORMATION SHOWN ON THE APPROVED SITE PLANS SHALL BE SUBMITTED TO THE CITY ENGINEER AS A MINOR PLAN REVISION FOR APPROVAL PRIOR TO THE WORK BEING PERFORMED.
 - ANY WORK AND MATERIAL WITHIN THE CITY RIGHT-OF-WAY SHALL CONFORM TO THE CITY OF MARLBOROUGH REQUIREMENTS.
 - ALL HANDICAP PARKING, RAMP, AND ACCESS SHALL CONFORM TO AAB REQUIREMENTS.
 - ALL EROSION CONTROL MEASURES SHALL BE IN PLACE PRIOR TO CONSTRUCTION. EROSION CONTROL SHALL CONFORM TO THE CITY OF MARLBOROUGH CONSERVATION COMMISSION REQUIREMENTS.
 - ALL PAVEMENT MARKINGS AND SIGNS SHALL CONFORM TO "MUTCD" REQUIREMENTS.
 - A STREET OPENING PERMIT SHALL BE OBTAINED FROM THE CITY OF MARLBOROUGH DEPARTMENT OF PUBLIC WORKS PRIOR TO THE COMMENCEMENT OF ANY WORK IN THE PUBLIC WAY.
 - ALL CONSTRUCTION MATERIALS, STOCKPILES, STUMPS, ETC. ON SITE SHALL BE STORED IN A MANNER TO THE SATISFACTION OF THE CITY ENGINEER OR HIS DESIGNEE.
 - UTILITY CONSTRUCTION IN CITY WAYS REQUIRES BACKFILL WITH CONTROLLED DENSITY FILL.

LEGEND

	RAIN MAN HOLE		UTILITY POLE & GUY WIRE
	DRAINAGE LINE		STOCKADE FENCE
	CATCH BASIN		CHAIN LINK FENCE
	SEWER LINE		LIGHTPOST
	SEWER MAN HOLE		HANDICAP SPACE
	BITUMINOUS CURBING		ELECTRIC TRANSFORMER
	EDGE OF PAVEMENT		SIGN
	APPROX. WATERLINE		VERTICAL BENCHMARK
	HYDRANT		SPOT GRADE
	WATERGATE		TELEPHONE MAN HOLE
	APPROX. GAS LINE		
	GAS GATE		

From: Priscilla Ryder <pryder@marlborough-ma.gov>
Date: October 12, 2018 at 2:17:06 PM EDT
To: City Council <citycouncil@marlborough-ma.gov>
Cc: Nicholas Milano <nmilano@marlborough-ma.gov>, "Meredith Harris (MHarris@marlboroughedc.com)" <MHarris@marlboroughedc.com>, Donald Rider <drider@marlborough-ma.gov>, "Falk, Brian R." <bfalk@MirickOConnell.com>
Subject: FW: 28 South Bolton- draft Site Plan Review Conditions

Hi Karen,

Attached please find the Site Plan Review Committee's proposed site plan review permit conditions for 28 South Bolton St. We have reviewed the plans referenced in this document and are satisfied that the plans along with the attached proposed conditions are sufficient for the City Council to issue a site plan permit for this project.

If you have any questions, please let me know.

Thanks!

Priscilla Ryder

Conservation Officer

140 Main St. City Hall; Marlborough, MA 01752

Ph: 508-460-3768 ; pryder@marlborough-ma.gov

Site Plan Permit # _____
Site Plan Approval with Conditions

Applicant: M & E Ventures Corporation

Property Owner: M & E Ventures Corporation

Location: 28 South Bolton Street (the “Site”) being shown as Parcels 212A, 213, 222, 224, and 528 on Assessors Map 70.

Zoning District: Marlborough Village District (MV)

Plans: The following Site Plan Approval Final Conditions are based on a set of plans entitled “Proposed Site Plan of 28 South Bolton Street in Marlborough, MA” by Connorstone Engineering, Inc., said plans being comprised of Sheets 1 and 2, with the last revision date of 9-18-2018 (said set of plans hereinafter, collectively, the “Site Plans”); and landscaping plan entitled “Proposed Landscaping Plan” by Timothy Burke Architecture dated 9-5-2018, and a set of eight (8) architectural drawings entitled “28 South Bolton Street” by Timothy Burke Architecture dated 5-28-18.

SITE PLAN APPROVAL FINAL CONDITIONS:

A. Site Conformance:

1. Construction of the Site shall be in conformance with the approved Site Plans, the provisions of Chapter 270 of the Code of the City of Marlborough, and the conditions stated herein.
2. All construction on the Site shall conform to the appropriate National, State and City of Marlborough codes and regulations in force for each respective discipline and be in accordance with the approved plans and permits. Codes and regulations shall include but are not limited to State Building, Plumbing, Wiring, NFPA, Zoning, DPW utility and roads, Noise and Signs.

B. Prior to Issuance of a Building Permit:

1. Construction Staging and Safety Plan:
 - a. The Applicant shall complete the project in accordance with a Construction Staging and Safety Plan (the “Construction Plan”) to be approved by the Building Commissioner, Fire Chief, Police Chief, and City Engineer. Said Construction Plan shall address the building demolition phase of the project, which may take place in advance of the construction phase and under a separate demolition permit.
 - b. The Construction Plan shall provide detailed information concerning:

(i.) areas of the Site and adjacent property that will be marked off for the staging of construction vehicles, etc.; (ii.) traffic management, detour routes if necessary, construction signage, pedestrian protection, blocked sidewalks, streets, etc.; (iii.) construction fencing to enclose material and equipment; (v.) fencing and/or barricades to provide limits within the construction site for the separation of construction, pedestrian and vehicular traffic; and (vi.) dedicated illuminated and covered pedestrian walkways adjacent to the structure at egress paths in accordance with 780 CMR Massachusetts State Building Code and related Mass. Amendments, including but not limited to Chapters 31, 32, 33, and 34, in effect at the time the building permit application is submitted.

2. Green Building: The building plans shall show compliance with Section 650-34.D.2.(m), concerning sustainable building design, of the Zoning Code of the City of Marlborough. Prior to the issuance of Building Permits, the Building Commissioner shall review the building plans to ensure that the design incorporates green building techniques.
3. Rooftop Mechanicals: On the building plans, the elevation drawings shall show areas reserved for rooftop mechanicals and the elevator penthouse. Detail drawings illustrating the type, location, and dimensions of fencing/screening must be provided. The Building Commissioner shall confirm that the building drawings conform to the requirements of Section 650-34.D.2.(b) regarding screening of rooftop mechanical equipment.
4. Footings: If the footings for the proposed building will be located within the City of Marlborough public way layout, an easement from City Council will need to be obtained prior to the issuance of any building permits.
5. Land Acquisition: Prior to the issuance of a building permit for the construction of the building, the Applicant shall acquire title to the portions of the Site currently owned by the Commonwealth of Massachusetts, and rights from the Marlborough Community Development Authority necessary to complete the improvements shown on the Site Plans.

C. Construction:

1. Preconstruction Meeting: Prior to the commencement of construction, a preconstruction meeting shall be held on-site with the Building Commissioner, City Engineer, Conservation Officer, Fire Chief, Police Chief, and the site contractor responsible for doing the work. At this meeting said City officials will review the plans and conditions, exchange contact information including emergency contact numbers, and inspect erosion controls. A similar meeting shall be held prior to the commencement of demolition, which may take place under a separate demolition permit.

2. Use of Ways During Construction: Consistent with the Construction Plan, all areas for construction staging and offloading of building materials, as well as any excavations, long-term construction scaffolding, or other obstructions, shall be coordinated to maximize public safety and to minimize interference with the customary use of public ways by vehicles and pedestrians. Permits are required for any street or sidewalk excavations or obstructions. The Police Chief shall have the discretion and authority to require additional protection and/or details as needed. The Applicant shall pay to the City the cost for every police detail which is provided by the Marlborough Police Department for the project.
3. OSHA: All Contractors shall abide by OSHA regulations as appropriate, including but not limited to OSHA-29 CFR, Section 1926.
4. Safety Official: The Applicant/ site contractor shall have on the Site at all times during construction, a qualified Construction Safety Official. Prior to the commencement of construction, Applicant shall provide to the Building Commissioner the name and contact information of said Construction Safety Official.
5. Hours of Operation: In accordance with Section 431-3B. of the Code of the City of Marlborough, excavation machinery may be operated only during the normal workweek, from Monday through Saturday, except holidays, between the hours of 7:00 a.m. to 7:00 p.m., except Sunday when all use is prohibited except with variance by the Board of Health or as emergency work.

D. Storm Water:

1. Siltation Control: The Applicant, Property Owner, and site contractor shall be responsible for protecting the City drainage system with erosion controls at all times during construction, and for notifying the Conservation Officer and the City Engineer in an expeditious manner if there is any visible siltation to the existing drainage system. Immediate measures shall be taken to control the siltation source and to restore any impacted areas.

E. Landscaping:

1. Modifications: All modifications to the approved Landscape Plans related to changes to the kind, size and placement of plant material shall receive the prior written approval of the Conservation Officer and shall be considered a minor change.
2. Site Visit: Prior to the final signoff, the Landscape Architect shall provide an as-built planting plan and a letter of confirmation that the plan conforms to the approved plans. The Conservation Officer shall confirm by a site visit that the planting has been installed according to the approved Landscape Plans, or a

revision, previously approved by the Conservation Officer, of the Landscape Plans.

3. Replacement of Plantings: Following 18 months of the date of the final signoff of the site work, any plant material that has died or is dying shall be replaced by the Property Owner with a species of the same kind and size.
4. Mulch Placement: Installation of mulch at the time of planting and thereafter shall be placed so that the mulch is not in contact with the trunk of newly planted trees and shrubs as shown on the details on the Landscaping Plan.
5. Maintenance: Landscaping will be properly maintained, replaced if necessary, and kept in good condition and in compliance with the Landscape Plans at all times. This shall be an ongoing condition.

F. Driveway Design:

1. Through this decision, the City Council has determined that the alternative configuration of the proposed driveway shown on the Site Plans will adequately protect safety and meets commonly employed engineering and planning standards, in accordance with Section 650-49.E of the Zoning Ordinance.

G. Parking Garage:

1. The design of the parking garage access shall be such that entering and exiting from the garage is controlled by the Site’s residents and business operators. The building design shall provide for adequate sight distances for vehicles exiting the garage to provide for pedestrian safety. The Applicant shall use appropriate signage at the entrance and exit to ensure pedestrian safety.
2. The parking garage is to be for the sole use of the residents of the Site. The parking garage is not intended for public use.

H. Prior to Issuance of a Certificate of Occupancy:

1. Payment in Lieu of Parking: The project contains 36 residential units, and therefore must either (i.) comply with parking space requirements, or (ii.) make a “payment in lieu of parking” for each space not provided, per Section 650-34E. of the Zoning Ordinance. Required parking for the project is as follows:

1 bedroom units:	4 @ .75 spaces per unit=	3 spaces
<u>2 bedroom units:</u>	<u>32 @ 1.25 spaces per unit =</u>	<u>40 spaces</u>
	Total Spaces Required =	43 spaces

The difference between the parking spaces provided on the Site Plans (29) and the parking spaces required (43), which is 14 spaces, will be addressed in strict

accordance with Section 650-34.E.(2)(b) of the Zoning Ordinance of the City of Marlborough. Per the Ordinance, a payment-in-lieu-of-parking equal to \$140,000 (\$10,000 for each of the 14 spaces required but not provided on the Site) shall be paid to the City of Marlborough prior to the issuance of the first Certificate of Occupancy for the project.

2. Work Within Public Way: All work within the public way layout, including but not limited to the, planting, repaving, , pavement milling and overlay, pavement markings, etc., as shown on the approved plans, shall be completed prior to the issuance of the first Certificate of Occupancy.
3. Cotting Avenue Design: The Applicant shall work with the Police Department and City Engineer to meet with the Traffic Commission to consider changes to the design and direction of Cotting Avenue.
4. As-Built Plans: An as-built plan(s) must be submitted to the City Engineer for review prior to the issuance of the first Certificate of Occupancy or Temporary Certificate of Occupancy. The as-built plan(s) shall be prepared in accordance with the As-Built Plan Standards established by the City Engineer, which standards may be found on the website for the City of Marlborough. An as-built landscape plan is also required to be submitted by the landscape architect as noted in #E.2 above
5. Time for Completion: Work as provided for on the Site Plans shall be carried into effect and completed within three (3) years following the date of issuance of the Building Permit, unless the City Council has granted an extension of time for completion of the work in writing.
6. Signage: Pursuant to Section 650-34.I. of the Code of the City of Marlborough, the City Council hereby retains jurisdiction over all signage of the project to the extent such signage requires a sign permit under the Sign Ordinance. The final design, material, dimensions, content, and location of all such signage, including any freestanding entry signs and the project's internal signage, shall be subject to further review and sign permit approval from the City Council which must meet the requirements of Section 650-34.I. of the Code of the City of Marlborough.
7. Pedestrian Signal Improvements: Since residents of the proposed units may be parking in the nearby municipal parking garage and other off-site parking areas, there may be an increase in pedestrian crossings at the intersection of South Bolton Street and Granger Boulevard. To help ensure safety for pedestrian crossings, the Applicant shall upgrade the existing pedestrian signal heads at this intersection to ADA/MUTCD-compliant signals with countdown timers and audible push button systems. Submittals for the new signal equipment shall be approved by the City Engineer prior to construction.

I. General Provisions:

1. Minor Changes: The City Council delegates to the Building Commissioner the authority to approve minor changes to the approved Site Plans. The City Council delegates to the Building Commissioner the authority to approve changes to the approved Site Plans consistent with future amendments to the Zoning Ordinance enacted by the City Council.
2. Enforcement: The City Council designates the Building Commissioner as the enforcing authority to bring enforcement actions for violations of this permit.



IN CITY COUNCIL

Marlborough, Mass., OCTOBER 15, 2018

ORDERED:

That the Funding for a New School, Library Renovation and West Side Fire Station, be and is herewith refer to **URBAN AFFAIRS COMMITTEE.**

ADOPTED

ORDER NO. 18-1007420



6
RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

2018 OCT 11 A 9:20

Marlborough City Council
Michael H. Ossing
City Councilor-at-Large
140 Main Street
Marlborough, Massachusetts 01752
(508) 460-3711 TDD (508) 460-3610

October 11, 2018

Edward J. Clancy, President
Members of the City Council
City Hall
Marlborough, MA 01752

UP

Dear President and Honorable Members:

Re: Funding for New School, Library Renovation and West Side Fire Station

Purpose:

This letter intends to provide City Councilors with information on potential funding sources for a new School, Library renovations and a west side Fire Station while minimizing the impact on the tax rate.

Issue:

Provide funding for the new School, Library renovations and west side Fire Station projects while minimizing impact on existing tax rate.

Assumptions:

1. School bond - \$27,000,000 – annual debt service of \$2,000,000
2. Library Renovation - \$14,000,000 – annual debt service of \$800,000
3. West Side Fire Station - \$14,000,000 – annual debt service of \$800,000
4. Every \$1,000,000 added to the budget costs the residential tax payer an additional 17 cents on their tax bill

Discussion:

The annual impact to the budget (debt service) for the three projects will be ~\$3,600,000. This equates to increasing the tax rate by 62 cents (17 cents x 3.6). Using the current tax rate of \$14.63 (average home value of \$346,900 pays \$5,075 in taxes), the tax rate with the three bonds would be \$15.25 (14.63 + .62). This would increase the typical average home tax bill by \$215 (346,900 x .01525 = \$5,290; or \$5,290 - \$5,075 = \$215). The goal is to determine if there are new projects that can be approved by the City Council to offset the annual debt service increase.

The school bond has already been approved by the City Council. The Library renovation bond needs to be approved prior to January 2019 in order to secure the \$10,000,000 state matching funds. The Fire Station bond is still being developed and anticipated to be finalized in early 2019.

Since the consensus of the Council is that all three projects are needed, but the disagreement comes as to which project is funded first (Library or Fire Station), the information below provides a plan to approve the remaining bonds now and ensure project funding sources are going to be available to offset the debt service of the bonds.

The housing studies have shown that there is still a need for housing in the City. The City Council has taken actions to create overlay districts (Downtown, Retirement, Mixed Used) to facilitate the development of various types of housing projects. Table 1 lists some of the proposed projects that are either before the City Council or being considered for submittal to the City Council that can provide a funding source to offset the impact of the new School, Library renovation and west side Fire Station projects on the tax rate.

The housing guidelines recently approved by the City Council can be used to help shape these projects to best fit the Council vision for the community.

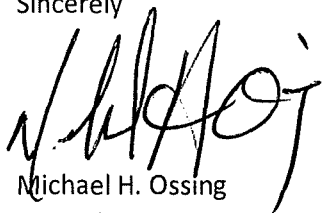
Having the Mayor submit the Library and Fire Station bonds now and the Council approving both bonds, addresses the concerns of which bond is approved first. The bonds can then be issued when the projects are ready and the financial sources to fund the projects are available. This also provides the City Council with information the developers can use to support mitigation for their projects by focusing mitigation on the completion of the School, Library renovation and west side Fire Station projects.

Finally, the total financial picture needs to be considered in the City Council's decisions which include using the recently approved financial policies that include the Capital Policy (updated 5-year Capital Plan) and Debt policy (general debt service as a percentage of general fund expenditures).

Recommendation:

1. Mayor submit the Library and Fire Station bonds to the City Council.
2. The City Council ensures new projects are approved to offset the impact of the debt service on the tax rate.
3. This information be reviewed by the Urban Affairs Committee to take a big picture look at the projects/zoning changes before the City Council.

Sincerely



Michael H. Ossing
Councilor at Large
Finance Committee Chairman

Table 1: List of Potential/Proposed Projects and Projected Tax Revenues

Project	Project description	New units	Address	Parcels	FY18 Taxes	Projected Annual Taxes of Project
Enza Sambataro's Main Street Project – 165 Main Street	47 residential units	47	163-165 Main Street	70-77	\$7,933	
			167-171 Main Street	70-78	\$3,358	\$211,400
			175 Main Street	70-79	\$21,093	
Tavern on the Green – 57 Main Street	11,000 sf of office and restaurant space 83 parking spaces 1 bedrooms: 17 2 bedrooms: 38	55	51 Main Street	70-294	\$54	
			57 Main Street	70-291	\$13,822	\$187,020
			48 High Street	70-293	\$136	
Marilyn Green Project Bolton Street	36 residential units 1 bedrooms: 4 2 bedrooms: 32 2 commercial units	36	27-29 Cotting Ave	70-222	\$5,810	
			0 Granger Boulevard	70-224	\$232	
			0 Granger Boulevard	70-223A	\$237	\$123,929
			0 Granger Boulevard	70-223A	\$237	
			0 Granger Boulevard	70-212A	\$110	
			Unknown	70-528	\$0	
			28 South Bolton	70-213	\$14,005	
Garden Remedies	Adult use and medical marijuana dispensary	0	416 Boston Post Road East	73-30	\$0	\$501,000
Solar Overlay District – Broadmeadow Street	Ground mounted solar - 5 MW project	0	Broadmeadow Street	98-9		TBD
Jefferson Street Condos	11 residential condos 2 bedroom, 2 bath units approx. 1300 sf each	11	27 Jefferson Street	56-160	\$1,670	\$65,980
Rezone Airport - Farm Road	114 residential units for over 55	114	Farm Road	73-52	\$12,308	\$547,045
			685 Farm Road	73-53	\$5,298	
Rezone Crowley Drive	130 residential units for over 55	130	90 Crowley Drive	15-23	\$39,236	\$311,912
Rezone Williams Street	28 residential units for over 55	28	615 Williams Street	113-6	\$3,553	\$134,362
Avalon Marlborough Expansion	123 residential units 1,900 sf retail unit 13 direct entry buildings 4 townhomes 1 bedrooms: 48 2 bedrooms: 75	123	0 Simarano Drive	100-1	\$29,126	\$564,902
Crane Meadow/Simarano - Boston Properties	400 residential units	400	107 Simarano Drive	116-12	\$17,978	\$1,319,626
			Cedar Hill Street	116-11	\$12,510	
			Cedar Hill Street	116-5	\$34,810	
TOTAL		944			\$223,516	\$3,967,176

(potential sales tax revenues)

Project	Project description	New units	Address	Parcels	FY18 Taxes	Projected Annual Taxes of Project
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Past Projects						
Project	Project description	New units	Address	Parcels	FY18 Taxes	Projected FY19 Taxes
APEX Project	Large scale commercial development, including restaurants, hotels, retail, and entertainment	0	Boston Post Road West	78-12	\$41,016	\$58,715
			21 Apex Drive	78-12-21	\$82,758	\$429,630
			22 Apex Drive	78-12-22	\$0	\$6,045
			36 Apex Drive	78-12-36	\$4,497	\$16,135
			43 Apex Drive	78-12-43	\$6,036	\$35,306
			58 Apex Drive	78-12-58	\$0	\$30,809
			90 Apex Drive	78-12-90	\$3,672	\$19,819
			105 Apex Drive	78-12-105	\$65,992	\$242,383
			115 Apex Drive	78-12-115	\$11,905	\$64,641
			142 Apex Drive	78-12-142	\$8,300	\$18,416
			157 Apex Drive	78-12-157	\$6,342	\$13,886
			160 Apex Drive	78-12-160	\$9,764	\$33,737
			11 Apex Drive	78-38	\$12,952	\$77,825
			169 Apex Drive	89-77	\$193,577	\$395,069
			0 Boston Post Road West	89-79	\$1,026	\$10,069
TOTAL						\$1,452,485