

June 4, 2025

HAND DELIVERED

Planning Board
Town of Ashland
Planning Department
101 Main Street
Ashland, Massachusetts 01721

RE: MetroWest Young Men's Christian Association, Inc.
30 Memorial Drive, Ashland, Massachusetts
Application Package for Special Permits for Height pursuant to Town of Ashland Zoning Bylaws § 8.4.6.11 and Rear Yard Landscape Buffer pursuant to § 8.4.7 of the Zoning Bylaws; Site Plan Review pursuant to § 9.4 of the Zoning Bylaws; Design Plan Review pursuant to § 9.6 of the Zoning Bylaws; Site Alteration Special Permit pursuant to § 5.8 of the Zoning Bylaws; and Narrative Regarding Sufficient Number of Parking Spaces

Dear Members of the Board:

With regard to the above-referenced Application Package, enclosed herewith please find the following:

1. Eight (8) Copies of the Original Application for Planning Board Approval/Permit for:
 - a. Special Permits;
 - b. Site Plan Review;
 - c. Design Plan Review; and
 - d. Site Alteration Special Permit.
2. Eight (8) Copies of the Applicant's Narrative in Support of Original Application for Planning Board Approval/Permit;
3. One (1) Copy of the Certified Abutters List;
4. One (1) Copy of the Assessor's Card for 30 Memorial Drive;
5. Two (2) Copies of the Certified Site Plan sized 24" x 36";
6. Eight (8) Copies of plans sized 11" x 17" entitled "Proposed Site Plan Documents for Proposed Team Hoyt Community YMCA," prepared by CBT Architects and Bohler Engineering, dated April 25, 2025, consisting of forty (40) pages;
7. Five (5) Copies of MDM Transportation Consultants, Inc.'s Transportation Impact Assessment, dated May 23, 2025, consisting of one hundred fifty-six (156) pages;

8. Five (5) Copies of Bohler Engineering's Drainage Report, dated April 25, 2025, consisting of one hundred fifty-four (154) pages;
9. Eight (8) Copies of the Arborist Report prepared by Arborway Tree Care, dated March 7, 2025, consisting of two (2) pages;
10. Special Permit Application Fee in the amount of \$400.00 payable to the Town of Ashland;
11. Site Plan Review Application Fee in the total amount of \$18,724.80, whereby \$12,724.80 for the Application Fee and \$6,000.00 for Peer Review Deposit payable to the Town of Ashland;
12. Design Plan Review Fee in the amount of \$50.00 payable to the Town of Ashland; and
13. Abutters Fee in the amount of \$22.00 payable to the Town of Ashland.

A .pdf copy of the submitted plans will be submitted separately.

If you need further information, feel free to contact my office. Thank you and we look forward to working with the Town of Ashland on this matter.

Respectfully submitted,



Mark L. Donahue
Director
Fletcher Tilton PC
The Mercantile Building
100 Front Street, 5th Floor
Tel: (508) 459-8029
Email: mdonahue@fletchertilton.com

Enclosures



**Town of Ashland
 Planning Department**
 101 Main St.
 Ashland, MA 01721
 508.881.0101
 Ashlandmass.com/193/Planning

Application for Planning Board Approval/Permit

Note: Application must be complete, with a certified plot plan and all application fees to be accepted.

Property Information:

Street Address: 30 Memorial Drive

Zoning District: Rail Transit District (RTD-C and RTD-D) Overlay District: _____

Assessor's Map: 13 Lot: 178 Deed Book: 72175 Page: 0504

Current Property Owner: MetroWest Young Men's Christian Association, Inc.

Permit/Approval Sought:

<input checked="" type="checkbox"/> Special Permit (\$9.3)	<input type="checkbox"/> Scenic Road Permit (Ch. 249 §20)
<input type="checkbox"/> Special Permit Amendment/Modification	<input type="checkbox"/> Earth Removal Permit (Ch. 242 §3)
<input checked="" type="checkbox"/> Design Plan Review (\$9.6)	<input checked="" type="checkbox"/> Site Alteration Special Permit (\$5.8)
<input checked="" type="checkbox"/> Site Plan Review (\$9.4)	<input type="checkbox"/> Subdivision (Include Subdivision Application form)
<input type="checkbox"/> Site Plan Modification	<input type="checkbox"/> Wireless Communication Facilities (\$6.4)

Use Type: Residential Commercial Industrial Mixed Use

Applicant Information: Owner Tenant Prospective Purchaser/Tenant

Name: MetroWest Young Men's Christian Association, Inc.

Address: 280 Old Connecticut Path, Framingham, MA 01701

Phone: (508) 876-6078 Email: rmacpherson@metrowestymca.org

Agent's Name: Mark L. Donahue

Agent's Address: 100 Front Street, 5th Floor, Worcester, MA 01608

Agent's Phone: (508) 459-8029 Agent's Email: mtonahue@fletcherilton.com

Additional Information:

Are all real estate taxes and other assessments to the Town current? Yes.
Is the parcel on a scenic road? No. Is the parcel in a flood plain? No.
Is the parcel within 100 feet of a wetland or 200 feet of a river? Yes.
Is this an amendment to a previously issued Special Permit? (Attach approved permit): No.
Date structure(s) built? N/A

The following requirements are acceptable in Cover Letter or Memo format

Description of the Relief Sought: (attach additional pages if needed)

Special Permit for Height of Building;
Special Permit to Reduce Rear Yard Landscape Buffer; and
Site Plan Review; Design Plan Review; and Site Alteration Special Permit.
Narrative included stating 262 parking spaces are adequate for proposed use of Property.
This is a uniquely shaped, vacant lot. See Narrative for additional information.
What specific zoning bylaws and/or Special Permit types are relevant to this application?
Chapter 282, Section 8.4.6.11 of the Town of Ashland Zoning Bylaws (Height of Building)
Chapter 282, Section 8.4.7 of the Town of Ashland Zoning Bylaws (Rear Yard Landscape Buffer)
See Narrative for additional information.

Benefits of Project:

See Narrative for additional information.


Existing use and condition of the property and surrounding neighborhood: (Please list all non-conformities.)

See Narrative for additional information.

Attach Building Permit Denial letter if applicable.

By signing below, you assert this application is complete and accurate to the best of your knowledge:

Signatures:

Applicant/Agent:  Applicant's Name: MetroWest Young Men's Christian Association, Inc.

Agent's Relationship to Applicant: Attorney Firm: Fletcher Tilton PC

Owner:  Owner's Name: Richard A. MacPherson on behalf of MetroWest Young Men's Christian Association, Inc.

Note: If the applicant is not the owner, please have the owner sign above or submit a letter of permission with the application.

Subdivision Application Supplemental Form:

Approval Sought:

Preliminary Plan Definitive Plan Plan Modification Lot Line Revision
 Approval Not Required (ANR)

Subdivision Name (if not an ANR): _____

Number of Lots Proposed: _____ Total Acreage: _____ Total Open Space: _____

Linear Feet of Proposed/Modified Road: _____

Are there any easements or deed restrictions on/in the development? (Attach copies): _____

Will the development be any of the following?

Senior Residential Community (See Ch.282 §7.2): _____

Cluster Development (See Ch.282 §7.3): _____

Assisted Elderly Facilities (See Ch.282 §7.4): _____

Multi-family Dwelling (See Ch.282 §7.5): _____

Accessory Family Dwelling (See Ch.282 §7.6): _____

Additional Considerations:

Is the project in a Flood Hazard Area? (See Ch.282 §8): _____

Was a plan submitted to the Conservation Commission? _____ If yes, when? _____

Will a plan be submitted? _____ If no, signature of Conservation Agent: _____

Is the site within 500 ft. of another municipality? _____

Does the property contain walking trails and/or trees 14" in diameter or larger? _____

Additional Parties:

Engineer: _____ Phone: _____ Email: _____

Architect: _____ Phone: _____ Email: _____

Landscape Architect: _____ Phone: _____ Email: _____

Attorney: _____ Phone: _____ Email: _____

Approval Not Required Application Supplemental Form (Form A):

The applicant wishes to record the accompanying plan and requests a determination and endorsement by said Board that approval by it under the Subdivision Control Law is not required. The applicant believes that such approval is not re-quired for the following reasons: (Circle as appropriate.)

- 1. The accompanying plan is not a subdivision because - plan does not show a division of land.
- 2. The division of the tract of land shown on the accompanying plan is not a subdivision because every lot is shown on the plan has frontage of at least such distance as is presently required by the Code, Town of Ashland, Chapter 282 [Zoning] under Section _____ which requires _____ feet for erection of a building on such lot; and every lot shown on the plan has such frontage on:
 - a. a public way, or way which the Town Clerk certifies is maintained and used as a public way, namely: _____, or
 - b. a way shown on a plan theretofore approved and endorsed in accordance with the Subdivision Control Law, namely: _____ on _____, and subject to the following conditions:

or,
a private way in existence on _____, the date when the Subdivision Control Law became effective in the Town of Ashland having, in the opinion of the Planning Board, sufficient width, suitable grades and adequate construction to provide for the needs of vehicular traffic in relation to the proposed use of the land abutting thereon or served thereby, and for the installation of municipal services to serve such land and the buildings erected or to be erected there-on, namely _____.

- 3. The division of the tract of land shown on the accompanying plan is not a subdivision because it shows a proposed conveyance/other instrument, namely _____ which adds to/takes away from/changes the size and shape of, lots in such a manner so that no lot affected is left without frontage as required by the Code, Town of Ashland, Chapter 282 [Zoning], Section _____, which requires _____ feet.
- 4. The division of the tract of land shown on the accompanying plan is not a subdivision because two (2) or more buildings, specifically _____ buildings were standing on the plan prior to _____, the date when the Subdivision Control Law went into effect in the Town of Ashland and one of such buildings remains standing on each of the lots/said buildings as shown and located on the accompanying plan. Evidence of the existence of such buildings prior to the effective date of the Subdivision Control Law is submitted as follows: _____

5. Other reasons or comment: (See M.G.L., Chapter 41, Section 81-L)

Application for Approval of a Definitive Subdivision Plan

Form C

Also, can be used for a Preliminary Subdivision Plan (Form B)

The undersigned, being the applicant as defined under M.G.L. Chapter 41, Section 81-L, for approval of a proposed subdivision shown on a plan entitled:

By: _____ Dated: _____

And described as:

Located: _____

Number of lots proposed: _____ Total acreage: _____

Hereby submits said plan as a Definitive Subdivision Plan in accordance with the Rules and Regulations of the Ashland Planning Board and makes application to the Board for approval of said plan.

The undersigned's title to said land is derived from: _____

By deed dated: _____ and recorded in the: _____ Registry of Deeds,

Book: _____, Page: _____, and said Registry District of the Land Court, Certificate of

Title No.: _____

And said land is free from encumbrances except for the following: _____

Did the plan evolve from a preliminary plan? _____ Date submitted: _____

Was it approved? _____ Date of decision: _____

By signing below, you assert this application is complete and accurate to the best of your knowledge:

Signatures:

Applicant/Agent: _____ Applicant's Name: _____

Agent's Relationship to Applicant: _____ Firm: _____

Owner: _____ Owner's Name: _____

Board of Health Stamp:

Application Requirements

All applications:

- All applications must include a fully completed application form and two checks for the full amount of the application fee and the peer review deposit the made to the Town of Ashland.
- All applications must include a copy of the Assessor's Card for the property or properties in question.
- Attach Building Permit Denial letter if applicable.
- All other applicable taxes and fees on the property must be paid before any permits can be issued. It is strongly advised to check with the Treasurer's Office before the application process is begun.
- Applications for Special Permits must include the type of permit applied for: use, Flood Plain Overlay District, environmental standards, parking, landscaping, loading requirements, adult entertainment, or any other Special Permit type.

Special Permit, Site Plan Review and Subdivision Approval Applications:

All site plan review and subdivision approval applications must include four (4) copies of the Site Plan and/or Design Plan, two (2) 24x36", and ten (10) 11x17" sizes. Please discuss with the Planning Department plans or information that may be required specific to your project. In addition, a .pdf version of the submitted plans must be either handed to the Planning Department or sent be email to planning@ashlandmass.com. A georeferenced CAD file (NAD83) of the as-built plans is required before occupancy permits are issued.

Special Permit applicants must submit a certified abutter's list of abutters within 300' of the subject property. Abutters lists are requested from the Assessor's Office at least 10 days before the application deadline.

Please note that Definitive Subdivision Applications must include all items as required in Chapter 344 Section 8 of the town bylaws unless specifically waived by the Planning Board.

All peer review deposits must include a W-9 form if the town does not already have this on file. This is to allow us to return any remaining funds at the end of the process. Applicants may request a balance of the funds at any time.

Scenic Road Special Permit:

All scenic road special permits must include three (3) copies of the plans along with an electronic copy of submitted materials.

Earth Removal Special Permit:

All earth removal permits must include three (3) copies of the contour plan showing original grades and drainage, along with three (3) copies of the same at completion. The application must also include a detail of the amount and type of material to be removed, and the proposed truck route including truck size.

Site Alteration Special Permit:

Site Alteration Permits must include photographs of the site, location of trees and vegetation, number of landscaping materials, a certified plot plan, a timetable and a written narrative of the reasons for the project and how erosion will be controlled. See Chapter 282 Section 5.8 for exact requirements.

Ashland Planning Department Fees

<u>Site Plan Review:</u>	
Industrial/Commercial (Square Feet)	\$775
0-2,000 SF	\$1,025 + peer review deposit of \$2,000
2,001-5,000 SF	\$2,025 + peer review deposit of \$2,000
5,001-10,000 SF	\$2,025 + \$0.15 per SF of Gross Floor Area + peer review deposit of \$3,500
Greater than 10,000 SF	\$2,025 + \$0.15 per SF of Gross Floor Area + peer review deposit of \$6,000
Residential:	\$25 + \$250 per residential unit + peer review deposit of \$2,500
<u>Special Permit Application:</u>	\$400
<u>Special Permit Modification*:</u>	\$400* (may be waived at Board's discretion if changes are deemed minor)
<u>Subdivision Application:</u>	
Approval Not Required:	\$250 + \$150 per additional lot created
Preliminary Plan Approval:	\$1,600 + \$150 per additional lot created + peer review deposit of \$2,500
Definitive Plan Approval:	\$2,100 + \$500 per lot + peer review deposit of \$5,000
Modification of Preliminary Plan:	\$1,600 + peer review deposit of \$1,500
Modification of Definitive Plan:	\$1,600 + peer review deposit of \$2,500
<u>Other Costs:</u>	
Lot Release:	\$150 per lot
Lot Re-Release:	\$50 per lot
Design Review Fee:	\$50
Abutter List:	\$2 per abutter, \$50 max (Obtained at Assessors Department)

Revised by Planning Department 1/17/2024

June 4, 2025

Planning Board
Town of Ashland
Planning Department
101 Main Street
Ashland, Massachusetts 01721

RE: Application for Special Permit for Height Pursuant to Sections 9.3 and 8.4.6.11 of the Town of Ashland Zoning Bylaws; Special Permit to Reduce Rear Yard Landscape Buffer Pursuant to Section 8.4.7; Site Plan Review Pursuant to Section 9.4.4; Design Plan Review Pursuant to Section 9.6; Site Alteration Special Permit Pursuant to Section 5.8; and Narrative Regarding Number of Parking Spaces for 30 Memorial Drive, Ashland, Massachusetts

Dear Planning Board:

The Applicant, MetroWest Young Men's Christian Association, Inc., owner of the property located at 30 Memorial Drive, in Ashland, Massachusetts, submits this Narrative in support of its Petition for approval of two (2) special permits: (1) to permit a forty-six (46) foot five (5) inch tall building be constructed upon its parcel of land; and (2) to reduce the size of the rear yard landscape buffer to be twenty and six tenths (20.6) feet. The Applicant further submits its Petition for Site Plan Review, Design Plan Review, and a Site Alteration Special Permit. Also included herein as Part VI of this Narrative is information detailing that two hundred sixty-two (262) parking spaces are adequate for the proposed use of the property, as supported by MDM Transportation Consultants, Inc.'s Transportation Impact Assessment.

The MetroWest YMCA is an association of individuals from all walks of life, joined together by a shared passion: to strengthen community. The MetroWest YMCA offers unique opportunities for families to come together in a safe place, create a welcoming environment for all, and ensure everyone has access regardless of age, income, background, or circumstance. Since 1961, the MetroWest YMCA has focused on empowering young people, improving health and well-being, and inspiring action in and across its communities.

The Property is known as Map 13, Parcel 178, with an address of 30 Memorial Drive, Ashland, Massachusetts (the "Property"), the deed being recorded at the Middlesex South Registry of Deeds in Book 72175, Page 540. The Property is located in the Rail Transit District (RTD), more specifically RTD-C and RTD-D.

The Property consists of approximately twelve and fifty-five hundredths (12.55) acres of undeveloped land with approximately eight hundred forty-five and seven tenths (845.7) feet of frontage along Memorial Drive. The Applicant proposes developing the parcel to include a Membership Building that contains a building footprint of approximately twenty-seven thousand

(27,000) square feet and approximate total area of sixty-one thousand eight hundred twelve (61,812) square feet. The Applicant also proposes to construct an approximately nine thousand five hundred twenty (9,520) square foot Early Learning Center. The Membership Building will include an aquatic center, gymnasium, wellness center, teaching kitchen, and meeting space. The Early Learning Center is expected to enroll approximately ninety-eight (98) preschoolers and toddlers. The Property has future plans to include outdoor recreation fields and trails.

I. Special Permit For Height Of Structure

Special permits shall be granted upon a written determination that the adverse effects of the proposed use will not outweigh its beneficial impacts to the town or the neighborhood, in view of the particular characteristics of the site, and of the proposal in relation to that site. ASHLAND, MASS., ZONING CODE, ch. 282 § 9.3. In addition to any specific factors that may be set forth in the Town of Ashland Zoning Bylaws, the determination shall include consideration of (1) the community needs served by the proposal; (2) traffic flow and safety, including parking and loading; (3) adequacy of utilities and other public services; (4) neighborhood character and social structures; (5) impacts on the natural environment; and (6) potential fiscal impacts, including impacts on town services, tax base, and employment. *Id.*

The maximum height of any commercial building permitted in the RTD shall be thirty (30) feet. *Id.* at § 8.4.6.11. The maximum height may be increased to fifty (50) feet within the RTD upon the grant of a special permit. *Id.* Because this Property is located in the RTD, the special permit granting authority is the Planning Board. *Id.* at § 8.4.2.

Here, the Applicant is proposing the Membership Building be forty-six (46) feet, five (5) inches tall. Because the proposed height is greater than thirty (30) feet and less than fifty (50) feet, a special permit is required.

a. The community needs served by the proposal.

The MetroWest YMCA has developed a shared vision for a full-service YMCA that will serve tens of thousands of children and families who live and work in the Town of Ashland and its surrounding communities. Named in honor and in memory of the Hoyt Family, the Team Hoyt Community YMCA Master Plan proposes developing the parcel into a Membership Building that contains a building footprint of approximately twenty-seven thousand (27,000) square feet and approximate total area of sixty-one thousand eight hundred twelve (61,812) square feet as well as an approximately nine thousand five hundred twenty (9,520) square foot Early Learning Center. The Membership Building will include an aquatic center, gymnasium, wellness center, teaching kitchen, and meeting space. The Early Learning Center is expected to enroll approximately ninety-eight (98) preschoolers and toddlers. The Property has future plans to include outdoor recreation fields and trails.

The Team Hoyt Community YMCA will be an inclusive, sustainable, vibrant gathering space. Based on decades of research, community input, and needs assessment work, this new addition

to the social infrastructure of the region will respond to the existing, emerging, and every-changing needs of the community.

b. Traffic flow and safety, including parking and loading.

There will be two hundred sixty-two (262) parking spaces on the Property, with eight (8) designated as handicapped spaces. Access will be provided by way of two new curb cuts along Memorial Drive.

As detailed more fully in the Transportation Impact Assessment (“TIA”) prepared by MDM Transportation Consultants, Inc. (“MDM”), the proposed project is expected to have minimal impact on the study area intersections and will not result in any notable changes in traffic operations in the study area relative to No-Build conditions. The study intersections will continue to operate below capacity at LOS C or better during peak hours. The TIA further states that ample roadway capacity will be available to support the project.

Alternative transportation will also be provided to include bicycle racks and a safe stop for the MetroWest Regional Transit Authority (“MWRTA”) bus service and/or school bus service. Access to and from the site includes use of the trail and sidewalk systems as well as access to the Massachusetts Bay Transportation Authority (“MBTA”) trains.

c. Adequacy of utilities and other public services.

The proposed height of the structure should not negatively impact utilities and other public services. The Water and Sewer Department of the Town of Ashland will provide the Property with drinking water and sewage collection. Infrastructure will be provided for both trash and recycling. Low-flow toilets and flow-restricted faucets and other plumbing fixtures will also be incorporated into the Property.

d. Neighborhood character and social structures.

The surrounding neighborhood consists of a mix of commercial and residential uses. Non-residential uses include the Ashland Middle School, Dunkin’ Donuts, the Town of Ashland Community Center, CVS Pharmacy, and several retail and restaurant plazas to the east of the MBTA Access Road.

The structure is proposed to set back one hundred fifty-eight and seven tenths (158.7) feet, over one hundred twenty-five (125) feet more than required by the bylaws, to alleviate any concerns about the height when viewed from Memorial Drive or abutting properties. In addition, the structure is proposed to have a sixty and one tenth (60.1) foot side yard setback, more than twice what is required by the bylaws. With this, the structure itself has been thoughtfully oriented to screen itself by the natural landscape and topography of the lot with significant setbacks from the road and surrounding properties.

Moreover, the building is proposed to be located towards the front of the Property at an elevation that helps minimize the extent of earthmoving and take advantage of natural grade changes across the Property. In addition, the façade area of the exterior of the building will help minimize its size by providing a compact building footprint.

e. Impacts on the natural environment.

Presently, the Property consists of twelve and fifty-five hundredths (12.55) acres of vacant, undeveloped forested land consisting of mostly red oak and white pine trees. Existing vegetation will be maintained where possible to take advantage of the natural habitats and surrounding beauty of the site. A portion of the building will be constructed into the downward sloping lot such that a lower level of the building will be below ground level. With this, the impact of the height of the building will be reduced and have a diminished impact on the natural environment.

f. Potential fiscal impacts, including impacts on town services, tax base, and employment.

The impact on town services will be minimal and the Property will not include a residential component. Approximately fifteen (15) to twenty (20) employees will be employed at the Early Learning Center during peak time while approximately forty (40) to forty-five (45) employees are expected to be employed during the busiest shift within the Membership Building.

In sum, the Applicant requests the Town of Ashland Planning Board grant a special permit to permit a forty-six (46) foot five (5) inch tall building be constructed upon the Property.

II. Special Permit to Reduce Rear Yard Landscape Buffer

Pursuant to Section 8.4.7 of the Town of Ashland Zoning Bylaws, “[i]n order to obstruct the view of adjacent land use parcels outside of the RTD, within a distance of fifty (50) feet, minimum, of side and rear yard boundaries, in place landscape greenery or other screening method(s) existing at the time of development shall remain undisturbed or shall be landscaped in accordance with a plan approved by the Planning Board. *Id.* at § 8.4.7.

Here, the rear yard landscape buffer is proposed to be twenty and six tenths (20.6) feet.

a. The community needs served by the proposal.

As aforementioned in Part I(a) above, The MetroWest YMCA has developed a shared vision for a full-service YMCA that will serve tens of thousands of children and families who live and work in the Town of Ashland and its surrounding communities. Named in honor and in memory of the Hoyt Family, the Team Hoyt Community YMCA Master Plan proposes developing the parcel into a Membership Building that contains a building footprint of approximately twenty-

seven thousand (27,000) square feet and approximate total area of sixty-one thousand eight hundred twelve (61,812) square feet as well as an approximately nine thousand five hundred twenty (9,520) square foot Early Learning Center. The Membership Building will include an aquatic center, gymnasium, wellness center, teaching kitchen, and meeting space. The Early Learning Center is expected to enroll approximately ninety-eight (98) preschoolers and toddlers. The Property has future plans to include outdoor recreation fields and trails.

The Team Hoyt Community YMCA will be an inclusive, sustainable, vibrant gathering space. Based on decades of research, community input, and needs assessment work, this new addition to the social infrastructure of the region will respond to the existing, emerging, and every-changing needs of the community.

b. Traffic flow and safety, including parking and loading.

A reduction to the rear yard landscape buffer should have no impact on traffic flow and safety, including parking and loading. The specific location on the parcel where the Applicant is requesting relief abuts additional undeveloped wooded land where motor vehicle traffic is nonexistent.

c. Adequacy of utilities and other public services.

A reduction to the rear yard landscape buffer from fifty (50) feet to twenty and six tenths (20.6) feet should have minimal to no impact on utilities and other public services in the Town of Ashland.

d. Neighborhood character and social structures.

As aforementioned in Part II(b) above, the specific location on the parcel where the Applicant is seeking relief to reduce the rear yard landscape buffer abuts additional undeveloped wooded land. Such land is owned by Skipton Pet Lodge LLC. With this, because this particular portion of the Property will not be visible from public roadways, the neighborhood character will not be affected. The abutting property owned by Skipton Pet Lodge LLC contains wetlands near the area where the Applicant is requesting relief. The presence of wetlands on the abutting property reduces the likelihood that trees would be able to be removed from this certain area of the property and further reduces the likelihood that this abutter would be able to develop this area of their lot in the future. With this, reducing the rear yard landscape buffer would have no impact on the abutting property.

As detailed within Part I(a) above, the Team Hoyt Community YMCA will be an inclusive, sustainable, vibrant gathering space. Based on decades of research, community input, and needs assessment work, this new addition to the social infrastructure of the region will respond to the existing, emerging, and every-changing needs of the community. Literal enforcement of the zoning requirements would create a substantial hardship in that the size of the Membership

Building would have to be reduced or the number of parking spaces would have to be reduced to comply with the fifty (50) feet minimum rear yard landscape buffer requirement.

e. Impacts on the natural environment.

Due to the topography of the land where the rear yard landscape buffer relief is requested, the land slopes steadily downward which reduces the landscaping options available to beautify the space. As part of the construction process, the Applicant will seek to maintain existing vegetation where possible to take advantage of the natural habitats and beauty on the Property.

f. Potential fiscal impacts, including impacts on town services, tax base, and employment.

A reduction to the rear yard landscape buffer should have minimal to no impact on town services, its tax base, or employment.

In sum, the Applicant requests the Town of Ashland Planning Board grant a special permit to permit the rear yard landscape buffer be twenty and six tenths (20.6) feet.

III. Site Plan Review

Pursuant to Section 9.4.4 of the Town of Ashland Zoning Bylaws, the Applicant submits this additional Narrative detailing the proposed uses and summary of the site plan.

Pursuant to the Rail Transit Use Table contained within Section 8.4.4., recreation centers and facilities are permitted uses within the RTD-C and RTD-D as are tennis clubs, swimming pools, health clubs, and similar facilities, including public or private membership clubs. *Id.* at § 8.4.4. In addition, education uses are also permitted within the RTD-C and RTD-D. *Id.*

As detailed more fully herein, this project has been thoughtfully designed to meet the Site Plan Review Criteria and Design Plan Review Criteria as enumerated within Section 9.4.6 of the Town of Ashland Zoning Bylaws.

Here, the Applicant proposes building multiple structures on the Property coupled with parking spaces, a maintenance shed, and designated outdoor spaces. Specifically, the Applicant proposes constructing a Membership Building that contains a building footprint of approximately twenty-seven thousand (27,000) square feet and total area of sixty-one thousand eight hundred twelve (61,812) square feet as well as an approximately nine thousand five hundred twenty (9,520) square foot Early Learning Center. Inside the Membership Building, the Applicant plans to incorporate an aquatic center with recreation pool, child watch area, teaching kitchen, wellness center, community meeting spaces, indoor running track, and basketball courts. The Early Learning Center is proposed to contain spaces for toddlers and preschoolers with an outdoor playground area. In the rear of the Property, the Applicant has future plans to construct walking

paths, a play area, and soccer fields. With this, the Applicant's proposed use of a recreation center and facility within the Membership Building in addition to an educational use within the Early Learning Center are both permitted uses of the Property within the RTD-C and RTD-D.

The parcel upon which the Property sits contains eight hundred forty-five and seven tenths (845.7) feet of frontage along Memorial Drive. The existing lot area is twelve and fifty-five hundredths (12.55) acres of forested land located along the north side of Memorial Drive in the Town of Ashland, Massachusetts. Slopes on the Property range from approximately one (1%) percent to fifty (50%) percent, with on-site elevations ranging from two hundred sixty-four (264) feet adjacent to Memorial Drive to one hundred ninety-five (195) feet at the northeastern portion of the Property. Wetlands are at the low points at the fringes of the Property to the west, north, and east. Soils at the site consist primarily of well-drained Narragansett-Hollis rock outcrop complexes, or Narragansett silt loam, according to the Natural Resources Conservation Service soil survey for Middlesex County.

To minimize the extent of earth moving and take advantage of natural grade changes across the Property, the Membership Building and Early Learning Center will be located at the front of the Property. Both buildings will also be positioned to take advantage of filtered northern light and to control southern exposure more easily. In addition, to minimize the size of the buildings, a compact building footprint will be utilized to optimize the façade area of the exterior. A high-performance envelope will be provided by using metal panels with forty (40%) percent recycled material, triple-paned windows, and high-performing roof and wall insulation. Low or no volatile organic compound ("VOC") products will be used for interior finishes to eliminate or minimize off-gassing concerns.

In addition, two hundred sixty-two (262) parking spaces are proposed to be included in the front and side of the Property. The parking area will include eight (8) handicapped accessible spaces. The Property will also provide a secure location for bicycle racks as an alternative means of transportation to and from the Property. The Property will also provide a safe stop for the local MetroWest Regional Transit Authority ("MWRTA") bus service and/or school bus service. The Property will also support the Complete Streets Program by providing connected sidewalks at the Property's boundaries. Further, access to and from the Property may be accessed by the Massachusetts Bay Transportation Authority ("MBTA") trains.

As part of the construction process, the Applicant will seek to maintain existing vegetation where possible to take advantage of the natural habitats and beauty on the Property. Moreover, the Applicant proposes the use of plant materials that are native species, where possible, and establishing a play area at the rear of the Property that uses natural grass materials. To take advantage of the natural landscape, windows will be strategically placed such that occupants can connect with and be drawn to nature.

Dark-sky compliant lighting will also be provided. The lighting will be low profile such that only required pathways and entries are illuminated.

Infrastructure will be provided for both trash and recycling. Low-flow toilets and flow-restricted faucets and other plumbing fixtures will be utilized.

Wherever possible and attainable, stormwater will be managed using Green Stormwater Infrastructure (“GSI”) such as vegetated swales, rain gardens, bioretention planters, and underground infiltration systems. To reduce heat and island effects, trees and shrubs will be planted within GSI green islands in the parking lots. For a more detailed description of erosion control measures and stormwater management, please see the Stormwater Management Plan.

Energy-efficient appliances and equipment will be used to include interior LED lights, energy star appliances, and induction cooktops within the buildings. Electric heat pumps for HVAC will also be utilized. Fossil fuels will not be used unless deemed necessary for emergency generators or systems where electric technology is not deemed appropriate for end use, such as with pool equipment. A long-term solar plan for roofscapes will also be explored to offset the carbon footprint of the buildings.

The Membership Building is expected to employ between forty (40) and forty-five (45) people while the Early Learning Center is expected to employ between fifteen (15) and twenty (20) people.

Earthwork and foundation construction is anticipated to begin in Fall 2025 with construction completed in early 2027.

For a detailed description of the expected changes in drainage as a result of the proposed project, please see the “Drainage Report” prepared by Bohler Engineering, dated April 25, 2025.

The Applicant believes that the Team Hoyt Community YMCA will be an inclusive, sustainable, vibrant gathering space and that this new addition to the social infrastructure of the region will respond to the existing, emerging, and every-changing needs of the community. For the reasons stated herein, the Applicant respectfully requests that the Town of Ashland grant the Site Plan Approval Application.

IV. Design Plan Review

The Design Review Committee shall review applications for Site Plan Review submitted under Section 9.4 of the Town of Ashland Zoning Bylaws for properties with projects requiring design review per Section 9.4.1.7. *Id.* at § 9.6. Pursuant to Section 9.4.1.7., Site Plan Review is required for all application for building permits including six (6) or more parking spaces, unless a site plan and design plan review have been endorsed by the Planning Board after consultation with other boards. *Id.* at § 9.4.1.7.

Absent future endorsement by the Planning Board, because the Applicant seeks two hundred sixty-two (262) parking spaces at the Property, Design Plan Review is required.

As detailed more fully in Part III above, the Applicant proposes building multiple structures on the Property coupled with parking spaces, a maintenance shed, and designated outdoor spaces.

For a more detailed description of the existing conditions, sustainability initiatives, and proposed uses, please see Part III above.

The Applicant believes that the Team Hoyt Community YMCA will be an inclusive, sustainable, vibrant gathering space and that this new addition to the social infrastructure of the region will respond to the existing, emerging, and every-changing needs of the community. For the reasons stated herein and Part III above, the Applicant respectfully requests that the Town of Ashland grant the Design Plan Review Application.

V. Site Alteration Special Permit

Pursuant to Section 5.8.1 of the Town of Ashland Zoning Bylaws, a site alteration special permit is required from the Planning Board before clearing an area greater than five thousand (5,000) square feet or grading if involving more than one hundred (100) yards of earth. *Id.* at 5.8.3.

Here, site alteration is proposed at this Property in association with the construction of the Membership Building and Early Learning Center. The site is currently steeply sloped with high points near Memorial Drive to the south, sloping down to areas of wetlands to the west, north, and east. Site grading is required to provide driveways, parking areas, the proposed buildings, walking paths, and recreation fields.

As mentioned in Part III above, the existing lot area is twelve and fifty-five hundredths (12.55) acres of forested land located along the north side of Memorial Drive in the Town of Ashland, Massachusetts. Slopes on the Property range from approximately one (1%) percent to fifty (50%) percent, with on-site elevations ranging from two hundred sixty-four (264) feet adjacent to Memorial Drive to one hundred ninety-five (195) feet at the northeastern portion of the Property. Wetlands are at the low points at the fringes of the Property to the west, north, and east. Soils at the site consist primarily of well-drained Narragansett-Hollis rock outcrop complexes, or Narragansett silt loam, according to the Natural Resources Conservation Service soil survey for Middlesex County. The location and boundaries of the lot and adjacent streets or ways showing the owners' names of all adjacent properties are shown on the "Existing Conditions/Demolition Plan," dated April 25, 2025, prepared by Bohler Engineering.

In addition, there are no unique natural land features nor areas subject to flooding at the Property. Please see the "Existing Conditions/Demolition Plan," dated April 25, 2025, for information related to the existing and proposed topography, contours, and location of wetlands.

Erosion and sediment controls include a crushed stone construction exit, silt fence, perimeter wattles, catch basin inlet protection, mulching, and temporary vegetative cover. Site work shall

be done in compliance with local requirements as well as the U.S. EPA's General Permit for Stormwater Associated with Construction Activities. A Stormwater Pollution Prevention Plan (SWPPP) will also be developed in conformance with the EPA General Permit. Areas that will remain disturbed through the winter season will be stabilized with vegetative growth during the preceding fall. For additional information detailing how erosion and sediment will be controlled within the site during construction, please see the "Overall Erosion and Sediment Control Plan," dated April 25, 2025, prepared by Bohler Engineering.

Photographs of the site of development taken from at least three significant public vantage points exterior to the project, together with a map indicating the location of said points, are included with this Application.

The area of tree removal will be limited to the areas shown on the site plans. For additional information regarding the survey of onsite trees that might be suitable for reuse on the Property, please see the Arborist's Report from Arborway Tree Care, dated March 7, 2025, included with this Application.

For a more detailed description of the location, size, and description of landscaping materials proposed to be placed on the Property, please see the "Overall Landscape Plan," dated April 25, 2025, included as part of the Site Plan Application.

As aforementioned in Part III above, earthwork and foundation construction is anticipated to begin in Fall 2025 with construction completed in early 2027.

The Applicant believes that the Team Hoyt Community YMCA will be an inclusive, sustainable, vibrant gathering space and that this new addition to the social infrastructure of the region will respond to the existing, emerging, and every-changing needs of the community. For the reasons stated herein, the Applicant respectfully requests that the Town of Ashland grant the Site Alteration Special Permit.

VI. Two Hundred Sixty-Two (262) Parking Spaces Are Sufficient For The Intended Uses Of The Property.

Pursuant to the Schedule of Parking Requirements Table contained within the Town of Ashland Zoning Bylaws Section 5.1.2, day cares and nursery schools require one (1) parking space per employee in addition to one (1) space per five (5) children, four (4) spaces up to twenty (20) children, and one (1) space per additional ten (10) children. *Id.* at § 5.1.2.

In addition, for all other uses not particularly listed within the Schedule of Parking Requirements, the number of parking spaces is individually determined by the Building Inspector upon advisory report of the Planning Board where required in compliance with Section 9.4, Site Plan Review. *Id.*

Here, the Applicant proposes constructing a Membership Building that contains a building footprint of approximately twenty-seven thousand (27,000) square feet and total area of sixty-one thousand eight hundred twelve (61,812) square feet as well as an approximately nine thousand five hundred twenty (9,520) square foot Early Learning Center. Inside the Membership Building, the Applicant plans to incorporate an aquatic center with recreation pool, child watch area, teaching kitchen, wellness center, community meeting spaces, indoor running track, and basketball courts. The Early Learning Center is proposed to contain spaces for toddlers and preschoolers with an outdoor playground area. An expansion is expected to be built onto the Membership Building in the future. In the rear of the Property, the Applicant has future plans to construct walking paths, a play area, and soccer fields.

The Early Learning Center is expected to have an enrollment of ninety-eight (98) students and between fifteen (15) and twenty (20) employees during the peak hours of 3:00 PM to 6:00 PM on weekdays. Based on the Schedule of Parking Requirements for day cares and nursery schools, between twenty-seven (27) and thirty-two (32) parking spaces are required for the Early Learning Center to accommodate the expected number of employees and enrolled students.

Two hundred sixty-two (262) parking spaces are proposed to be included in the front and side of the Property. The parking area will include eight (8) handicapped accessible spaces. Although reserved for snow storage, the Property also includes a paved area that may accommodate up to approximately thirty (30) additional parked vehicles during non-winter months.

The Applicant engaged the services of MDM Transportation Consultants, Inc. (“MDM”) to conduct a Transportation Impact Assessment (“TIA”) at the Property, which included a Parking Analysis. The Parking Analysis accounted for the Membership Building, Early Learning Center, and outdoor recreation fields in its overall assessment of the Property’s parking needs.

Based on empirical data, the TIA concluded that the Property is estimated to have an average peak parking demand of two hundred twenty-six (226) vehicles on a weekday and two hundred sixty-eight (268) vehicles on a Saturday. The Property is also estimated to have a peak parking demand of two hundred fifty-nine (259) vehicles on a weekday and three hundred one (301) vehicles on a Saturday. As stated in Page 23 of the TIA, “[t]he parking data indicates that the facility will have adequate parking to account for typical average parking demands.”

The TIA further adds that two hundred sixty-two (262) parking spaces has been shown to be adequate for average on-site parking demands for employees and patrons based on empirical rates, provided recreational field use and programming is managed. Here, the Applicant recognizes the importance of not overlapping large gatherings during critical parking periods. In addition, the pool within the Membership Building will not be a competition pool and the outdoor recreation fields will not be viable for tournament use. With this, the field and pool use will be effectively managed.

The Applicant anticipates that many visitors to the Property will utilize multiple spaces during the same visit such that an individual parking space may be used for shared uses on the Property. This is based on empirical data collected by MDM from similar uses. For example, while a child practices on an outdoor recreational field, their parent may be utilizing the Membership Center's wellness area.

The TIA did not adjust for alternative forms of transportation to the Property such as rail, bus transit, bicycle, rideshare, or public trails. Here, the site plan provides for a designated pick up, drop off, and delivery area near the main entrance to the Membership Building for this specific purpose and further proposes bicycle racks be located near both the Membership Building and Early Learning Center. With this, guests may access the Property from multiple forms of transportation and not be limited to motor vehicle use.

Pursuant to the TIA and shared parking demand, in addition to the availability of alternative forms of transportation to the Property, two hundred sixty-two (262) proposed parking spaces is sufficient and adequate for the anticipated uses of the Property and even provides for an additional parking capacity for approximately (30) vehicles.

VII. Conclusion

For the foregoing reasons, it is respectfully requested that the Town of Ashland Planning Board grant this Petition for approval of a special permit to permit a forty-six (46) foot five (5) inch tall building be constructed upon its parcel of land and a special permit to reduce the rear yard landscape buffer to be twenty and six tenths (20.6) feet. In addition, the Applicant respectfully requests the Planning Board grant this Petition for Site Plan Review, Design Plan Review, and a Site Alteration Special Permit. Furthermore, the Applicant submits a Narrative to the Board detailing that two hundred sixty-two (262) parking spaces are sufficient and adequate for the proposed uses of the Property.

Respectfully submitted,
MetroWest Young Men's Christian Association, Inc.
By their attorney,



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 www.arborwaytree.com
 Tel: 617-522-6071
 Fax: 617-522-3025

March 7, 2025

To: Rubicon Builders
 800 S. Main St
 Mansfield, MA 02048

We did a survey of the trees onsite that might be suitable for reuse on the YMCA project at 30 Memorial Drive Ashland, MA 01721

In review of the property, we found 423 red oaks with a diameter of 14" or greater that would be considered candidates for milling with a total of 7,295 DBH (Diameter at Breast Height) less 30% in waste, giving us 5,106 DBH which equates to 204 board feet (assuming 12' long boards) with the average tree yielding 510 board feet per tree which gives us an approximate 215,730 board feet of red oak.

We found 21 white pines with a diameter of 14" or great that would be considered candidates for milling with a total of 385 DBH less 30% of waste, giving us 269.5 DBH which equates to 221 board feet (assuming 12' long boards) with the average tree yielding 11,600 board feet total of white pine.

There were also hundreds of trees under 14" diameter that were unusable for milling application.

RED OAK			WHITE PINE		
Diameter	Qty	inches	Diameter	Qty	inches
14"	52	728	14"	3	42
15"	76	1,140	15"	3	45
16"	61	976	16"	2	32
17"	60	1,020	17"	3	51
18"	61	1,098	18"	1	18
19"	36	684	19"	2	38
20"	31	620	20"	2	40
21"	15	315	21"	3	63
22"	15	330	25"	1	25
23"	8	184	31"	1	31
24"	3	72			
25"	3	75			
26"	1	26			
27"	1	27			

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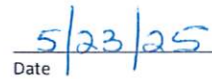
May 23, 2025

To The Zoning Board of Appeals
30 Memorial Drive
Metrowest Young Mens Christian Association
Abutters To Map 13 Parcel 178

PARCEL ID	PARCEL ADDRESS	OWNER NAME 1	OWNER NAME 2	MAILING ADDRESS	CITY/TOWN	STATE	ZIP
014/013.0-0138-0000.0	0 MEMORIAL DR	TOWN OF ASHLAND		101 MAIN ST	ASHLAND	MA	01721
014/013.0-0176-0000.0	160 MEGUNKO RD	MEGUNKO TRANSIT DISTRICT LLC		PO BOX 300	ALTON	NH	03809
014/013.0-0177-0000.0	50 MEMORIAL DR	MEGUNKO TRANSIT DISTRICT LLC		PO BOX 300	ALTON	NH	03809
014/019.0-0060-0000.0	87 WEST UNION ST	TOWN OF ASHLAND	MIDDLE SCHOOL	101 MAIN ST	ASHLAND	MA	01721
014/019.0-0061-0000.0	0 WEST UNION ST REAR	TOWN OF ASHLAND		101 MAIN ST	ASHLAND	MA	01721
014/019.0-0062-0000.0	55 WEST UNION ST	55 WEST UNION LLC		60 PLEASANT ST SUITE 1	ASHLAND	MA	01721
014/019.0-0063-0000.0	59 WEST UNION ST	BOND EMERY ALLEN & BRANDON THOMAS	TRUSTEES OF THE ISLAND POND TRUST	59 WEST UNION ST	ASHLAND	MA	01721
014/019.0-0067-0000.0	81 WEST UNION ST	SH WASATCH MA LLC		6467 MAIN STREET	WILLIAMSVILLE	NY	14221
014/019.0-0206-0000.0	0 WEST UNION ST REAR	AJC SKIPTON LLC		33 WEST UNION ST	ASHLAND	MA	01721
014/019.0-0207-0000.0	41 WEST UNION ST	ARTLO FAMILY LIMITED PARTNERSHIP		41 WEST UNION ST	ASHLAND	MA	01721
014/020.0-0008-0000.0	33 WEST UNION ST	AJC SKIPTON LLC		73 LAKESHORE DR	BELLINGHAM	MA	02019

The above reflects the latest information available on our records.


Terry Capen
Senior Clerk


Date

11 parcels/abutters

PARID: 0140130017800000	MUNICIPALITY: ASHLAND	LUC: 951
METROWEST YOUNG MENS CHRISTIAN ASSOCIATION INC	30 MEMORIAL DR	PARCEL YEAR: 2025

Property Information

Property Location:	30 MEMORIAL DR
Class:	E-EXEMPT
Use Code (LUC):	951-CHARITABLE - OTHER
District:	MA014 - ASHLAND
Deeded Acres:	12.5500
Square Feet:	5,337,581

Owner

Owner	Co- Owner	City	Address	State	Zip Code	Deed Book/Page
METROWEST YOUNG MENS CHRISTIAN ASSOCIATION INC		FRAMINGHAM	280 OLD CONNECTICUT PATH	MA	01701	72175/0540