



TEL: (508) 881-0100x7927
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**TOWN OF ASHLAND MASSACHUSETTS
OFFICE OF
PLANNING BOARD
101 MAIN STREET**

RECEIVED
TOWN CLERK
ASHLAND, MA
2020 OCT 22 PM 2:09

Dale Buchanan, *Chairman*
Peter Matchak, *Town Planner*

**Certificate of Approval
Site Plan Approval
1, 12, and 16 Union Street
Map 15, Lots 076, 077 and 078**

In Accordance with Massachusetts General Law (MGL), Chapter 40A (The Zoning Act) and Chapter 282, Sections 8.6 (Wildwood Mixed Use Special District), 9.6 (Design Plan Review) and 9.4 (Site Plan Review) the Planning Board (the "Board") received an application on August 19, 2020 (the "Application") and subsequently held a public hearing for the Application of the Town of Ashland, seeking Site Plan Approval for a new 42,000 s.f. 3-story public safety building, carport, trash enclosure and modular firing range for the Town of Ashland Police and Fire Departments.

The property in question is located at 1 East Union, 12 and 16 Union Street, Assessors Map 15, Lots 076, 077, and 078. The three parcels are within the in the Wildwood Mixed Use Special District, Area B.

The Public Hearing and continuances were held pursuant to notice published in the Metro-West Daily News on August 26, 2020 and September 2, 2020 and mailed to Parties of Interest.

The Board opened a public discussion of the aforesaid application on September 10, 2020 and continued the discussion to September 24, 2020. The public hearing was closed on September 24, 2020. In addition to the public hearing before the Board, the Applicant met with the Design Review Committee on September 17, 2020. Due to the Covid-19 Massachusetts State of Emergency Planning Board public hearing were held via video conference on September 10, 2020 and September 24, 2020. Meeting were held in full compliance with Massachusetts Open Meeting guidelines as modified by Governor Charlie Baker's Emergency Order dated March 12, 2020 suspending certain provisions of the Open Meeting Law. Agendas and meeting material were available on the Town of Ashland website.

Documents of Record

The Application was received and stamped at the Town Clerk's Office on August 19, 2020, and contained:

- Application for Special Permit and Site Plan Review filed with the Ashland Town Clerk on August 19, 2020.
- A Drawing List including General, Civil, Landscaping, Architectural, and Electrical Plans titled "Ashland Public Safety Building, Town of Ashland, 12 Union Street; Ashland, MA" prepared by the following, holding a date of August 18, 2020.

Architect:
HKT Architects, Inc.
24 Roland Street
Charlestown, MA 02129

MEP/FP Engineers:
Garcia Galuska & DeSousa
370 Faunce Corner Road
Dartmouth, MA 02747

Civil/Structural Engineers:
Pare Corporation
10 Lincoln Road #210
Foxborough, MA 02035

Code Consultant:
AKF Group
99 Bedford Street, 2nd Floor
Boston, MA 02111

Landscape Architect:
Ray Dunetz Landscape Architecture
179 Green Street
Jamaica Plain, MA 02130

Specification Consultants:
Kalin Associates
1121 Washington Street #2
West Newton, MA 02465

- A five (5) sheet Set of General Plans titled "Ashland Public Safety Building, Town of Ashland, 12 Union Street; Ashland, MA":

Sheet:	Description:	Plan Date:	Revision Date:
000	General	Aug, 18, 2020	
G000	Cover	Aug, 18, 2020	
G001	Maps and Project Overview and Narrative	Aug, 18, 2020	
G002	Existing Conditions	Aug, 18, 2020	
G003	Plot Plan	April 7, 2020	

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- A seventeen (17) sheet Set of Civil Plans titled “Ashland Public Safety Building, Town of Ashland, 12 Union Street; Ashland, MA”:

Sheet:	Description:	Plan Date:	Revision Date:
C-001	Notes and Legend	NA	
C-002	Building Pad Preparation Plan	Aug 2020	
C-003	Vehicle Turning Plan	Aug 2020	
C-100	Demolition, Erosion & Sediment Control Plan	Aug 2020	
C-200	General Plan	Aug 2020	
C-300	Grading Plan	Aug 2020	
C-400	Drainage Plan	Aug 2020	
C-500	Utility Plan	Aug 2020	
C-601	Site Details-1	Aug 2020	
C-602	Site Details-2	Aug 2020	
C-603	Site Details-3	Aug 2020	
C-604	Site Details-4	Aug 2020	
C-605	Site Details-5	Aug 2020	
C-606	Site Details-6	Aug 2020	
C-607	Site Details-7	Aug 2020	
C-608	Site Details-8	Aug 2020	
C-700	Signal Plan	Aug 2020	

- A one (1) sheet Landscaping Plan titled “Ashland Public Safety Building, Town of Ashland, 12 Union Street; Ashland, MA”, drawn by Ray Dunetz Landscape Architect.

Sheet:	Description:	Plan Date:	Revision Date:
L-1	Planting Plan	Aug 6, 2020	

- A seven (7) sheet Architectural Plan “Ashland Public Safety Building, Town of Ashland, 12 Union Street; Ashland, MA”:

Sheet:	Description:	Plan Date:	Revision Date:
A100	Architectural Site Plan	Aug 18, 2020	
A101	Level 1 Floor Plan	Aug 18, 2020	
A102	Level 2 Floor Plan	Aug 18, 2020	
A103	Level 3 Floor Plan	Aug 18, 2020	
A104	Exterior Elevations	Aug 18, 2020	

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Sheet:	Description:	Plan Date:	Revision Date:
A105	Exterior Elevations	Aug 18, 2020	
A106	Building Sections	Aug 18, 2020	

- A one (1) sheet Site Lighting Photometric Plan titled “Ashland Public Safety Building, Town of Ashland, 12 Union Street; Ashland, MA”, drawn by Garcia Galuska Desous, Consulting Engineers, Inc.:

Sheet:	Description:	Plan Date:	Revision Date:
LC001	Site Lighting Photometric Plan	Aug 17, 2020	

- Stormwater Management Report, Ashland Public Safety Complex, Union Street, Ashland, MA. Assessors Map 15 Lots 76, 77, and 78. Prepared for: Town of Ashland, 101 Main Street, Ashland, MA 01721. Prepared by Pare Corporation, 10 Lincoln Road, Foxboro, MA 02035 dated August 2020. Pare Project Number 17044.03.
- Traffic Assessment for the Ashland Public Safety Complex, Ashland, MA. Submitted to: HKT Architects, 35 Medford Street, Somerville, MA 02143. Submitted by: Pare Corporation, 8 Blackstone Valley Place. Lincoln, RI 02865. Dated April 2020.

Materials Submitted During the Public Hearing:

- a) An email received by Lisa Mead, Town Counsel on August 26, 2020 from Attorney Jeffrey Roelofs, re: Public Safety Planning Board Application Consent from land owner. Received by the Planning Office on August 28, 2020.
- b) An email from Lisa Mead, Town Counsel, on September 22, 2020. Re: Easement. Ground Floor Plan dated March 26, 2020
- c) Other correspondence from abutter(s), neighbor(s), resident(s) and/or others relative to the Project.

Facts and Findings

Based on the evidence presented by the Applicant, the Board makes the following findings outlined in Chapter 282, Section 9.4.6 (Site Plan Review Criteria) of the Ashland Zoning Bylaws:

1. The project proposal includes development of a new 42,000 sq. ft., three (3) story, public safety complex which will be home to both the Ashland Police Department and Ashland Fire Department. Site development shall include internal driveways south of the proposed buildings, 69 parking spaces, sideways along Union Street

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and walkways, seating areas and memorial area leading to the public access point. A new police training shooting range structure is called for in the rear of the property.

2. The siting of the building was determined by the required location for the Fire Departments vehicle access to Union Street, at the intersection of Waverly Street. Proximity to the Ashland High School is seen by many in the town of Ashland to be a positive attribute to the location of the proposed safety complex.
3. The three (3) story building was determined to be the best solution by the Ashland Public Safety Building Committee to provide needed professional and programed space for both the Police and Fire Department while providing adequate parking and vehicle turning radius for both ingress and egress.
4. The buildings street frontage has been designed to be easily visible from the street for easy public recognition and public access.
5. Based on the evidence presented by the Applicant, the Board is required to apply the criteria found in Chapter 282 section 9.4 (Site Plan Review) of the Ashland Zoning Bylaw as it applies to the proposed uses which are set forth in Sections 3.1 (Use Regulations), as follows:

- a. Minimize use of wetlands, steep slopes, floodplains and hilltops;
Finding: Use of wetlands has been avoided on the site. The site layout and siting and structure of the proposed building have been designed to work with the slope of the site. The site does not contain floodplains or hilltops.
- b. Minimize obstruction of scenic views;
Finding: No scenic views are present on the locus.
- c. Preserve unique natural or historical features;
Finding: There are no unique natural or historical features on the locus.
- d. Minimize tree, vegetation and soil removal and grade changes;
Finding: The Applicant has minimized the removal of trees and soil, and minimized grade changes, through the siting and structure of the proposed building.
- e. Maximize open space retention;
Finding: The Applicant has proposed walkways, seating areas and memorial areas that will offer access to open space to the public. .
- f. Screen objectionable features from neighboring properties and roadways;
Finding: Objectionable features have been screened from neighboring properties through the use of retaining walls and roof placement.
- g. Consideration shall be given to the impacts of the project on town services and infrastructure
Finding: The impacts of the project on town services and infrastructure has been considered and is not detrimental to the town.

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- h. Electric, telephone, cable television, gas, water, sewer drainage and other such utilities shall be underground except in the case of extreme physical and environmental constraints

Finding: Drainage and utilities will be underground.

- i. Exposed storage areas, machinery, service areas, truck loading areas, utility buildings and structures and other unsightly uses shall be set back or screened to protect the neighbors and those using public ways from objectionable features. Such areas shall not be impede the flow of traffic on public ways.

Finding: Fencing and machinery placement serve to screen objectionable features from neighbors and those using public ways.

- j. When applicable, the site plan shall show measures to reduce and abate noise generated from the site that will impact surrounding properties

Finding: The proposed use has been considered to be not detrimental to the town and surrounding neighborhood.

- k. The site plan shall comply will all zoning requirements for parking, loading, signage, dimensions and environmental performance standards and all other provisions of this By-law

Finding: The site plan complies with all relevant zoning requirements for parking, loading, signage, dimensions and environmental performance standards.

- l. The site plan shall be consistent with the objectives of the Comprehensive Plan and other applicable specific plans adopted by the Planning Board

Finding: The site plan is consistent with all applicable plans.

Decision

Following presentations by the Applicant and its consultants, a review by Board members and its consultant and members of the public, the Board voted 5-0-0 to approve the site plan per Section 5.3 (Site Plan Review) of the Ashland Bylaws. The Planning Board finds the application proposal of the development of a new public safety complex is an allowed use within the Wildwood Mixed Use Special District, Wildwood Use Table, Section four (4): Municipal School, other municipal building and twenty four (24) hour municipal use. The Planning Board approves submitted plans substantially shown on a submitted set of plan which drawing list including General, Civil, Landscaping, Architectural, and Electrical Plans titled "Ashland Public Safety Building, Town of Ashland, 12 Union Street; Ashland, MA" prepared by the following, holding a date of August 18, 2020.

Documents of Record Subject to the Following Conditions:

Permit Conditions:

As used herein, the term “Applicant” shall mean the Applicant, its heirs, successors and assigns and the term “Board” shall mean the Planning Board, whoever its members shall be from time to time.

- 1) Construction drawings and details must be submitted to the Ashland Inspectional Services Department and shall reflect the civil drawings and architectural renderings approved by the Planning Board. All façade material (i.e. siding, roofing, and trim) shall be of high quality. Final exterior detailing and materials including color shall be reviewed by the Planning Board, approval not to be unreasonably withheld.
- 2) In the event a future easement is located on or across the property in question and a proposed use is determined for such use of an easement the Applicant shall return to the Planning Board for modifications to the decision, if any, that might be required.
- 3) Prior to the issuance of building permits the approved Stormwater Operation and Maintenance Plan shall be recorded at the South Middlesex Registry of Deeds along with an Ashland Conservation Commission’s Order of Conditions (if required). The Applicant shall abide by the Operations & Maintenance plan as recorded at the Registry of Deeds unless amended by agreement with the Ashland Department of Public Works.
- 4) No land disturbance or demolition of the existing structure shall occur on the locus, nor shall any building permits issue, until the Applicant has first obtained all necessary permits from all municipal town departments including but not limited to the Ashland Conservation Commission, Board of Health, Department of Public Works, Ashland Water and Sewer Department and the Select Board. If a structure on the locus is slated for demolition and was built prior to January 1, 1940, Chapter 125: Demolition Delay Bylaw for Historical or Architecturally Significant Building shall apply.
- 5) Prior to the issuance of building permits the Applicant shall provide the name and contact information of the contractor on site. Furthermore, the Applicant shall provide the Town of Ashland with emergency contact information for site supervision.

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- 6) The Applicant and its contractor shall meet with Town staff for a pre-construction meeting before any demolition or building permits are issued. At that time a fencing schedule and a construction schedule shall be reviewed and approved by Town staff.
- 7) DPW may require the existing conditions of all drainage and sewer pipes to be documented by a professional engineer and video recordings prior to the issuance of building permits. This should be determined at the pre-construction meeting.
- 8) The Applicant shall complete phase one and phase two (if necessary) environmental testing and shall submit reports thereof to the Planning Office. If required by said report(s) and/or by the Board of Health Agent, the Applicant shall provide a Licensed Site Professional on locus during excavation.
- 9) During construction, the site shall be secured with a chain-link fence consistent with the fencing schedule required in condition 6 above. Each evening and whenever no work is being done, the site must be locked and secured. The Applicant shall install a lock box in coordination with the Ashland Fire Department and Police Department for site access.
- 10) Prior to any grading activities, perimeter erosion controls shall be installed around the entire construction site. Sediment runoff is not permitted to leave the site. Perimeter erosion controls include but are not limited to silt fencing, silt socks, and hay bales provided they are installed per state and manufacturer standards. Untreated stormwater discharge into public roadways or storm water systems may result in fines from the Department of Public Works.
- 11) A rock construction entrance (RCE) shall be installed prior to any grading activities to prevent sediment trackout on to public roadways. The RCE shall consist of AASHTO No. 1 rock and have a minimum depth of 8-inches. The RCE shall be a minimum of 10-ft wide and 50-ft long. All vehicles exiting the construction site on to public roadways shall travel over the rock construction entrance. The length of the RCE may be extended an additional 50-ft or a wash rack be installed if requested by the Department of Public Works or the Conservation Commission if trackout persists.
- 12) To prevent soil erosion all slopes within the construction site shall be adequately stabilized by temporary erosion control matting or other means until permanent stabilization is established during the post-construction phase of the project.
- 13) All erosion control devices on the site shall be inspected at a minimum once per week and within 24 hours of a rain event consisting of more than 0.1 inches of rainfall. All erosion control devices shall be maintained to ensure continued functionality and prevent untreated stormwater discharges from the construction site. In the event of a failure of the perimeter controls resulting in any untreated

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stormwater discharges off the site, the Conservation Commission and the Department of Public Works of the Town of Ashland shall be notified immediately.

- 14) During construction the Applicant shall be vigilant about dust control. Additionally, the Applicant shall be responsible for any damage to the critical root zones of the abutting trees on surrounding property line. Water shall be available onsite to control dust at all times. If dust is unable to be controlled the Applicant shall cover or vegetate all exposed soil surfaces.
- 15) During construction the Applicant shall be vigilant concerning dust and construction track out onto Union Street. As necessary, Union Street shall be swept and cleaned of all debris after each work day. The Applicant shall be responsible for any damage within the roadway that may occur during construction and shall be properly repaired in compliance with the Department of Public Works prior to the release of occupancy. Baseline video or photographs of Union Street shall be submitted before building permits are issued.
- 16) The Applicant shall comply with Department of Public Works and Fire Department regulations or requirements including the implementation of sprinklers within the building if required by the State Building and Fire Codes. Any permits and fees required by the Department of Public Works and Fire Department are separate from this approval.
- 17) The owner of the proposed building shall limit the time of dumpster pick up / rubbish pick up to reasonable hours to minimize inconvenience to residents in the general area. All dumpster pick up / rubbish pick up activities shall not commence on any day before 7:00 AM and shall not occur after 6:00 PM. All activities on the site shall conform to Section 204-1: Nuisance Noise of the Ashland Bylaws.
- 18) There shall be no parking or standing of vehicles on Union Street. If a truck must be unloaded on Union Street, the Applicant shall contact the Ashland Police Department to determine if a detail is needed; and the truck in question shall not stand or be unloaded on Union Street until after 9 AM Monday through Friday. The Applicant shall make diligent effort to avoid interrupting commuter traffic along Union Street.
- 19) To limit interruption to traffic and local businesses, the Department of Public Works and/or the Ashland Police Department may require night work, which is outside the normal construction hours. If this is the case, approval from the Planning Board is not required; however, approval may be required from the Select Board.

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- 20) The Applicant shall at all times use all reasonable means to minimize inconvenience to residents in the general area. Construction activities shall not commence on any day before 7:00 AM and shall not continue beyond 7:00 PM. There shall be no construction activities on any Sunday or on federal legal holidays, unless and except as may be required pursuant to condition number 20.
- 21) During construction, all local, state, and federal laws shall be followed regarding noise, vibration, dust, refueling and blocking of town roads, as well as all applicable directives in the Operations & Maintenance Plan.
- 22) Although dewatering is not expected per initial soil testing, any material leaving the site must be tested and disposed of according to state and federal regulations.
- 23) Vertical granite curbing shall be installed at the radius of all entrances and along the property and sidewalks running along Union Street. The Applicant shall submit a detail representing vertical granite curbing to the Planning Office and Department of Public Works for approval.
- 24) The sidewalk for the length of the property shall be developed with new concrete sidewalks and detectable warning pads unless otherwise not required by Ashland DPW.
- 25) Prior to the issuance of an occupancy permit the Applicant shall install all plantings as shown on the approved Landscaping Plan. The Applicant can substitute plantings only if the Planning Department in writing determines that the change is in the best interests of the neighborhood and Town of Ashland. The Applicant and future owners of the property shall be responsible for maintaining the health of all planted vegetation as approved on the Landscaping Plan.
- 26) Before a final occupancy permit is issued, the Applicant shall submit as-built plans of the development including all utilities and storm water infrastructure. Said as-built plans shall be stamped by a licensed civil engineer. Submission of the as-built plans shall be in full size paper plan, PDF and as a geo-referenced CAD files.
- 27) If there is any inconsistency between the Planning Board's approved plans and the plans as may be approved by the Conservation Commission, the Applicant shall submit amended plans to the Planning Board for approval. Said amended plans shall be accompanied by a letter setting forth any and all changes from the originally approved plans.
- 28) This approval decision and approved plans shall be recorded at the South Middlesex Registry of Deeds. A copy of the recorded documents and approved

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plans bearing the date of recording and the book and page number shall be delivered to both the Planning and Building Departments prior to the issuance of all town permits and the commencement of work.

- 29) If this Special Permit Approval is transferred to an entity other than the Applicant, this approval must be amended by the Planning Board.
- 30) In accordance with Section 9.3.8, of the Zoning Bylaw, Special Permit Approval shall lapse after two (2) years from the grant thereof if a substantial use thereof has not sooner commenced except for good cause. Special Permit Approval may, for good cause, be extended in writing by the Planning Board upon written request from the Applicant.
- 31) Pursuant to Section 9.3.8 of the Zoning Bylaw, any appeal of this decision of the Board shall be made in accordance with M.G.L. Ch. 40A, Section 17, to a court of competent jurisdiction.
- 32) This Planning Board approval shall not be effective until the Planning Office receives documentation and or receipt from the Applicant and or an agent of the recording of said document with the Southern Middlesex Registry of Deeds in accordance with M.G.L., Ch. 40A, and Section 11.

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Site Plan Approval, Section 9.4 (Site Plan Review)
VOTE: APPROVED WITH PERMIT CONDITIONS (5-0)

VOTE: (Y) Dale Buchanan, Chair (Y) Joe Rubertone, Vice Chair

(Y) Tricia Kendall, Clerk (Y) Lakshmi Krishnan (Y) Deepa Venkat

(A) = Absent or not present during the entire hearing process and therefore not eligible to vote.

(NA) = Associate Member no vote cast

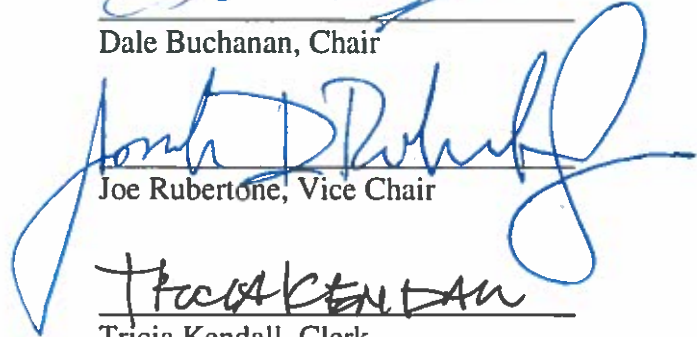
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Town of Ashland Planning Board



Dale Buchanan, Chair



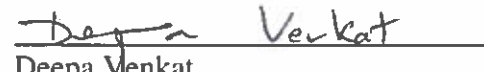
Joe Rubertone, Vice Chair



Tricia Kendall, Clerk



Lakshmi Krishnan



Deepa Venkat

Filed with the Town Clerk on:

Date: October 22, 2020



Tara M. Ward, Town Clerk

I HEREBY CERTIFY THAT TWENTY DAYS HAVE ELAPSED FROM THE DATE THIS DECISION WAS FILED IN THE TOWN CLERK'S OFFICE AND THAT NO APPEAL HAS BEEN FILED.

DATE: 3/1/2021



Tara M. Ward, Town Clerk

Cindy Livingstone, Assistant Town Clerk

