



TOWN OF LYNNFIELD

DEPARTMENT
OF
PUBLIC WORKS

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MEMORANDUM

DATE: April 16, 2021

TO: Brian Charville, Planning Board Chairman

FROM: Charles Richter, P.E., Town Engineer

CC: John Tomasz, Director of Public Works

Peter Ogren, Hayes Engineering

Jay Kimball

RE: Definitive Plan for 271 Main Street

After reviewing the “Definitive Plan, Road A, Lynnfield, MA” dated August 13, 2020 that was revised on March 24, 2021 and response to the review by Hayes Engineering dated March 24, 2021, there are still several issues the Department of Public Works would like the applicant’s engineer to address.

The following is an update of list of those issues from the previous memorandum date January 21, 2021:

Design Waiver Requests

Please see comments in the Public Works memo to the board dated December 11, 2020.

Definitive Plan Contents

The following is a review of the completeness of the subdivision plan sheets as required and outlined under section 375-6.4 of the Planning Board’s Rules and Regulations:

1. Lotting Plan(Section 375-6.4.1)
 - a. Requested plan waivers by applicant
 - i. **Section 375-6.4.A(6) – To not show two bench marks on this sheet.** It’s unclear why this waiver is requested. The Department does not recommend this waiver. **The engineer has put the necessary number of benchmarks on the plan but only one of them is a granite bound. Two of the benchmarks are required to be granite bounds. This needs to be addressed**

- ii. **Section 375-6.4.A(9) – To not show building setbacks on this sheet.** It's unclear why this waiver is requested. The Department does not recommend this waiver. **Addressed**
 - iii. **Section 375-6.4.A(13) – To have a locus at a scale of 1"=40'.** The Department recommends this waiver. **Already satisfied by being noted on the plan.**
- 2. Existing conditions and demolition plan(Section 375-6.4.2)
 - a. Requested plan waivers by applicant
 - i. **Section 375-6.4.B(8) – To not show regulated resources within 150' from the subdivision. Resources are on the subdivision property.** The Department recommends this waiver request. **Already satisfied by being noted on the plan.**
- 3. Plan and profile(Section 375-6.4.3)
 - a. Requested plan waivers by applicant
 - i. **Section 375-6.4.C(1)(d) –Scale of the plan is 1"=20' horizontal and 1"=2' vertical.** The Department recommends the waiver of this sheet requirement. **Already satisfied by being noted on the plan.**
 - ii. **Section 375-6.4.C(2)(d) – To not show abutting houses.** The Department does not recommend this waiver. It is important for discussion purposes to provide a context where abutting houses are located in relation to the subdivision. **Abutting houses have been shown on the plan as requested.**
- 4. Topographic Plan(Section 375-6.4.4)
 - a. **Requested plan waivers by applicant**
 - i. **Section 375-6.4.D(2) – Waiver requirement to show two foot contours in place of one foot contours.** The Department recommends that the waiver be denied as one foot contours will provide additional grading detail. **Addressed by adding the one foot contours.**
 - ii. **Section 375-6.4.D(8) - To not show top and bottom of curb elevations.** The Department recommends this waiver request. **Already satisfied by being noted on the plan.**
 - iii. **Section 375-6.4.D(11) – To not show stormwater detail on this sheet.** The road infiltration and bio-retention area is shown in more detail on the detail sheet. More detail should be added to these details including more grading information. **Proposed grades need to be added to the bio-retention system detail.**
 - iv. **Section 375-6.4.D(12) – To not show sight distances.** The Department feels that the subdivision is for only one house lot and therefore should not require sight distances to be shown on the plan. **Already satisfied by being noted on the plan.**
 - b. Benchmark is located on proposed road infiltration system. This benchmark will be unusable once the infiltration system is excavated. Please relocate to a permanent monument. **An additional granite bound benchmark needs to be added.**

- c. Remove centerline stationing to improve clarity. **Addressed**
5. Street Lighting Plan(Section 375-6.4.5)
- a. **Requested sheet waiver by applicant**
 - i. **Section 375-6.4(e) – To not have a street lighting plan in its entirety** The Department recommends this waiver if the Planning Board approves the applicant’s request for a waiver on street lights for the subdivision. **Already satisfied by being noted on the plan.**
6. Erosion and Sediment Control Plan(Section 375-6.4.6)
- a. **Requested sheet waiver by applicant**
 - i. **Section 375-6.4(f) – To not have an Erosion Control Plan(shown on the Topographic Plan)** The Department recommends this waiver if the applicant’s engineer provides all the requirements of this on the Topographic Plan. **Already satisfied by being noted on the plan.**
7. Detail Sheet(Section 375-6.4.7)
- a. **Requested plan waivers by applicant**
 - i. **Section 375-6.4.G.(1) – To not show details not applicable to the subdivision.** Before approval the Department recommends that applicant’s engineer list the details they feel are not applicable. **Addressed on plan.**
 - b. The casting and grate shown on the catchbasin needs to be identified as EJIW# OMA552000024. **The detail for gutter inlet needs to be corrected by identifying the correct casting**
 - c. Detail for gutter inlet and transition stone for catchbasin is missing. This will need to be added. **The detail for gutter inlet needs to be corrected by identifying the correct casting**

Drainage

1. Additional test pits need to be done accordance to the DEP Stormwater Handbook. Per the Stormwater Handbook, test pits need to be dug for the road infiltration system, the bio-retention system, and both roof runoff recharge systems. **The soil evaluator’s forms need to be provided**
2. Drainage analysis needs to look beyond the property lines of the subdivision. Water runoff from adjacent lots needs to be taken into account so the drainage system can be adequately designed. **Addressed in applicant engineer response.**
3. It’s unclear the path of water being shed from catchment area EX1. It appears to just end at the property line. This needs to be looked at in relation to the proposed runoff to determine if adjacent land will be affected from the flow of water. **The outfall for the underground detention basin has been relocated and has directed water away from the adjacent properties.**

Miscellaneous

1. The dimensions of the proposed roadway needs to have Fire Department input. It's unclear whether the paved road will meet the requirements of the Department. Any significant changes may require changes to the proposed drainage system. **Still waiting for written correspondence from the Fire Department on their opinion on what the fire department will require for this subdivision. It's unclear whether the additional widening at Main Street will be adequate to address the Fire Department's concerns.**
2. A draft of the Homeowner's Association agreement should be provided to understand who the parties are that are responsible for maintaining certain aspects of the subdivision. The road infiltration basin, Stormceptor unit, bio-retention system, and the roof runoff recharge systems are aspects of the system that needs to be maintained. Annual reporting requirements for the inspection and maintenance activities need to be included in the Homeowner's Association agreement. Annual reporting should be provided to the DPW. **DPW has not received a draft of the HOA.**
3. It should be made clear in the Planning Board's decision that the road was not built according to Town standards therefore the Board does not ever intend to recommend the street for acceptance at Town Meeting. **What is the PB's final decision on this?**
4. It is recommended that right of way remain unnamed. This right-of-way is for all intent and purposes a long driveway. It is also recommended that the house to the rear be given a Main Street address to avoid any confusion that the right-of-way is a public way. **Has the Post Office and the Assessor's provided feedback on this issue?**

Additional Items

1. How the HOA is configured will be important on the drainage and roadway rights for the subdivision. It's unclear who will own the fee in the way and who will be responsible for maintaining the drainage. The applicant's attorney will need clarify this in order to determine the size and need for easements and if the house at 271 will have rights to utilize the subdivision driveway to enter their property.

Also, the use of HDPE pipe is prohibited for any street that is to be accepted by the Town. It's unclear without the HOA whether the DPW will want rights to this drainage system. Once we receive this clarification the DPW will provide further comments.

2. Possible zoning issues for adjacent properties needs to be addressed by the applicant's attorney. The garage on the adjacent property could become non-conforming if the garage needs to meet the front yard setback off of the proposed ROW. The applicant's attorney needs to address.