

100 Foxborough Blvd., Suite 250, Foxborough, MA 02035 Tel: 508.698.3034

LETTER OF TRANSMITTAL

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			ATTE	ENTION	Foxborou	gh Planning	Board		
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	3	Stormwater Report							
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REMARKS:									
Please find attack	ned our full a	pplication package fo	r the Februa	ary 22, 2024	1 Planning E	Board hearin	ıg.		
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COPY TO: Christe	opher Gallag	her, Director of Public	Works	SIGNED:					



WESTON & SAMPSON ENGINEERS, INC. 100 Foxborough Boulevard, Suite 250 Foxborough, MA 02035 tel: 508.698.3034

PLANNING BOARD

February 2024

TOWN OF

Foxborough MASSACHUSETTS

Site Plan Application

Department of Public Works Renovation and Expansion

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Appendix E - Stormwater Report (provided under separate cover)

February 1, 2024



100 Foxborough Blvd., Suite 250, Foxborough, MA 02035 Tel: 508.698.3034

Foxborough Planning Board
Foxborough Land Use and Economic Development Dept.
40 South Street
Foxborough, MA 02035

Re: Proposed Department of Public Works Facility: 70 Elm Street Site Plan Review and Land Disturbance Applications

Dear Members of the Board:

Weston & Sampson, on behalf of the Town of Foxborough's (Town) Department of Public Works (the Applicant), is pleased to present an application for Site Plan Review for proposed additions and renovations to DPW facility located at 70 Elm Street. The Town's existing facility is past its useful life and needs improvements; the Town is proposing upgrading the existing facility to meet its current needs.

We have attached the following materials in support of this application:

- 3 copies of Site Plan Review Application form
- 3 copies of the Land Disturbance Permit Application form
- 3 copies of the reduced-size assessor's map
- 3 copies of the certified abutters list
- 1 full size (30' x 42") copies of the site development plans
- 6 half size (11" x 17") copies of the site development plans
- 3 copies of the Stormwater Report
- Electronic copy of the entire filing package (e-mailed to Gabriella Jordan @ GJordan@foxborughma.gov)

Project Overview

The existing DPW facility is located within a parcel that is owned and operated by the Town of Foxborough. The DPW property (the "Site") is generally bordered by residential properties to the north, a railroad track and residential properties to the south, Interstate highway I-95 to the east, and a solar field to the west. The Site includes a school bus parking area to the north and the DPW facility to the south.

Existing structures at the Site include the main DPW garage, an office building, an equipment storage structure, a salt storage structure and a metal shed building. The existing buildings typically range in size from one to two stories. The existing salt storage and equipment storage buildings are rectangular, steel-framed structures with membrane dome roofs. A fuel island is located in the northern portion of the Site between the DPW garage building and the school bus parking lot.

Proposed site improvements will include construction of an approximately 11,500 square foot (SF) addition to the existing DPW building and a new approximately 3,400 SF double-sided fuel island. The building addition will be located adjacent to the north side of the existing DPW building and will include five maintenance bays and a wash bay. The new fuel island will be located north of the existing DPW building and will include above ground 10,000-gallon gasoline and diesel fuel tanks.

Additional site improvements will include new underground utilities, stormwater drainage areas, and new asphalt-concrete pavement parking and driveways for both the DPW facility and the school bus parking lot.

2 – Projected Number of Employees and Parking Requirements

The parking requirements for the expanded DPW facility was calculated based on the combination of uses outlined in Section 6.1.5 Table 6-1. Storage and Shipping and Office Space uses were considered when calculating required parking. Storage and shipping use requires 1 space per 1,500 gross square feet and office space (as accessory use) requires 1 space per 300 gross square feet of area. The table below calculates the required parking in accordance with zoning bylaws:

Building	Use	Square Footage (SF)	Parking required
Existing DPW Garage & Mezzanine	Storage and Shipping	11,973	8.0
Existing DPW Garage Office	Office, as accessory	2,216	7.4
Existing DPW Admin Bldg.	Office, as accessory	2,260	7.5
Existing Salt Shed	Storage and Shipping	4,786	3.2
Existing Vehicle Storage Bldg.	Storage and Shipping	12,121	8.1
Proposed Addition	Storage and Shipping	11,406	7.6
	·	Total	42

A total of 42 parking spaces are required while 65 parking spaces are provided on the proposed plans. The number of provided parking spaces is compliant with the parking requirements.

The proposed Facility will be staffed with approximately 29 employees with anticipated 4 visitor spaces. An additional need for 24 parking spaces is estimated for school bus drivers with total anticipated parking need for the overall facility of 57 parking spaces. The proposed 65 parking spaces will meet the immediate parking need and future staff growth.

3 - Permits Being Sought

Planning Board Permits

- 1. Site Plan Approval
- 2. Land Disturbance Permit

4 – Existing Nonconforming Use

The DPW facility is located in Limited Industrial (LI district), which does not permit a Motor Vehicle Fuel Facility per Table 3-1 in Section 3.1.6 of Zoning Bylaws. The Fuel Facility is a "grandfathered" existing non-conforming accessory to the primary use. The existing fuel island will be replaced with a new approximately 3,400 SF double-sided fuel island with canopy.

5 – Dimensional Nonconformities and Requested Relief from the Planning Board

The proposed facility is designed to comply with all dimensional regulations specified in the Foxboro zoning bylaws, such as front, side, and rear yard setbacks, as well as stipulations on building height, with exception of the following:

Per zoning bylaw section 4.2.8, no Gasoline Facility shall be located within 50 feet of any lot line. The proposed Fuel Island is partially located within 50 feet from the front yard line. While gasoline fueling equipment, including



fuel tanks and dispensers are located further than 50 feet from the front lot line (55 ft), the fuel island canopy is located partially within 50 feet from the front yard, with proposed setback of 42.4' front yard line.

Per zoning bylaws section 4.1.2, Table 4-2, a maximum lot coverage in LI district shall not exceed 70%. The existing DPW facility exceeds this requirement with existing lot coverage of 76.6%. The proposed improvements will reduce the lot coverage non-conformity to 73.8%, however the lot coverage will continue to exceed the requirement for LI district.

On behalf of the Town of Foxborough as Applicant, Weston & Sampson respectfully requests a variance for the following

- A variance to allow a portion of Gasoline Facility to extend closer than 50 ft from the lot line as described above.
- A variance to allow 73.8% lot coverage in LI district as described above.

Compliance with General Regulations and Requested Relief from the Planning Board

The Town has adopted general performance standards to control the size, scale, and impacts of nonresidential developments. The proposed project has been designed in accordance with the standards outlined in Chapter 275, Section 6 of the town's general legislation.

On behalf of the Town of Foxborough as Applicant, Weston & Sampson respectfully requests the following relief from the following standards for the proposed site design:

- Waiver from Section 6.1.9.5 Driveway Spacing Per section 6.1.9.5 no two driveways shall be located withing 20% of the total frontage measurement of the lot from each other. Since DPW lot has 832 feet of frontage, the minimum distance between driveway would need to be 166 feet. Both existing and proposed minimum driveway separation is non-conforming (29.5' and 28.5' respectively). Providing driveway spacing as required would significantly hinder DPW operation. Since the site is used not only for DPW operation, but also for Foxboro Public School District to park school buses, and various Town departments for fueling, multiple driveways are necessary to allow simultaneous access to the facility without impeding DPW daily operation.
- Waiver from Section 4.1.3 Off-street parking in Front Yard
 Per section 4.1.3 when a nonresidential use abuts a residential district, no off-street parking is allowed in required front yard. There is parking in the front yard in both, the existing and proposed conditions.
 A waiver is requested to allow DPW to continue parking within front yard as in existing condition.
- Waiver from Section 6.1.10.3 and Section 6.4.8.2 Parking within required screening, buffers, or landscaping.
 Per section 6.1.10.3 and 6.4.8.2 parking is not permitted within the required screening, buffers, or landscaping. This in an existing non-conforming condition and will be made more conforming in the proposed condition. However, some parking will remain within required front yard landscape buffer. The existing condition has about 27 paved parking spaces within the front buffer and is mostly paved up to the property line. Proposed design provides 15 ft landscaped buffer in front of admin parking area and bus parking lot and a 5' landscape buffer along other parking areas where no buffer is present in existing condition. A waiver is requested.
- Waiver from Section 6.4.6.1 Shrubs and Trees in landscape buffer. Per section 6.4.6.1, the required buffers must be planted with shrubs and threes. Most of the existing lot does not conform to this bylaw. The applicant proposes to plant various shrubs within front yard buffer and side yard buffer, however a section of rear yard buffer will be cleared of trees to provide a 15' wide vegetated swale along the rear lot line to reroute run-on stormwater from I-95 corridor and other uphill residences around the facility and away from site drainage network. While the swale will remain vegetated with grass, to shrubs or trees are proposed in the rear buffer to ease of moving and



E. Compte

Civil Engineer

Elena Compter, PE

maintenance of the proposed swale. A waiver is requested from providing trees and shrubs in the rear landscape buffer.

The attached application was prepared in accordance with the standards and recommendations provided in the *Chapter 232 Stormwater Management* and *Chapter 275 Zoning* of the town's *General Legislation* (Bylaws). If you have any questions or would like to discuss this further, please do not hesitate to contact JP Parnas at parnasi@wseinc.com or Elena Compter at compter@wseinc.com.

Sincerely,

WESTON & SAMPSON ENGINEERS, INC.

JP Parnas, RA

Senior Project Manager

Сc

Chris Gallagher - DPW Director (via email)

Weston (&) Sampson



Appendix A

Foxborough Forms

FOXBOROUGH PLANNING BOARD SITE PLAN REVIEW APPLICATION FORM

To	wn Clerk's Office Date
	Town Clerk Receipt is application has been received and recorded with the Town Clerk.
res	Town Collector's Release e owner of the property for which the Special Permit is being requested is in good standing with pect to any taxes, fees, assessments, betterments or other municipal charges. Page 19
	laws and meet with the Planning staff before completing this application.
Ιt	N/A
6.	If a Special Permit, Special Use Permit, Variance or Site Plan relative to the subject property has been previously acted upon, please state the type & date and attach a copy:
5.	Proposed square footage of building(s): 11,500 SF addition
4.	Proposed use of property: DPW facility expansion and renovation
3.	Present use of property: DPW facility (Water Resource Protection Overlay District)
2.	Zoning District: Limited Industry Is the parcel in the WRPOD? No
1.	Location by street address, (if any), and/or parcel and map number (which can be obtained from the Assessor's Office) for the property/building under consideration: 70 Elm Street Map 107 Parcel 107-036-000 Acreage of Parcel 9.75 acres
	Massachusetts Registration #: No. 49074
•	Name of Engineer: Alyssa Peck, Weston & Sampson Phone # 508-203-8331 Address: 100 Foxborough Blvd., Suite 250, Foxborough, MA 02035 Email Address: pecka@wseinc.com
	Signature of Property Owner:
•	Owner(s) of Property: Town of Foxborough
	Signature of Applicant:
	Email Address: Cgallegher Ofoxborough mangor
•	Applicant(s): Town of Applicant(s): Foxborough Phone # 505-543-1228 Mailing Address: 70 Elm St Foxborough, MA 02035

Land Disturbance Permit Application

To Stormwater Authority:

The undersigned wishes to submit a Land Disturbance Permit Application as defined in the Zoning By-Laws of the Town of Foxborough Section 270 and requests a review and determination by the Stormwater Authority of said Land Disturbance Plan. The Land Disturbance Plan involves property where owner's title to the land is derived under deed from______, dated______, and recorded in the Norfolk County Registry of Deeds, Book N/F, Page N/F, or Land Court Certificate of Title No., Registered in _____ District, Book N/F , Page Project Description: Proposed additions and renovations to the existing DPW facility. The Town is proposing upgrading the existing facility to meet its current needs. Site improvements include the construction of a new11,500 SF addition to the existing building and new 3,400 SF fuel island. The property (building) is described as being located at _ 70 Elm Street it is currently used as <u>DPW facility</u> and the changes proposed to be made are DPW facility expansion and renovation The project is located on the parcel shown on Assessors Map 107. Parcel 107-036-000 Applicant's Signature (s) _____ Applicant's Name (print) Orn Galler Owner's Names(s) Applicant's Address 70 Elm St Owner's Address Date Received by Town Clerk:

Please note: 1) An applicant for a Land Disturbance Plan Review must file with the Stormwater Authority a completed Land Disturbance Permit Package (see Land Disturbance Permit Application Checklist. 2) The applicant shall also file a copy of the Land Disturbance Plan and the application with the Town Clerk. The date of receipt by the Town Clerk shall be the official filing date.

Signature

Land Disturbance Permit Application Checklist

The Stormwater Authority shall make a determination as to the completeness of the application and adequacy of the materials submitted. No review shall take place until the application has been found to be complete. The Land Disturbance Permit Application package shall include:

	(1)	X A completed Application Form with original signatures of all owners;
	(2)	X A certified list of abutters within 100 feet of the property;
	(3)	X Payment of the application and review fees; and,
	(4)	🗵 One (1) copy each of the Application Form and the list of abutters filed with the Town Clerk.
X Sto	rmwate	r Management Plan (3 copies) shall at a minimum include:
	(1)	\overline{X} Name, address, and telephone number of all persons having a legal interest in the property and the tax reference number and parcel number of the property or properties affected;
	(2)	X Narrative describing project
	(3)	X Plan(s)
	(4)	X Calculations to show compliance with regulations
	(5)	X Soil mapping and test data
	(6)	X Completed MassDEP Checklist for Stormwater Report
X Erc	sion an	d Sedimentation Control Plan (3 copies) shall at a minimum include:
	(1)	\boxtimes Names, addresses, and telephone numbers of the owner, applicant, and person(s) or firm(s) preparing the plan;
	(2)	$\boxed{\mathbf{X}}$ Narrative describing existing and proposed conditions, construction sequencing and phasing and methods to control erosion and sedimentation during construction.
	(3)	X Plan(s)
	(4)	☐ Calculations to show compliance with regulations
X Op	eration a	and Maintenance Plan (3 copies) shall at a minimum include:
	(1)	\square The name(s) of the owner(s) for all components of the system;
	(2)	☐ A map showing the location of the stormwater systems and facilities;
	(3) n/a	■ Maintenance Agreement with the Stormwater Authority; and
	(4) n/a	Stormwater Management Easement(s)

Application and Review Fee Schedule

The following fee schedules are minimum fees. The Stormwater Authority may require higher fees if deemed necessary for proper review of an application or to ensure compliance.

<u>Proposed Disturbance Requires</u>	Application Fee	Review Fee
Land Disturbance Permit	\$1,000	TBD per project*

^{*}Review fees include engineering review, legal review, and clerical fees associated with the public hearing and permit processing. A fee estimate may be provided by the Stormwater Authority, its agent, or consulting engineer.

GENERAL

- 1. Any application not accompanied by the appropriate fee shall be deemed incomplete. Payment must be made to the Stormwater Authority in cash, money order, bank or certified check payable to the Town of Foxborough.
- 2. An Applicant's failure to pay any additional review or inspection fee within five (5) business days of receipt of the notice that further fees are required shall be grounds for disapproval.
- 3. Stormwater Authority will publish the public notice and send abutter notifications. Abutter notification shall be by first class mail. The applicant shall pay all costs associated with the publication and notification requirements.



Appendix B

Reduced-Size Assessor Map

Property Location 70 ELM STREET Vision ID 4210 Account # 1070003151

Map ID 107/ / 036/000 000/000 Bldg # 1

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Appendix C

Certified Abutters List





BOARD OF ASSESSORS TOWN OF FOXBOROUGH

40 SOUTH STREET FOXBOROUGH MASSACHUSETTS 02035

(508) 543-1215

Fax: (508) 543-6278

CERTIFICATION OF ABUTTERS

PROPERTY OWNER: Town of Foxborough
MAILING ADDESSS: 40 South Street, Foxborough, MA 02035
PROPERTY LOCATION: 70 Elm Street
ASSESSORS MAP/PARCEL: Map 107, Lot 36
APPLICANT: Town of Foxborough PHONE: 508-543-1228
AUTHORITY REQUESTING LIST: Christopher Gallagher, DPW Director
DATE SUBMITTED: January 5, 2024
LIST REQUESTED:500 FTDIRECT ABUTTER
300 FTABUTTER TO ABUTTER
<u>X</u> 100 FT
I,, acting as a custodian of assessment records, do hereby certify that the attached documents contain true and complete information from the most recent tax list of the Town of Foxborough, Massachusetts.
I further state that these documents include the names and addresses of
Date:

BOARD OF ASSESSORS FOXBOROUGH MASSACHUSETTS

Massachusetts General Law c. 40A, s.11, "The assessors maintaining any applicable tax list shall certify to the permit granting authority or special permit granting authority the names and addresses of parties in interest and such certification shall be conclusive for all purposes."

The Assessors Office will complete the abutters list within 7-10 business days. There is a \$25.00 fee for an abutters list.

"The applicant is solely responsible for requesting the appropriate abutters list required by the applicable Mass General Law."



Subject Property:

Parcel Number:

107-036-000

CAMA Number:

107-036-000

Property Address: 70 ELM STREET

Mailing Address: TOWN OF FOXBOROUGH

40 SOUTH STREET

FOXBOROUGH, MA 02035-0000

Abutters:

Parcel Number: CAMA Number: 107-019-000

107-019-000

Property Address: 65 ELM STREET

Mailing Address:

TOWN OF FOXBOROUGH

40 SOUTH ST

FOXBORO, MA 02035-0000

Parcel Number: CAMA Number:

107-020-000 107-020-000 Property Address: ELM STREET

Mailing Address: WORCHTER COUNTY ELECTRIC

COMPANY

C/O PROPERTIES DEPT 40 SYLVAN

ROAD

WALTHAM, MA 02451-2286

Parcel Number: CAMA Number: 107-035-000 107-035-000

Property Address: 52 ELM STREET

Mailing Address:

CARTER MICHAEL J & DARLENE E TE

52 ELM ST

FOXBORO, MA 02035-0000

Parcel Number:

121-005-000

121-005-000

CAMA Number: Property Address: 224 CENTRAL STREET

Mailing Address:

DIZNEY BRIAN A & AMY MOYLAN JT

224 CENTRAL STREET

FOXBOROUGH, MA 02035-0000

Parcel Number: CAMA Number: 121-006-000

121-006-000

Property Address: 224 CENTRAL STREET

Mailing Address:

DIZNEY BRIAN A & AMY MOYLAN JT

224 CENTRAL STREET

FOXBOROUGH, MA 02035-0000

Parcel Number: CAMA Number: 121-008-000

121-008-000 Property Address: 228 CENTRAL STREET

Mailing Address: MCGINNIS BARBARA & KEVIN W TE

228 CENTRAL STREET FOXBORO, MA 02035

Parcel Number:

121-009-000

Mailing Address: BELL DIANNA L

CAMA Number:

121-009-000

Property Address: 232 CENTRAL STREET

232 CENTRAL STREET FOXBOROUGH, MA 02035-0000

Parcel Number:

121-010-000

Mailing Address:

JOHNSTONE AARON & ANDREA TE

CAMA Number: Property Address: 234 CENTRAL STREET

121-010-000

234 CENTRAL ST FOXBORO, MA 02035

Parcel Number:

121-011-000

Mailing Address:

RUSH JOHN J & JEANNE M

CAMA Number: Property Address: 236 CENTRAL STREET

121-011-000

236 CENTRAL ST FOXBORO, MA 02035-0000

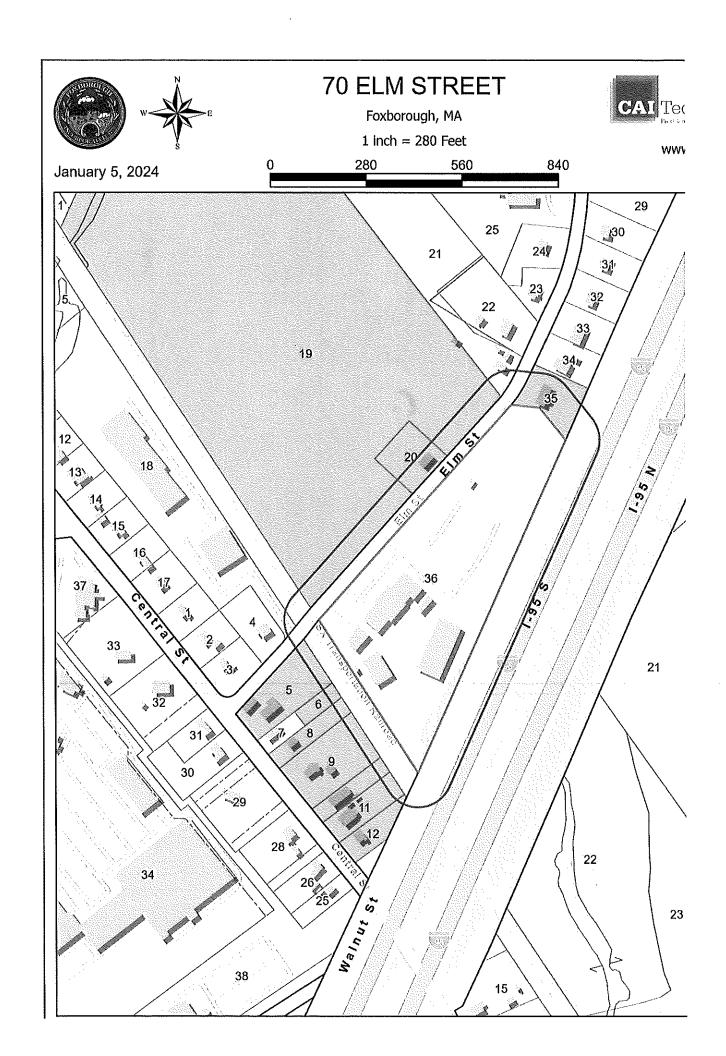
Parcel Number:

121-012-000

Mailing Address: FLEMING PATRICK & BRENDA TRS

121-012-000 CAMA Number: Property Address: 238 CENTRAL STREET

238 CENTRAL ST FOXBORO, MA 02035





Appendix D

Site Development Plans (under separate cover)



Appendix E

Stormwater Report (under separate cover)