
November 28, 2023

Ms. Karen Sherman
Town Planner
Town of Holliston
703 Washington Street
Holliston, MA 01746

**Re: OSRD Application Completeness Review
Definitive Open Space Residential Development (OSRD)
“Jasper Hill Estates” Holliston, MA
CMG ID 2023-269**

Dear Karen,

CMG is providing this letter report detailing our initial completeness review of the “Jasper Hill Estates” Definitive Open Space Residential Development application submission in Holliston, MA (the “Site”). The project Applicant, Jasper Hill Realty Trust, LLC is proposing to construct a four (4) lot open space residential development at 52 Jasper Hill Road on Assessor’s Parcel Map 8 Block 5 Lot 16.

The existing property currently consists of approximately 7.4 +/- Acres located within the Agricultural-Residential B (RES-B) Zoning District and Groundwater Protection District. The existing property is currently occupied by one (1) existing 2.5 Story residential home and associated driveway and barn. Access to the property is via the existing variable width “Jasper Hill Road” way which allows access across Town of Holliston owned land currently used as the Town Hall municipal parking lot. There is a separate existing 50’ wide utility easement across the property to allow for access to the Town’s water supply tower. CMG understands this project will require Definitive Subdivision Approval and a Special Permit for a Common Driveway.

CMG is in receipt of the following documents:

- “Application for Approval of a Definitive Subdivision Plan – Definitive Subdivision Plan Jasper Hill Estates, Holliston, MA” prepared by Peter R. Barbieri, Esq. Fletcher Tilton PC, date September 6, 2023.
- “Jasper Hill Estates Definitive Subdivision Plan at Jasper Hill, Holliston, MA prepared for Jasper Hill Realty Trust, LLC” prepared by Applewood Survey Co., LLC and Creative Land & Water Engineering, LLC, date August 30, 2023.
- “Flood Impact Analysis and Stormwater Management – Jasper Hill Subdivision, Jasper Hill Road, Holliston, MA” prepared by Creative Land & Water Engineering, LLC, date October 2, 2023.

CMG is providing this letter summarizing our initial completeness review relating to the above documents to determine the additional information required to evaluate the project's compliance with the following Town regulations:

- Town of Holliston Zoning By-Laws date May 10, 2021, Amendments approved by the Attorney General's office on August 26, 2021.
- Town of Holliston Planning Board Rules and Regulations amended through January 5, 2012.

CMG provides the following comments for Planning Board consideration:

Holliston Zoning By-Law (Section V-H Open Space Residential Development):

1. Section V-H 4.A (Minimum Requirements: Density) Applicant is proposing to modify the existing “Jasper Hill Road” right of way as a 30' wide Access, Egress, Utility and Drainage Easement. Additional supporting legal documentation should be provided to support the use of an easement versus creating a modified right of way to provide access to an OSRD development. Minimum right of way width for a Rural Residential Lane is 40 FT while the Applicant is proposing a 30 FT wide access “easement” across the Town of Holliston's municipal parking lot.
2. Section V-H 4.A – The total number of lots for building purposes within the tract shown on the plan shall not be more than allowed by conventional zoning. It is not clear the proposed Four (4) Lot Conventional Subdivision Plan provided as Sheet 5 of 12 is compliant with Town of Holliston Planning Board Rules and Regulations.
3. Section V-H 6.A 1) - Applicant did not provide a traffic study or evaluation of the existing versus proposed municipal parking lot capacity to determine if unreasonable traffic congestion or unsafe conditions may result from the development.
4. Section V-H 6.A 2) - Applicant should verify with the Fire Department what size vehicle will need to access the cul-de-sac and provide a truck turning diagram to verify there is adequate pavement width for the required design vehicle. The proposed cul-de-sac turnaround proposes a large island in the middle with retaining walls and is not dimensioned and the type of pavement edging / curbing is not identified on the plan.
5. Section V-H 6.A 2) - Slope transition from cul-de-sac to common driveway doesn't look feasible for emergency vehicle access as it goes from 1.83% to 12 %. Additionally, common driveway grades are fairly steep and range from 12% - 15% slope.
6. Section V-H 7.B – Open space only provides a 10 FT buffer strip along the southern property boundary where no less than 15 FT is required.
7. Section V-H 8.B (Common Open Space Ownership and Management) Application should address how the open space shall be available for use by the general public. No public parking is shown.

Holliston Planning Board Subdivision Rules and Regulations (Article IV Section 4.3):

8. Section 4.3.1 d & e – Existing Conditions plan is not provided at a suitable scale (1”=40’), is combined with a Watershed Plan, and does not provide all of the information required (i.e. lot size, property line bearing and distances, existing limits of Jasper Hill Road right of way, easements etc.).
9. Section 4.3.1 k – Locations of all existing trees within all proposed right of ways that area at least fourteen inches (14”) in diameter at breast height are not provided.
10. Section 4.3.1 m – Building set back lines for all lots are not provided.
11. Section 4.3.1 p – A combined Plan & Profile of the proposed street is not provided.
12. Section 4.3.1 q – Existing centerline profile and stationing of Jasper Hill Road for 100 ft. in each direction from where it intersects Washington Street is not provided.
13. Section 4.3.1 s – Site’s location with a “Groundwater Protection District Zone III” should be noted on the plan set.
14. Section 4.3.1 t – Proposed water supply system layout and details are not provided
15. Section 4.3.1 u – Locus map scale is not provided consistent with this section.
16. Section 4.3.1 v – Detail drawings of proposed construction features including roadway cross sections, utility and drainage details, etc. are not provided.
17. Section 4.3.1. w – Location of proposed landscaping along with planting details is not provided.
18. Sections 4.3.2 – Subsurface soil data for road construction across the Town of Holliston municipal parking lot is not provided as specified.
19. 4.3.3.1 – CMG recommends the Planning Board consider this project provides “good cause” for requiring a Traffic Impact Assessment given the proposed right-of-way access through the existing municipal parking lot area.
20. Section 4.3.4.1 – Typical Street cross-section is not provided.
21. Section 4.3.4.3 – List of waivers from strict compliance with the Rules and Regulations is not provided.

General Engineering Completeness & Technical Adequacy

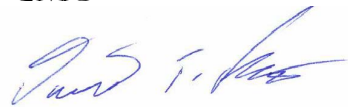
22. Engineering design plans are at a 1” = 50’ scale and the text size provided does not allow for details to be shown clearly and adequately. CMG recommends the engineering plans be provided at a 1” = 40’ scale and use a minimum standard text size of 0.10 in.

23. Applicant is proposing to tie both the proposed OSRD development and Jasper Hill Road drainage system into the existing 12” PVC drain pipe located adjacent to the Town Hall. However, no evaluation of the Town’s existing drainage system to accommodate the additional runoff is provided.
24. Application does not include soil testing for the stormwater basins proposed on Town property
25. Application does not provide a Rational Method pipe size and capacity analysis for the existing and proposed drainage piping for the 25-year storm events.
26. CMG recommends evaluation of the existing and proposed municipal parking layout to determine if the proposed improvements are adequate to address the needs of the Town Hall staff and visitors in addition to ADA and AAB handicap accessibility requirements.

This letter represents CMG’s limited review relating to the technical completeness of the submission as noted above and does not represent a complete engineering technical peer review of the OSRD submission documents.

If you have any questions or need additional information, please contact me at (508) 864-6802.

Sincerely,
CMG



David T. Faist, PE
Principal Engineer