

**Holliston Planning Board  
Meeting Minutes of May 5, 2015**

**In Attendance:** Chairman Geoffrey Zeamer, David Thorn and Taro Matsuno. Warren Chamberlain and Nikki Borman were absent (Note: Not eligible to vote on petition).

**Call to Order:** The Chairman called the meeting to order at 7:00 p.m. in the Room 014 of the Town Hall, 703 Washington Street.

**General Business:**

**Deliberation**

**Hopping Brook Business Park Definitive Subdivision Modification**

The members reviewed the amended plan set (revised through April 13, 2015) and a draft Certificate of Action for the Modification (dated May 4, 2015). The Applicant, Jon Delli Priscoli, Tr. was present. Draft conditions were discussed including standard conditions of approval and special conditions as follows:

**CONDITIONS OF APPROVAL**

The Board's decision to grant the Modification is subject to the following conditions:

**General Conditions**

1. This Definitive Subdivision Modification is not valid until recorded at the South Middlesex County Registry of Deeds in accordance with the provisions of the Holliston Planning Board Rules and Regulations for the Subdivision of Land and MGL, c. 41, s. 81T-X. The copy of the endorsed modification plan to be filed must contain a certification by the Town Clerk that 20 days have elapsed since after the decision has been filed and that no appeal has been filed or if such appeal has been filed, that it has been dismissed or denied. The Applicant shall record the endorsed plan prior to the commencement of authorized site activity and shall submit proof of recording to the Planning Board. Failure to record the Decision or comply with the conditions of approval herein shall render this Decision null and void (MGL c. 41, s. 81W).
2. The subdivision and its construction shall comply in all respects to the Rules and Regulations governing the Subdivision of Land in the Town of Holliston, unless specifically waived by a vote of the Planning Board and recorded in writing.
3. All construction within the subdivision shall be completed within two years from the date of the endorsement of the approved plan and covenant. Failure to complete construction within two years from the date of endorsement shall render the approval of the subdivision null and void. Any request for extension of the two-year period must be made in writing more than 30 days prior to the expiration.
4. A copy of this decision, construction sequence and endorsed plan set shall be kept on site and shall be made available to all site contractors.
5. No corrections, additions, substitutions, alterations or any changes shall be made in any plans, proposals, and supporting documents approved and endorsed by the Planning Board without the written approval of the Planning Board. Any requests for field changes shall be made in writing to the Planning Board for review and approval and shall include a description of the proposed change(s), reasons the change is necessary, and supporting documentation deemed necessary by the Board.
6. The Applicant shall provide the Planning Board office with the name, address and business phone number of the individual(s) responsible for the activities on site and the date work will commence. A pre-construction meeting shall be scheduled through the Planning Board Office with Town staff and the Board's consulting engineer at least 48 hours prior to commencement of work. At the conference,

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- a schedule of inspections shall be agreed upon by the applicant, the Board's agents and other municipal officials.
7. The Applicant shall engage a registered engineer to oversee the installation of the improvements and ascertain that the materials and workmanship therefore conform to all specifications. The engineer will file written reports with respect to such installation in accordance with the requirements of the Holliston Subdivision Rules and Regulations (Form D).
  8. The Board or its agents may enter onto and view and inspect the property during regular business hours, without notice, to ensure compliance with the terms and conditions of this decision, subject to applicable safety regulations.
  9. Prior to the commencement of authorized site activity, the Applicant shall flag the limits of construction and shall clearly mark all existing trees, bushes and other vegetation that is to remain.
  10. During construction, the Applicant shall perform daily clean-up of construction debris, including soil, on Town streets caused by the site construction.
  11. No lot shall be released from the covenant until the Board is in receipt of all proposed deeds and easements for the project, including a reservation of fee in the roadway and utilities, including the stormwater management system components.
  12. Any and all plans that have been and may be approved by the Conservation Commission pursuant to an Order of Conditions shall be made part of the Definitive Subdivision Plan. If there is any inconsistency between the submitted Subdivision Plan and the plans as may be approved by the Conservation Commission, the applicant shall submit an amended Plan to the Planning Board for approval. Said amended plans shall be accompanied by a letter setting forth any and all changes from the submitted subdivision plan and shall include drainage calculations, if applicable.
  13. Following endorsement by the Planning Board, the applicant shall supply five (5) prints of the signed plan set and a digital copy of the plans capable of conversion to a .dxf file.
  14. Hours of construction for required improvements shall be as follows: Monday through Saturday 7:00 a.m. to 5:00 p.m. with no work on Sundays or holidays. No blasting or crushing operations shall take place on Saturdays.
  15. The Traffic impact study completed for the Phase II Subdivision has estimated that once Phase II is completed, it will generate approximately 8,500 vehicle trips per day, with approximately 1,030 occurring during the morning peak hour, and approximately 1,150 occurring during the evening peak hour. This vehicle trip estimate was the basis for the mitigation required by MEPA and MHD and shall serve as a guideline as to the need for additional traffic impact analysis or mitigation as each individual Lot is reviewed for Site Plan Approval. Each Site Plan under review for the development of each individual Lot in the Phase II subdivision shall include a trip generation estimate which shall be included in a cumulative total for the Phase II subdivision.
  16. The Planning Board may, at its sole discretion, require that a traffic study be completed for each individual Lot in the Phase II Subdivision as part of its Site Plan Approval authority. These traffic studies shall follow the MEPA, MHD and Planning Board's guidelines. At a minimum, each application for Site Plan Review shall include an estimate on the Lot's expected trip generation and documentation of overall vehicle trip activity at the Phase II subdivision for a continuous seven-day period.
  17. The applicant for an individual Lot site plan approval shall consult with the Planning Board prior to initiating a required traffic impact study to determine the study area limits and intersections to be included in the study, which may include intersections or roadways outside of the study area covered by the original subdivision application traffic study, but not beyond the town borders.
  18. Based on the initial MEPA traffic study completed for the Phase II of the subdivision, mitigation measures shall be constructed according to those outlined in the MEPA certificate and Section 61 findings. The improvements, subject to a MHD Warrant Analysis, shall be completed at the following locations: a. Design and construct a traffic control signal at Washington Street and the Hopping Brook Park site driveway, b. Design and construct a traffic control signal at Washington Street and

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Central Street, c. Design and construct a traffic control signal at Washington Street and Summer Street. A copy of the Section 61 Finding shall be filed with the Planning Board.

19. Additional mitigating measures or acceleration of previously required mitigation may be required based on the outcome of any individual traffic impact study completed as the Lots in the Phase II subdivision are developed. Such additional mitigation shall be tied to the development of the individual Lot in question and not the subdivision as a whole. Further, if such mitigation is to be done along State highways it must be conditioned on the approval of MHD.
20. If the Board determines that any mitigation measures are required at the time of the Site Plan review, then the Site Plan Review applicant may be required to post a bond in the amount equivalent to the cost for the design and construction of the mitigating measures. The Site Plan Review applicant shall submit cost estimates for the Board's review to determine the appropriate bond amount.
21. The Applicant has agreed to provide the equivalent of \$25,000 in in-kind services to the development of the Upper Charles Trail or another project specified by the Planning Board.
22. After construction, and at all times prior to acceptance of the roadway by the Town of Holliston, all stormwater management infrastructure shall remain the property and maintenance responsibility of the Owner/Applicant, New Hopping Brook Trust. Stormwater system maintenance, management and reporting requirements shall be as described in the record "Stormwater Management Operation & Maintenance Plan for DEP File #185-781ö, dated 11-26-2014 and revised through 2-27-2015.
23. Prior to the commencement of related work, the Owner/Applicant shall submit to the Planning Board a construction detail for the proposed "Redi-Rockö retaining walls stamped and signed by a registered professional structural engineer. Peer review of the plan may be required.

Conditions above shall be inscribed by the applicant on a supplemental covenant to be added to the recorded plan set.

Mr. Matsuno made a motion to approve the Certificate of Action as amended through discussion. Mr. Thorn seconded with all in favor.

**Adjournment** - The meeting was adjourned at 7:20 p.m. on a motion made and duly seconded. The next meeting was scheduled for May 21, 2015.

Respectfully submitted,

Karen L. Sherman, Town Planner