

Amesbury

Community & Economic Development
Planning – Conservation – Appeals
Tel: (978) 388-8110
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62 Friend Street
Second Floor
Amesbury, MA 01913

May 8, 2014

RE: 99-101 Friend Street
 Amesbury, MA 01913

Dear Abutter:

At a public hearing held on April 28, 2014, the Amesbury Planning Board APPROVED a Definitive Subdivision request for the above-mentioned property under M.G.L. Chapter 41, Section 81-O and T, and Section XI.D of the Amesbury Zoning Bylaw.

Any appeal shall be made pursuant to M.G.L. Chapter 40A, Section 17, and shall be filed within twenty (20) days after the filing date of such notice in the office of the City Clerk.

A full copy of the decision can be found on the Town Amesbury website www.amesburyma.gov on the Planning Board page.

Respectfully,

Joan Baptiste
Secretary



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14 MAY -5 PM 1:59
AMESBURY CITY CLERK

PLANNING BOARD DECISION

Property Ownership: 1. M.W. Development, LLC
2. 101 Friend Street Realty Trust

Applicant: Wojcicki Development, 110 Main Street, Amesbury MA 01913

Application Type: DEFINITIVE SUBDIVISION

Project: Definitive Subdivision at the corner of Powwow Villa Way and Friend Street, Amesbury, MA

Date: April 28, 2014

A. BACKGROUND

On or about 04/23/2014, the Planning Board of Amesbury (“Board”) received an application from Mark Wojcicki (the “Applicant”) for a Definitive Subdivision as defined under Chapter 41, Section 81-O and T and pursuant to the provisions of Subdivision Rules and Regulations of the City of Amesbury for a subdivision of Land into three lots including two new single family lots, on an approximately 24,630 square feet parcel located at 99 and 101 Friend Street in Amesbury MA. The plans were drawn on March 5, 2014 by Atlantic Engineering & Survey Consultants, Inc., 97 Tenney Street, Georgetown, MA 01833 and submitted by Nicholas Cracknell on behalf of the Applicant. The Board also received the following:

- a. Exhibit 1 – Definitive subdivision plan set
- b. Exhibit 2 – Architectural rendering of the project

The Board held the initial public hearing on 04-28-2014. The public hearing was closed on 04-28-2014 and a decision was rendered on the application on 04-28-2014. This is the Decision of the Board (“Decision”).

B. FINDINGS

1. Property Description – The 24,630 square feet property ("Property") is shown on Map 52 Lots 150 and 151 of the Assessors Database. The site is located in the R-8 district where the minimum lot area is 8,000 sq. ft. and the minimum frontage is 80 feet. The property currently an existing two family structure and is otherwise vacant;
2. Yield Plan – The existing lot has 195 feet of frontage along Friend Street. Pursuant to the Variance granted by the ZBA dated 1/23/14 single family structures are proposed on two new lots and an existing lot with a two-family residential structure will be modified. The Applicant proposes to construct single family structures that are comparable in architectural character and layout to the existing houses in the neighborhood;
3. Project Description - The proposed development ("Project") consists of three (3) lots as shown on the Definitive Subdivision Plan(s) ("Plans"). Two lots have frontage along Friend Street and the third lot has frontage along Powwow Villa Way. The Powwow Villa Way ("Powwow Villa") is a way shown on a Plan of Land dated Dec 12, 1956, recorded at the South Essex Registry of Deeds, Plan Book 40, Plan 43.
4. Utility Layout - The Project proposes to tie into public sewer and water services that already exist in the area. Powwow Villa and Friend Street are existing ways that are served by stormwater management structures and other utilities. The Board is going to defer to the Department of Public Works (DPW) as to the improvements needed to the existing public utilities for providing adequate services to the proposed lots. As long as the necessary improvements are made pursuant to DPW requirements to the existing drainage, water and sewer systems, the Board finds that no additional review by peer review consultants is needed for this project. However, Applicant must provide all necessary information for DPW's review of utility and other public infrastructure improvements prior to making request any building permits.

5. Access and Circulation – Powwow Villa is currently 14.5 feet wide and there is no sidewalk for safe pedestrian access. With the addition of these two single family structures along Powwow Villa, public safety officials seek adequate access for emergencies and public safety. Portions of Powwow Villa are already located on the subject parcel. The Plan shows that the paved portion of Powwow Villa will be increased to 18 feet in width. A sidewalk is proposed along the Way and will connect to the existing sidewalk along Friend Street. These improvements will be made by the developer in coordination with the Amesbury Housing Authority (“AHA”). The improved layout along with the proposed access easement will improve the existing way such that it allows for safe access for emergency and fire response vehicles and other public safety purposes. The Board also finds that the unique circumstances of the private way (ownership, maintenance and encroachment issues) as evident from the information submitted in the application, the waivers requested from the design and constructions standards of the subdivision rules and regulations are reasonable and justifiable.

6. Stormwater Management –As it relates to the RoW improvements along Powwow Villa, Planning Board has requested written confirmation from the Applicant’s engineer that all roof drains and finished grading will retain the stormwater on-site. This would allow the City to ensure that the proposed Project has no adverse impacts due to stormwater runoff along Friend Street or Powwow Villa. In lieu of design requirements under Section 6 of the subdivision rules and regulations, the Board considers this is a reasonable request in the interest of public health, welfare and safety of the surrounding properties;

7. Site Layout and Building Design – The Applicant met with the Planning Board in a pre-application conference and presented conceptual designs of residential structures proposed in this subdivision. These new residential structures will be appropriately scaled building designs that incorporate traditional house styles (including dormers); use of natural materials for the exterior; double hung windows with simulated divided light. The Board finds that this proposed design criteria and the layout of buildings shown on the Plan would make the Project consistent with the character of the neighborhood;

8. Limit-of-Work and affected Property - Except for the work within the existing RoW and other off-site improvements, no other changes are being proposed to existing street layouts at this time. Pursuant to this Decision, the subdivision plan only seeks to make certain improvements along Powwow Villa and Friend Street and to create two new lots 1, 2, a Parcel X and modify an existing lot, lot 3 as shown on the definitive subdivision plan.

C. WAIVERS

By application and as noted on the subdivision plan dated March 23, 2014, the Applicant sought waivers from the provisions of Section 6 and 7 of the Amesbury's Subdivision Rules and Regulations. The Board has granted waivers from those rules and regulations, only to the extent necessary, to construct the definitive subdivision plan as presented and revised, where the waivers are consistent with the purpose and intent of the regulations and would not threaten public health, safety or welfare and to minimize harm and disruption to the locus and real property abutting the locus.

D. GRANT OF PERMIT AND CONDITIONS THERETO

After public hearing, upon notice in accordance with the statute, and after full consideration of the evidence presented, and upon the findings made by the Board and hereinafter set forth, a Definitive Subdivision Plan Approval for a three (3) lot subdivision at the corner of Friend Street and Powwow Villa in Amesbury, MA is granted to the Applicant for the premises described in the application, further upon the conditions that follow:

I. PRIOR TO ENDORSEMENT OF PLANS

The approved plans shall become Final Plans upon recording of the endorsed subdivision plan. The following conditions shall be met prior to endorsement of the approved plan:

1. Permanent Access Easement – A copy of legal documents and plans describing the permanent public access easement on Parcel X as shown on the Final Plan affecting the use of the subject property shall be submitted to the City. The Applicant also shall submit to the Board any other written or recorded instruments granting or agreeing to easements and covenants affecting the use of the subject parcel. The Applicant also shall submit to the Board any other written or recorded instruments granting or agreeing to easements and covenants affecting the use of the subject parcels;
2. Notations - The following notes shall be added to the Plan prior to endorsement:
 - a. A note shall be added that states that "*A permanent public access easement no less than 7.5 feet in width and running along the length of Powwow Villa, recorded herewith, shall be granted to the AHA along the frontage of Lots 1 and 2 as shown on this plan*" and a notation to this effect shall also appear upon any deeds to any property within the subdivision;
 - b. A note shall be added that states that "*No further subdivision of any parcel or any changes to the number of residential lots, the lot configuration, or the lot lines shall occur without a further review and approval from the Board*" and a notation to this effect shall also appear upon any deeds to any property within the subdivision;

- c. A note shall be added that states that *"All roadway improvements shall conform to design and construction standards as approved by the Board and required by the Amesbury Department of Public Works"*; and
 - d. A note shall be added that states that *"This subdivision of Land is subject to the Planning Board decision recorded herewith and conditions stated therein"*;
3. Covenant - A covenant shall be placed on the development as outlined in Section 6.09.B of the Subdivision Rules and Regulations stipulating that "No lots shall be released for building purposes until such time as DPW and Planning departments have received, reviewed and approved plans and documents pertaining to underground utilities, drainage and other Right of Way (RoW) improvements." Upon such approval, the Applicant shall submit request to the Planning Board for release from such covenant prior to making request for a building permit. Alternatively, in lieu of a covenant as describe above, the Applicant may submit a performance bond in an amount determined by the Board to complete the RoW improvements, including any drainage improvements along Powwow Villa and Friend Street and on AHA property and landscape plan as per approved plans;
4. Recorded Copy - A copy of this Decision as recorded at the Essex Registry of Deeds shall be submitted to the Board;
5. CAD Drawings - Three copies of all drawings and site plans as approved by Board shall be provided as Computer Assisted Drawings (CAD) on Compact Disks to the Board. The existing conditions plans shall be added to the final plan set that is to be recorded with the Registry of Deeds;
6. GIS Mapping - Compliance, to the greatest extent possible, with Municipal Mapping Requirements as per attached requirements (see Exhibit A) should be submitted to the Planning Office and approved by the Engineering Department;

II. PRIOR TO RELEASE OF LOTS FOR CONSTRUCTION

Prior to making request for release of lots for building, the Applicant shall file pertinent documents with the Board and all other relevant public agencies consistent with this Decision for review and shall have completed the following actions:

1. Recorded Plans - A copy of the set of Final Plan, signed by the City Clerk and recorded at the Essex Registry of Deeds shall be submitted to the Board and to the Building Inspector;
2. Adequate Access: Only for Lot 2, the Applicant shall submit an interim As-Built plan or a written statement from the City's DPW and Engineering departments showing that the site has been stabilized and that access along Powwow Villa is adequate for public safety;
3. Stormwater Management: The applicant's engineer shall submit to the Board supporting information and a letter certifying that there shall be no additional runoff from the subject property to any public or private way and that the applicant agrees to make the necessary drainage improvements along Powwow Villa in order to address stormwater management related concerns. The applicant shall request a formal letter from DPW stating that stormwater management issues have been satisfactorily addressed as per proposed improvements. Adequate stormwater control measures and drainage systems shall be in place or substantially complete and a written statement from the City's DPW to this effect shall be submitted by the Applicant to the Board;
4. Municipal Services: The Applicant shall meet with the DPW to finalize all details associated with connections to all existing municipal utilities. Service stub locations and connection locations should be coordinated with, and approved by, the City Engineer;
5. Detailed Architectural Elevations: Submit copies of architectural elevation drawings, including information on exterior building materials and finishes for review and approval. These architectural drawings shall be consistent with the Plan, building design criteria set forth in this decision, photographs and renderings submitted and presented with the

application. The building design package shall be reviewed by the City Planner for consistency with the requirements of this Decision

6. Street Trees and Landscaping Plan – Street trees shall be required along the private frontage of these lots and along Friend Street pursuant to the requirements of the subdivision rules and regulations. The Applicant shall submit for review and approval by the City Planner a typical landscape plan for shrubs to be planted around the building footprint along existing ways indicating the types of shrubs and trees to be planted in the subdivision along with the appropriate quantities;

III. DURING CONSTRUCTION

1. ROW Improvements: The Applicant shall be required to meet the requirements of DPW for all utility connections and the construction standards for Right of Way (RoW) repairs; and
2. Repair and Cleanup: The existing roadways shall be kept clean of all earth materials during the construction phase. Any damage to public roads and walkways shall be repaired and/or replaced to the satisfaction of the DPW Director and City Engineer;

IV. PRIOR TO MAKING REQUEST FOR AN OCCUPANCY PERMIT

Prior to making request for Occupancy Permit for the last lot, the Applicant shall file with the Board and all other relevant public agencies for review and for consistency with this Decision any documents and shall have completed the following actions:

1. Infrastructure Improvements - All off-site and RoW infrastructure along Powwow Villa and Friend Street shall be completed as per Final Plans and a written statement from the City's DPW to this effect shall be submitted by the Applicant to the Board. The proposed french drain to manage stormwater and drainage along existing residential driveway on Powwow villa shall be connected to the catch basin on the AHA property. Any other

- improvement determined suitable by the applicant, and reviewed by the City Planner, to address the runoff along the driveway shall be completed;
2. Street Trees - All proposed trees as presented on the Final Plan shall be placed in position or staked out for approval by the City Planner prior to digging;
 3. As-Built Plans - The Applicant shall submit plans as required by DPW with a certification from a Professional Engineer registered in the Commonwealth of Massachusetts that the RoW improvements "As-Built Plan" complies in all substantive respects with this Decision.

IV. GENERAL AND IN PERPETUITY CONDITONS

1. This approval shall be subject to the following:
 - a. Deed transfer of the 1,277SF land area to the AHA;
 - b. Deed transfer of the easement area for the sidewalk on Powwow Villa Way;
 - c. Replacement and final design of the "Powwow Villa" sign on Friend Street;
 - d. Replacement of approx. 50 feet of chain link fencing along Powwow Villa Way; and
 - e. Installation of the road and sidewalk improvements shown on the plan for Powwow Villa Way.
2. Building Design Criteria - The proposed structures shall generally meet the criteria set forth and outlined below:
 - a. Building Design - The proposed house designs for all new structures shall be consistent with the architectural house styles shown on Exhibit 2;
 - b. Exterior Siding - Only wood shingles, wood lap siding, or masonry shall be used. Fiber-cement siding materials such as HardiPlank or CertainTeed's Weatherboards may be substituted. Vinyl, aluminum and steel siding are specifically prohibited;
 - c. Windows and Dormers- Simulated true divided light shall be required on street facing elevations of the proposed structures. In all other elevations, interior grilles are acceptable.. Blank walls shall not be allowed. Large Palladian windows on the second

- floor above the main entrance shall not be allowed. Double ganged windows shall not be allowed. Only traditionally scaled dormers shall be allowed (Exhibit 3);
- d. Doors and Entrances - Following traditional entrance design, the door surrounds, moldings, steps, entablatures, transoms, pediments, door casings, projections, porticos, and door canopies and columns should all follow the principles of the *Orders* for traditional buildings;
- e. Exterior Trim/Porches - Articulated trim details for the windows, fascia, rakes, corner boards and porches shall be in keeping with the architectural style of each home. Trex decking or the like may be used. Pressure treated wood may be used for framing, but except for rear yard applications, it shall not be left exposed;
- f. Garages – Garage doors shall be setback at a minimum of five (5) feet from the main façade along the front yard. Other accessory structure design criteria include: individual doors for each bay for two bay garages; transom light in garage doors; detached or semi-attached garages.
- g. Specific house-design standards: Materials for exterior building designs are listed in the table below:

No.	Design Element	Material
1	House Design Styles	Center Entrance Colonial (Lot 1) and Greek Revival (Lot 2)
2	Roof Material	Architectural Asphalt or equal
3	Chimney	Full depth or half-brick veneer with cap-stone finish
4	Siding	Cedar clapboard or HardiPlank or equal
5	Windows	Double-hung, 6/6
6	Shutters	Wood or equal composite material
7	Trim	Wood, Azek or equal
8	Door Surrounds	Wood, Azek or equal
9	Exterior Doors	Paneled Fiberglass doors
10	Exterior Lighting	Period Fixtures
11	Front Steps	Granite
12	Garage Doors	8 ft -paneled door with light transom; separate door for each bay
13	Siding and Trim Color	Historic Palette

14	Street Frontage Fencing	Wood (no higher than 42 inches)
15	Street Trees	Per approved landscaping plan

3. Fencing: Fencing along street frontages shall be no more than 42 inches in height and as per detail shown on the approved Plan. A solid wood fence per detail shown in Exhibit 3 shall be installed between Lot 1 and Lot 3. Any new chain link fences or replacement chain link fences shall be black in color.

4. Waivers - Except as waived specifically in the Decision, the development of this Project, including the construction of all dwelling units, utilities, roads, drainage structures and other appurtenances, shall comply with the Amesbury Subdivision Rules and Regulations and Zoning By-Law in effect at the time of this Decision. The Applicant or their assignees shall make a request in writing to the Board for any additional waivers that may be needed to construct this subdivision as per this Decision; and

5. Finished Grades: The finished grades of the garages, detached or attached, shall be no higher than 18 inches from the finished grades towards the rear of the lots shown on the subdivision plan.

Chair, Amesbury Planning Board



EXHIBITS

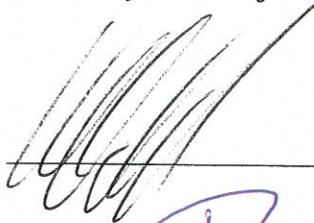
- c. Exhibit 1 – the definitive subdivision plan set
- d. Exhibit 2 – architectural rendering of the project
- e. Exhibit 3 – solid fence detail along rear and side property lines and dormer design
- f. Exhibit 4 – Memo from Peter Manor, City Engineer 04/24/2014

TO:

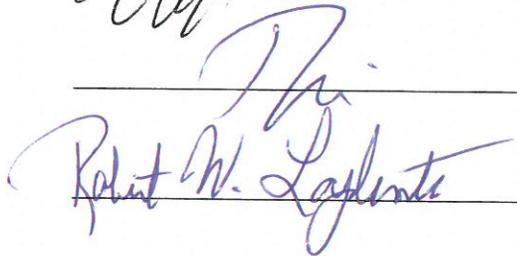
Mark Wojcicki
Wojcicki Development
110 Main Street
Amesbury MA 01913

PLANNING BOARD VOTE:

On 04-28-2014, the Amesbury Planning Board voted 4-0 in favor of a three (3) Lot Definitive Subdivision at the corner of Friend Street and Powwow Villa Way in Amesbury MA subject to the findings, waivers and conditions noted in this Decision.







Filed with the City Clerk on _____

City Clerk

A building permit is required for any construction remodeling. It is your responsibility to file this Decision with the Registry of Deeds and to record the plans after endorsement; forms may be obtained from the City Clerk's Office.
Any appeal shall be made pursuant to Section 17, Chapter 40A, M.G.L. and shall be filed within twenty (20) days after the date of filing of such notice in the office of the City Clerk's Office.

SITE IMPROVEMENTS THAT BENEFIT THE PUBLIC

1. THE WIDTH OF POWNOW WILLA WAY TO BE INCREASED BY 7.5 FEET TO 170.00 FEET.
2. CONCRETE CURBING AND A BASED CONCRETE SIDEWALK TO BE INSTALLED ALONG POWNOW WILLA WAY.
3. CONCRETE SIDEWALKS AND GRANITE CURB TO BE INSTALLED ALONG FRIEND STREET IN FRONT OF HOUSE NUMBER 91.
4. STREET TREES, AS INDICATED, TO BE INSTALLED WITHIN PRIVATE TRAIL SIDEWALK.

WAVERS FROM SUBDIVISION REGULATIONS REQUESTED:

1. WALKER FROM ALL ROADWAY DESIGN STANDARDS
2. WALKER FROM ALL ROADWAY CONSTRUCTION STANDARDS

HOUSING CONFIGURATION

LOT 1 TO CONTAIN A TRADITIONALLY DESIGNED HOME WITH AN ATTACHED GARAGE.
 LOT 2 TO CONTAIN A TRADITIONALLY DESIGNED HOME WITH A DETACHED GARAGE.
 LOT 3 IS AND EXISTING 2 FAMILY HOME WHICH IS TO REMAIN.

VARIANCES GRANTED BY THE ZONING BOARD OF APPEALS ON JAN. 23, 2014.

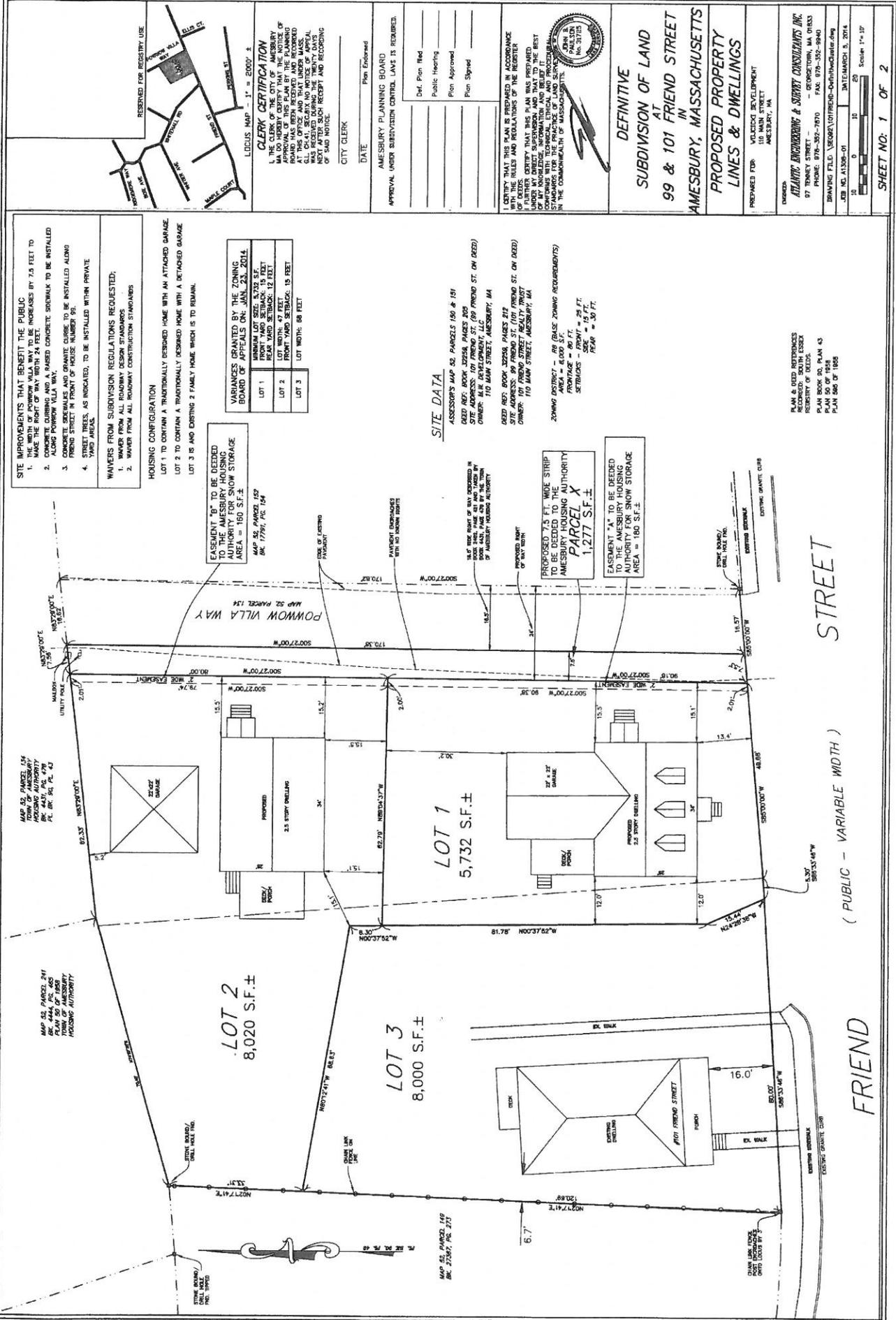
LOT	MINIMUM LOT SIZE	MINIMUM FRONT YARD SETBACK	MINIMUM SIDE YARD SETBACK	MINIMUM REAR YARD SETBACK	MINIMUM LOT WIDTH
LOT 1	5,732 S.F.	15 FEET	12 FEET	12 FEET	60 FEET
LOT 2	8,020 S.F.	15 FEET	12 FEET	12 FEET	60 FEET
LOT 3	8,000 S.F.	15 FEET	12 FEET	12 FEET	60 FEET

EASEMENT "B" TO BE DEED TO THE AMESBURY HOUSING AUTHORITY FOR SNOW STORAGE AREA = 100 S.F.±
 MAP 52, PARCEL 152 BK. 179H, PL. 154

EASEMENT "A" TO BE DEED TO THE AMESBURY HOUSING AUTHORITY FOR SNOW STORAGE AREA = 100 S.F.±
 MAP 52, PARCEL 149 BK. 226G, PL. 275

PROPOSED 7.5 FT. WIDE STRIP TO BE DEED TO THE AMESBURY HOUSING AUTHORITY PARCEL X 1,277 S.F.±

EASEMENT "A" TO BE DEED TO THE AMESBURY HOUSING AUTHORITY FOR SNOW STORAGE AREA = 100 S.F.±



SITE DATA

ASSESSOR'S MAP 52, PARCELS 150 & 151
 DEED REF: BOOK 225A, PAGES 205
 SITE ADDRESS: 101 FRIEND ST. (ON DEED)
 OWNER: 110 MAIN STREET, AMESBURY, MA
 DEED REF: BOOK 225A, PAGES 212
 SITE ADDRESS: 94 FRIEND ST. (ON DEED)
 OWNER: 110 MAIN STREET, AMESBURY, MA
 ZONING DISTRICT = R4 (BASE ZONING REQUIREMENTS)
 AREA = 4,000 S.F.
 FRONT YARD SETBACKS = 15 FT.
 SIDE YARD SETBACKS = 15 FT.
 REAR YARD SETBACKS = 30 FT.

RESERVED FOR REGISTRY USE

DEFINITIVE SUBMISSION OF LAND AT 99 & 101 FRIEND STREET IN AMESBURY, MASSACHUSETTS PROPOSED PROPERTY LINES & DWELLINGS

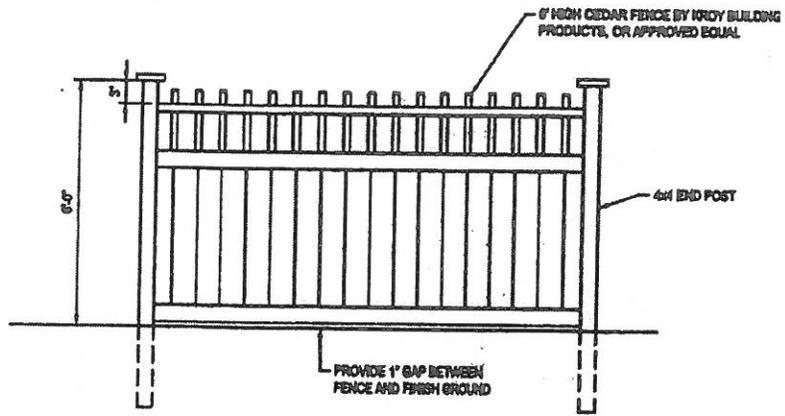
PREPARED FOR: VULCANIC DEVELOPMENT AMESBURY, MA

DESIGNED BY: ATLANTIC ENGINEERING & SURVEY CONSULTANTS INC. 67 TRENEY STREET - GEORGETOWN, MA 01833 PHONE: 978-352-7870 FAX: 978-352-9940 DRAWING FILE: VESUB0210FRIEND-Dwelling.dwg JOB NO. A1306-01 DATE: MARCH 11, 2014 JOB NO. A1306-01 Scale: 1" = 10'

DATE: MARCH 11, 2014 SHEET NO. 1 OF 2

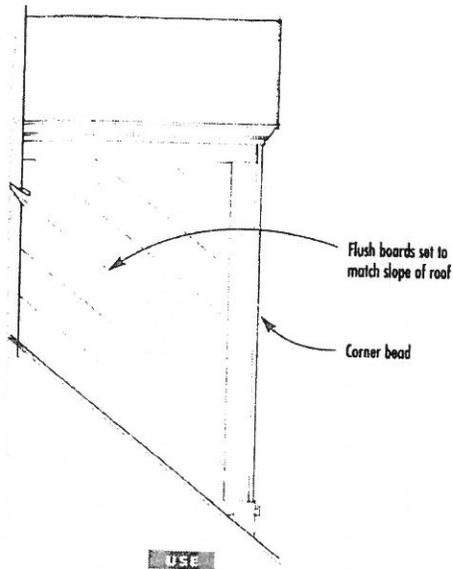
MAP & DEED REFERENCES: RECORDS, SOUTH ESSEX COUNTY OF DEEDS, PLAN BOOK 20, PLAN 43, DEED REF: BOOK 225A, PAGES 205, 212, 213, 214, 215, 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226, 227, 228, 229, 230, 231, 232, 233, 234, 235, 236, 237, 238, 239, 240, 241, 242, 243, 244, 245, 246, 247, 248, 249, 250, 251, 252, 253, 254, 255, 256, 257, 258, 259, 260, 261, 262, 263, 264, 265, 266, 267, 268, 269, 270, 271, 272, 273, 274, 275, 276, 277, 278, 279, 280, 281, 282, 283, 284, 285, 286, 287, 288, 289, 290, 291, 292, 293, 294, 295, 296, 297, 298, 299, 300, 301, 302, 303, 304, 305, 306, 307, 308, 309, 310, 311, 312, 313, 314, 315, 316, 317, 318, 319, 320, 321, 322, 323, 324, 325, 326, 327, 328, 329, 330, 331, 332, 333, 334, 335, 336, 337, 338, 339, 340, 341, 342, 343, 344, 345, 346, 347, 348, 349, 350, 351, 352, 353, 354, 355, 356, 357, 358, 359, 360, 361, 362, 363, 364, 365, 366, 367, 368, 369, 370, 371, 372, 373, 374, 375, 376, 377, 378, 379, 380, 381, 382, 383, 384, 385, 386, 387, 388, 389, 390, 391, 392, 393, 394, 395, 396, 397, 398, 399, 400, 401, 402, 403, 404, 405, 406, 407, 408, 409, 410, 411, 412, 413, 414, 415, 416, 417, 418, 419, 420, 421, 422, 423, 424, 425, 426, 427, 428, 429, 430, 431, 432, 433, 434, 435, 436, 437, 438, 439, 440, 441, 442, 443, 444, 445, 446, 447, 448, 449, 450, 451, 452, 453, 454, 455, 456, 457, 458, 459, 460, 461, 462, 463, 464, 465, 466, 467, 468, 469, 470, 471, 472, 473, 474, 475, 476, 477, 478, 479, 480, 481, 482, 483, 484, 485, 486, 487, 488, 489, 490, 491, 492, 493, 494, 495, 496, 497, 498, 499, 500, 501, 502, 503, 504, 505, 506, 507, 508, 509, 510, 511, 512, 513, 514, 515, 516, 517, 518, 519, 520, 521, 522, 523, 524, 525, 526, 527, 528, 529, 530, 531, 532, 533, 534, 535, 536, 537, 538, 539, 540, 541, 542, 543, 544, 545, 546, 547, 548, 549, 550, 551, 552, 553, 554, 555, 556, 557, 558, 559, 560, 561, 562, 563, 564, 565, 566, 567, 568, 569, 570, 571, 572, 573, 574, 575, 576, 577, 578, 579, 580, 581, 582, 583, 584, 585, 586, 587, 588, 589, 590, 591, 592, 593, 594, 595, 596, 597, 598, 599, 600, 601, 602, 603, 604, 605, 606, 607, 608, 609, 610, 611, 612, 613, 614, 615, 616, 617, 618, 619, 620, 621, 622, 623, 624, 625, 626, 627, 628, 629, 630, 631, 632, 633, 634, 635, 636, 637, 638, 639, 640, 641, 642, 643, 644, 645, 646, 647, 648, 649, 650, 651, 652, 653, 654, 655, 656, 657, 658, 659, 660, 661, 662, 663, 664, 665, 666, 667, 668, 669, 670, 671, 672, 673, 674, 675, 676, 677, 678, 679, 680, 681, 682, 683, 684, 685, 686, 687, 688, 689, 690, 691, 692, 693, 694, 695, 696, 697, 698, 699, 700, 701, 702, 703, 704, 705, 706, 707, 708, 709, 710, 711, 712, 713, 714, 715, 716, 717, 718, 719, 720, 721, 722, 723, 724, 725, 726, 727, 728, 729, 730, 731, 732, 733, 734, 735, 736, 737, 738, 739, 740, 741, 742, 743, 744, 745, 746, 747, 748, 749, 750, 751, 752, 753, 754, 755, 756, 757, 758, 759, 760, 761, 762, 763, 764, 765, 766, 767, 768, 769, 770, 771, 772, 773, 774, 775, 776, 777, 778, 779, 780, 781, 782, 783, 784, 785, 786, 787, 788, 789, 790, 791, 792, 793, 794, 795, 796, 797, 798, 799, 800, 801, 802, 803, 804, 805, 806, 807, 808, 809, 810, 811, 812, 813, 814, 815, 816, 817, 818, 819, 820, 821, 822, 823, 824, 825, 826, 827, 828, 829, 830, 831, 832, 833, 834, 835, 836, 837, 838, 839, 840, 841, 842, 843, 844, 845, 846, 847, 848, 849, 850, 851, 852, 853, 854, 855, 856, 857, 858, 859, 860, 861, 862, 863, 864, 865, 866, 867, 868, 869, 870, 871, 872, 873, 874, 875, 876, 877, 878, 879, 880, 881, 882, 883, 884, 885, 886, 887, 888, 889, 890, 891, 892, 893, 894, 895, 896, 897, 898, 899, 900, 901, 902, 903, 904, 905, 906, 907, 908, 909, 910, 911, 912, 913, 914, 915, 916, 917, 918, 919, 920, 921, 922, 923, 924, 925, 926, 927, 928, 929, 930, 931, 932, 933, 934, 935, 936, 937, 938, 939, 940, 941, 942, 943, 944, 945, 946, 947, 948, 949, 950, 951, 952, 953, 954, 955, 956, 957, 958, 959, 960, 961, 962, 963, 964, 965, 966, 967, 968, 969, 970, 971, 972, 973, 974, 975, 976, 977, 978, 979, 980, 981, 982, 983, 984, 985, 986, 987, 988, 989, 990, 991, 992, 993, 994, 995, 996, 997, 998, 999, 1000





**6-FT HIGH CEDAR FENCE
(OPEN BALUSTER TOP)**

5.47 Simple Dormers to Use





Dept. of Public Works
Highway, TPC (*Tree/Park/Cemetery*), Water, Sewer,
Engineering, Refuse, Recycling & Snow/Ice Divisions

Peter A. Manor, City Engineer

DPW – 39 South Hunt Road
Amesbury, MA 01913
Tel.: (978) 388-8116
Fax: (978) 388-1769
manorp@amesburyma.gov

Date: April 24, 2014

Atten: Amesbury Planning Board

Subject: 99 – 101 Friend Street – 3 Lot Subdivision (2 Proposed Lots)

Dear Board Members,

The Department of Public Works (DPW) has completed an initial review of the Proposed Plans for the proposed 3 Lot Subdivision at Friend Street and Powwow Villa Way.

The DPW has the following comments and questions:

1. The DPW would request that the applicant attempt to minimize disturbances, to the extent possible, to existing ground surfaces adjacent to the construction area to reduce the likelihood of runoff into the City storm water management system during possible construction flooding events.
2. The City of Amesbury Water and Sewer Departments shall be notified by the developer/Contractor prior to installation of sewer and water line connections to the City's infrastructure. There is existing sewer and water infrastructure on Powwow Villa Way that the City currently maintains but does not appear to have an easement for with the Housing Authority according to the Proposed Subdivision Plan.
3. The existing and proposed site grades are not indicated on the plans provided for review. Proposed grades on all lots will assist in verifying what, if any, storm water structures or other drainage improvements are needed within the subdivision. The DPW would request that the applicant provide site grades and contours on the proposed site plans as per Definitive Subdivision Site Plan Application requirements.
4. The applicant has provided no storm water drainage calculations for the subdivision to show no net increase in run-off from the lots to a way maintained by City and no storm water BMP units are provided on the plans. With the addition of impervious area for the building roofs and pavement some storm water best management practices should be provided for the subdivision. If BMP's (catch basins etc.) are to be placed on Powwow Villa Way then the Utility easements for the City should include the BMP's as well.

Office Hours:
Monday – Friday: 8:30 a.m. – 3:00 p.m.

Web-Site:
www.amesburyma.gov

Dept. of Public Works
Highway, TPC (Tree/Park/Cemetery), Water, Sewer,
Engineering, Refuse, Recycling & Snow/Ice Divisions

5. The DPW would request that the applicant indicate public utility and access easements both on the plan and in description. Easements would be required on Powwow Villa Way as that road is a private road owned by the Amesbury Housing Authority.
6. Upon Completion of the project, the DPW would request that the applicant provide Final As-built plans showing all utilities and easements as per Definitive Subdivision Site Plan Application requirements.
7. Utility layout, water, sewer, and drainage locations currently not indicated on the proposed plans should be reviewed and accepted by the Amesbury DPW prior to issuance of building permits.
8. The applicant should indicate on the plan or provide a note indicating where the nearest existing fire hydrant is located to assist in whether there is a need for an additional fire hydrant near the subdivision.
9. The applicant shall meet the requirements for handicapped access for all sidewalk intersections with driveways and roadways.

The DPW reserves the right to provide further comment on the proposed subdivision as additional review of the project plans and details may arise. Should additional information be required at this time, please feel free to contact Rob Desmarais, DPW Director, or myself.

Sincerely,



Peter A. Manor
City Engineer

EXHIBIT A**NOTE:**

- 1. PRIOR TO FINAL APPROVAL BY THE PLANNING BOARD, THE APPLICANT SHALL SUBMIT TWO COPIES OF THE APPROVED VERSION OF THE SITE OR DEFINITIVE SUBDIVISION PLAN IN A DIGITAL FORMAT. FAILURE TO SUBMIT SUCH DIGITAL PLANS TO THE PLANNING BOARD AND TO OBTAIN A COMPLIANCE LETTER MAY BE CAUSE FOR THE PLANNING BOARD TO NOT ENDORSE SAID PLAN.**
- 2. A LETTER FROM THE PLANNING BOARD VERIFYING RECEIPT OF ELECTRONIC FILES AND COMPLIANCE WITH PLANNING BOARD STANDARDS SHALL BE SUBMITTED TO THE APPLICANT WITHIN TEN (10) WORKING DAYS.**
- 3. THE PLANNING BOARD WILL REVIEW AND VERIFY THE INTEGRITY OF THE DATA SUBMITTED WITHIN THIRTY (30) WORKING DAYS.**

MUNICIPAL MAPPING –DIGITAL DATA SUBMISSION REQUIREMENTS

The following requirements apply to the submission of site or subdivision plans as well as for plans and as-built drawings for infrastructure projects (water/sewer installation or repair, road work, and other capital improvements).

1. All plans and specifications must be submitted on electronic media (3.5" floppy or CD_ROM using an IBM-PC or compatible file format). Acceptable file formats include: AutoCAD *.dwg, AutoCAD *.dxf, ArcView *.shp, ArcInfo *.E00. The files must be identical to the printed plan and contain all information included on the written plan. Upon project completion a digital submission of the "as-built" plan is required for final release of the performance bond associated with any project.
2. All digital mapping data must be delivered in the Massachusetts State Plane Coordinate system with a horizontal datum of NAD83 and vertical datum of NGVD88. Each plan must include a minimum of one survey-derived (bearings & distances listed) reference to a permanent in-ground feature such as a catch basin, manhole, stone bound, municipal benchmark or other readily identifiable marker. The permanent in-ground feature should appear on the plan in its' as-built location and include sufficient bearings and distances to be able to locate the feature relative to the property parcel(s). The latitude and longitude of the in-ground feature must be provided with accuracy of plus or minus one foot. Where possible all bearings and distances should be adjusted for true north OR the applicant shall provide a listing of the number of degrees, minutes, and seconds of deviation between true north and magnetic north. If necessary data will be

- accepted in NAD27 or WGS84 coordinate systems using the aforementioned specifications.
3. Each feature type must be organized in the CAD or GIS data structure as a separate layer. For example, there must be separate CAD layers for buildings, roads, road centerlines, surface water, wetlands, etc. Having all these features in a single CAD layer or GIS file will not be accepted.
 4. CAD data may be tiled on paper, PDF or other form of digital output as individual sheets for improved readability, but plans should be derived from a single master drawing. All data will be topologically clean, meaning that polygons are closed (no overshoots or undershoots) and lines connect at nodes. Features that naturally connect such as driveways to roads must connect seamlessly. All text in AutoCAD files will appear on top of other features and will be in separate annotation layer. Features under text should not be erased or 'broken' in order to make the text clearer.
 5. Documentation of the data format must be provided with a description of the CAD layers and list of the types of features placed in each layer. Submission of multiple files must also include a list of the files and their purpose.
 6. Attributes or databases that are included in mapping files must have a definition of the meaning of each field as well as a definition of any values used in each field. Features that contain an elevation component (z-value) must have that elevation value within the attribute data.
 7. The data submitted must include documentation on the method used to gather the data, the name of the person(s) responsible for preparing the data, contact information, an estimation of the horizontal and vertical accuracy, and the date of data capture. All media shall be free from any and all defects and viruses, and labeled as to their contents.