



Town of Reading

16 Lowell Street
Reading, MA 01867-2683
Phone: 781-942-9012
Fax: 781-942-9071
Email: jdeslios@ci.reading.ma.us

TOWN OF READING

APR 28 2014

BUILDING DEPARTMENT

Community Planning and Development Commission

APPLICATION AND REQUIREMENTS

Site Plan Review Section 4.3.3 of the Reading Zoning By-Laws

Applicability: The following types of activities and uses require site plan review by the CPDC:

- a. Construction, exterior alteration or exterior expansion of, or change of use within an institutional, commercial, industrial, or multi-family structure with four or more dwelling units;
- b. Construction or expansion of a parking lot for an institutional, commercial, industrial, or multi-family structure or purpose.

Exemptions: Site plan review shall not be required for the following:

- a. The construction is solely for the maintenance or repair of the existing structure;
- b. The construction, expansion or alteration of a building or structure does not exceed five hundred (500) gross square feet, or such alteration involves only interior renovation of less than two thousand (2,000) gross square feet;
- c. The construction, expansion or alteration only involves the modification of internal electrical, plumbing or mechanical systems.

Procedures: Applicants for site plan approval shall submit fourteen (14) copies of the site plan to the CPDC for review, and within three (3) days thereafter request a determination from the Town Planner on completeness of application. The Town Planner shall make a determination of completeness within thirty (30) days of receipt of such application.

Property Address 64 Middlesex Avenue Assessor Map 21 Lot 80

Name of Applicant Reading Public Library for the Town of Reading, MA

Address of Applicant 64 Middlesex Avenue, Reading MA 01867

Email address Attention Ruth Urell, Library Director: urell@noblenet.org

Phone/Fax numbers Tel. 781 944 0840 / Fax 781 942 9113

Name of Owner (if not applicant) Town of Reading, MA

Address Town Hall, 16 Lowell Street, Reading MA 01867-2683

Email Attention: Robert W. LeLacheur, Jr., Town Manager: blelacheur@ci.reading.ma.us

Phone/fax Tel. 781-942-9001

Name of Engineer Andy Truman
Firm Civil Engineer - Samiotes Consultants Inc.
Address 20A Street, Framingham, MA 01701-4102
Email Attention Andy Truman: atruman@samiotes.com
Phone/fax Tel. 508-877-6688 Fax 508-877-8349

Name of Attorney _____
Firm Brackett & Lucas
Address 19 Cedar Street, Worcester, MA 01609
Email _____
Phone/fax Tel. 508-799-9739

Name of Architect Richard J. Bertman
Firm CBT/Childs Bertman Tseckares Inc.
Address 110 Canal Street, Boston, MA
Email Attention Chris Coios: coios@cbtarchitects.com
Phone/fax Tel. 617-262-4354 / Fax 617-236-0378

Current Use of the property: Public library

Proposed Use of the Property Public library

Brief Description of Project See also attached narrative.

Renovation and Expansion of Public Library to accommodate future collections, improved organization and function, new community meeting space, improved program space, new systems, reconfigured site access

Estimated construction cost of the project \$ 13,200,000

Proposed Building Size (SF) 38,000 sf Lot size 82,298 sf # parking spaces provided 48
approximate

List other Permit Requirements (list date of application thereof):

Conservation Commission No wetlands influence

Zoning Relief Not applicable

Public Works Curb cut permit to be determined

Board of Selectmen To be determined

Board of Health To be determined

Historical Commission Letter March 11, 2014

State Permits: DEP Not expected to be applicable

MHD Not applicable

Other NPDES (contractor applies)

21E filing Geotechnical Report attached, to be determined

List of all easements, liens, mortgages, restrictions, or other

encumbrances: None reported or recorded to best of Knowledge

CERTIFICATIONS

The undersigned hereby certifies:

1. That fourteen (14) complete copies of this application and all attachments have each been enclosed in one envelope, have been delivered to the Community Services Department, and have been marked as follows:

One each to:

Town Engineer
Municipal Light Department
Fire Department
Police Department

Building Inspector
Conservation Commission
Health Department

Two each to:

Town Planner

Five each to:

CPDC

In addition, one (1) full copy is to be delivered by the Applicant to the Board of Health, as a separate but related filing; the Applicant is then to deliver a receipt from the Board of Health to the Town Planner;

2. That he/she has delivered to the Town Planner a certified check for the required Application Fee in the amount of \$ Waived, N/A;

3. That he/she understands and hereby agrees that, in addition to the Application Fee identified in Paragraph 2 above, if the Community Planning and Development Commission, in the course of its review of this application, determines at its sole and absolute discretion that review of all or any part of this proposed project by (an) outside, independent consultant(s) of the Commission's sole choosing is necessary for proper evaluation of this project or its possible effects on any matter of public interest, that he/she shall immediately provide to the Department of Community Development of the Town of Reading (a) certified checks(s) payable to the consultant(s) in an amount equal to the estimated cost of the consultant services, and that he/she further understands and hereby agrees that the Town of Reading shall issue no Certificate of Occupancy for this project until any and all such consultant fees which have been duly imposed subject to Site Plan Review Rules and Regulations have been paid in full;

4. That he/she understands and hereby agrees that no Building Permit shall be issued by the Town of Reading until this Application is approved or approved with modifications and/or conditions, that no Certificate of Occupancy shall be issued until the project has been duly certified as completed in full accordance with approved plans, or has been bonded to the Town by the Applicant to guarantee such completion, and that the subject property shall not be occupied or used until said Certificate of Occupancy is issued, or such bonding provided;

5. That he/she understands and hereby agrees that pursuant to law, notification of this Application and required public hearing(s) must be placed in a local newspaper at the Applicant's expense.

Applicant's signature [Signature] Date: April 28, 2014
=====

This application is authorized for filing with the Town Clerk:
Town Planner, as Clerk to CPDC _____ Date: _____

PLANS SUBMISSION (14 copies plus digital format)

Preparation of Plans: Applicants are invited to submit a pre-application sketch of the proposed project to the CPDC and to schedule a comment period at a regular meeting of the CPDC. Site plans shall be submitted on 24-inch by 36-inch sheets, or larger if necessary for clarity. Plans shall be prepared by a registered professional engineer, registered land surveyor, architect or landscape architect, as appropriate. Dimensions and scales shall be adequate to determine that all requirements are met and to make a complete analysis and evaluation of the proposal.

Pre-application sketch (optional) _____
Size/Scale of Drawings Varies; site plan @ 1" = 20'; Architectural plans 1/8" = 1'-0"

Locus Plan (at 1"=400', or larger if necessary to show clarity, showing location of property to surrounding area) o

At 1"=40' scale or larger if necessary to show clarity, showing location of property to surrounding area:

Existing Conditions Plan

- Grading
- Drainage
- Utilities
- Landscaping
- Impervious surfaces
- Structures
- Resource Areas
- Vegetation
- Ownership of direct abutters

Proposed Site Layout Plan

- Lot boundary
- Structures
- Access drives, connections to street(s)
- Parking/Loading areas (include parking compliance calculation)
- Fencing (include detail)
- Walls (include detail)
- Walkways (include detail)
- Outdoor lighting (include specification)
- Trash receptacle

Grading and Drainage Plan

- 2' contour intervals, spot grades as necessary
- stormwater management locations
- resource area delineation
- floodplain area
- limit of work delineation
- erosion control

Utility Plan

- Sewer
- Water
- Hydrants/fire alarm
- Electric

Architectural Plans

- Floor plans
- Elevations
- Color rendering

Landscape Plan

- Limit of Work delineation
- Existing vegetation proposed to saved and/or removed
- Plant List with key to plan
- Screening
- Parking lot
- Street trees
- Snow storage area
- Recreation area
- Open space area
- Resource area delineation
- Detention/Retention areas

Narrative on phasing of construction, estimated commencement and completion of project

Single continuous phase construction, approximately 16 month duration.

Estimated commencement September 2014

Estimated completion December 2015

Library will relocate to temporary quarters during construction

Site control/permission to pursue permits

Drainage calculations/Compliance with DEP Stormwater Management Regulations see attached

Narrative on Project Impacts:

Municipal services

New site drainage system; new connection to School St. storm main

New domestic and fire water service from Middlesex St.

New sewer connection at Middlesex St; gas connection renewed

New electric service connection to relocated transformer

Curb cut reconstruction at Deering St.

Curb cut elimination at Middlesex St.

No adverse impacts anticipated for capacity of utility mains outside of construction connections.

