



Town of Reading

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

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 186-190 SUMMER AVENUE Assessor Map 15 Lot 294, 295 & 296

Name of Applicant ROBERT LITTLETON, JR. PRESIDENT OF CRITERION

Address of Applicant 321 FORTUNE BLVD. CHILD DEVELOPMENT, INC.

Email address HILFORD, MA 01757

Phone/Fax numbers 508.473.3422 (tel) 508.634.8532 (fax)

Name of Owner (if not applicant) DEBRA A. STACKPOLE

Address 186 SUMMER AVENUE; READING, MA 01867

Email dashontz@comcast.net

Phone/fax 617.429.0185

Name of Engineer JACK SULLIVAN, P.E.
Firm SULLIVAN ENGINEERING GROUP, LLC
Address 22 MOUNT VERNON ROAD; BOXFORD, MA 01921
Email jacknull53@comcast.net
Phone/fax 978.352-7871 (tel)

Name of Attorney JOHN FERNANDES, ESQ. AND KENNETH N. MARGOLIN, ESQ.
Firm JOHN FERNANDES LAW LAW OFFICE OF KENNETH N. MARGOLIN, PC
Address 12 MAIN ST. MILFORD MA 246 WALNUT ST. SUITE 101
Email john@fplaw.net 01757 246 WALNUT ST. SUITE 101
Phone/fax 508.473.1070 (tel) NEWTON, MA 02460
617.641.9600 (tel)

Name of Architect MARC A. MAXWELL, MA
Firm MAXWELL ARCHITECTS, LLC
Address 20 WINDHOLM STREET, SOMERVILLE MA 02144
Email marc@maxwellarchitects.com
Phone/fax 617.666.9222 (tel) 617.666.4557 (fax)

Current Use of the property: RESIDENTIAL

Proposed Use of Property: School, Early Childhood Education

Brief Description of the Project: Renovation of the historic house (3,200 SF) and a new school building addition of 5,280 SF into a single structure for use by Criterion Child Enrichment for educational purposes of children between eighteen months to 3 years of age. The historic barn will be stabilized and saved for future renovation for Educational Storage use. A 2,400 SF fenced (4' high, chain link, painted black) play yard with cushioned ground surface material, will be constructed behind the barn and 39 parking spaces, a single two way driveway and single 24' wide curb cut to Summer Avenue. All new construction and all renovated spaces will be brought up to current life safety, fire protection and building code requirements.

Estimated Cost of Construction: \$1,344,000 (\$320,000 house, \$924,000 school, \$100,000 barn) plus site costs of \$265,000 for a total of \$1,609,000

Proposed Building Size: 3,200 SF, renovated historic house, 5,280 SF new school building, 1,200 SF existing historic barn for future storage
Lot Size: 71,223 SF; Lots 15-294, 295 and 296
39 Parking spaces provided of which 4 are handicap accessible (2 van spaces)

Other permits requirements:

Zoning Relief: None known

Public Works: None known

Board of Selectmen: None known

Board of Health: None known

Historic Commission: Initial Hearing held and six month demolition delay imposed on July 24, 2014

State Permits: DEP: None known

MHD: None known

Other: None known

21E: Not required

No known easements, liens or restrictions exist for the property. The existing Owner has a residential mortgage serviced by Chase Bank, that will be paid off by the present Owner, upon sale and closing of the property purchase by Criterion Child Development, Inc.

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 \$ 7,109 -

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

President Date: 11/3/14

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) DRT SUBMISSION MADE OCTOBER 9, 2014
Size/Scale of Drawings ARCHITECTURAL 1:1/8" ENGINEERING 1:20'
ALL PLANS 24" X 36"

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

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 of phasing of construction, estimated commencement and completion of project:
Upon issuance of building permits, renovation of the house will commence simultaneously with the construction of the new school portion of the building. Stabilization of the barn, and the introduction of a dry pipe fire protection system, if required, will be undertaken concurrently with the new school construction and house renovation. It is our intention that all renovation, construction and site work will commence as early as late Spring 2015 and be completed within twelve months of commencement.

Site control/permission to pursue permits DEMO PERMIT APPLICATION SECTION 7a. (ATTACHED)

Drainage calculations/Compliance with DEP Stormwater Management Regulations

Narrative on Project Impacts:

Impacts on Municipal Services:

Sewage: The existing dwelling structure is a 5 bedroom residence which generates 550 gallons per day of sewage flow (5 bedrooms x 110 gallons/day). The proposed early education facility generates 250 gallons per day of sewage flow based on 32 children & 16 staff members x 5 gallons/person. Therefore there is a 54.5% reduction in sewage flow to the municipal sewer system. A new 4" SDR 35 PVC sewer service will be installed from the sewer main (8 inch main) in Summer Avenue to the building (the existing sewer service will be cut and capped at the sewer main). Therefore, the proposed sewage flow will be LESS THAN existing condition which results in less of an impact to sewer infrastructure and capacity.

Water: The water usage is directly proportional to the daily sewage flow, since the majority of water usage ends up discharging to the sewer system. Therefore, there will be a 54.5% reduction in water use for the proposed facility as compared with the existing dwelling. The existing water service for this property will be cut and capped at the water main due to its age. A proposed 4 inch ductile iron water service will be installed from the water main in Summer Avenue (8 inch main) to the facility. The 4 inch service line will be teed off just outside the building allowing for a 1 inch copper domestic water line and continuation of the 4 inch ductile iron service for fire protection. Water shutoff valves will be provided as shown on the design plan to allow isolation of the water lines for maintenance. The proposed water system will have LESS of an impact on the Town system based on anticipated water usage for the project.

Drainage: The proposed site development will generate LESS volume of storm water runoff and peak rates of runoff for the 2, 10, and 100 year storm event compared to the existing (pre-development) site condition. No runoff will be directed from the driveway access onto Summer Avenue.

Wetlands: There are no known wetland resource areas within 100 feet of the property. There are no known perennial streams within 200 feet of the subject property. Therefore, this site is not subject to the Wetlands Protection Act or the Local Town Reading Wetland By-Law.

Traffic: A traffic analysis was not conducted for this project. Under the Dover Amendment protection a traffic analysis is not a requirement.

Lighting: Site lighting will be accomplished by means of four pole lamps (ANP Lighting LA781) with LED lighting and a controlled downward light source. Sidewalks will be lit with seven 45" 3/8" high bollard fixtures (ANP Lighting BL0215) with LED lamping and angled (down) louvers. Decorative scones will be used on the school (three alike at 12 1/4" tall), two on the existing house (12 1/4" high) and two on the barn (15 3/8" high). All scones will be Visa St. Germain style with Bronze finish and decorative round top elements and compact fluorescent lamping. A single wall flood fixture will be mounted on the rear of the barn facing the play yard and away from the abutting houses. The wall fixture will be on motion activated control, while the remainder of the site lighting will be on a time clock controller, with daylight sensing device and programmed for use only when the building is occupied during darker winter hours. All lamping will be 2700K lamping for a residential color rendition.

Hazardous Materials Storage: No hazardous materials will be stored in the building. Typical household cleaning products will be stored in locked containers and closets and all gasoline powered grounds keeping equipment will be store off site by contract lawn, garden and snow removal contractors and in-house (Criterion) maintenance staff who are dispatched to the site on a scheduled and as-needed basis.



Town of Reading
16 Lowell Street
Reading, MA 01867-2683

Building Inspection
Department
 Phone: 781.942.6613
 Fax: 781.942.9071

SIGN OFF TO DEMOLISH A STRUCTURE

(PRIMARY DWELLING)

Permit Fee: _____ NO: _____ Date: _____

To the Inspector of Buildings:

The undersigned hereby applies for a permit to demolish a structure according to the provisions of the State Building Code:

1. Owners Name: DEBRA A. STACKPOLE
2. Owners Address: 186 SUMMER AVENUE READING, MA
3. Historic Building: Yes No
4. Contractor: _____
5. Contractors Address: _____
6. Location: 186 SUMMER AVENUE Plot Plan Submitted:
7. Size of Lot: 26,624 sq. ft. Front: 85.15 Rear: 96.36 Depth: 300
8. Size of Building: 2,170 SF (FOOTPRINT) Area of Building: 3,669 S.F.
9. Distance from Lot Lines. Right: 24 Left: 18
 Front: 59 Rear: 148
10. Material of Structure: WOOD FRAME w/ SHUTE ROOF
11. Street Permit Obtained: _____ Services Cut Off: _____
 Water _____ Sewer: _____ Fire Dept.: _____
 Electric: _____ Gas: _____ Cons. Admin: _____
 Health: _____ Cess Pool: _____ Asbestos Abatement: _____
 (if applicable)
12. Estimated Cost: \$ 77,750
13. All utilities must be signed by the respective companies
14. A Building Permit is still needed this form should be attached to the application.

Signature of owner or agent: Debra A. Stackpole
 Address: 186 Summer Avenue, Reading, MA Telephone: 617 429 4415 cell
781 944 8913 Residence



Town of Reading
16 Lowell Street
Reading, MA 01867-2683

Building Inspection
Department
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SIGN OFF TO DEMOLISH A STRUCTURE (BARN)

Permit Fee: _____ NO: _____ Date: _____

To the Inspector of Buildings:

The undersigned hereby applies for a permit to demolish a structure according to the provisions of the State Building Code:

1. Owners Name: DEBRA A. STRICKFELDE
 2. Owners Address: 136 SUMMER AVENUE READING, MA

3. Historic Building Yes No

4. Contractor: _____

5. Contractors Address: _____

6. Location: 136 SUMMER AVENUE Plot Plan Submitted:

7. Size of Lot: 26,624 sq. ft. Front: 93.5 Rear: 96.36 Deep: 300

8. Size of Building: 1140 SF Area of Building: 1140 SF

9. Distance from Lot Lines: Right: 9' Left: 42'
 Front: 29' Rear: 61'

10. Material of Structure: WOOD FRAME

11. Street Permit Obtained: _____ Services Cut Off:
 Water: _____ Sewer: _____ Fire Dept.: _____
 Electric: _____ Gas: _____ Cons. Admin.: _____
 Health: _____ Cess Pool: _____ Asbestos Abatement
 (if applicable)

12. Estimated Cost: \$ 21,475

13. All utilities must be signed by the respective companies.
 14. A Building Permit is still needed this form should be attached to the application.

Signature of owner or agent: Debra A. Strickfelde
 Address: 136 Summer Ave Reading, MA 01867 Telephone: 617-429-4415 (cell)
781-944-8913 (Residence)



The Commonwealth of Massachusetts
Board of Building Regulations and Standards
Massachusetts State Building Code, 780 CMR -- 8th Edition
Building Permit Application To Construct, Repair, Renovate Or Demolish a
One- or Two-Family Dwelling

Town of Reading
Building Department
16 Lowell Street
Reading, MA 01867
781.942.6613

TO HELP EXPEDITE APPLICATION, EMAIL ADDRESSES ARE REQUIRED

Two (2) hard copies of plans needed with this application. An electronic copy of the plan is also needed - you may email jungers@ci.reading.ma.us

Conservation Approval Required Yes No
Signature _____
Dumpster Permit Required Yes No
*Will there be a dumpster at the work site: Yes No
*Dumpster Permit applied for on: _____

SECTION 1: SITE INFORMATION

1.1 Property Address: 186 SUMMER AVE
1.1a Is this an accepted street? yes no
1.2 Assessors Map & Parcel Numbers 294
Map Number 15 Parcel Number _____
1.3 Zoning Information: S-15 Demo
Zoning District Proposed Use
1.4 Property Dimensions: 85,15
Lot Area (sq ft) Frontage (ft)

1.5 Building Setbacks (ft)

Front Yard		Side Yards		Rear Yard	
Required	Provided	Required	Provided	Required	Provided
20	59	15	18(2) 24(4)	20	148

1.6 Water Supply: (M.G.L. c. 40, §34)
Public Private
1.7 Flood Zone Information:
Zone: _____ Outside Flood Zone? Check if yes
1.8 Sewage Disposal System:
Municipal On site disposal system

SECTION 2: PROPERTY OWNERSHIP

2.1 Owner of Record:
Name (Print) DEBRA A. STOKY-POLE 186 Summer Ave DASHONTE @ comcast.net
Address Email Address
Signature Debra A. Stoky-Pole 781-944-8913 617-429-4415
Home Telephone Call Number

SECTION 3: DESCRIPTION OF PROPOSED WORK¹ (check all that apply)

New Construction Existing Building Owner-Occupied Repairs(s) Alteration(s) Addition
Demolition Accessory Bldg. Number of Units _____ Other Specify: _____
Brief Description of Proposed Work²: DEMOLITION OF PRIMARY STRUCTURE AND BARN
If roofing and siding job - how many squares: _____ (Total roof coverage cannot exceed 2 layers: 780 CMR 3609.10.3)

SECTION 4: ESTIMATED CONSTRUCTION COSTS

Item	Estimated Costs: (Labor and Materials)	Official Use Only
1. Building	\$ _____	1. Building Permit Fee: \$ _____ Indicate how fee is determined: <input type="checkbox"/> Standard City/Town Application Fee <input type="checkbox"/> Total Project Cost ³ (Item 6) x multiplier _____ x
2. Electrical	\$ _____	2. Other Fees: \$ _____ List: _____
3. Plumbing	\$ _____	Total All Fees: \$ _____
4. Mechanical (HVAC)	\$ _____	Check No. _____ Check Amount: _____ Cash Amount: _____
5. Mechanical (Fire Suppression)	\$ _____	<input type="checkbox"/> Paid in Full <input type="checkbox"/> Outstanding Balance Due:
6. Total Project Cost:	\$ _____	

SECTION 5: CONSTRUCTION SERVICES

5.1 Construction Supervisor License (CSL)		License Number _____	Expiration Date _____
Name of CSL Holder _____		List CSL Type (see below)	
No. and Street _____		Type	Description
City/Town, State, ZIP _____		U	Unrestricted (Buildings up to 35,000 cu. ft.)
Business Telephone _____		R	Restricted 1&2 Family Dwelling
Cell Number _____	Email Address _____	M	Masonry
		RC	Roofing Covering
		WS	Window and Siding
		SF	Solid Fuel Burning Appliances
		I	Insulation
		D	Demolition

5.2 Registered Home Improvement Contractor (HIC)		HIC Registration Number _____	Expiration Date _____
HIC Company Name or HIC Registrant Name _____		Email Address _____	
No. and Street _____		Cell Number _____	
City/Town, State, ZIP _____	Business Telephone _____		

SECTION 6: WORKERS' COMPENSATION INSURANCE AFFIDAVIT (M.G.L. c. 152, § 25C(6))

Workers Compensation Insurance affidavit must be completed and submitted with this application. Failure to provide this affidavit will result in the denial of the issuance of the building permit.

Signed Affidavit Attached? Yes No

SECTION 7a: OWNER AUTHORIZATION TO BE COMPLETED WHEN OWNER'S AGENT OR CONTRACTOR APPLIES FOR BUILDING PERMIT

I, as Owner of the subject property, hereby authorize Robert Luttichow Jr. to act on my behalf, in all matters relative to work authorized by this building permit application.

Debra A. Spontz-Stackpole
 Print and Sign Owner's Name _____ Date 6/26/14

SECTION 7b: OWNER' OR AUTHORIZED AGENT DECLARATION

By entering my name below, I hereby attest under the pains and penalties of perjury that all of the information contained in this application is true and accurate to the best of my knowledge and understanding.

Robert Luttichow Jr.
 Print and Sign Owner's or Authorized Agent's Name _____ Date 6/26/14

NOTES:

1. An Owner who obtains a building permit to do his/her own work, or an owner who hires an unregistered contractor (not registered in the Home Improvement Contractor (HIC) Program), will not have access to the arbitration program or guaranty fund under M.G.L. c. 142A. Other important information on the HIC Program can be found at www.mass.gov/oca information on the Construction Supervisor License can be found at www.mass.gov/dps

2. When substantial work is planned, provide the information below:

Total floor area (sq. ft.) _____	(including garage, finished basement/attics, decks or porch)
Gross living area (sq. ft.) _____	Habitable room count _____
Number of fireplaces _____	Number of bedrooms _____
Number of bathrooms _____	Number of half/baths _____
Type of heating system _____	Number of decks/ porches _____
Type of cooling system _____	Enclosed _____ Open _____

3. "Total Project Square Footage" may be substituted for "Total Project Cost"