



PLANNING BOARD  
DOVER, MASSACHUSETTS

TOWN OF DOVER  
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**SITE PLAN APPROVAL DECISION OF THE PLANNING BOARD  
UNDER ZONING BYLAW  
TOWN OF DOVER, MASSACHUSETTS  
ON THE PETITION OF CHARLES RIVER SCHOOL**

Applicant/Owner: Charles River School  
6 Old Meadow Road  
Dover, MA 02030

Site Address: 6 Old Meadow Road (and Centre Street)  
Assessor's Map/Parcel: Map 12, Parcels 69, 71 and 71A  
Relief Sought: Site Plan Approval for addition of a new building and associated  
demolition, parking, drainage, landscaping and lighting.

**I. PROCEDURAL BACKGROUND**

The Applicant is proposing to demolish the current Science Building and an addition to the Founders Building and then construct a new 2-story middle school building of about 13,000 square feet, as well as changes to the parking, drainage, lighting and landscaping. A preliminary site plan review was conducted on October 24, 2016, at which the Planning Board determined that full site plan review was necessary.

An application dated October 17, 2016 was received in the offices of the Town Clerk and Planning Board on October 18, 2016. Notice of the hearing appeared in the Metrowest Daily News on November 7 and 14, 2016, and were mailed to abutters and abutters to abutters within 300 feet on November 9, 2016.

Notice of the hearing and a request for comments was provided to the Board of Selectmen, Fire Chief and Highway Superintendent, Fire Inspector, Police Chief, Town Engineer and Building Inspector on November 8, 2016. The hearing was opened on November 21, 2016 and closed on that date. All members voting on this Site Plan Approval were present at the hearing.

**II. APPLICATION AND OTHER MATERIALS SUBMITTED TO THE BOARD**

As part of site plan review, the Board considered:

- (1) Application for Site Plan Review, dated October 17, 2016, including:

- Cover letter from Gretchen Larkin, Head of School
  - Narrative description James Blackwell, CRS Project Trustee and Project Contact
- (2) Site Plans dated October 17, 2016 by a team including Flansburg Architects, 77 North Washington Street, Boston, MA; Meridian Associates (civil engineers), 69 Milk Street, Westborough, MA; Brown Sardina (Landscape Architects), 24 Rowland Street, Boston, MA; Roome and Guaracino (Structural Engineers) 28 Grove Street, Somerville, MA and Bala/TMP (MEP Engineer) of 52 Temple Place, Boston, MA. The plans consisted of:
- A0.00 –Centre Street View;
  - C-1 – Drainage/Utility Plan, Revised 11/14/16;
  - C-2 – Drainage/Utility Details, Revised 11/14/16;
  - L-1.0 –Site Demolition;
  - L-2.0 – Site Development and Landscape Plan, Revised 11/14/16;
  - L-3.0 –Grading Plan, Revised 11/14/16;
  - A0.10 – Site Elevations;
  - E-1 – Pre-Development Plan, dated 11/14/16
  - P-1 – Post-Development Plan, dated 11/14/16
- (3) Rendering of site as an aerial view by Dongic Lee, dated October 28, 2016;
- (4) Memo from Gino Carlucci dated November 16, 2016 with comments on plans;
- (5) A construction phasing plan dated October 17, 2016;
- (6) Email from Building Inspector to Gino Carlucci dated November 23, 2016, confirming previous verbal statements as to compliance with Building and Fire Inspectors' concerns;
- (7) Notes from Town Engineer dated November 9 and 21, 2016;
- (8) A revised set of Site Plans dated November 14, 2016 as noted above;
- (9) Stormwater Report and Calculations dated November 15, 2016;
- (10) Email from Police Chief dated December 1, 2016, confirming previous verbal statement;

Based on its review and discussion of the above-referenced application, site plan, and related materials, the Planning Board makes the following findings:

### **General**

- (1) This application is for a “substantial change,” since it is increasing building space by more than 250 square feet.
- (2) A preliminary site plan was submitted and the Planning Board found that full site plan review is required.
- (3) The site plan was prepared by a team of professional architects, landscape architects and engineers.
- (4) Color renderings of the proposed building and site changes illustrating the materials and colors to be used were submitted.
- (5) A narrative statement explaining the site changes was submitted.
- (6) The school population will not increase and the traffic pattern will not change so no traffic study was required.
- (7) The application was found to be complete.

### **Site Plan Review Criteria**

- (1) Compliance with the requirements for lot size, frontage, lot coverage of buildings, height, parking and loading spaces, yards, and all other provisions of this Chapter; **The project complies with these requirements.**
- (2) The location of driveway openings in relation to street traffic, and the convenience and safety of pedestrian, bicycle, and vehicular traffic to, from, and on the site; **The project proposes continued use of the existing traffic pattern with an entrance on Old Meadow Road and exit-only on Centre Street.**
- (3) The adequacy of arrangement and number of parking and loading spaces in relation to the proposed use of the premises; **No increase in parking is proposed or needed for the operation of the facility. Spaces will be moved from the Centre Street side to the interior of the site, improving the streetscape of Centre Street.**
- (4) The arrangement and appearance of proposed new buildings, structures, colors and materials, or changes to the aspects of a site as defined in C (2) above; **The materials and colors used, as well as the overall design, are compatible with the existing primary buildings on site and the result will be an improved streetscape.**
- (5) Provisions to protect surrounding premises against detrimental impacts; **Since the traffic pattern is not changing, the number of students is not increasing and the bulk of the change is closer to Centre Street, detrimental impacts should be minimal with the**

**possible exception of during construction. A construction phasing plan has been submitted that isolates construction areas into two phases and includes dust control and erosion control during construction.**

- (6) The relationship of structures, design aspects, and open spaces to the natural landscape, existing buildings, historic and architectural heritage, and other community assets; **The project is redevelopment within an existing developed site. The new structures are compatible with the existing ones and landscape area is replacing a parking lot in the front of the site along Centre Street which will enhance the aesthetics of the site. Also, the historic portion of the Founders Building is being retained.**
- (7) Potential impacts on natural resources, including groundwater and open space; **Erosion controls and a stormwater management system protect natural resources and groundwater. These have been reviewed and found adequate by the Town Engineer. Landscaping will replace parking in front of the building improving the open space associated with the campus**
- (8) Potential impacts on Town resources, including protective agencies, streets, and public spaces; **The number of students is not increasing and the traffic pattern is not changing so the impacts on Town resources are minimal. The project has been reviewed by Fire and Police Chiefs, Town Engineer, Superintendent of Streets, and Building Inspector. Subject to the conditions below, the potential impacts have been adequately addressed.**
- (9) Harmony in architectural treatment and avoidance of incongruous or inappropriate character or architectural appearance and arrangement of buildings; **The architecture is compatible with surrounding buildings and will result in an improved streetscape along Centre Street.**
- (10) Compliance with all other requirements of this Chapter. **As conditioned below, all other requirements of this chapter are met.**
- (11) The Planning Board shall provide the Board of Selectmen, the Superintendent of Streets, and the Building Inspector with copies of all full site plan applications for their review, comment, and recommendation. The Planning Board shall consider any such written comments and recommendations it receives within 30 days of providing an application. **The plans were provided and all comments received have been considered.**
- (12) If the Planning Board determines that adequate review of a site plan application requires the assistance of an outside consultant(s), the procedures, requirements and financial responsibility in Chapter 248, Subdivision of Land, Article VII, §248-26, Review fees, shall apply. **It was determined that outside review was not necessary.**

### **III. DECISION AND CONDITIONS**

After duly considering the facility proposed in the Application and the comments received, the Board hereby approves the Site Plan subject to the following conditions:

- (1) The actual construction and operation of the facility will be as represented in the Site Plan and related materials submitted to the Planning Board as part of this site plan review.
- (2) The actual appearance and configuration of the facility and the Site will be as represented in the Site Plan and related materials submitted to the Planning Board as part of this site plan review.

- (3) Prior to endorsement of the Site Plan by the Planning Board, the Site Plan shall be revised to address all of the conditions listed herein.
- (4) Construction shall be limited to Monday through Friday from 7:00 AM to 7:00 PM.
- (5) Construction vehicles shall enter the site from Centre Street and shall not enter or egress the site during school or camp drop-off and pick-up times.
- (6) Erosion controls shall be installed and inspected by the Town prior to the start of any construction.
- (7) The new water main shall be a minimum of 15 feet from buildings to provide access in case of necessary repairs. More details on the water connection shall be presented to the Water Superintendent.
- (8) Final details of the drainage plans shall be provided for review and approval of the Town Engineer prior to the start of construction.
- (9) Any soil or debris that is tracked onto Centre Street during construction shall be cleaned up as soon as possible and not later than the end of the work day on which it occurs.
- (10) A final construction management and staging plan shall be submitted to, and a pre-construction conference shall be held with the Applicant and, the Building Inspector, Town Engineer, Police and Fire Chiefs, Conservation Agent and Superintendent of Streets.
- (11) A plan for endorsement by the Planning Board illustrating all conditions and revisions to the Site Plans shall be submitted within 30 days of approval of the Site Plan.
- (12) An as-built plan of the site documenting compliance with the approved site plan and the conditions shall be submitted to the Planning Board and Building Inspector prior to the issuance of an occupancy permit. The as-built plan shall be signed and stamped by a professional engineer and show all components of the site, including the buildings, parking, landscaping, lighting, stormwater management system, signage, finished grades, etc.
- (13) The Applicant shall be responsible for controlling dust during construction. This may require the use of a water truck during dry periods.
- (14) This Site Plan Approval shall expire on November 30, 2017 if not exercised prior to that date.

The vote was 3-0 in to approve the site plan as follows:

Mark Sarro	Yes
Kate Bush	Yes
Jody Shue	Yes

PLANNING BOARD OF DOVER

(Acting under the Dover Zoning Bylaw, Site Plan Review section in effect at the time of the Application)



Mark Sarro, Chair

12/12/2016

Date

I, Kimberly G., Consulting Planner for the Town of Dover certify that copies of this decision have been filed with the Dover Town Clerk and the Planning Board on January 19, 2016.