



Trowbridge Engineering, LLC

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15 May 2020
Revised 18 June 2020

Planning Board
Town Hall
11 South Street
Westminster, MA 01473

Re: Definitive Subdivision Plan

Site: BettyJoe Way Subdivision
84 State Road West
Westminster, MA 01473

Dear Board Members,

Please find attached Definitive Subdivision plans and supporting information for property located off of State Road West (Route 2A) in Westminster, MA. The project involves an existing 8.6 acres property that contains an existing single family house. The project proposes a two lot subdivision access road extending southerly from State Road West. This lot will be divided into two conventional building lots and third parcel that will contain the access road. This access roadway will be approximately 425' in length with a minimum travelled way width of 15' with a 2.5' wide shoulder. The proposed roadway name is BettyJoe Way and it will not be publicly maintained. Only the two proposed houses will be served by the roadway and the land will not be available to future subdivision for additional housing without further subdivision approval. The lots will be served by onsite wells and septic systems.

The following is a list of waivers from Westminster Subdivision Regulations that are requested for this project.

CONSTRUCTION STANDARDS

Regulation	Required	Proposed	Reference
Pavement width	26'	15' w/ 2.5' shoulders	Section 231-14
The purpose of the reduced standard subdivision is to allow for construction of two single family houses on a driveway that has been enlarged to meet the requirements of the Westminster Fire Department. This requirement is a 15' wide travelled way with 2.5' wide shoulders.			
Roadway slope	6%	max. 8.3%	Section 231-14
Generally, the slopes for reduced standard subdivisions are allowable up to a 10% slope which is typical for a residential driveway. The majority of the shared portion of the roadway is shallower than this grade.			
ROW flares	25' radius	none	Section 231-16
The access road is smaller than those roadways proposed under conventional subdivision development and so the room provided by ROW flares for additional pavement, sidewalks and utilities is unnecessary.			

Intersection Leveling Area	2%	6.7%	Section 231-16
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The project is proposing to utilize and upgrade the existing driveway for the highway access location and cutting the grade for this requirement is unworkable. A photograph of vehicle parked in this location has been included in the "response to comments" letter to help with visualizing this waiver requirement.

Roadway Construction	paved road, etc.	reclaimed asphalt access road	Section 231-27-29
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The proposed access roadway is a driveway that has been upgraded to allow for use by the occupants of two houses and for Fire Department access. The roadway will remain private and the maintenance of the road will be the responsibility of the homeowners. The level of construction needed for a Town maintained roadway is not necessary here.

Driveway Cuts	1	3	Section 231-30
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Additional driveway cuts are necessary for Lot A, the owner of which will also own the road ROW. One cut will access the walkout side of the existing house, another for access to the shed and the third for access to the parking area behind the existing house

Street trees	2 trees / lot	none	Section 231-32
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The project is an upgraded driveway for two single family houses. The areas within the right of Way not devoted to the travelled way and shoulders will be likely be stabilized with stump grindings which will allow natural vegetation to fill in.

SUBMITTAL REQUIREMENTS

<u>Regulation</u>	<u>Required</u>	<u>Proposed</u>	<u>Reference</u>
Plan Submittal requirements	1"= 40'	1"= 50'	Section 231-12(D)
The subdivision plan is show at a scale of 1" = 50' to allow the entire lot to be viewed on one 24" x 36" sheet. The engineering plan is drawn at 1" = 40'.			
Plan Submittal requirements	MSL datum	assumed datum	Section 231-12(D)
Generally, an assumed datum is very workable for small projects. A MSL datum can be important for sewer extensions or work near floodplains. This project does not involve these issues.			
Plan Submittal requirements	formal vertical alignment	simplified alignment	Section 231-12(D)
This requirement is better suited for subdivisions with curb and gutter drainage and to insure proper cover for utilities. A simplified approach is adequate for "country drainage" with limited buried utilities.			
Performance Guarantee	as required	none	Section 231-12(F)
Since the project involves a reduced standard subdivision serving only two houses, it seems that a performance bond is unnecessary. The site will be inspected by the Town's engineering consultant prior to occupancy.			
Asbuilt Plans	as required	none	Section 231-12(H)
Since the project involves a reduced standard subdivision serving only two houses, it seems that an asbuilt plan is unnecessary. The site will be inspected by the Town's engineering consultant prior to occupancy and asbuilt plans for the septic systems will be required by the Board of Health.			
Filing Fee Requirement	\$ 3625.00	\$ 600.00	Section 231-12 A (4)

The typical filing fee has been \$600 for a reduced standard subdivision plan in the past. This amount has been accepted as commensurate with amount of time needed by the Board and staff to review this type of development.

Environmental Impact Analysis as required none Section 231-12 A (5)
The project will result in one additional house to be located on an existing 8.6 acre parcel. The existing driveway will be used for access. No significant grading or tree cutting is proposed. Significant impacts are not anticipated.

Please feel free to contact me if you have any questions.

Sincerely,
Trowbridge Engineering, LLC
By:

Christopher C. Mossman, P.E.
Civil Engineer

Included:

- Form B signed by Karen Aveni
- Filing Fee payment
- Checklist for Receiving Definitive Plans
- Certified List of Abutters

Attached:

- “Definitive Subdivision Plan – BettyJoe Way Subdivision”, prepared by Trowbridge Engineering, LLC, dated 15 May 2020 (12 copies)
- “Definitive Plan”, prepared by Szoc Surveyors, dated 14 May 2020 (12 copies)

cc: Bear Investments, LLC

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