

Follow-up Questions for COA/CC Applicant on 5/15/23 Submission to Planning Board

- Questions from the Planning Board are listed in - **BLACK**
- Answers from the Project Team are listed in – **BLUE**
- Would they be able to point us to the agreement that shows development needs to maintain a New England character? That would make the solar panels are improper for this site.

In Article 23 Mixed-Use Overlay District for the Town on Wayland, section 198-2309 Performance Standards under Massing 2309.2.1 states, "Massing within the MUOD should promote buildings design in a traditional New England style and create a mixed-use project with an authentic, New England regional character to its buildings."

The proposed design of the building will complement the other New England style buildings that stand at the Town Common today. Please see the attachments, "COA-Community Center-MUOD Design Guidelines," and the colorized "Exterior Elevations," plan A-400 for reference.

The addition of Solar to the site has been incorporated in accordance with the Town of Wayland's Climate Action Mobilization Plan approved by the Select Board in June of 2022, and available for view on the Town's webpage. Under section "Town Actions" it states, "We will lead by example by transitioning our municipal buildings to be carbon neutral (use no on-site fossil fuel, where feasible, generate solar power on-site)."

- I don't think one entry and exit is sufficient for a 100+ parking lot. As I mentioned on the call, the usage is going to be spikey not uniform. For example. Amazon sells 250 Million products on Amazon Prime Day (one single day; <https://influencermarketinghub.com/amazon-prime-day-stats/>). Of course that doesn't happen every day but Amazon is prepared for that level of spike. We should plan the parking with such spikes in mind. With one entry and exit, I can't possibly imagine a smooth departure after an at-capacity event at the COA. I would like to consider an "exit-only" on route 10.

There is no software that can accurately or visually demonstrate the parking lot flows and dispersion of traffic. However, most events will not have participants leaving at the same exact time. The traffic will be able to exit the COACC parking lot onto Lillian Way with essentially no delay other than performing a brief stopping maneuver because our data shows that there are fewer than 25 vehicle total trips per hour accessing or egressing from the River Trail Place condominiums.

For the purposes of a realistic assessment during a peak Saturday midday period with a full turnover of the entire 100-car lot (a very conservative assumption), we already assessed an average delay of 14 seconds per vehicle approaching the Lillian Way stop sign at Andrew Avenue. This delay was based on conservative assumptions for extra traffic growth along Andrew Avenue and adding in the additional site-generated trips. During the Saturday midday peak hour, it could take approximately 20 minutes to distribute the traffic. However, during non-peak periods when traffic is diminished, or a late evening period after a large public hearing when many of the existing businesses within Town Center are closed, there is significantly less traffic on Andrew Avenue. TEC expects a peak exiting duration of less than 10 minutes unless certain people linger within the building.

- **Solar Canopies and Lillian Way issues.** These seem to be coming up again and again. The plan should consider these comments from the public and make amends. Town convenance was brought up last night and another gentlemen had brought up town bylaws before as well. I don't see the point of approving something that will end up getting litigated.

Please see the responses above.

Entrance to the Municipal Parcel — The regulatory review in 2008 at the time of initial permitting of the overall Mixed-Use Overlay District (MUOD) development focused on two access ways to the Municipal Parcels.

In 2008, there were to be two entrances, one from Boston Post Road and the other from Lillian Way (See Exhibits A & B to the Master Special Permit). In addition to the Mater Special Permit, those two entrances are part of the approved February 15, 2008 FEIR for the Wayland Town Center Project EOEa No. 13844 prepared by Epsilon. The FEIR contains extensive traffic analyses for conditions at that time. MassHighway was intimately involved in that review as was the Town's Peer review consultant TEC. Figure 2-26 in the FEIR shows the new signalized intersection (now installed) as well as a separate Route 20 entrance to the Municipal Parcels. Figure 2-30 in the FEIR shows bicycle connections as well as the same two entrances to the Municipal Parcels -- one from Lillian Way and the second entrance from Route 20. Figure 2-31 in the FEIR shows pedestrian connections as well as those same two entrances to the Municipal Parcels. The FEIR is available in the Wayland Planning Department office.

- **Please provide an explanation of what has changed since the 2008 analysis to conclude that just one access way is now sufficient.**

As stated in TEC's May 15, 2023, memorandum and in the testimony provided during the public hearing on May 23, 2023, the primary reasons for the change in the Route 20 access proposal is related to:

- *A reduction in the overall trip generation for the Town Center site that has been established in prior post-occupancy data collection efforts;*
- *The location of the driveway is within the westbound merge area on Route 20 westbound and may introduce a new potential for rear-end collisions;*
- *There is very little potential for most Town-oriented events to result in motorists that would desire to turn right and travel on Route 20 westbound;*
- *The full use of a driveway in this general location would require the relocation of utilities; and*
- *MassDOT seeks to reduce curb cuts whenever possible as part of their access management guidelines.*

Although the FEIR provided several conceptual graphics to support the vision for the proposed development, the use on the subject parcel was not clearly defined in 2008 or the subsequent access permit process that Twenty Wayland LLC entered to establish the final design characteristics for the proposed traffic signal and the related lane widening.

TEC contacted MassDOT's District 3 office to confirm that the municipal driveway was not fully approved at that time because the specific uses were not known. Their staff advised that they would prefer that all normal traffic for the municipal parcel be directed through the existing Route 20 traffic signal at the Andrew Avenue intersection. Given the context of the municipal use on the site and the significant reserve capacity that they have witnessed at the Route 20 / Andrew Avenue traffic signal, a supplemental curb cut may not be necessary or justified at this time regardless of what may have been conceptualized within the FEIR in 2008. They expressed general support for a gated emergency access driveway, which can normally be expedited once they review the site plan, the truck turning templates, and any required construction details at the edge of their roadway and right-of-way.

- **Please provide a traffic flow analysis for the COA/CC parking areas (at full capacity and recognizing the presence of pedestrians) and the time required for all vehicles to exit the COA/CC parking areas via Lillian Way at the conclusion of an event.**

There is no software that can accurately or visually demonstrate the parking lot flows and dispersion of traffic. However, most events will not have participants leaving at the same exact time. The traffic will be able to exit the COA/CC parking lot onto Lillian Way with essentially no delay other than performing a brief stopping maneuver because our data shows that there are fewer than 25 vehicle total trips per hour accessing or egressing from the River Trail Place condominiums.

For the purposes of a realistic assessment during a peak Saturday midday period with a full turnover of the entire 100-car lot (a very conservative assumption), we already assessed an average delay of 14 seconds per

vehicle approaching the Lillian Way stop sign at Andrew Avenue. This delay was based on conservative assumptions for extra traffic growth along Andrew Avenue and adding in the additional site-generated trips. During the Saturday midday peak hour, it could take approximately 20 minutes to distribute the traffic. However, during non-peak periods when traffic is diminished, or a late evening period after a large public hearing when many of the existing businesses within Town Center are closed, there is significantly less traffic on Andrew Avenue. TEC expects a peak exiting duration of less than 10 minutes unless certain people linger within the building.

- **Please ask TEC to provide an analysis of an entrance only at Lillian Way and an exit only onto Andrew Ave.**

TEC recommends that a right-out-only (exit) driveway onto Andrew Avenue be explored between the Town and Zurich Management only if there are notable delays or routine cut-through movements along River Trail Place after the facility has been operational for some time. This should be based on actual counts and observations as part of a monitoring program within one year following full occupancy of the building.

- **Please provide a written procedure for how Applicant will monitor traffic operations and available parking supply/use, including the steps that will be taken to remedy any issues and the job title of the responsible individual.**

As part of the current Council on Aging and Recreation Department event operations, the department directors are in constant communication with one another to adjust their event schedules as needed in order to mitigate parking issues. For example, the departments stagger events at one of the Town's soccer fields which has only 22 parking spaces to allow the first group to vacate safely. In the proposed new Council on Aging and Community Center, these procedures will carry over as the departments will continue to coordinate with one another to ensure that traffic mitigation measures are addressed.

The job title of the responsible individual for this planning is ultimately the Town Manager, but the Director of the Council on Aging and Director of the Recreation Department maintain the daily operations on the Town Manager's behalf.

Scheduling of Uses at the COA/CC – According to statements made by the Applicant, occupancy of the building can range up to in excess of 426 people (not including regular employees and occasional unscheduled visitors).

On the basis of the seating arrangements for the classrooms, the occupant counts for the Activity Rooms have been reduced to the following: Activity Room A occupancy limit is 96 persons, and Activity Room B is also a 96-person occupancy limit. Activity Room C occupancy count is 18, Activity Room D occupancy count is 41, Activity Room E occupancy count is 15 persons.

The total occupancy for the Assembly spaces is 266 occupants, and the other (business use areas) are about another 44 persons. Making the total occupancy for the entire building as 310 people.

- **Please provide a written procedure for the scheduling and coordination of uses at the COA/CC and the job title of the individual responsible for that.**

As part of the current Council on Aging and Recreation Department event operations, the Recreation Department uses software to reserve and permit hundreds of programs and activities at more than 65 indoor and outdoor venues in the Town. In the proposed new Council on Aging and Community Center, these procedures will carry over as the departments will continue this practice of using the existing software to coordinate various events and activities. Most of the 65 venues have unique scheduling circumstances and are shared with other entities like the CoA, Schools, Library, and general Town business.

The job title of the responsible individual for this planning is ultimately the Town Manager, but the Director of the Recreation Department maintains the daily event scheduling on the Town Manager's behalf.

- **Please provide written confirmation from the Building Commissioner & Fire Chief of the maximum occupancy of the building at any one time and of the individual areas (with due consideration to emergency exits from each internal area, number of toilets, etc.)**

Upon reaching out to Michael Crisafulli, the Wayland Building Commissioner, he stated, "The occupancy level or amount is determined by the Architect when he designs the building based on the type of building, type of construction, type of fire protection, type of occupancy. With that said before Occupancy is issued the setup of each room if the makeup changes, meaning by tables and chairs or the use group of each particular room may change slightly. The base or the rule of thumb is 10 square feet per person – standing room with no tables and chairs or any other obstacles, inhibiting the means of egress as well as the amount of doors and the amount of egress travel to exit the building safely. So with that said there may be less of an occupancy load per room rather than more always. We in conjunction with the Fire department will make that

determination before occupancy is issued if there are any changes in the setup or use classification of each room at that time. As for the number of toilets and urinals that is determined in the plumbing code based on the number of occupants the building serves.” Please see the attached email correspondence from June 7th with the subject “RE: Wayland Proposed Council on Aging and Community Center”

The design team has developed this project design adhering to all the applicable building codes necessary. Should any recommendations or revisions be needed upon applying for the Building Permit ahead of construction, the project team will comply with the Building Commissioner’s request.

Parking Spaces – As a point of reference, over the years, the number of parking spaces at the Town Building has been 145, increased to 175 when The Children’s Way moved in, and currently it is 161 all for a 56,202 sq. ft. multiple use building. That is on the order of 3 spaces/1,000 sq. ft.

As stated in TEC’s May 15, 2023, memorandum, “Although the Institute of Transportation Engineers (ITE) has a wealth of parking data for many types of land uses, there is no currently available data for a community center use that is analogous to the proposed COACC. Therefore, TEC recommends that the parking demand be viewed in terms of vehicle occupancy for those that may attend the larger public meetings. The main room is designed for a capacity of 200 occupants. If one-half to one-third of the participants carpool to the meeting or may travel together as family members that are interested in the same event, the room of 200 occupants would result in the need for 100 to 134 parking stalls without relying on other parking areas within the Town Center Project.”

- **Where are the designated walking paths within the parking areas for safe passage of pedestrians?**

As shown on the Site Plans, the proposed site contains several five (5) foot wide concrete sidewalks and stone dust paths. These sidewalks and paths are located to allow pedestrian traffic to traverse throughout the site.

Solar Facilities –

- **Provide an analysis of the electrical load of the building, the kW output of solar panels required to serve that load, and the size in square feet that such a solar array would occupy.**

Based on calculations from the project architect in collaboration with Solect, the project assumes that the building will not be using more than 180,000kWh per year. The rooftop system will generate ~54,000 kWh in year 1, so we will need to generate about 126,000 kWh from the canopies. Given the expected canopy production, we would need a solar canopy which is ~115.2kW (DC). For a canopy of this size, we anticipate that we would need an area of ~7,000 SF.

- Provide a professional analysis of the likely kW output of roof-mounted solar panels and why solar panels are not being proposed for the COA/CC roof.

Solect has provided a design for the roof. It was not included in previous renderings as the focus of the hearing was on the solar on site. Based on the design, the system size is ~46.5Kw (DC). Please see the “Detailed Layout” attached as part of the HelioScope Annual Production Report developed on June 7, 2023.

- Provide a final site plan that includes the details of all proposed solar installations, the design ratings, expected output in kWh, request from Building Commissioner for the installation of snow rakes on the edges of the solar panels to break up heavy snow and ice when it slides off, etc. Also, clarify the orientation of the solar arrays – whether northeast to southwest or northwest to southeast and where they will be attached to the ground.

Sheet C7.0 of the Site Plans has been revised to provide additional information pertaining to the solar canopies. Notes have been added to Sheet C7.0 of the Site Plans that state that the canopies are to have an integrated snow/ice management system and a notation has been added that states the solar panels will produce approximately 115.2 kW (DC). Additionally, the locations of the proposed columns and footings have been depicted on Sheets C2.0, C3.0 and C4.0 of the Site Plans. Footings for the Canopies are to be designed by the manufacturer.

- Looking at Plans C 2.0 & C 4.0, it would appear that the solar canopies extend out over a portion of the Town Green. On Plan C 2.0, there is also a shaded area on the Lillian Way side of the parking stalls that appears to encroach on the Town Green. Please explain what that shaded area is and please assure that all portions of the COA/CC project remain on the municipal parcels that have been designated for this project.

The shaded area (hatched with dots along the edge of the pavement), depicted on Sheet C2.0 of the Site Plans, on the Lillian Avenue side of the parking lot, is proposed snow storage. All portions of the COA/CC project remain on the municipal parcels that have been designated for this project.

- Provide detail on the “built in battery storage” lighting (e.g., the battery storage substrate; how often batteries have to be replaced; color of the lighting and its consistency with other COA/CC lighting as well as lighting across the MUOD)

Additional information and/or cut sheets describing the ‘built in battery storage’, how often they need to be replaced, the color of the light produced from the LED fixtures, and the color of the proposed site light poles and fixtures has been added to Sheet SL1 of the Plan Set, and are listed below:

Built in Batteries: The expected life expectancy of the lithium-ion batteries is twelve (12) years. The batteries are located inside of the solar panels that surround the poles, but outside of the poles. The poles do not need to be disassembled to remove and replace the batteries. Please refer to ‘Retroflex Battery Replacement Manual’ attached with this comment letter.

Light Pole and Fixture Colors: The light poles, fixtures and other portions of the site lighting are to be provided with a black finish.

Light Color: The light produced by the LED fixtures will produce a ‘3000K’ color temperature. This color is on the warmer side and most common for exterior lighting applications in rural areas. Please refer to the LED Color Temperature Chart attached with this comment letter.

- **Who is responsible for maintaining the solar facilities? Provide a written procedure for same and the job title of the responsible individual.**

Solect Services Group, the Town’s Solar Provider on this project, will be responsible for the operation and maintenance of the solar facilities. The point of contact for this project is Byron Woodman.

Lighting –

- **Provide a written plan for controlling/curtailing operation of lighting in parking areas when the building is not in use.**

The lighting in the parking area will be set on a timer which will turn the lights on during normal hours of the building operations and will be turned down outside the building operation hours, with the exception of limited nighttime lighting for security monitoring purposes.

- **Confirm the color of the lighting on the COA/CC parcels and provide a comparison with the previously approved lighting across the MUOD.**

Additional information describing the color of the light produced from the LED fixtures, and the color of the proposed site light poles and fixtures has been added to Sheet SL1 of the Plan Set, and are listed below

Light Pole and Fixture Colors: The light poles, fixtures and other portions of the site lighting are to be provided with a black finish. This will match the color of the existing site lighting across the MUOD.

Light Color: The light produced by the LED fixtures will produce a ‘3000K’ color temperature. This color is on the warmer side and most common for exterior lighting applications in rural areas. This is anticipated to be very similar to the site lighting across the MUOD. Please refer to the LED Color Temperature Chart attached with this comment letter.

Landscaping –

- **Plan L 1.0 – Based on comments received concerning Hemlock disease, please substitute another choice of tree for the four Eastern Hemlocks depicted along the property boundary with the River Trail Place Condominiums. A possible choice might be Green Giant Arborvitae that has a similar shape to a Hemlock.**

The Landscape Plan has been revised to replace the Eastern Hemlocks depicted along the property line with River Trail Place with Green Giant Arborvitae.

Architectural Design –

- **Please refer us to the correct reference document that describes the exterior building materials to be used, roofing material, color palate, and any other architectural detail. #7 in the May 16, 2023 Supplement refers to the attachment “COA-Community Center-MUOD Design Guidelines” PDF document but we are unable to locate it.**

Please see document “COA – Community Center – MUOD Design Guidelines” from March 14, 2023, attached.

- **Please explain why a selection of roofing material as between architectural shingle or metal roof has not been made yet (see May 16, 2023 letter from K. Treacy to Town Planner R. Hummel). Although, from looking at #10 in the May 16, 2023 Supplement, it would appear that asphalt shingle roofing has been selected. What is the difference between architectural shingle and asphalt shingle?**

The roofing material is designed as a bid alternate: The Base Bid specifies Architectural Shingle Roofing, and metal roofing is the Bid Alternate #1. The material of the roof will be selected depending on cost of the bids received.

- **The May 16, 2023 letter from K. Treacy to Town Planner R. Hummel speaks of “windows and French doors” being made of fiberglass. Is fiberglass the glazing material or is it the framing?**

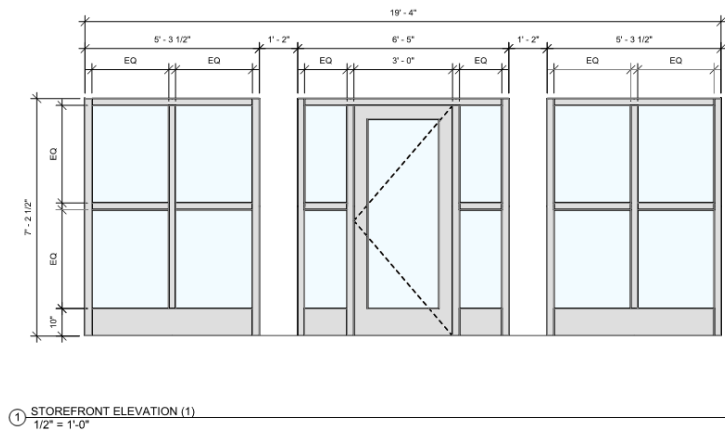
Fiberglass is the material of the framing. The glazing will be clear tempered glass.

- **That same letter states that the primary and secondary entrance vestibules will have “aluminum storefront construction”. Please describe what that is.**

Aluminum storefront is a typical selection for many commercial entrances, consisting of extruded aluminum framing around large windows. Below are example photos.



The shape and dimensions for the main entrance will be per the drawings below.



- **Where are the designated loading areas? Please include them on the plans.**

Deliveries will be received through the door number 128, located near the trash enclosure. Please see the attached plan “Overall Life Safety Plan – LS-100” where the “Loading Area & Deliveries” is labelled in red. The loading area has been labeled on Sheet C2.0 of the Plan Set. The loading area is located off of the cul-de-sac- adjacent to the western side of the building.

- **The trash enclosure is at the opposite end of the building from the Serving Pantry and it was mentioned during one of the first hearing sessions that the plan for events is to close off Activity Rooms A & B from the rest of the building. What is the plan for handling of trash in that event?**

The trash enclosure is located on the west side of the exterior of the building. Should trash need to be removed from the Serving Pantry, it would be brought through the corridor labelled 128 parallel to Activity Rooms C, D & E and labelled on the attached plan LS-100. Should the corridor be closed off for a nighttime event, trash can be removed through corridor labeled 109 on the same plan and exit through the front

vestibule area where there is a paved exterior travel path to the trash enclosure. Please see the attached plan LS-100 where this exterior path of travel is highlighted in blue dashed lines and labelled “Paved Exterior Travel Path To Trash Enclosure”

Long Term Operation And Maintenance Plan & Long Term Pollution Prevention Plan (5/15/23) –

- State specifically what the Conservation Commission has to do to gain access to the property

General guidelines on how the Conservation Commission is to gain access to the site has been added to page 2 of the Long Term Operations and Maintenance Plan.

- Add the cost of work on the Filter Media Unit to the “Anticipated Long Term Maintenance Budget”; and consider adding required inspections of the Infiltration System after major storm events.

The annual maintenance cost of the filter media has been added to page 2 of the Long Term Operations and Maintenance Plan.

- Good Housekeeping Practices (page count 9) – specify that no car washing is allowed on site; no pesticides, herbicides, insecticides, fungicides or rodenticides are allowed in the absence of a specific special permit for same (see Code of the Town of Wayland Sec. 198-1603.3.11).

The Good Housekeeping Practices section of the report has been revised to state that:

- *An offsite commercial car wash shall be used at all times. Car washes treat and/or recycle water.*
- *Car washing on the subject property is strictly prohibited.*
- *Only use organic fertilizers as they release nutrients more slowly.*
- *The use of pesticides, herbicides, insecticides, fungicides or rodenticides are all strictly prohibited from use on the subject property.*

- Page count 11 – specify the job title of the individual responsible for conducting training; correct Ben Keefe’s title under emergency contact; who is the “Stormwater Control Manager”?; pesticides, herbicides, insecticides, fungicides or rodenticides are allowed in the absence of a specific special permit for same (see Code of the Town of Wayland Sec. 198-1603.3.11).

The Operations and Maintenance Plans and Reports have been revised to state the appropriate persons / departments are responsible for the ownership and maintenance of the stormwater structures. Additionally, the Good Housekeeping Practices section of the report has been revised to state that:

- *An offsite commercial car wash shall be used at all times. Car washes treat and/or recycle water.*

- Car washing on the subject property is strictly prohibited.
- Only use organic fertilizers as they release nutrients more slowly.
- The use of pesticides, herbicides, insecticides, fungicides or rodenticides are all strictly prohibited from use on the subject property.

Plan Sets –

Note: From a March 2, 2023 e-mail from A. Lewis to K. Treacy & B. Keefe:

“In looking into the ownership/control of the parcel of land that your plans show as belonging to MA Highway, please review Plan 305 of 2012 and Plan 616 of 2015. It appears that MA Highway has one or more easements across that property and across the COA/CC property but not ownership in fee. And, a review of the Assessor's on-line data base (although it may not be up to date) lists what you are depicting as the parcel owned by MA Highway (23-052M or 2 Andrew Ave.?) is actually owned by Twenty Wayland. It is my impression that the Town may have since acquired that parcel (probably still subject to the MA Highway easements).

The small neighboring parcel along Andrew Ave. (i.e., 23-052N or 2A Andrew Ave.) is listed as being owned by Boston Retail 1 LLC.”

- **Confirm property ownership references on your plan sets and revise accordingly.**

As was previously stated and as shown on the Site Plans, the ownership of the abutting parcels is up to date based on the Town of Wayland Assessor’s Office and the most recent deeds of record. Additionally, the plans list the abutters as N/F, which stands for Now or Formerly as the information provided on the Site Plans is the information that is/was available at the time the Site Plans were prepared.

- **Almost every plan has the following notation “For Permitting Only Not For Construction”. The Planning Board signs off on plan sets that are depictions of what is on the ground, notations of regulatory restrictions, and what is approved for construction. Please explain why it is necessary to refer to the plans as “For Permitting Only” and how you believe they will differ from construction drawings.**

The ‘For Permitting Only Not for Construction’ notation has been removed from all sheets of the Site Plans and replaced with the notation ‘Bid Set’ for clarity.

- **Confirm the actual number and location of doors to the exterior of the building and revise plans accordingly (see Plans A-200 & A-400 last revised 1/4/23 and submitted May 15, 2023; and compare with Plans A-200 & A-400 Date 4, Rev. 4 also submitted May 15, 2023)**

There are 8 exterior door locations and access points to the building. These have been noted by a red circle on site plan LS-100.

- **Sheet C 2.0 – With your traffic consultant, consider the specific signage at the Lillian Way exit of the COA/CC parking lot (for example, a stop sign, the R3-2 sign from Plan C 6.0, and a “Right Turn Only” sign)**

The additional ‘Right-Turn-Only’ signs have been added to Sheet C2.0 and the applicable details of the signs have been added to Sheet C6.0 of the plan set.

- **Sheet C 2.1 – What do the solid red lines and the intermittent red lines represent and where are they noted on the Plan LG 1.0 Legend?**

The solid red line represents the perimeter property line of the project property, and the red dashed line represents the internal property lines. The legend on sheet C 2.1 of the Site Plans has been updated accordingly.

- **Sheet C 6.0 – Add a sign that states “Right Turn Only” to be clearly visible from the COA/CC parking lot exit onto Lillian Way. And confirm that and where each of the other depicted signs are shown on the individual plans.**

The additional ‘Right-Turn-Only’ signs have been added to Sheet C2.0 and the applicable details of the signs have been added to Sheet C6.0 of the plan set. The ‘Stop’, ‘No Left Turn’, and ‘Right Turn Only’ signs, 5 signs in total) are all shown on Sheet C2.0 of the plan set.

- **Sheet C 7.0 – labeled “Site Construction Details” says “Not for Construction”. The plan needs to show actual construction detail for what will be constructed.**

The ‘For Permitting Only Not for Construction’ notation has been removed from all sheets of the Site Plans and replaced with the notation ‘Bid Set’ for clarity.

- **Will the building have a generator and if so where is it located?**

The generator required for the building is portable and does not necessitate a concrete pad. When the use of the generator is required, it will be moved to a location in close proximity to the transformer and connected to the proper generator connection location. Once the generator is no longer needed, it will be removed from this location.

- **Detail requests from the DPW Director – 1) specify sawcut control joints on concrete sidewalks; 2) for wheelchair ramps, specify “cast-in-place/replaceable” detectable warning panels for easy replacement; 3) eliminate the landscaped island in the cul-de-sac.**

The concrete sidewalk detail on Sheet C6.0 of the Site Plans depicts sawcut control joints. The wheelchair ramp details on Sheet C6.0 of the Site Plans contain the notation: ‘cast-in-place/replaceable’ detectable warning panels. The island in the

center of the cul-de-sac is proposed to remain. The island has been reduced in size and curbing type on the island has been changed to mountable Bituminous Berm, as was requested by the Fire Department.

- **Please list the contact town employee name + title on documents in regards to ownership and management of the stormwater structures, etc.**

The Operations and Maintenance Plans and Reports have been revised to state the appropriate persons / departments are responsible for the ownership and maintenance of the stormwater structures.

WAYLAND COUNCIL ON AGING / COMMUNITY CENTER
MUOD Design Guidelines March 14, 2023

What is Wayland Planning Board's 2008 vision for the CoA/Community Center?

The Wayland Planning Board envisioned the Municipal Building being designed in a "Traditional New England Style," as noted below from the 2008 Site Plan Approval letter.

3. Buildings

a.) Design and architectural character.

- (i) Buildings in the MUP shall be designed in a traditional New England style and substantially in accordance §198-2309.2.1.1 and §198-2309.2.1.2 of the By-Laws, as determined by the Board in Phase I Site Plan Review.

How does the proposed COA/Community Center meet that obligation?

The COA/Community Center shall meet the MUOD style requirement by being designed in the Shingle Style, a classic New England style of the late 19th Century. The Planning Board's public survey at the last Route 20 Study hearing supported that approach when voters preferred more traditional styles over modern by a significant majority.

One example of that style that can serve as a model for the proposed retrofit is the Low House of Bristol, Rhode Island, but using a combination of both shingle and clapboard siding. Note that the trim does not dominate the look of the building by being small in scale and finished in a weathered driftwood gray tone to match the weathered shingle siding.





How may the proposed COA/ Community Center complete that obligation?

The COA/Community Center exterior design and shingle style design is a perfect choice for the Town Center. However, it needs to appear more compatible with the neighboring Town Center buildings in the details such as building trim, gutter and downspout profiles. The roof eave and rake trim has a modernist square profile without a single stepped trim at the top. The gutters are simple rectangular shapes that will look more industrial than residential in character. The main entry has no articulation at all. As an easy inexpensive solution, I suggest the main entry canopy and related support structure be designed to express some craftsmanship in trim by simply recessing the overlapping boards by 1/2".

Note that the attached photos of nearby buildings have K profile gutters and round downspouts. I suggest a Shingle Style variant on a proposed CoA/Community Center may be stock half round gutters and round downspouts.

In addition, we should match the clapboard spacing of only 4 1/2" on Bagel Table siding, vs. the proposed 6" called for in the CoA/CC. Keeping a smaller residential scale and character on siding and trim will make the building more inviting to visitors and avoid the institutional look of buildings that lack enriched detailing.

Bill Sterling

File: COA-Community Center- MUOD Design Guidelines.pages



From: [Crisafulli, Michael](#)
To: [Kim Treacy](#)
Cc: [McPherson, Neil](#); [Ripley, Rich](#); [Maltinsky, Nathan](#)
Subject: RE: Wayland Proposed Council on Aging and Community Center
Date: Wednesday, June 7, 2023 8:57:56 AM
Attachments: [image001.png](#)

Kim,

The occupancy level or amount is determined by the Architect when he designs the building based on the type of building ,type of construction , type of fire protection, type of occupancy.

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We in conjunction with the Fire department will make that determination before occupancy is issued if there are any changes in the setup or use classification of each room at that time.

As for the number of toilets and urinals that is determined in the plumbing code based on the number of occupants the building serves.

If you need further explanation you can call my office.

Thanks

MIKE

Mike Crisafulli-CBO

Town of Wayland Building Commissioner

Mcrisafulli@wayland.ma.us

Tel -508-358-3602

Cell-339-205-5560

41 Cochituate Road

Wayland , Ma 01778

[www.wayland](http://www.wayland.ma.us) .ma.us

From: Kim Treacy <ktreacy@citypointpartners.com>
Sent: Tuesday, June 6, 2023 3:54 PM
To: Crisafulli, Michael <mcrisafulli@wayland.ma.us>
Subject: FW: Wayland Proposed Council on Aging and Community Center

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Hi Mike,

Detailed Layout





» Lighting the Way in Solar LED Technology

RETROFLEX BATTERY REPLACEMENT



- 1) Remove the Light Head + Tenon Adapter Assembly(for Residential Retroflex Systems) or Light Cap Arm(for Roadway Retroflex Systems) using an Allen Wrench.

For Residential Retroflex Systems



For Roadway Retroflex Systems



2) Disconnect the Light Wire (Red and Black for a 2 Conductor Wire and Red, Black, Orange and Blue for a 4 Conductor Wire).



3) Remove the Array Cap + Bracket Assembly by Loosening the Nuts and Bolts using a 7/16th Inch Wrench and Lifting it.



4) Pull the Red Connector and 2 Black Connectors out of the Array.



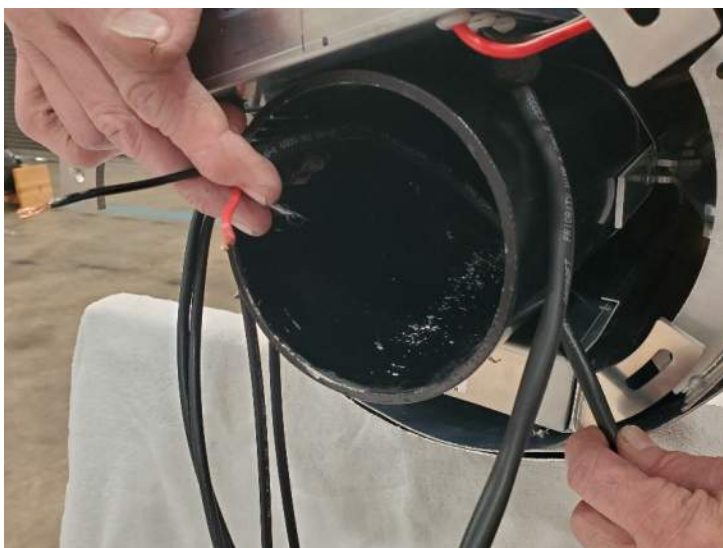
5) Disconnect the Black Connectors by Pinching it using your Hands or a Flat Head Screwdriver.



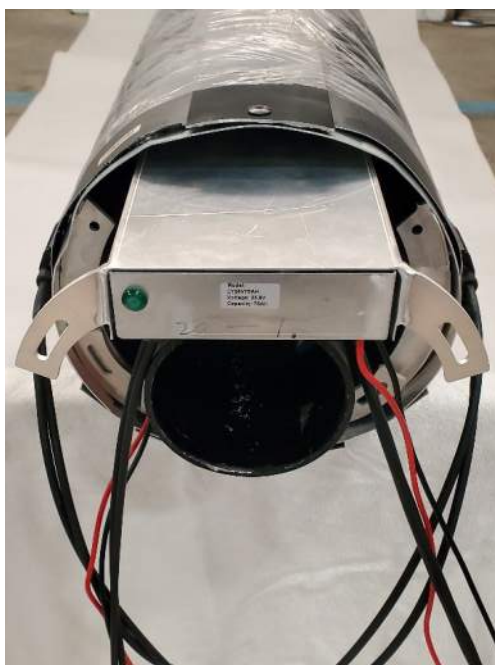
6) Disconnect the Red Connector by Pulling it. The Green LED on the Battery Box should Turn Off now.



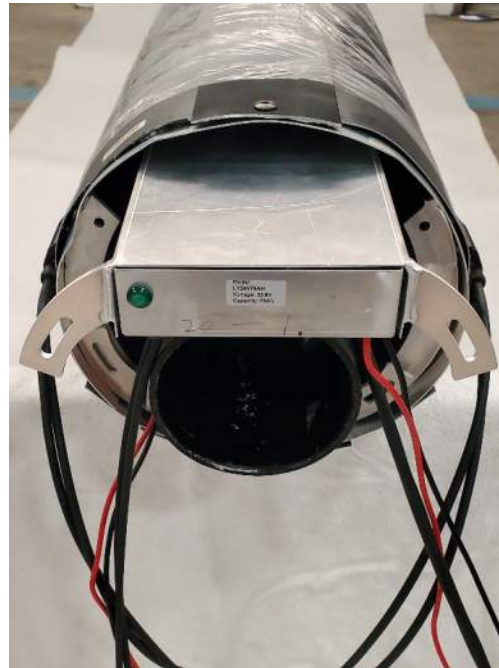
7) Pull the Light Wire out of the Pole via the Hole provided.



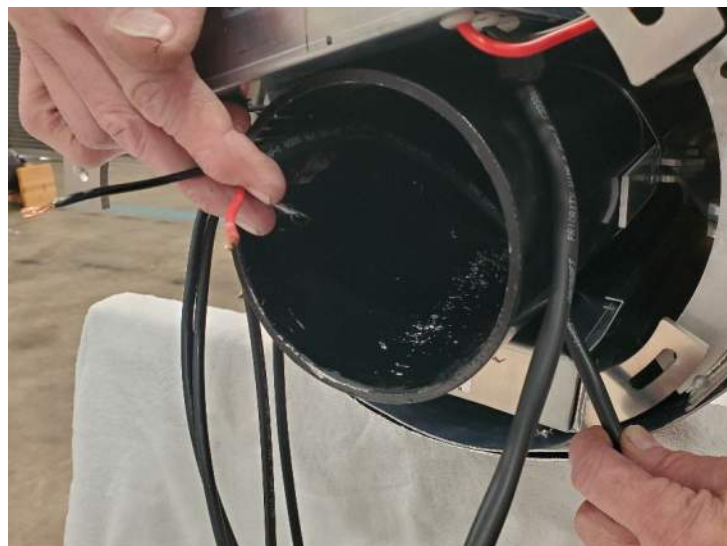
8) Pull the Old Battery Boxes out of the Array using the Pull Tabs on the Battery Boxes.



9) Push the New Battery Boxes inside the Array.



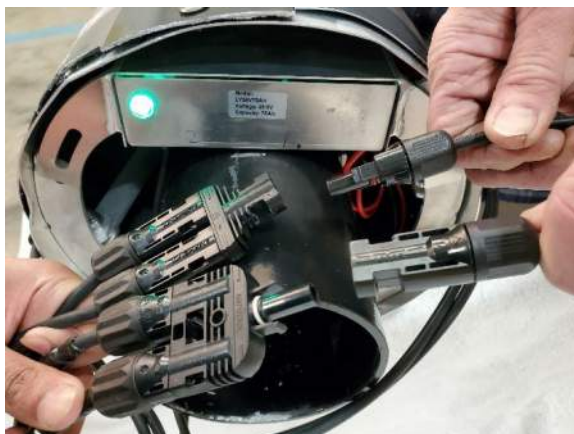
10) Fish the Light Wire inside the Pole via the Hole provided.



11) Connect the Red Connector. The Green LED on the Battery Box should Turn On now.



12) Connect the 2 Black Connectors.



12) Push the Red Connector and 2 Black Connectors around the Battery Boxes inside the Array.



13) Place the Array Cap + Bracket Assembly on the Top of the Array and Tighten the Nuts and Bolts using a 7/16th Inch Wrench.



14) Connect the Light Wire (Red to Red and Black to Black for a 2 Conductor Wire and Red to Red, Black to Black, Orange to Orange and Blue to Blue for a 4 Conductor Wire).



15) Place the Light Head + Tenon Adapter Assembly on the Pole(for Residential Retroflex Systems) or Light Cap Arm(for Roadway Retroflex Systems) and Tighten using an Allen Wrench.

For Residential Retroflex Systems



For Roadway Retroflex Systems



LED Color Temperature Chart



