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MEMORANDUM

Date	23 October 2007
Project / No. / File	Wayland Town Center / 06065-02 / G1
To	Joe Laydon, Wayland Town planner
From	Michael A. Wang, AIA, LEED AP
Subject	Signage Submittal clarification

This memorandum, in conjunction with the attached PDF files, provides a summary of the appropriate signage documents that have been submitted and are relevant for consideration in the Master Special Permit [MSP] decision. Drawings A-3 and A-3a from the MSP submission, dated 10 May 2007 with a revision date of 05 October 2007, are an illustration of how these signage documents could be applied. Please refer to the attached documents:

- "MSP Signage Summary," dated 23 October 2007.
- "Monument Revisions," dated 11 October 2007, showing the final design for the Route 20 and Route 27 monument entry signs.
- "Wayland Sign Package," dated 23 October 2007, reflecting the final design for the other on-site way-finding signs, including the Vehicular Directional signs, the Directory Signs, the Pedestrian Directional Signs, the Access Signs and the Residential Entrance Signs.

Best regards,

Michael A. Wang, AIA, LEED AP
Associate Principal
Arrowstreet

Distribution

F. Dougherty, KGI
M. MacRae, TCG

W:\06\06065_Wayland\06065g14.doc

10/23/07

212 Elm Street Somerville MA 02144
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www.arrowstreet.com

10/23/07

Signage Summary

1. Wall Signs.

- Compliance with dimensional standards in §198-2309.4.2 and .3
- Aggregate area of signage for all Size Categories:
  Size Category A: 586 sf
  Size Category B: 540 sf
  Size Category C: 504 sf
  Size Category D: 840 sf
  Size Category E: 6,384 sf
  Subject to aggregate maximum of 6,860 across all Size Categories

- Primary and secondary walls for purposes of §198-2309.4.2 shall be designated in Site Plan Approval (SPA).

2. Blade, Awning and ID Signs.

- Maximum numbers and areas for such signs at each Establishment:

  - Size Category A: 4 blade signs @ 16 sf each = 64 sf {8 sf/side]
    8 Awning signs @ 8 sf each = 64 sf
    2 ID/Hours/Misc. Signs @ 5 sf each = 10 sf

  - Size Category B: 2 blade signs @ 16 sf each = 32 sf {8 sf/side]
    6 Awning signs @ 8 sf each = 48 sf
    2 ID/Hours/Misc. Signs @ 5 sf each = 10 sf

  - Size Category C, D or E: 1 blade sign @ 16 sf = 16 sf {8 sf/side]
    4 Awning signs @ 8 sf each = 32 sf
    1 ID/Hours/Misc. Signs @ 5 sf

3. Residential Building Identification Signs.

- Maximum area 5 sf per side x 2 sides = 10 sf each

4. Monument Signs.

- One (1) sign at Route 20 site entrance in location to be approved in SPA
  - Consistent with drawing (reference)
  - Maximum area 55 sf per side x 2 sides = 110 sf
  - Increased height may be permitted in SPA

- Background to be of a single color
- Up to 6 tenant panels not to exceed total tenant panel area shown on drawing (reference)

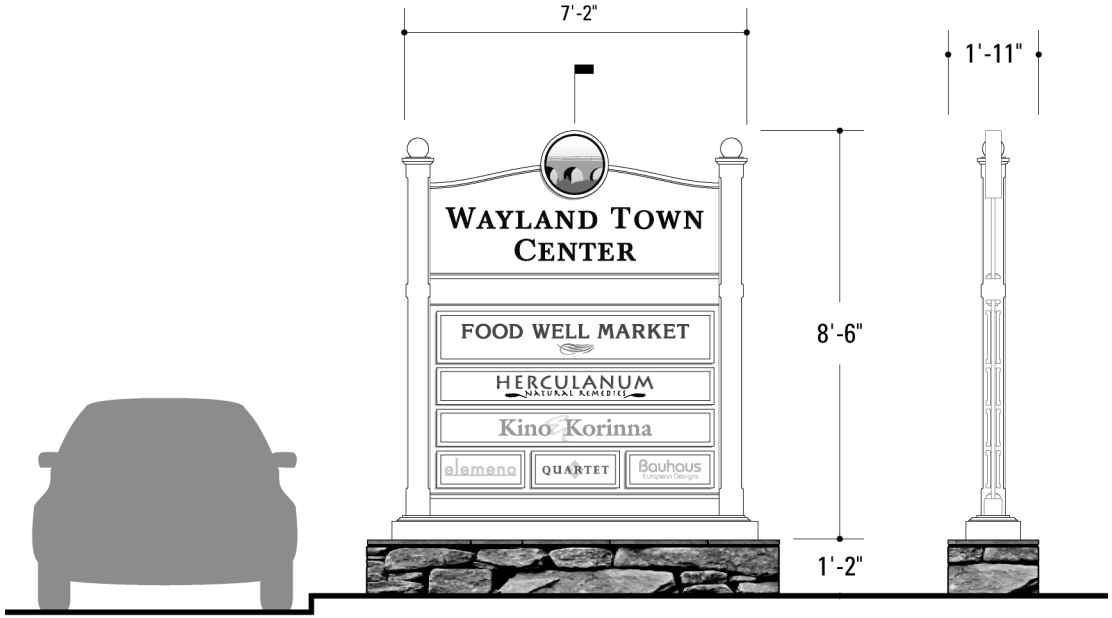
- One (1) sign at Route 27 site entrance in location to be approved in SPA
  - Consistent with drawing (reference)
  - Maximum area 55 sf per side x 2 sides = 110 sf
  - Increased height may be permitted in SPA
  - Background to be of a single color
  - One tenant panel

5. Other signs:

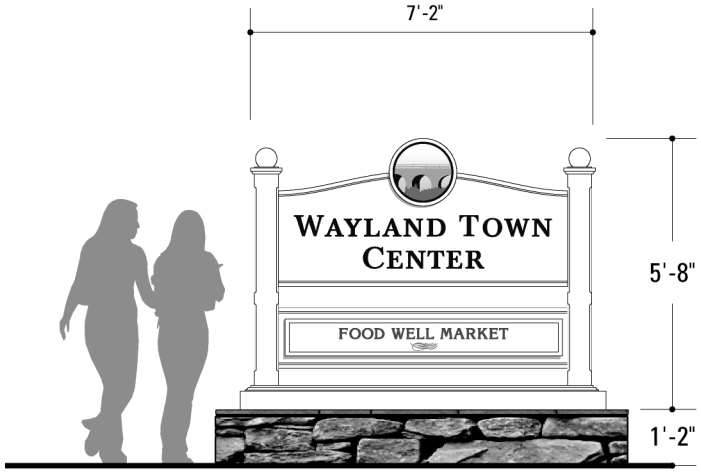
- Consistent with applicable drawings (reference)
- Maximum area limits:
  Vehicular Directional (Wayfinding) Signs: 9 sf per side x 2 sides = 18 sf each
  Directory Signs: 15 sf per side x 2 sides = 30 sf each
  Pedestrian Directional (Wayfinding) Signs: 2 sf per side x 2 sides = 4 sf each
  Access Signs: 2 sf per side x 2 sides = 4 sf each
  Residential Entrance Signs: 10 sf per side x 2 sides = 20 sf each

6. General

- Locations of all above signs to be approved in SPA.
- Temporary signs permitted
- No internal illumination
- Special permit to permit all signs other than wall signs to be located on premises within the MUOD other than the premises served.



A1 Primary Monument, Route 20



A2 Secondary Monument, Route 27

Wayland Town Center

ARROWSTREET
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DESIGN

ARROWSTREET INC.
212 ELM STREET
SOMERVILLE MA 02144
617.623.5555
FAX 617.625.4646

DATE
October 11, 2007

TITLE
Monument Revision
scale: 1/4" = 1'-0"

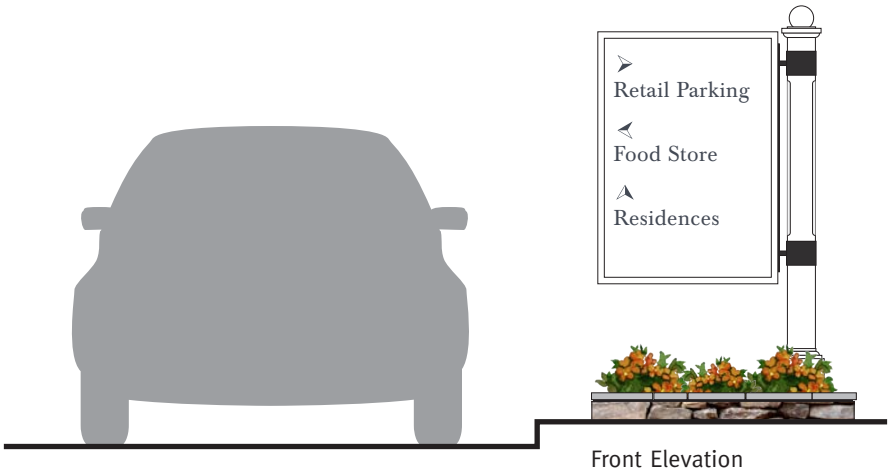
SHEET
2

Wayland Town Center

Site Identification and Wayfinding Program

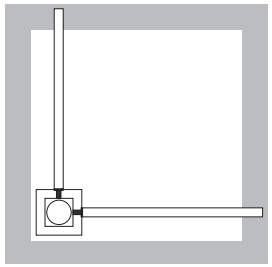
Vehicular Directional

Notes: Carved wood sign posts in white with carved wood sign panels and wrought iron bracket connections. Mounted in stone planter. Externally illuminated.



Front Elevation

Side Elevation



Plan

Arrowstreet
Graphic
Design

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Somerville MA 02144
617.623.5555
fax 617.625.4646

DATE
October 23, 2007

TITLE
Vehicular Directional
scale: 3/8" = 1'-0"

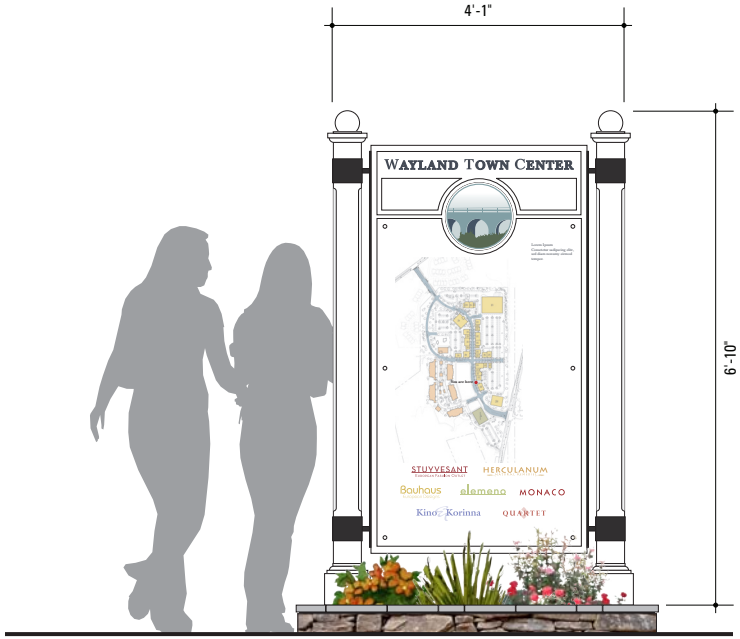
SHEET
7

Wayland Town Center

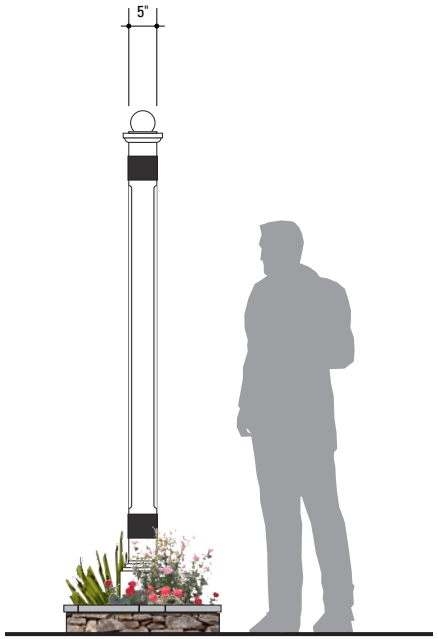
Site Identification and Wayfinding Program

Directory

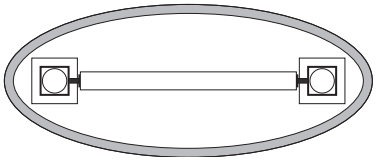
Notes: Carved wood sign posts in white with carved wood sign panel and wrought iron bracket connections. Mounted in stone planter. Externally illuminated.



Front and Back Elevation



Side Elevation



Plan

ARROWSTREET
GRAPHIC
DESIGN

ARROWSTREET INC.
212 ELM STREET
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617.623.5555
FAX 617.625.4646

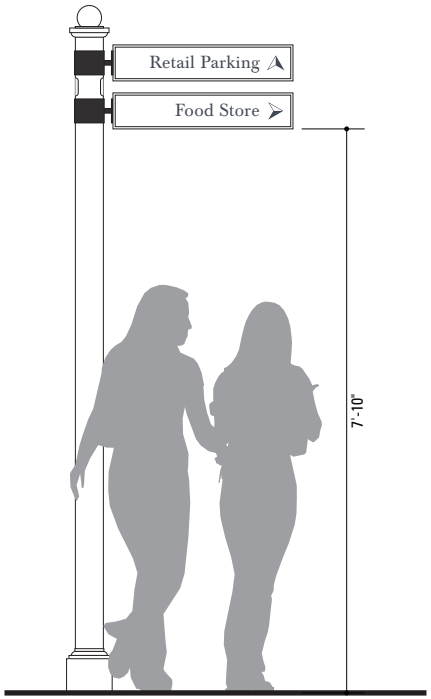
DATE
October 23, 2007

TITLE
Directory
scale: 3/8" = 1'-0"

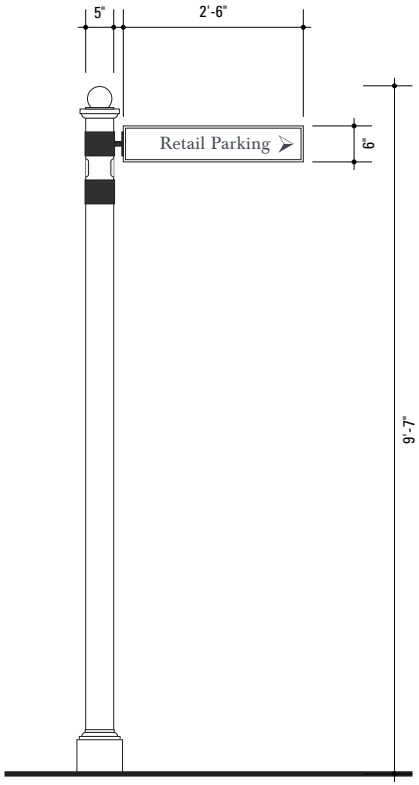
SHEET
8

Pedestrian Directional

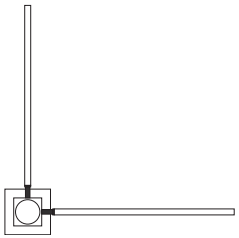
Notes: Carved wood sign posts in white with carved wood sign panels and wrought iron bracket connections. Non-illuminated.



Front Elevation



Side Elevation



Plan

Wayland Town Center

Site Identification and Wayfinding Program

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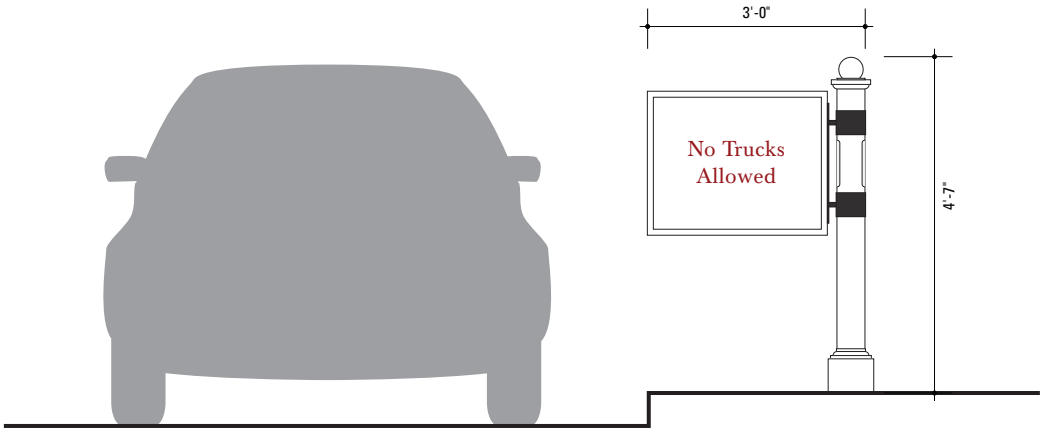
DATE
October 23, 2007

TITLE
Pedestrian Directional
scale: 3/8" = 1'-0"

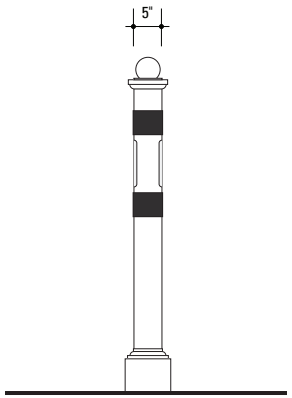
SHEET
9

Access Sign

Notes: Carved wood sign post in white with carved wood sign panel and wrought iron bracket connections. Non-illuminated.



Front Elevation



Side Elevation

Plan

Wayland Town Center

Site Identification and Wayfinding Program

Arrowstreet
Graphic
Design

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617.623.5555
fax 617.625.4646

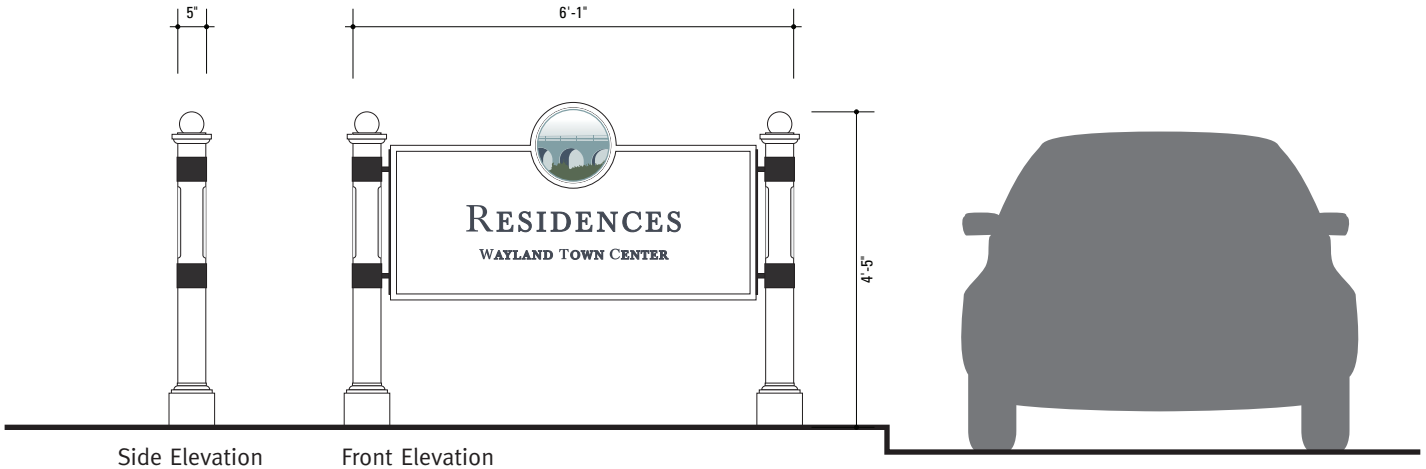
DATE
October 23, 2007

TITLE
Access Sign
scale: 3/8" = 1'-0"

SHEET
10

Residential Entrance Sign

Notes: Carved wood sign posts in white with carved wood sign panel and wrought iron bracket connections. Externally illuminated.



Side Elevation Front Elevation

Wayland Town Center

Site Identification and Wayfinding Program

ARROWSTREET
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DESIGN

ARROWSTREET INC.
212 ELM STREET
SOMERVILLE MA 02144
617.623.5555
FAX 617.625.4646

DATE
October 23, 2007

TITLE
Residential Entrance Sign
scale: 3/8" = 1'-0"

SHEET
11

CBA Landscape Architects

MEMORANDUM

To: Joseph Laydon, Wayland Town Planner
Ken Buckland and David O'Connor, The Cecil Group
Kevin Dandrade, TEC
Cliff Carlson, Marchionda Assoc.
Frank Dougherty, KGI Properties, and Mark MacRae, Congress Group
Adam Weisenberg, Goodwin & Proctor

From: Denis J. Chagnon
CBA Landscape Architects

RE: Wayland Town Center Meeting, Oct 22 2007

Date: October 24, 2007

All –

Pursuant to the discussions between the Development Team and the Town's staff and consultants at the meeting on October 24, 2007, attached are sketch-plan updates of the results of the two requested modifications to the site plan, for reference and discussion.

Sketch SK-L1 addresses the concern raised by TEC in their memorandum of October 15, 2007, item 2, regarding the location of the crosswalk accessed by the sidewalk entering the site from Route 20 in the area between buildings B-2 and E-24. The sketch represents the first draft of a redesign of the area, which will be further refined during the site plan review phase to address any remaining concerns of the Planning Board and the Town's consultants.

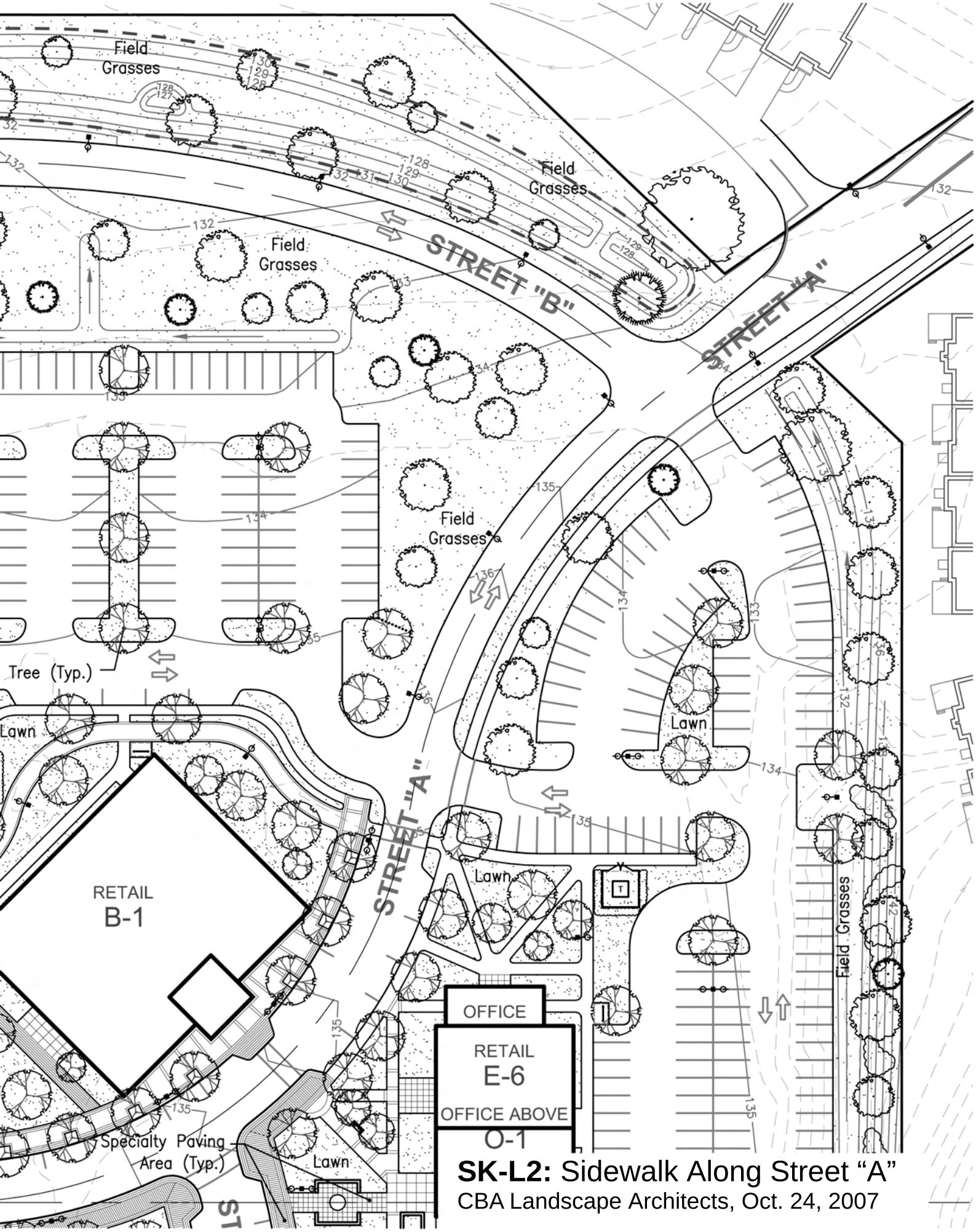
Sketch SK-L2 addresses the concern raised by TEC in their memorandum of October 15, 2007, item 6, regarding the sidewalk and crosswalks along Street "A" between the commercial area and the Route 27 entry, particularly the relocation of the sidewalk to the south side of the street. The sketch represents the first draft of a redesign of the area, which will be further refined during the site plan review phase to address any remaining concerns of the Planning Board and the Town's consultants.

Regards,
D.J. Chagnon for
CBA Landscape Architects

212 Elm Street, 3rd Floor •Somerville, MA 02144 • (617) 623-7509

SK-L1: Sidewalk & Crosswalk at Street D

CBA Landscape Architects, Oct. 24, 2007



SK-L2: Sidewalk Along Street "A"

CBA Landscape Architects, Oct. 24, 2007

Marchionda
& Associates, L.P.

Engineering and
Planning Consultants

October 25, 2007

Mr. Joseph Laydon, Town Planner
Town of Wayland Planning Department
Town Building
41 Cochituate Rd.
Wayland, MA 01778

RE: Master Special Permit Application
Town Center Project
400 Boston Post Road

Dear Mr. Laydon:

The following is my review of the Stormwater Management Study dated October 5, 2007.

Also included are my notes from the consultants coordination meeting on October22, 2007. These notes pertain towards the Developers response to our review letter of October 12, 2007.

Stormwater Management: The hydraulic calculations include a description of the materials, location, slopes and general design intent that demonstrates compliance with the MUOD Rules and Regulations. The Master Special Permit stormwater system presents a design, at this Permit level, that conforms to Waylands' local regulations and the State Stormwater Management Policy. The plans show the closed drainage system handling the 25-year storm conforming to the Subdivision Regulations.

There are some minor inconsistencies with some of the calculations that one would expect at this level of design. I am convinced that definitive site plan designs can be completed that will meet the letter of the local and state regulations.

Meeting Notes Concerning Developer's Response to Oct. 12, Letter Comments:

1. **Stormwater Management:** The developers have committed to conducting specific site testing for the definitive site plan. Other soil testing on site indicates the general location and sizing of the Stormwater Facilities are feasible.

62 Montvale Avenue
Suite I
Stoneham, MA 02180

Tel: (781) 438-6121
Fax: (781) 438-9654
Email: mail@marchionda.com

website: http://www.marchionda.com

Marchionda
& Associates, L.P.

Engineering and
Planning Consultants

2. **Snow Storage:** The proposed snow storage areas are now shown on the Master Special Permit Plans. They present an initial location that can be used as a starting point that should be refined based upon coordination with the Conservation Commission and Board of Health as suggested by the Mass DEP Snow Disposal Policy.
3. **Site Detail:** The site details are now shown on the revised (10/17/07) Landscaping Plans. They show the developer's intent for the finish pavement and landscape surfaces of the entire site and as described by the Material Notes and Specifications on Sheet L6. These revised sheets will allow the Board a good understanding of the intended finish surfaces.
4. **Construction Plans and Dust Control:** It has been agreed that there will be given special consideration towards the potential dust control problems during construction. This is an issue that should be closely examined during the site plan review process.

Sincerely,
Marchionda & Associates, L.P.

Clifford E. Carlson, PE
Project Manager

Copy: Francis X. Dougherty, Twenty Wayland, LLC
Charles A. Doherty, R J O'Connell & Associates., Inc

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tel 978.794.1792 | fax 978.794.1793
www.tecmass.com

Mr. Joseph Laydon
Wayland Town Planner
Town Offices
41 Cochituate Road
Wayland, MA 01778

October 26, 2007

Ref: T0124.02

RE: Traffic Engineering Peer Review – Proposed Town Center Project
CBA Concept Sketch Plans, Parking & Loading Analysis, and Recommended Planning Board Conditions and Referrals

Dear Mr. Laydon:

As requested, TEC has reviewed the recent concept sketch plans prepared by CBA Landscape Architects (CBA) in response to TEC's comments provided in our memorandum on October 15 and discussed at the coordination meeting at the Town Offices on October 22. We are also providing a confirmation of the Parking & Loading Analysis for the site as documented within the October 5 correspondence from Twenty Wayland, LLC. Finally, TEC has prepared the following list of recommended conditions of approval and project-related recommendations and referrals to other Town boards as part of the Planning Board's review of the Master Special Permit (MSP) for the Wayland Town Center Project.

This letter has been divided into the following four categories:

1. Review of CBA Concept Sketch Plans
2. Review of Parking & Loading Analysis
3. Recommended MSP Conditions
4. Recommended Planning Board Referrals / Recommendations

1. Review of CBA Concept Sketch Plans

The following plan changes have been proposed by Twenty Wayland, LLC:

TEC 10/15/07 Site Plan Comment #2

"The sidewalk entering the site from Route 20 bends to the southeast to cross the access way to the large parking field (between Buildings B-2 and E-24). This crosswalk is in a location at the end of a curve where there is a potential for higher speed turning movements. We recommend moving the crosswalk to the north, adjacent to the main aisle, to improve visibility of pedestrians. The small traffic island may be a refuge point for pedestrians as long as it is greater than 60 square feet in size."

Confirmation of Proposed Change:

The attached letter and corresponding graphic SK-L1 from CBA appropriately responds to our previously noted concern about the crosswalk alignment. We recommend that this design change be required as a condition of approval of the Master Special Permit and should be depicted on the plans issued as part of Site Plan Review.

TEC 10/15/07 Site Plan Comment #6

"The sidewalk located along the easterly portion of Street "A" requires pedestrians from Route 27 and/or the southerly portion of the Wayland Commons 40B development to cross this roadway twice if destined for the retail stores on the south side of the roadway. We recommend the construction of the sidewalk on the southeast side of Street "A" to reduce the level of vehicle and pedestrian conflict. This has negligible impacts to the planned bicycle route. Crosswalks should be added wherever the sidewalk / bike route crosses major parking aisles."

Confirmation of Proposed Change:

The attached letter and corresponding graphic SK-L2 from CBA appropriately responds to our previously noted concern about the sidewalk layout along this portion of Street 'A'. We recommend that this design change be required as a condition of approval of the Master Special Permit and should be depicted on the plans issued as part of Site Plan Review.

2. Review of Parking & Loading Analysis

The letter should serve as confirmation that TEC has reviewed the parking supply and proposed truck routing for the proposed Wayland Town Center project and found it to be more than adequate for the proposed building areas associated with the retail, office, and municipal uses and the number of residential units. It is our opinion that the "on-street" (parallel) parking spaces should count toward the overall parking supply for the project because they are integral to the design of the streetscape and the function of the retail buildings along Street 'A'. It is our understanding that this roadway infrastructure is likely to remain under private ownership and would truly be "off street" parking when considering the surrounding publically-owned and maintained roadways from which the property has access (Routes 20 and 27).

3. Recommended MSP Conditions

TEC recommends that the Planning Board consider the following draft conditions for inclusion within the decision on the Master Special Permit (MSP):

1. The parking fields and their access point off Streets 'A' and 'B' shall be designed to meet the parking needs associated with the adjacent uses in the development zone and shall be situated in an area that has comparable site distance to the currently proposed positions.
2. If the site layout changes, the intersection of major parking field aisles and Streets 'A' and 'B' shall be placed at four-way intersections if feasible to consolidate the traffic conflict areas on the site.
3. As part of the Site Plan phase of the project review, the Applicant shall modify the plans to shift the location of the crosswalk currently shown between Buildings B-2 and E-24 to a location adjacent to the edge of Street 'A' to improve the visibility of pedestrians by motorists. See Exhibit SK-L1 from CBA Landscape Architects on October 24, 2007.
4. As part of the Site Plan phase of the project review, the Applicant shall modify the plans to show the bike trail / sidewalk on the southerly side of Street 'A' from its easterly intersection with Street 'B' westerly to the next intersection with the parking aisles adjacent to Building B-1. See Exhibit SK-L2 from CBA Landscape Architects on October 24, 2007.
5. As part of the Site Plan phase of the project review, the Applicant shall show a pedestrian connection along Street 'B' from its intersection with Street 'C' easterly to its intersection with Street 'A'.
6. As part of the Site Plan phase of the project review, the Applicant shall depict all traffic signs, including stop signs and other regulatory signs, warning signs, and guide signs associated with the on-site traffic flow and parking / loading zone regulations implemented by the site operator.
7. The Applicant shall work cooperatively with the abutting property owner of the Wayland Commons residential development to define and construct a sidewalk connection.
8. The Applicant shall define access points for all proposed dumpster locations as part of the Site Plan review application.
9. The Applicant shall construct the easterly site access point (Old Sudbury Road at Street 'A') as identified on the plans. The intersection shall be designed and constructed to accommodate a future traffic signal by installing a conduit and pull box network during the initial widening for the proposed left-turn lane. This work shall be reviewed and approved by the Board of Road Commissioners and Board of Selectmen. The bonding requirements should be reviewed separately as part of the design review of these off-site improvements.
10. The Applicant shall work cooperatively with the owner of the Wayland Commons project to reconfigure their site driveways off Street 'A', remove the driveways along Route 27, and restore curbing and any associated sidewalk areas prior to occupancy of the Wayland Town Center project.

11. The Applicant shall maintain all roadway-related infrastructure on the site and shall permit the public to pass along the site roadways as a through street between Routes 20 and 27. The Applicant shall maintain on-site speed limits, warning and regulatory signs, and speed control devices consistent with the proposed design and as defined further as part of the Site Plan review phase. The through connection along Street 'A' shall be completed prior to occupancy of any retail space on the site.
12. The Applicant shall provide a traffic monitoring report within 60 days following occupancy of the following thresholds of site development:
    a. 75,000 SF of project floor area development
    b. 150,000 SF of project floor area development
    c. 225,000 SF of project floor area development

    The study shall include turning movement counts for the weekday morning (7-9 AM), weekday evening (3-6 PM), and Saturday midday (11 AM – 2 PM) at the access points to Route 20 and Route 27. It shall also include automatic traffic recorder (ATR) data for a 7-day period to document the daily and weekly traffic volumes visiting the site and using the connection between the two state-numbered routes. ATR data shall also be collected for a 72-hour period (Thursday through Saturday) on Glezen Lane, Bow Road, and Claypit Hill Road. The data collection effort shall include an origin-destination study of vehicle trips that are accessing the neighborhood streets as a cut-through between (or across) Route 126 and the site along Glezen Lane, Bow Road, and Claypit Hill Road during a weekday (7 AM to 6 PM) and a Saturday (10 AM to 6 PM). The Board of Selectmen and/or the Board of Road Commissioners shall be permitted as part of this Master Special Permit to request lower site development thresholds for follow-up traffic monitoring if there is a noticeable trend for site-related cut-through traffic.
13. The Applicant shall be responsible for preparing the traffic signal warrant analysis for the justification on installing the proposed traffic signal once the through connection has been established and the site is partially occupied. The preparation of a traffic signal warrant analysis does not guarantee approval by the Town boards. The costs associated with the roadway improvements and traffic signal control at the easterly site entrance shall be borne by the Applicant.
14. Should the level of site-generated cut-through traffic be deemed too high in comparison to the studies submitted as part of this Master Special Permit, the Planning Board reserves the right to require the Applicant to modify the exit lane to Route 27 as right-turn-only with curb line, traffic island, and sign changes.
15. The Applicant and Property Owner are prohibited from using the access point from Route 27 for any construction-related traffic.
16. The Applicant shall notify the Planning Department, Wayland Highway Department, and Town Administrator of any future coordination meetings with MassHighway concerning site access to Route 20, off-site improvements along State Highway associated with the Project, and/or coordination of issues pertaining to the Massachusetts Environmental Policy Act (MEPA) review process.

17. The Applicant should seek permits and approvals for the proposed mitigation for Town of Wayland roadways in accordance with the submitted plans and analyses, or as amended as part of the public hearing process or response to comments, with the Board of Selectmen, Board of Road Commissioners, Conservation Commission, in association with the Historic District Commission.

4. Recommended Planning Board Referrals / Recommendations

Although the off-site traffic mitigation measures away from the site access points fall outside the purview of the Planning Board, the Planning Board recommends the following items be considered as part of the pending applications for the Board of Road Commissioners (BoRC) and Board of Selectmen (BOS) concerning the off-site traffic mitigation associated with the Wayland Town Center project:

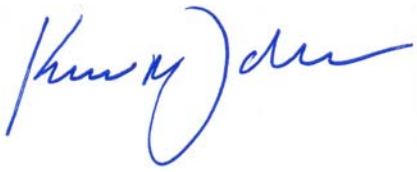
1. The intersection of Old Sudbury Road (Route 27) at proposed Street 'A' (for the Wayland Town Center Project) should be constructed with an exclusive left-turn lane on Route 27 westbound. The intersection should be constructed with an underground conduit and pull box network to reduce impacts associated with the future potential for a traffic signal.
2. The intersection of Route 20 at Routes 27/126 can be reasonably mitigated by implementing Alternative A3-3 as proposed by Vanasse & Associates, Inc. (for the Applicant). This provides additional roadway capacity with moderate widening on the four approaches. It appears to avoid significant impacts to historic features and property as well as most major trees within the Historic District neighborhood. The plan should consider additional widening on Route 27/126 northbound (to a point just north of Winthrop Road) to provide a longer left-turn lane.
3. The design of the Routes 20/27/126 intersection should consider an advance emergency vehicle pre-emption system to facilitate the movement of fire and police vehicle from Millbrook Street to points beyond the two adjacent traffic signals. The Route 27/126 traffic signal is proposed as mitigation.
4. The off-site mitigation plans should consider the reversal of Library Lane to facilitate an efficient and safe turning maneuver from Route 126 southbound to Route 27 westbound (toward the Wayland Town Center Project site).
5. The BoRC and BOS should consider the following traffic calming / traffic diversionary mitigation measures for the neighborhood streets northeast of the Town Center Project site:
    a. Restrict both existing ends of Bow Road to right-turn-only through the use of channelizing traffic islands and regulatory signs.
    b. Implement a turn restriction from Glezen Lane westbound to Route 27 southbound, based on peak hours at first, to control the potential for cut-through traffic associated with motorists accessing the Wayland Town Center Project.
    c. Provide better definition and traffic control at the intersection of Glezen Lane / Training Field Road by prohibiting "through" traffic along the northerly edge of the triangle. This forces eastbound and westbound traffic along Glezen Lane to come to one defined intersection that requires a

slower movement and add travel time. The northerly edge of the triangle would be used, in part, as a common driveway for the abutting residences.

d. Construct a permanent speed hump or table at two separate locations along Glezen Lane with associated drainage improvements.

If you have any questions regarding this follow-up review of the referenced materials or our recommended conditions or referrals, please do not hesitate to contact me at (978) 794-1792 x145. I look forward to discussing these recommendations with you and the Planning Board at the next scheduled hearing on October 30, 2007.

Sincerely,
TEC, Inc.



Kevin R. Dandrade, PE, PTOE
Principal / Senior Engineer

Attachment: CBA Landscape Architects Memorandum dated 10/24/2007

cc by e-mail: William Steinberg, Chairman, Planning Board
Eric Knapp, Chairman, Board of Road Commissioners
Stephen Kadlik, Highway Director of Operations
Frederick Turkington, Town Manager
Bill Whitney, Chairman, Board of Selectmen
Francis Dougherty, KGI Properties / Twenty Wayland, LLC
Kenneth Cram, PE, Vanasse & Associates, Inc.

CBA Landscape Architects

MEMORANDUM

To: Joseph Laydon, Wayland Town Planner
Ken Buckland and David O'Connor, The Cecil Group
Kevin Dandrade, TEC
Cliff Carlson, Marchionda Assoc.
Frank Dougherty, KGI Properties, and Mark MacRae, Congress Group
Adam Weisenberg, Goodwin & Proctor

From: Denis J. Chagnon
CBA Landscape Architects

RE: Wayland Town Center Meeting, Oct 22 2007

Date: October 24, 2007

All –

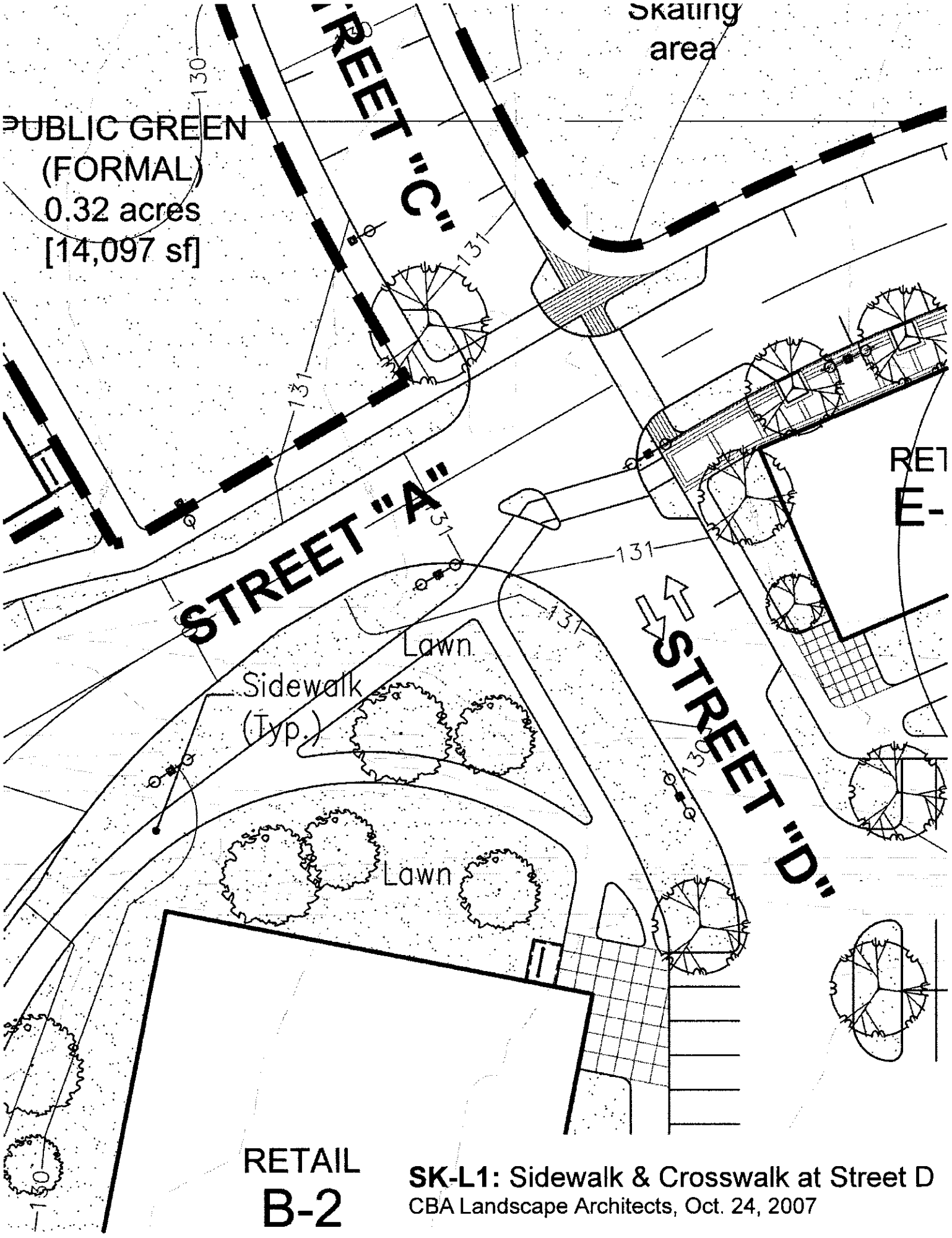
Pursuant to the discussions between the Development Team and the Town's staff and consultants at the meeting on October 24, 2007, attached are sketch-plan updates of the results of the two requested modifications to the site plan, for reference and discussion.

Sketch SK-L1 addresses the concern raised by TEC in their memorandum of October 15, 2007, item 2, regarding the location of the crosswalk accessed by the sidewalk entering the site from Route 20 in the area between buildings B-2 and E-24. The sketch represents the first draft of a redesign of the area, which will be further refined during the site plan review phase to address any remaining concerns of the Planning Board and the Town's consultants.

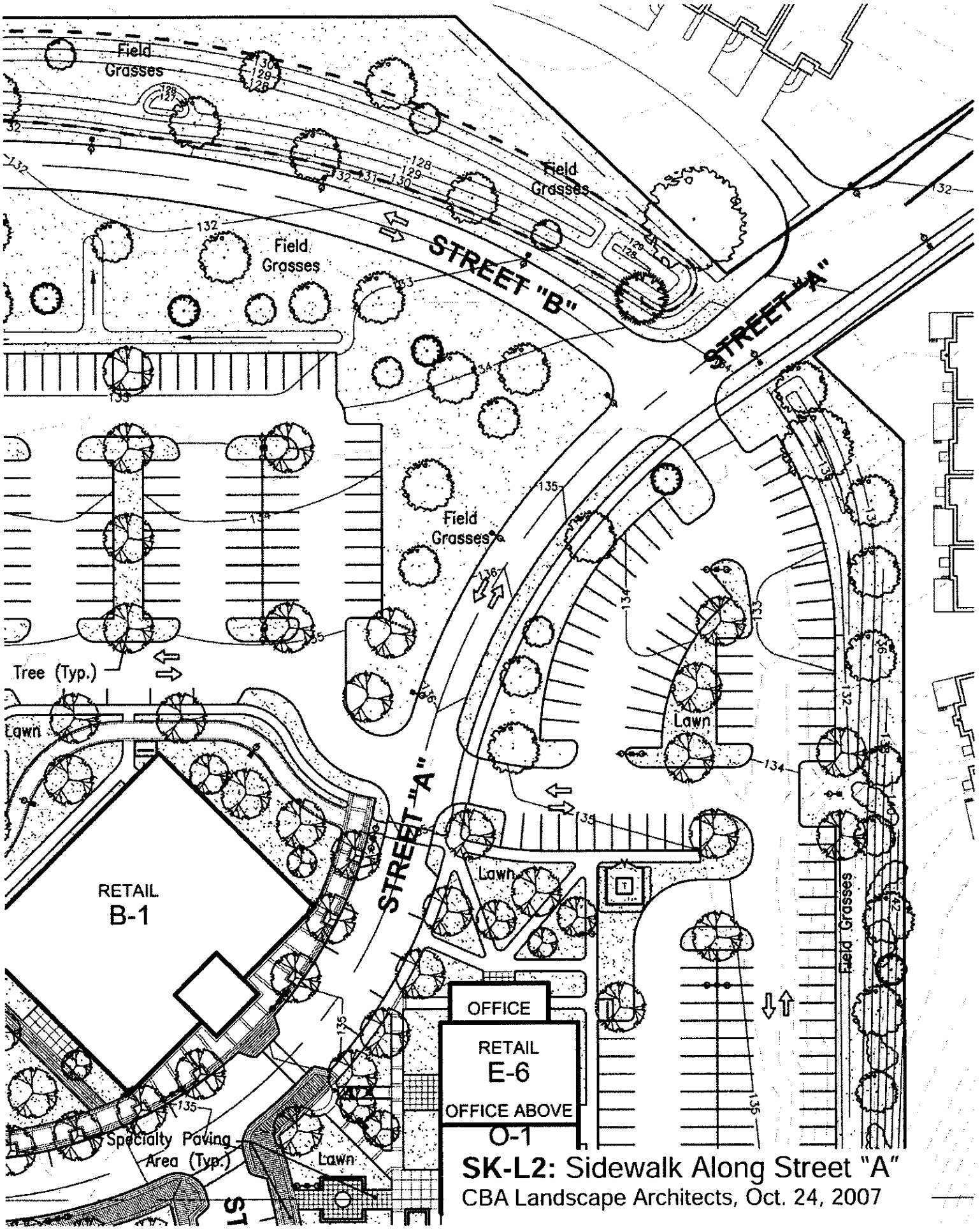
Sketch SK-L2 addresses the concern raised by TEC in their memorandum of October 15, 2007, item 6, regarding the sidewalk and crosswalks along Street "A" between the commercial area and the Route 27 entry, particularly the relocation of the sidewalk to the south side of the street. The sketch represents the first draft of a redesign of the area, which will be further refined during the site plan review phase to address any remaining concerns of the Planning Board and the Town's consultants.

Regards,
D.J. Chagnon for
CBA Landscape Architects

212 Elm Street, 3rd Floor •Somerville, MA 02144 • (617) 623-7509



SK-L1: Sidewalk & Crosswalk at Street D
CBA Landscape Architects, Oct. 24, 2007



SK-L2: Sidewalk Along Street "A"

CBA Landscape Architects, Oct. 24, 2007

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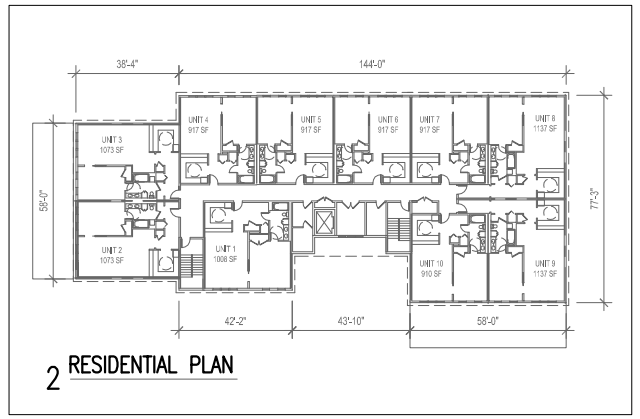
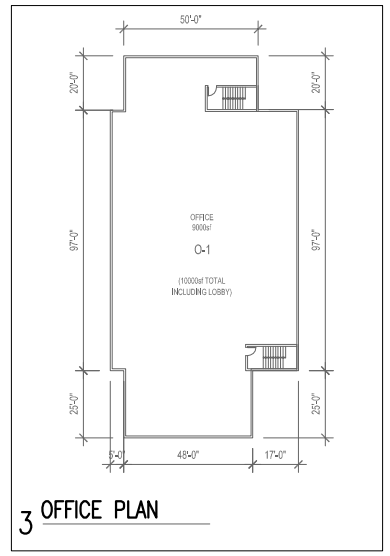
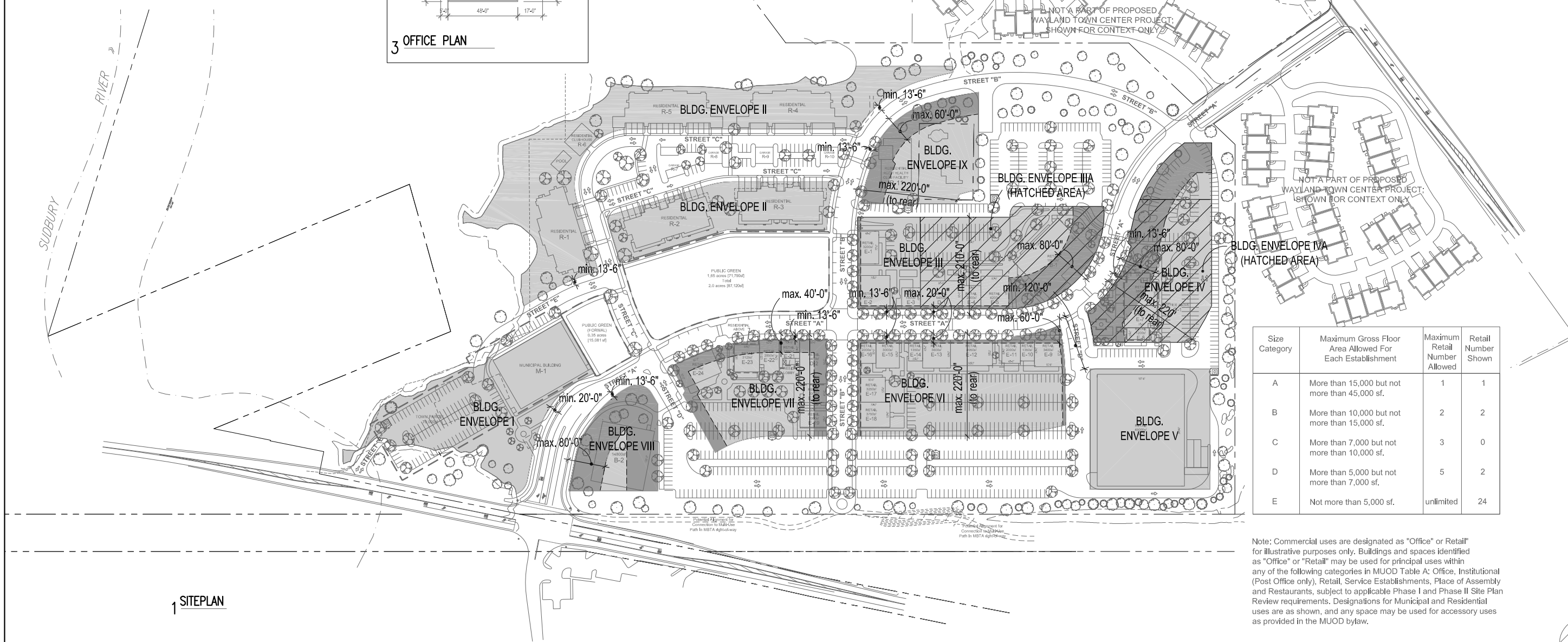


2 RESIDENTIAL PLAN



3 OFFICE PLAN



1 SITEPLAN

Size Category	Maximum Gross Floor Area Allowed For Each Establishment	Maximum Retail Number Allowed	Retail Number Shown
A	More than 15,000 but not more than 45,000 sf.	1	1
B	More than 10,000 but not more than 15,000 sf.	2	2
C	More than 7,000 but not more than 10,000 sf.	3	0
D	More than 5,000 but not more than 7,000 sf.	5	2
E	Not more than 5,000 sf.	unlimited	24

Note: Commercial uses are designated as "Office" or Retail" for illustrative purposes only. Buildings and spaces identified as "Office" or "Retail" may be used for principal uses within any of the following categories in MUOD Table A: Office, Institutional (Post Office only), Retail, Service Establishments, Place of Assembly and Restaurants, subject to applicable Phase I and Phase II Site Plan Review requirements. Designations for Municipal and Residential uses are as shown, and any space may be used for accessory uses as provided in the MUOD bylaw.

N

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RJ O'CONNELL & ASSOCIATES, INC.
Civil Engineers & Land Planners
600 UNICORN PARK DRIVE
WOBURN, MA 01801
781-938-0570 / FAX: 781-938-0031

SHUSKLY ARCHITECTS
14 Franklin Street
Quincy, MA 02169

Proponent:
Twenty Wayland, LLC
45 Broad Street, 4th Floor
Boston, MA 02109

Project No: 06065
Drawn By:
Checked By:
Issue Date: 23 OCTOBER 2007
Revision Date:

Project:
Wayland Town Center
400 Boston Post Road
Wayland, Massachusetts

Master Special Permit Submission

Drawing Title:
Use & Massing Plan
Set Backs

Drawing Number
SCALE NTS
A-4

The Cecil Group
Planning and Design

MEMORANDUM

Date: October 29, 2007

To: Wayland Planning Board

From: Kenneth Buckland, AICP LEED AP, The Cecil Group

RE: Recommendations for decision on the Mixed Use Project Master Special Permit MPS Application: Signage, Landscape, Streetscape and Lighting

Copies: David O'Connor ASLA, Brian Groth

At the request of the Planning Board, the following are recommendations for the Planning Board's action on the Mixed Use Project Master Special Permit Application for the Wayland Town Center under the Mixed Use Overlay District (MSP submittal). The purpose of these recommendations is to provide content for an Approval with Conditions of the MSP submittal.

The documents submitted for the Master Plan Special Permit Submission, are dated May 10, 2007. Subsequent submittals were provided to clarify and modify the submittal during the MSP review. We will provide a list of the documents reviewed by this office if requested. However, all MSP documents received in this office were also submitted to the Planning Office. Previous memos from this office summarize the plans reviewed.

Consistency with MUOD Regulations

The Cecil Group completed a review of the regulations compared with the MSP submittal and has previously made recommendations for modifications and clarifications of the plans in accordance with our previous findings. The proponent has completed and submitted these modifications and clarifications. The Cecil Group recommends a finding of consistency with the MUOD regulations in the areas of our review after considering the following conditions of approval.

Conditions with Approval

The Cecil Group has reviewed, discussed and recommended changes to the conditions for approval of the MSP presented in the October 23 memo and revised on October 26, as submitted by Atty. Adam Weisenberg for the proponent (attached). The additional text presented in this letter is intended to provide additional definition to those conditions.

A. Roadways

1. Streets and driveways shown on the plan, other than the Major Streets (as described by the proponent) may be moved from their presently proposed

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tel: 617.426.5050
fax: 617.426.5051

locations so long as the resulting locations and connections provide vehicular circulation to the parking areas, wastewater treatment facility, residential building and municipal building envelopes, provides connections to the major streets, and meets the traffic management needs of the site for truck access and circulation.

2. Streets construction shall comply with the construction requirements of the Subdivision Regulations. Other variations from the Subdivision Regulations in the design of the roadways as shown may be waived unless that waiver creates unsafe conditions as determined by the town.

B. Bikepaths

1. The locations of the bikepaths may be modified from the presently proposed plan, but will be continuous, will run where possible north of the main street past the retail block between streets "A" and "B", and will connect to the MBTA bike trail and the entrances from routes 20 and 27.

C. Sidewalks

1. Sidewalks and crosswalks will be provided with the treatments indicated in the landscape plans as revised October 17, 2007 (the revised 'LH' drawings).

D. Buildings

1. Where building footprints shown on the site plan (Plan A-4 Use & Massing, shows buildings but does not show consistency with other plans in other site details) may be modified and relocated within the proposed building envelopes, and in accordance with the Table XXX, MSP Flexibility Programming Summary, the following design requirements shall apply:

    a. The front doors of the retail store units shall be provided on both and opposite sides of the fronting street, or, the front doors of the retail store units shall be provided across from the public open space;

    b. Setbacks of greater than 13'6" from the predominant curbline shall require additional activity areas such as outdoor cafes and plazas, or, provide landscape relief and walkways. [Note: The minimum setbacks indicated in Table XXX must be amended to be consistent with this standard];

2. To ensure conformance with the standard to exemplify traditional New England character, the variations in building heights, the rooflines, and the materials used for the buildings presented for SPA will be used to suggest the buildings have been designed and constructed by an equal number of different designers. The elevations provided with the MSP submittal suggest that same condition and are recommended for review prior to SPA submittal.

3. Building heights over 35’ are granted where there are variations in height as required by the previous condition.

E. Landscape and Buffers

1. Where the landscape is provided as buffers around the property, including areas considered for intensive buffers, such as at the loading dock, the landscape plantings should generally be organized in “drifts” or concentrations of trees and shrubs in a range of 20’ to 30’ long, with a maximum of 20’ between the “drifts”.

2. Irrigation for the new landscaping during the grow-in period will be continued as appropriate for the species of plants, soil conditions, and climate.

3. The tree plantings shall be guaranteed for a period of three years in accordance with the plans approved during Site Plan Review.

F. Open Space

1. The 0.32 (0.35 on some site plans) acre parcel across Street C is considered a continuation of the public open space, although it may be programmed and treated differently than the larger public open space.

2. The public open space (1.68 acres) shall be planted with trees around the perimeter to provide shaded areas for sitting and viewing as well as visual relief. Because the central area is to remain open for future programming, the tree shading and seating should be provided around the perimeter. Utility connections shall be provided at, where possible, equally-spaced intervals around the perimeter. The plan for this improvement shall be prepared under mutual agreement through the Town Administrator’s office.

G. Lighting

1. The maximum lighting standard proposed at 5.0 foot-candles will only be allowed in limited areas for safety and where the level of activity demands this illumination.

2. The lighting system should be designed to allow variable regulation, such as reduced lighting during reduced activity periods, different site lighting schemes associated with the adjacent uses,

This completes the recommendations of The Cecil Group regarding the upcoming decision of the Planning Board. If desired, we will present these recommendations at the October 30 hearing and will be available for questions and discussion.

Attachment:

Outline of Proposed MSP Conditions

And Special Permits

1. Overall Layout.

A. Roadways:

- 2 points of access (20 and 27): 2 lanes in, 2 lanes out at 20; 1 lane in, 2 lanes out at 27

- Major Streets: main Street "A", perpendicular Street "B" between points; Street "C" adjacent to Town Green ("Major Streets"). Location of Major Streets shall be per the updated plan (reference), subject in the case of Street "A" to modifications required by MHD or MBTA and approved in Phase I Site Plan Approval (SPA).

- Location of all other streets to be approved in SPA. Such streets shall include roadways to provide vehicular circulation through the northerly portion of the site connecting Street "A" and Street "B" ("Street B Extension") and for the residences northerly of the Town Green.

- Trucks shall be prohibited from using the Route 27 access and shall access the site only from Route 20. The truck route shall require trucks serving the Category A Establishment to turn right from Street "A" at the Town Green, proceed through the southerly portion of the site to the loading area for the Category A Establishment, and then proceed north and cross Street "A" and proceed along the Street B Extension and Street "B" to Street "A" at the southwesterly corner of the Town Green, and then turn right and proceed along Street "A" to Route 20.

- Major Streets shall comply with Subdivision regulations to the extent set forth on [attach chart]; Subdivision regulations otherwise waived.

B. Town Green:

- located as shown on updated plan (reference)

- size at 1.68 acres is approved under §198-2309.9 in order to avoid question whether "contiguous."

- 0.32 acre area across Street "C" from Town Green to be treated as continuation of Town Green.

- Landscaping and utility requirements: trees, grass, and sidewalks per plan (reference); utility stubs in one location to be selected by Town in the western 50% of the Town Green

- To be open to public use; Developer to retain ownership, operate and maintain privately subject to such arrangements with the Town as may be entered into.

C. Bike Paths:

- located along Street A between 27 and point X and along Street B between points Y and Z as shown on updated plan (reference)

- Connection between points X and Y across Building Envelope III and between point Z and the MBTA bike trail to be approved in SPA.

D. Pedestrian Environment:

- Sidewalks shall be provided on both sides along the portions of Major Streets where buildings are located and the Town Green and on at least one side of the remainder of the Major Streets.

- All sidewalks to be approved in SPA.

- Crosswalks on Major Streets to be raised and paved consistent with typical plan detail (reference) and otherwise as approved in SPA.

2. <u>Building Locations, Uses and Heights</u>.

A. Building Locations:

- Buildings shall be located within Building Envelopes shown on updated plan (reference) in accordance with Table XXX, which governs dimensional limitations in which building footprints must be located. The aggregate GFA of buildings within any Building Envelope shall not exceed the aggregate gross floor area designated in Table XXX as "Maximum Programmed GSF" for that Building Envelope and shall not in the aggregate exceed the dimensional limitations set forth in §§198-2308.1 and -2308.2 except that height and setback limitations are modified as set forth in this decision.

- Size Category Establishments A and B may be located only within buildings in the locations so indicated in Table XXX. The municipal building may be located within Building

Envelope I and may not exceed 40,000 sf of GFA on a footprint not exceeding 20,000 sf.

- Building within Building Envelope IV-a shall provide a visual point of reference at the eastern end of the central portion of Street A seen from the west, as indicated on [plan or graphic].

- Building footprints shall be approved at SPA.

- Not less than two (2) mews shall be provided within each of Building Envelopes III, VI and VII to provide pedestrian access between parking areas and the applicable Major Streets and/or the Town Green.

- Massing shall be in accordance with §198-2309.2. Adherence to traditional New England style and regional character as required shall be subject to review and approval in SPA. As guidance for the presentation and approval of design at SPA the Planning Board confirms that the design principles reflected in the elevations included in the updated plans (reference) are felt to be consistent with the required traditional New England style and regional character, but it is acknowledged that such elevations are illustrative only and not binding.

B. Uses:

- Primary uses shall be located within Building Envelopes in accordance with Table XXX.

- Accessory uses in accordance with Table A of By-Law are permitted in any location.

C. Heights:

- Special Permit granted to permit heights over 35’ as follows:

    - 40’ permitted within Building Envelope II for portions of building roofs--to allow variation

    - 42’ permitted for buildings containing second story office within Building Envelopes III, IV, VI or VII.

    - 48’ permitted for design features of buildings containing Establishments A or B occupying not more than 15% of the building footprint.

D. Setbacks:

- Minimum setback from Major Streets shall be 13’ 6” measured from the predominant curb line excluding pedestrian bump outs. There shall be no minimum setback (or alternatively a setback of zero) from other roadways or parking areas.

- Lampposts and other lighting fixtures, signs, awnings, benches, bus shelters, kiosks, and fences shall be permitted within the required setback area (or alternatively the required setback for any of such items shall be reduced to zero).

3. Grading, Landscaping and Screening.

A. Grading:

- Site grading shall be conceptually similar to the grading shown on the updated plans (reference) and shall be subject to approval in SPA.

B. Landscaping and Screening:

- Landscaping consistent with the typical exemplars shown on the updated plans (reference) shall be provided conceptually in the locations shown thereon, to be approved in SPA. The Planning Board may approve reduced landscaping along the MBTA bike trail and/or require additional buffering from adjacent properties in SPA. Additional trees and shrubs shall be planted in the wetland areas to the west of Building Envelope II to provide additional screening, if and to the extent permitted by applicable regulatory agencies and in amounts to be determined in such regulatory agencies' permitting processes.

- Screening shall be provided as required in §198-2309.3 subject to approval in SPA.

- Except for initial watering of landscaped areas as needed for plant establishment during the grow-in period, the perimeter buffer areas, landscaped parking lot islands, and municipal pad area shall not be irrigated. Irrigation may be provided for the Town Green from a cistern system if determined to be feasible by the applicant. Landscaping around buildings, residential grounds and the rain gardens may be irrigated with drip or spray irrigation.

4. Stormwater, Utilities and Lighting.

A. Stormwater:

- Conform to §198-2309.5

- Stormwater facilities shall include rain gardens, bioretention basins and water quality swales. Locations and details to be finalized in SPA

B. Septic:

- To be located beneath (a) parking field in or adjacent to Building Envelopes III and IX, and/or (b) Town Green. Any other location to be approved in SPA.

C. Utilities:

- In conformity with §198-2309.13, all utility lines to be underground except for transformers, telephone boxes, pumping stations and as may otherwise be necessary from an engineering standpoint.

D. Lighting:

- Shall be in compliance with §198-2309.8.1.
- Criteria shall consist of the following:
  - 0 foot-candles (FC) at the property line
  - 3.6 FC average at parking areas
  - 5.0 FC maximum at or adjacent to storefronts, entrances, walkways, loading areas, and other locations to be determined in SPA
  - 4:1 Uniformity Ratio (avg:min)
  - 1.0 FC security lighting (maximum at off hours)
  - All designs based on 70% lamp light loss factor

5. Wastewater Plant.

A. Acknowledge new plant contemplated and that land swap may occur as provided in Development Agreement.

B. Any part of site transferred to Town in land swap shall not be subject to the MSP decision; any part of existing plant site transferred to Developer shall automatically be subject to the MSP decision.

C. Because new plant will not require screening to the same extent as the existing plant would, the landscaping exemplars shown on updated plan (reference) for screening of the existing plant shall not apply to any new plant and screening shall be approved in SPA.

TABLE XXX – MSP FLEXIBILITY PROGRAMMING SUMMARY

Bldg Envelope:	I	II	III	IIIA	IV	IVA	V	VI	VII	VIII	IX
Allowable Use Sizes											
Size Category A	No	No	No	No	No	No	Yes	No	No	No	No
Size Category B	No	No	No	Yes	No	Yes	No	No	No	Yes	No
Size Category C	No	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Size Category D	No	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Size Category E	No	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Municipal Use	(1)	No	No	No	No	No	No	No	No	No	No
Max Setback From Main Street "A" or "B" Street Curb (2)	20	NA	20/80	20/80	80	80	NA	20/60	40	80	60
Max Depth From Street to Rear of Bldg	200	NA	210	210	220	220	NA	220	220	210	240
Primary Uses (3)											
Municipal	Yes	No	No	No	No	No	No	No	No	No	No
Residential	No	Yes	No	No	No	No	No	No	Yes	No	No
Up to 45k sf Foodstore	No	No	No	No	No	No	Yes	No	No	No	No
All other uses allowed by MUOD Zoning	No	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes (4)
Maximum Programmed GSF (5)	40k	167.5k	50k	40k	40k	40k	55k	40k	55k (6)	20k	10k

(1) 40,000 sf maximum, 20,000 sf pad provided by Applicant.
(2) Where two numbers are depicted for a particular Building Envelope, the first number is the setback along straight portions of the street and the second number is the setback from the curved portion of streets. If one number is depicted, then the number pertains to the setback along the entire street within the Building Envelope area.
(3) All accessory uses shall be allowed as specified in MUOD zoning.
(4) Currently programmed to be accessory residential use. Final programming may have other uses allowed by zoning .
(5) Building envelope totals may exceed the MUOD zoning limit (40,000 sf municipal, 167,500 sf residential, and 165,000 commercial) in the aggregate due to the possibility of programming various establishments. The entire program will comply with the MUOD zoning limits when all final programming is complete.
(6) 55,000 sf total includes 15,000 sf residential program and 40,000 sf other uses allowed in MUOD zoning.

Twenty Wayland, LLC Draft – 10/23/07

The Cecil Group
Planning and Design

MEMORANDUM

Date: October 30, 2007

To: Wayland Planning Board

From: Kenneth Buckland, AICP LEED AP, The Cecil Group

RE: Recommendations on the Mixed Use Project Master Special Permit MPS Application: Set of Plans

Copies: David O'Connor ASLA

The following are plans that were reviewed for the MUP MSP and are considered pertinent as described:

Plan No.	**Description**	**Application**
A-3 and A-3a	Signage	Provides information superceded by the signage memo, but also indicates primary and secondary sign locations
A-4	Use & Massing	Provides information on buildings and uses but is not current and has been superceded by the Building Envelope Plan
A-5 to A-21	Commercial and Residential Elevations	Illustrate desired architectural approach, additional information provided in the hearing documentation presented by Arrowstreet
C-1 and C-2	Existing Conditions and Demolition Plan	Provides basic information but not directly related to proposed development plans
C-3 and C-4	Grading and Drainage and Utilities	Subject to change based on construction proposed in SPR
C-5	Parking & Traffic Control	Indicates preferred truck route
C-7 to C-14	Details (for construction)	Provides information for any construction
ES-2	Demolition Plan	Provides basic information but not directly related to proposed development plans
ES-5 to ES-	Details (for construction)	Provides information for any

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Boston, MA 02116
tel: 617.426.5050
fax: 617.426.5051

6		construction
L-2/LH-2	Landscape Detail Plan	Plan dated 17 October shows current lighting, grading, buildings, street lines, landscaping, and dimensions
LH-3 to LH-6	Design Palette and Details	Provides information indicating the level of improvements proposed
L-5 and L-6	Plant List and Details	Provides information for any construction

Based on this review the documents for reference within the decision regarding the areas of Cecil Group review should include:

- The signage memo of October 23, 2007 from Arrowstreet, and A-3 to illustrate distribution of primary and secondary signs
- The Building Envelope plan prepared by Arrowstreet
- Plans A-5 to A-21, supplemented with the sketches presented at the hearing to illustrate the architectural approach
- Plan L-2 or LH-2 which shows pertinent information associated with the performance standards
- Plans LH-3 to LH-6 to indicate the level of streetscape and landscape improvements to be included.
- Plans L-5 and L-6 to indicate the types of plant selections appropriate for the project.

In addition, where it applies to the conditions reviewed in the most recent memo from Cecil Group:

- Plan C-5 to illustrate the preferred truck route under the current design scenario

Twenty Wayland , LLC

Memo

To: Joe Laydon, Town Planner

From: Frank Dougherty, Twenty Wayland

CC: Wayland Police Chief Irving, Wayland Fire Chief Loomer

Date: October 30, 2007

Re: Response to Comments – Wayland Town Center Project

This memorandum provides our comments for Planning Board consideration on the following documents:

- Civil Engineering Peer Review letter prepared by Marchionda & Associates, LP dated October 25, 2007;
- Traffic Engineering Peer Review letter prepared by TEC dated October 26, 2007;
- Architectural and Landscaping Peer Review letter prepared by the Cecil Group and dated October 29, 2007; and
- Email verbal comments from the Wayland Fire and Police Chiefs on the October 2007 Public Safety Impact Report

Marchionda Associates October 25, 2007 Letter.

We take no exception to the letter except as noted below:

<u>Comment #2 – Snow Storage.</u>

> *We agree with the comments with the exception of the suggestion to comply with the Mass DEP Snow Storage Disposal Policy. We agree to comply with the policy if applicable per DEP regulations, but we cannot agree to comply with the policy if we otherwise would not be subject to the regulation.*

TEC October 26, 2007 Letter.

We take no exception to the letter except as noted below:

Recommendation #5 - Install sidewalk along Street B from the intersection of Street C easterly to Street A.

We object to this recommendation as it unreasonably imposes additional costs on the developer. A pedestrian connection along that route is not necessary given that there are no residential uses or commercial establishments in that vicinity. Pedestrian and bicycle connections are currently provided between Street A and Street C.

Recommendation #7 - Work cooperatively with the Wayland Commons property owner to install sidewalk a sidewalk connection.

We have begun discussions with the Wayland Commons property owner to allow for a sidewalk connection along the Rt 27 driveway. If the recommendation is to construct another sidewalk connection to the Wayland Commons project, then we object as it unreasonably imposes additional costs on the developer for the benefit of an abutter.

Recommendation #10 – Consolidate Rt 27 Curb Cuts.

We will continue to work cooperatively with the Wayland Commons property owner to consolidate curb cuts and restore curbing and sidewalks. However we do not believe it is reasonable to require that such work must be completed prior to occupancy of the Town Center project. The Planning Board cannot impose requirements that require the action of third parties.

Recommendation #12 – Post-Occupancy Traffic Monitoring.

We agree with the intent of this recommendation because it affirms the Developer's obligation for post-occupancy transportation monitoring as specified in E(3) of the Development Agreement. However this recommendation obligates the Applicant to conduct the analysis while we are currently also obligated to provide the town $75,000 per the Development Agreement. Given the Development Agreement obligation, we believe that this recommendation is unreasonable.

We suggest that the scope of work be provided to the Board of Selectmen and Board of Road Commissioners as guidance for planning future studies and mitigation.

Recommendation #13 – Signal Warrant.

We agree with the intent of this recommendation but recommend that the level of partial occupancy be specified; it should not be triggered by the very first occupancy as that will not generate representative traffic.

Recommendation #14 – Restrict Rt 27 Driveway Turning Movements

We object to this recommendation as it would cause additional congestion in the RT 27/Rt 20 intersection area; encourage additional turning movements at the Rt 27/RT 126 intersection; possibly encourage illegal (or at least un-safe) U-Turn movements for vehicles that are forced to proceed south on Rt 27 but need to drive north; and could cause the Wayland Commons property owner not to consolidate curb cuts (to avoid not being able to drive on Rt 27 North).

If any and all off-site mitigation measures have been implemented and the town (Planning Board, Board of Road Commissioner, and Traffic Commission) desire to restrict turn movements out of the Rt 27 Driveway, then a reasonable approach would be to insert a longer signal phase for the Rt 27 northbound vehicles. That provision would allow vehicles that need to travel on Rt 27 north to proceed in a safer manner without causing un-due congestion in the corridor.

Recommendation #16 – Meeting Coordination.

We agree with is recommendation provided the MEPA related meetings only relate to roadway issues.

Recommendation #17 – Mitigation Permits and Approvals.

We agree with the recommendation provided it is limited to the mitigation commitments in the Development Agreement, which we believe is the intent.

The Cecil Group Letter Dated October 29, 2007

Condition D(1)a – Alignment of Front Doors

Please clarify the condition. How will the condition be interpreted for establishments that do not front on the street (such as the grocery store) or that do not have another store or public open space opposite the building (such as Building B2)? Building B2, which is tentatively planned to be a pharmacy, is near the Rt 20 entrance will have the front door facing the parking lot.

Condition F(2) – Provide Equally Space Utility Connections

We object to this recommendation as it unreasonably imposes additional costs on the developer. We have agreed to provide a utility connection to the Town Green, not to equally space such connections around the green.

Wayland Fire and Police Chief Comments on Public Safety Report

The Wayland Fire and Police Chiefs commented, with copies to the Town Planner, that the last paragraph on Page 12 and the last paragraph on Page 13 were not consistent with the body of the report. Accordingly the report will be edited as follows.

1. Page 12, last paragraph October 2007 text will be changed from:

   "We do not expect that the proposed development project will result in significant operational demands upon the Police Department. However, like the Fire Department, the staffing levels for the Police Department area well below average."

   to "The proposed development project should not result in significant operational demands upon the Police Department. However, since the Police Department, like the Fire Department, is currently operating at staffing levels well below average, one must assumed that the impacts of the proposed development will be more apparent and have greater potential to stretch police resources than might be otherwise expected".

2. Page 13, last paragraph October 2007 text will be changed from:

   "The Wayland Town Center project by itself will have no significant impact on public safety services"

   to "The Wayland Town Center project by itself will have an impact on public safety services"

Wayland Town Center

Public Hearing . 30 October 2007

Revised MSP Submission Plan

5 October 2007

MSP Summary

Criteria, Findings and Requested Relief

The Record

- May 18, 2007 MSP submittal package
- October 5, 2007 Update
- Numerous additional submittals

- Public hearing
  - Presentations
  - Questions and responses
  - Public comment
  - 13 sessions to date from June 25, 2007.
  - Various subject matters: traffic discussed extensively at 6 sessions; site layout and design issues addressed at 10 sessions; etc.

Relief Requested

Master Special Permit

Allows uses designated “MSP” in Table A

Establishes requirements with which project must comply, largely through conditions expressed in the decision. Evaluated at Phase I Site Plan Review.

Relief Requested

Master Special Permit

Required Findings:

- §198-2305.2.1: Compliance with
  - Table A uses
  - Dimensional requirements: §198-2308 and Table B
  - Performance Standards: § § 198-2304.3; -2309.1-13
- §198-2305.2.2: Balancing Test
- §198-203: ("Base Criteria")
- *Taking into account decision conditions*

MSP: Uses

- Table A uses only
- Specified locations in Table XXX Matrix
- Special permits where needed

MSP: Dimensional Compliance

- Submittal
- Decision condition requiring compliance with §198-2308; flexibility per Building Envelopes
- Special permits where needed

MSP: Performance Standards

- Table 8A attached as Attachment 8 to October 5, 2007 Updated Submittal
- Take account of special permits and other relief where applicable
- Tie to decision condition where necessary

MSP: Performance Standards

Example of tie to condition:

- §198-2309.2 Performance Standard (Massing):

  "traditional New England style" and "authentic New England regional character to its buildings"

  (Request Board state this is illustrated by MSP submittal elevations--guidelines, not binding)

MSP: Balancing Test §198-2305.2.2

Written determination that "the adverse effects of the proposed Mixed-Use Project will not outweigh its beneficial impacts to the Town or the neighborhood, in view of the particular characteristics of the site."

Overall balancing, not topic by topic

Balancing Test
§198-2305.2.2

ADVERSE EFFECTS

- Traffic - - -
- Town services - -
- ???

BENEFICIAL IMPACTS

- Desired uses + + + +
- Municipal pad + + + +
- Town Green + + + +
- $$$: gift, tax base + + + +
- Traffic mitigation (including funds to alleviate existing conditions) + + + +
- No traffic from reoccupancy of existing building + + + +
- Re-use of developed site and upgrade of site conditions and environment + + + +
- Land for WW plant + + + +

MSP: Base Criteria §198-203

"Use of premises shall not be against the public interest, shall not derogate from the character of the neighborhood in which such use is to occur and shall not be detrimental or offensive because of noise, vibration, smoke, gas, fumes, odor, dust or other objectionable features and such use shall not otherwise be injurious to the inhabitants or their property or dangerous to the public health or safety."

Applies to all special permits under Town Zoning

Relief Requested

Special Permits

Requested in May 18, 2007 submittal; updated as needed in October 5, 2007 submittal and addressed in October 23, 2007 presentation and Proposed Outline

- Height
- 15’ minimum setback
- Outdoor seating at restaurants
- Drive up bank window
- Signage

Relief Requested

Special Permits

Height

- §198-2305.3 criteria in addition to §198-203 (Base Criteria) and §198-2305.2 (MSP criteria):

  Finding that additional height will facilitate architectural variety, visual interest and building scale in relation to other buildings. Not allow building that is out of character with the neighborhood. Not occupiable space.

Relief Requested

Special Permits

Height

- 40’ for portions of residential buildings in Building Envelope II
- 42’ for buildings containing upper story office
- 48’ for up to 15% of footprint of buildings containing Categories A or B

Relief Requested

Special Permits

Height

- Review in Phase I Site Plan Approval
- §198-2309.2 Performance Standard (Massing): "traditional New England style" and "authentic New England regional character to its buildings"

Relief Requested

Special Permits

Minimum Setbacks

- Table B specifies 15’ reducible by special permit
- §198-203 (Base Criteria)
- 13’ 6” rather than 15’ along Major Streets, measured from predominant curb line excluding pedestrian bump-outs
- Setback of zero from other roadways or parking areas
- Allow lampposts and other lighting fixtures, signs, awnings, benches, bus shelters, kiosks, and fences within the required setback area (despite §198-501)

Relief Requested

Special Permits

Outdoor Seating (Restaurant)

- Table A requires special permit for the outdoor seating, not the restaurant use
- §198-203 (Base Criteria) applies (§198-2305.4)
- Identify specific locations and provide specific plans in Phase I Site Plan Approval when have tenant

Relief Requested

Special Permits

Drive-Up Bank Window

- Table A requires special permit for the drive-up window
- §198-203 (Base Criteria) applies (§198-2305.4)
- Identify specific location and provide specific plans in Phase I Site Plan Approval when have tenant

Relief Requested

Special Permits

Signage

- §198-2309.4 detailed requirements
- §198-2309.4.4 Special Permit for aggregate area of signage for all Size Categories
- §198-2309.4.7 Special Permit for signage that varies from §198-501 and §198-2309.4 including off-premises signs within the MUOD

Relief Requested

Special Permits

Signage

- Signage Submittal Clarification from Arrowstreet filed October 23, 2007.
- “Signage Summary” applies math under §198-2309.4 from October 5, 2007 update.
- Each category of sign addressed; many have drawings submitted October 23, 2007. Sizes limited; monument signs restricted per discussion.

Relief Requested

Special Permits

Signage

At Site Plan Approval:

- Locations
- designations of primary and secondary walls (i.e., differing from submittal)
- any added height for monument signs (raised in public comment)

Relief Requested

Special Permits

Future

- Earth moving if needed under §198-504.
- Town may request skating rink.
- Aquifer Protection (technical under §198-1603.3)

Relief Requested

Additional MSP Related Approvals

- Town Green: approve 1.68 acre size due to possible question of “contiguity” (under §198-2309.9.1). (0.32 acre across roadway)

- Define categories of interchangeable uses for purposes of Phase II Site Plan Approval under Section 2304.4.5.1.and -.2 as requested by applicant (Attachment 16 to May 18, 2007 MSP submittal).

Relief Requested

Additional MSP Related Approvals

- Parking and Loading per submittal October 26, 2007:
  - On-street parking requirement
  - Off-street parking requirement to be reduced based on shared parking study (§198-2309.7.2) and condition for on-street parking. (Shared parking study required at MSP; reduction to be granted in SPA but MSP should call for.)
  - 100 spaces “necessary” for municipal use (§198-2309.7.1.7)
  - Off street loading for Category A Establishment to be specified at Phase I Site Plan Approval (loading for other establishments is addressed in Article 6 SPA below)

Relief Requested

Additional MSP Related Approvals

- §198-2309.6.2 waiver of subdivision rules and regulations for streets except for roadway materials, subgrade preparation, gravel base and pavement thickness and storm and surface drainage requirements as they apply to streets.

- Technical waiver of MSP regulations for submittal requirements due to plans complexity, etc. (customary housekeeping).

Relief Requested

Article 6 Site Plan Approval

- Requested in May 18, 2007 submittal.
- Requested technical waiver of submittal requirements based on sufficiency of MSP submittals (pursuant to §198-605.4.2.1 and 302-22A(2) and B). Justified and in public interest; not inconsistent with intent and purpose of Zoning Bylaws and regulations for SPA under Article 6: for administrative efficiency.
- Off premises loading for all buildings other than Category A Establishment approved, either on-street or in parking areas to be approved in Phase I Site Plan Approval (modification pursuant to §198-507.1) (Specified in Parking and Loading submittal October 26, 2007)

Relief Requested

Article 16 Site Plan Approval

- Requested in May 18, 2007 submittal.
- Required under §198-1604.2 based on impervious coverage, but subject to §198-2309.10.4 which sets impervious limit at 65%. No submittal requirements stated; MSP submittal should be found sufficient.

Conditions

- §198-2306.1 “reasonable” conditions
- Phasing schedule:
  - Residential window of 10 years, build East to West in Building Envelope II
  - Municipal window of 10 years
  - No restriction on commercial buildout
- Demolition and construction schedule? 40A allows two years
- Construction traffic management plan: #18 in May 18, 2007 cover submittal.

Conditions

- Hours of operation, delivery times, and lighting schedule: unknown until have tenants; suggest this be addressed at Phase I Site Plan Approval

- Traffic (TEC & applicant comments)

- Others including matters addressed above and in submittals, including outline proposals: overall layout, building locations, uses, heights, grading, landscaping and screening, stormwater, utilities, lighting, wastewater plant, signage, parking and loading (Cecil, TEC & applicant comments)

Conditions

- Affordable housing and other performance standards under §198-2309 to be met in the future.
- Recording requirement
- Board right to inspect
- Use of streets for access and egress and on-street parking (no restrictions). Streets to remain private.

Planning Board Recommendation to Board of Selectmen and Board of Road Commissioners

- Traffic Mitigation (TEC & applicant comments)

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