



510 Mechanic Street  
Leominster, Massachusetts 01453  
TEL (978) 537-5296  
FAX (978) 537-1423

April 15, 2016

**Town of Grafton Planning Board**  
30 Providence Road  
Grafton, MA 01519

**RE: Special Permit & Site Plan Approval Application**  
**#88 Westborough Road**  
**Grafton, MA**

Dear Board Members:

On behalf of our client, R.P. Masiello, Inc., Whitman & Bingham Associates, LLC respectfully submits the following items as part of a special permit application:

- Sixteen (16) copies completed Special Permit Application
- Sixteen (16) copies completed Site Plan Approval Application
- Six (6) full size and ten (10) reduced size copies of plan entitled "*Proposed Site Development Plan for New Building Addition at 88 Westborough Road in North Grafton, Massachusetts*" dated February 15, 2016 prepared by Whitman & Bingham Associates, LLC (WBA), 510 Mechanic Street, Leominster, MA 01453.
- Sixteen (16) sets of architectural plans (11" x 17") entitled "*Dana Transport Wash Building Renovation and Addition*" prepared by BTH Architects, 975 Merriam Avenue, Suite 203, Leominster, MA 01453.
- Sixteen (16) copies of Stormwater Report prepared by WBA
- Completed Certificate of Good Standing from Town of Grafton Treasurer's Office
- Certified List of Abutters and two (2) sets of mailing labels.
- Two (2) sets of pre-stamped plain white envelopes
- Filing check for \$250.00

It is this office's intention that this submittal letter also serve as the project narrative.

The subject property is located at #88 Westborough Road in North Grafton, Massachusetts and is owned by Equipment Care Center of Grafton. The property is described in the Town of Grafton Assessors' records as Map 12 Lot 12. The property lies within the OLI zoning district. The property is approximately 13.1± acres in size. A portion of the property lies within the Watershed Protection Overlay District.

The applicant proposes to demolish a portion of the existing trailer wash building (approximately 2,023 square feet) and construct a 6,375 square foot building addition in its place. The building addition is being constructed such that a treatment system for the wash water can be retro-fitted into the wash operation.

The existing building and building addition sit on an area that is already impervious. No new impervious area(s) are proposed as part of the proposed project. In addition to the building addition and treatment system for the wash water, the applicant is installing several new stormwater quality best management practices (BMP's) to provide treatment of stormwater runoff from the current site.

We look forward to meeting with the Board at its next scheduled meeting to discuss this project in further detail. If you should have any questions or require any additional information regarding this or any other matter, please do not hesitate to contact me at this office.

Sincerely,  
*Whitman & Bingham Associates, LLC*

A handwritten signature in black ink, appearing to read "B.F. Milisci". The signature is fluid and cursive, with a long horizontal stroke at the end.

Brian F. Milisci, P.E.  
Principal

Enclosures

cc: Grant Angelo – R.P. Masiello, Inc.

BFM/JER/bfm  
Masiello Grafton Westborough Road PB Submittal.doc



**TOWN OF GRAFTON**  
 GRAFTON MEMORIAL MUNICIPAL CENTER  
 30 PROVIDENCE ROAD  
 GRAFTON, MASSACHUSETTS 01519  
 (508) 839-5335 ext 120 • FAX (508) 839-4602  
 www.grafton-ma.gov

**PLANNING BOARD**

**APPLICATION FOR SITE PLAN APPROVAL**

Application No. \_\_\_\_\_

APPLICANT NAME: R.P Masiello, Inc.

STREET 38 Main Street; P.O. Box 742 CITY/TOWN Boylston

STATE MA ZIP 01505 TELEPHONE (508) 869-6501

PROPERTY OWNER NAME: Equipment Care Center of Grafton

STREET 88 Westborough Road CITY/TOWN N. Grafton

STATE MA ZIP 01536 TELEPHONE \_\_\_\_\_

Deed recorded in the Worcester District Registry of Deeds Book 37347 Page 145

CONTACT PERSON'S NAME: Grant Angelo

TELEPHONE (508) 869-6501

**SITE INFORMATION:**

STREET AND NUMBER 88 Westborough Road

ZONING DISTRICT OLI ASSESSOR'S MAP 12 LOT #(S) 12

LOT SIZE 13.1 acres FRONTAGE 431.58 feet

CURRENT USE Trailer wash facility

**PLAN INFORMATION:**

PLAN TITLE Site Development Plan for New Building Addition at 88 Westborough Road N. Grafton, MA

PREPARED BY Whitman & Bingham Associates c/o Brian F. Milisci, P.E.

DATE PREPARED February 15, 2016 REVISION DATE \_\_\_\_\_

Describe proposed changes / additions: Applicant proposes to construct a 6,375 square foot building addition

**TO THE GRAFTON PLANNING BOARD:**

The undersigned, being the APPLICANT named above, hereby applies for approval of the above entitled SITE PLAN by the Planning Board and certifies that, to the best of APPLICANT'S knowledge and belief, the information contained herein is correct and complete and that said PLAN conforms with the requirements of the Zoning By-Law of the Town of Grafton.

Applicant's Signature  Date: 4-11-16

Property Owner's Signature (if not Applicant)  Date: 4/11/16



**TOWN OF GRAFTON**  
 GRAFTON MEMORIAL MUNICIPAL CENTER  
 30 PROVIDENCE ROAD  
 GRAFTON, MASSACHUSETTS 01519  
 (508) 839-5335 ext 120 • FAX (508) 839-4602  
 www.grafton-ma.gov

**PLANNING BOARD**

**APPLICATION FOR SPECIAL PERMIT**

Application No. \_\_\_\_\_

**APPLICANT & PROPERTY OWNER INFORMATION**

NAME R.P. Masiello, Inc.  
 STREET 38 Main Street; P.O. Box 742 CITY/TOWN Boylston  
 STATE MA ZIP 01505 TELEPHONE (508) 869-6501  
 NAME OF PROPERTY OWNER (if different from Applicant) Equipment Care Center of Grafton  
 Deed recorded in the Worcester District Registry of Deeds Book 37347 Page 145

**SITE INFORMATION:**

STREET AND NUMBER 88 Westborough Road  
 ZONING DISTRICT OLI ASSESSOR'S MAP 12 LOT #(S) 12  
 LOT SIZE 13.1 acres FRONTAGE 431.58 feet  
 CURRENT USE Trailer Wash Facility

**PROJECT/PLAN INFORMATION:**

PLAN TITLE Proposed Site Development Plan for New Building Addition at 88 Westborough Road in N. Grafton, MA  
 PREPARED BY (name/address of PE/ Architect) Whitman & Bingham Associates, 510 Mechanic Street, Leominster, MA 01453  
 DATES February 15, 2016

Use for which Special Permit is sought: (refer to § 3.2.3.1 of the Zoning Bylaw - Use Regulation Table):

Use is same as current use. Applicant proposes to construct a 6,375 square foot building addition

Cite all appropriate sections of the Zoning By-Law which pertain to this Application, Use and Site:

1.3.3 SITE PLAN SECTION 7 WATER SUPPLY PROTECTION OVERLAY

TO THE GRAFTON PLANNING BOARD:

The undersigned, being the APPLICANT named above, hereby applies for a SPECIAL PERMIT to be granted by the Planning Board and certifies that, to the best of APPLICANT'S knowledge and belief, the information contained herein is correct and complete.

Applicant's Signature *R.P. Masiello* Date: 4-11-16

Property Owner's Signature (if not Applicant) *[Signature]* Date: 4/11/16



PLANNING BOARD

**TOWN OF GRAFTON**  
GRAFTON MEMORIAL MUNICIPAL CENTER  
30 PROVIDENCE ROAD  
GRAFTON, MASSACHUSETTS 01519  
(508) 839-5335 ext 1120 • FAX (508)-839-4602  
www.grafton-ma.gov

## **Policy Regarding Notice to Abutters For a Public Hearing Before the Planning Board**

***\*\*Please read these instructions carefully before submitting your application to ensure your application package is complete.\*\****

State and Local laws require notification to abutters whenever a public hearing is conducted before the Planning Board. In order to notify all appropriate abutters, a Certified Abutters List must be obtained from the Assessor's Office (please submit the attached request form to that office). Although all costs, by law, must be covered by the applicant, the actual mailing is done from the Planning Board office.

All of the following materials are submittal requirements due at the time of application and must be provided in order to meet notice requirements. **Please follow all directions.**

1.  **Certified abutters list.** This is a list of abutters, which has been prepared and signed by the Grafton Assessor. See attached form.
2.  **Two sets of mailing labels – DO NOT** remove labels from printed sheets
3.  **Two sets of plain business size envelopes: no return address, first class postage\*\* affixed.**
  - There must be two envelopes for each name on the abutters list.
  - The pre-stamped envelopes (see note\*\*) will be processed by the Planning Board office and will check accuracy of each label based on the submitted Certified Abutters list.
  - \*\* Per order of the United States Post Office: postage processed through a meter machine must NOT be dated. Dated, metered mail will not be delivered.
4.  **One (1) check, in the amount of \$65.00, made payable to the “Town of Grafton”,** for publication of the legal notice.
  - The Planning Board office will prepare and submit the legal advertisement for the Public Hearing to the Grafton News.

Notice of the Public Hearing will be mailed to each abutter by the Planning Board Office. Once the Planning Board renders a Decision on your application, the Planning Board Office will mail one copy of the Decision to each abutter.

**If you have any questions, do not hesitate to contact this office. Thank you.**