



**PLANNING
BOARD**

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

M E M O R A N D U M

TO: The Grafton Planning Board
FROM: Fiona Coughlan, Town Planner
CC: Natalia Alward, Planning Assistant (via email)
DATE: February 20, 2023
SUBJECT: 18 and 22 Donahue Lane Application for Special Permit and Site Plan Approval (SP 2023-01)

I am forwarding a memorandum outlining the Planning Department's initial review of this application. The applicant submitted the application on February 1, 2023, and is scheduled to appear before the Planning Board on February 27, 2023. Please contact me if you have any questions by phone at 508-839-5335 x1402, or by email at coughlanf@grafton-ma.gov.

CONCERNS WITH 18 & 22 DONAHUE LANE APPLICATION FOR A SPECIAL PERMIT AND SITE PLAN APPROVAL (SP 2023-01):

- The applicant's legal advertisement and posting requires readvertising and reposting. There are no specifics regarding the Special Permit for a Major Industrial Complex in the current posting, just for the use of the Contractor's Yard. The applicant has been contacted about this by the Planning Assistant.
- Pre-existing non-conforming lot. There was a building on the site as of 1940 (18 Donahue Ln)
- Ingress/egress – road width is under 20ft on the entirety of Donahue Lane; Subdivision Rules and Regulations say minor streets must be 50ft. It appears they want to extend the width via a paved driveway that brings them to 50ft. This will involve clearing vegetation to the west.
 - Fire regulations say the road should be at least 24 feet wide, preferably 28 feet wide
 - Frontage on Donahue Lane per the site plan is not adequate
 - Extending a paved drive 16.5 ft vertically into 18 Donahue – varying widths of the road throughout the plans
 - Images below are provided for the Board's reference; this is the road as it exists today:



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Looking onto Donahue (facing 13 Donahue Ln)



Entrance to 18 Donahue Ln



In front of 10 Donahue Ln facing entrance to 18 Donahue Ln

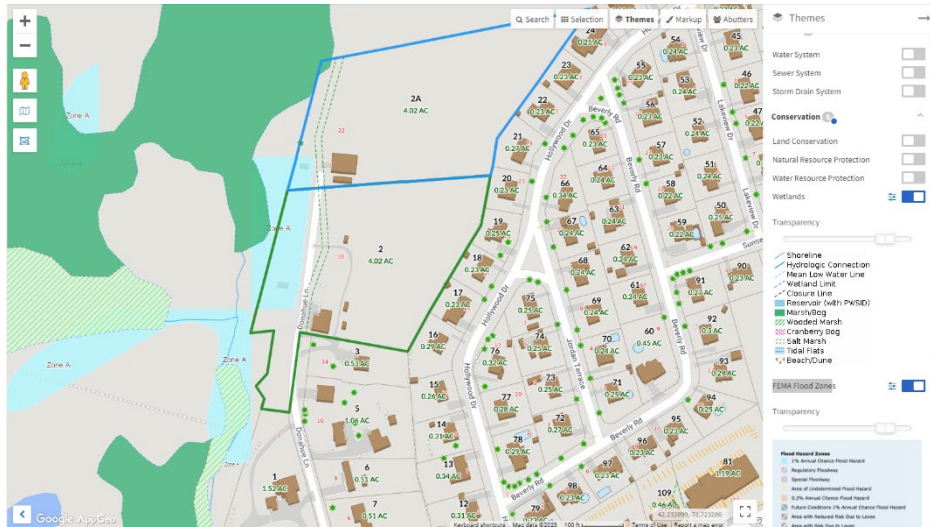
- Traffic flow – they are requesting waiver of traffic study, which was an issue when they applied for a Special Permit in 2015
 - The 2015 decision reserves right to reconsider the decision if increase in traffic and regulate the types of equipment stored on the property



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- They are adding a new building and it is unclear if the number of employees will increase because of that and its impact on traffic; we need supporting documentation via a traffic study
- It is unclear how they are addressing noise, lighting/glare, or odor – concerns with abutters on Hollywood Drive as lights must be located every 300 ft and at every intersection
- It is unclear how they are addressing refuse collection or disposal
- It is unclear how they are addressing loading areas and shipping/receiving activity
- It is unclear how they are addressing fencing
- It is unclear how they are providing provisions for dust and erosion control
- No application has been submitted to the Conservation Commission under wetland regs.
 - There are wetlands in the top left corner of 22 Donahue Ln
 - Both parcels are in FEMA Flood Zone A; a photo has been attached for reference.

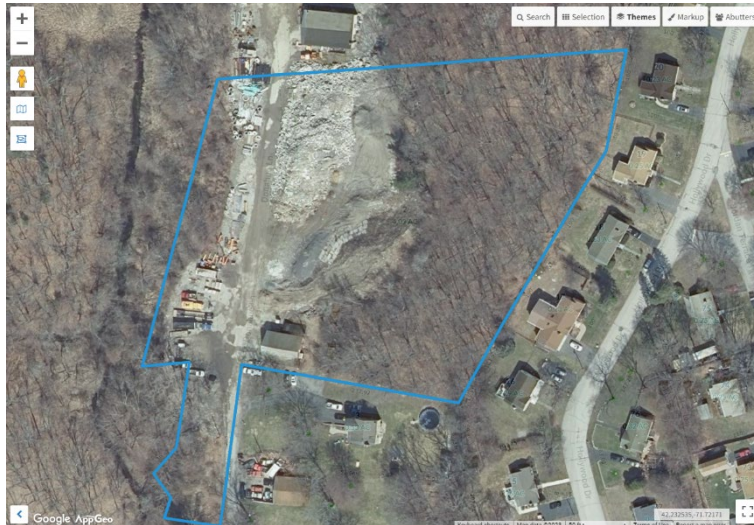


- There are no details regarding earth material and how that will be handled; they will likely need to clear the site for the proposed building. An aerial image of existing conditions is provided for reference



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18 Donahue Lane Aerial Image

- There are parking concerns for 12,464 sq ft of space (stated on proposed site plan). There is one building proposed at 12,000 sq ft and another building remaining on the site that is over 464 sq ft (4,800 sq ft).
 - The Planning Department plans to ask applicant how they are providing for what is already there during the hearing on February 27, 2023
- BOH concerns – the paved parking area overlaps with septic area. BOH says the septic system and reserve area are not to be built on
- This is considered a Major Industrial Complex per the Zoning Bylaw, as they are proposing a 12,000 sq ft building and 118,000 sq ft of storage yard
 - This section of the Zoning Bylaw calls for traffic safety and congestion considerations, water system improvements, and public sewerage for all major industrial complexes
- The proposed hours for the construction period (7am to 7pm) do not align with typical hours in other similar decisions. There is nothing in the original decision regulating construction hours. They are usually Monday – Friday, 7am to 5 pm and Saturday from 8am to 5 pm.

Following an internal preliminary review meeting on February 15, 2023, staff and Town Counsel determined that road access, width, access to hydrant lines, and the potential for blocking if a fire truck had to park in front of the site, were each concerns. The applicant will need to bring the road up to the requirements outlined in the Subdivision Rules and Regulations to overcome these concerns. When this site was examined several years ago, the road was determined to be too narrow, and the applicant had difficulties getting a fire permit. The road is currently a private way



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and is regraded every few years by the neighbors. Ultimately, we will need to evaluate Graves's Engineering preliminary report upon submission. For the time being, we encourage the applicant to come before the Board and discuss the project and the information stated in this initial review.

Thank you.

Fiona Coughlan
Town Planner