



**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: March 1, 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 second initial review of this application. The applicant submitted the application on February 1, 2023, and is scheduled to appear before the Planning Board on March 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. Please note that since the first memorandum submitted to the Board by the Town Planner on February 20, 2023, Town Counsel confirmed that the applicant does not have to comply with the standards outlined for "Major Industrial Complexes" (Section 4.3 of the Grafton Zoning Bylaw).

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

- Pre-existing non-conforming lot. There is a building on 18 Donahue Ln as of 1940
- Ingress/egress – road width varies on Donahue Lane; Subdivision Rules and Regulations say Minor Street right of way width must be 50ft and pavement for Minor Streets - C must be 24 ft minimum (Minor Street – A is 30 ft). They have agreed to bring the road up to the minimum fire department standards – 24 ft.
 - 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

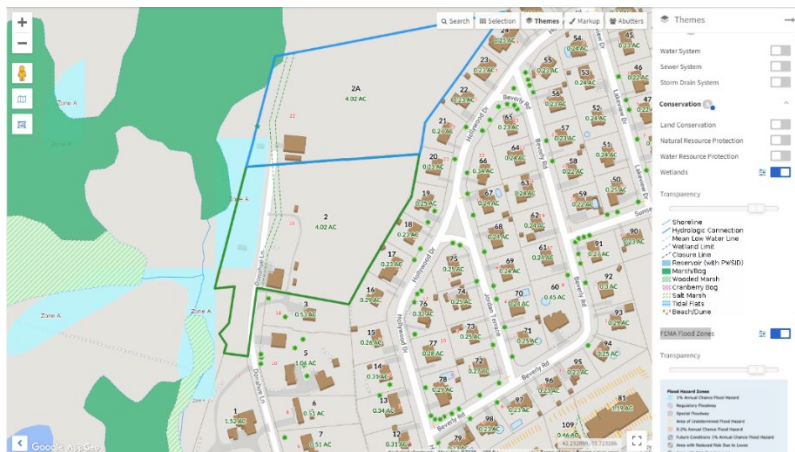
- Traffic flow – they are requesting waiver of traffic study, which was an issue when they applied for a Special Permit in 2015
 - The 2015 decision reserves right to reconsider the decision if increase in traffic and regulate the types of equipment stored on the property



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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 – will need confirmation from the applicant.
- It is unclear how they are addressing loading areas and shipping/receiving activity – will need confirmation from the applicant.
- It is unclear how they are addressing fencing – will need confirmation from the applicant.
- It is unclear how they are providing provisions for dust and erosion control – will need confirmation from the applicant.
- 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 March 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
- 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 concerns. The applicant will need to bring the road up to the Fire Department's minimum requirements, which they have agreed to do. When this site was examined previously, the road was determined to be too narrow, and the applicant had difficulties getting a fire permit. The applicant verified this during a meeting with staff on March 1, 2023. The Building Inspector, the Town Planner, and Fire Captain Killeen were present at that meeting. We will need to evaluate Graves's Engineering 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.



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Fiona Coughlan
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