

June 16, 2015

Topsfield Planning Board
C/o Ms. Roberta Knight
8 West Common Street
Topsfield, MA 01983

**RE: Definitive Subdivision Plan of Land
57 Perkins Row, Topsfield, MA
Environmental Impact Statement**

Dear Members of the Board:

The following Environmental Impact Statement has been prepared by The Morin Cameron Group Inc. (MCG) on behalf of New Meadows Development, LLC for your review in accordance with Article 4.3.2j and Appendix A of the Topsfield Rules and Regulations Governing the Subdivision of Land. For additional information, please refer to the plan set entitled "Definitive Subdivision Plan for Land at 57 Perkins Row in Topsfield, Massachusetts (Assessors Map 58, Lot 25), Sheets 1-10" prepared by MCG on June 16, 2015 and "Drainage Calculations and Stormwater Report" prepared by (MCG) on June 16, 2015.

Natural Environment

1. Air

- a. The Definitive Plan calls for the construction of a 625 ft. roadway with associated drainage, Pocket Wetland with sediment forebay providing access and frontage to five single family house lots.. While construction equipment will be necessary to build the roadway and eventually the house lots, emissions from these machines will be minimal and short term. Construction of the road is expected to take no more than 4 months to complete to binder course. The top course of pavement and finish landscaping will occur after the lot construction. The house lots will be constructed on an individual basis however the majority of that work entails the construction of the house which will not impact the air. No other odors or smoke is anticipated to be generated during construction or after completion. There will be no burning of trees or scrap.
- b. Dust, resulting from disturbance of the ground surface during construction, will be controlled by stabilization measures including watering (by water truck), seeding, netting and other measures detailed in the Construction Phase Operation and Maintenance Plan included with the Drainage Report.
- c. Water will be imported, as necessary, by water trucks and will not draw from the municipal water system unless through a metered and permitted source.

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- d. The prevailing winds on-site are northeasterly during the winter months and southwesterly during the summer months. There are residential properties located to the North, East and West of the proposed development are in excess of 500 ft. distance from the proposed road. Dust generated during construction will have a minimal impact on the surrounding properties as a result of this separation.
- e. Incineration is not proposed for this project.

2. Land

- a. The existing property consists of a single lot at 57 Perkins Row which encompasses a total area of 8.4 acres (8.4 acres) and has been utilized as a single family residence since 1952. The existing lot contains 2,609 sf existing buildings, 7,568 sf pavement, 6.56 acres of open grassed and landscaped areas and 1.39 acres of wetlands resulting in 97.1% open space. Grades on site are moderately hilly with a high elevation of 73 ft. (NAVD88) immediately to the East of the existing home to a low elevation of 34 ft. at the southeast corner of the lot adjacent to the Ipswich River. Soils on site are considered to be Charlton Fine Sandy Loam, and Scarboro mucky fine sandy loam within the wetland areas as defined in the Soil Resource Report for Essex County, Massachusetts, Northern Part Version 10 dated December 17, 2013. Field testing performed by MCG on July 21 through 31, 2014 confirms this soil classification indicating a moderately drained B type soil. The Estimated Seasonal High Groundwater Table (ESHGWT) was determined to be between 24 to 38 inches at the North end of the lot (near Perkins Row) to 40 to 60 inches in the South end of the lot.

The proposed development calls for a five lot subdivision of single family homes with a 625 ft. dead end road with cul-de-sac, associated drainage and a constructed pocket stormwater wetland. Each house will have its own drywell to mitigate roof runoff and provide recharge. The proposed development results in an increase of 35,766 sf of impervious surface area that will be mitigated through a stormwater management system designed in accordance with the Mass DEP Stormwater Management Handbook. The existing grades of the lot are such that the new dwellings will be entirely situated within elevated areas of the property. The dwellings and the yards will not be contending with low, wetland areas and associated groundwater contact. This will also allow the development of the lots to be entirely outside the 100' buffer zone. However, individual homeowners will have the right to apply to the Conservation Commission to request work within the buffer zone should they desire. The entire road construction and a majority of the lot construction will fall outside the undisturbed portion of the riverfront area. At a minimum, a 100 foot wide buffer will be provided along the river bank. No roadwork is proposed within the 200 foot riverfront area.

The roadway construction will match existing topography and drainage patterns to the greatest extent possible. The construction of the road will result in the removal of the existing driveway and utility infrastructure which includes a shallow well, a deep well and overhead wires. All of which pass through wooded areas of the property. The areas disturbed by the utility and infrastructure removal will be restored to a natural condition.

Overall, the development of the subdivision and house lots will result in an additional 1.38 acres of new land disturbance, significantly less than might typically be expected due to the expense of the existing developed condition of the property.

- b. There are almost no limitations to development of the site caused by subsurface soil and water conditions. There is sufficient depth to groundwater to allow the use of dry wells to provide required groundwater recharge and for on-site wastewater disposal. The proximity of surface wetlands allows sufficient surface area on each lot for the proposed construction of

houses and outlying facilities without impacting the buffer zones or riverfront area. The existing driveway already crosses through the wetland and results in the creation of a ponded area, which over time, has become established with flora and fauna. The roadway crossing has been designed to utilize the existing driveway crossing area to minimize the impacts to the wetland while restoring the natural wildlife corridor in accordance with the Mass DEP River and Stream Crossing Guidance Manual.

- c. MCG performed soil testing at 23 locations on the lot. Testing indicated excellent soils to support on-site subsurface sewage disposal systems in conformance with Title 5 requirements. Percolation rates varied from 2 MPI to 20 MPI with a majority in the 6 to 14 MPI range. The soil testing was witnessed by the Topsfield Board of Health Agent and followed 310 CMR 15.00 Title 5 Testing Protocol.
- d. The proposed development results in only 16.9% of the lot (1.38 acres) being permanently altered. This is due to the existing, built out condition of the existing house lot. The total alteration is comprised of 9,625 sf buildings, 36,318 sf pavement, 776 sf BVW alteration, 2,931 sf new wetlands, 3,173 sf grading for Pocket Wetland, 1,125 sf for stormwater recharge (dry wells) and 6,250 sf for septic systems. The majority of the existing lot area is grassed lawn and landscaped areas and tree growth. A small portion is existing wetlands upstream, West of the driveway and along the Ipswich River.
- e. Grading of the proposed site has been designed to mimic existing conditions and minimize the need to permanently alter existing site conditions. The new road will come up off Perkins Row at a 1.24% grade before dropping down to a low point at a slope of % near the stream crossing. The road then rises at a 7.5% grade to the road high point before dropping off again at the cul-de-sac at a grade of 5.5%. The cul-de-sac will be superelevated at a slope of 2% to drain towards a catch basin and permeable paver recharge area in the center of the paved surface. The paver area will be suitable for H2O driving loads. The proposed center line grades result in a maximum fill of 6.2 ft. near the low point stream crossing and a cut of 5.1 ft. near the top of the hill. This proposed grading was chosen to roughly balance cuts and fills to avoid the need to import a significant amount of fill material. The house and appurtenant structure locations have been chosen to minimize grading.

3. Water and Wetlands

- a. The main objective in designing the proposed residential development was to preserve the greatest amount of natural resources possible by minimizing the roadway footprint and preserving open space. Importantly, the design also matches the character of the existing area. The balance of the lot, over 60% (approximately 5.1 acres), will be left in its natural state, which includes both wetland and upland area to be preserved as wildlife habitat. The design of the site development will incorporate features intended to mitigate potential water quality and quantity impacts from the site's stormwater runoff both during and after construction. The stormwater management system will reduce the rate of stormwater runoff from the development for all storm events with a minimum increase in volume of runoff due to the increase of impervious surfaces. Runoff from the site currently discharges to the Ipswich River which is not a public water supply at this location. There is one existing private water supply well on site and an abandoned shallow well, both of which will be removed. The development calls for the installation of individual dry wells to collect clean runoff from the house roofs. These dry wells satisfy the recharge standards of both DEP and the Town of Topsfield Stormwater Management guidelines.

Soil testing on the property concluded that there is no surface or subsurface watercourses impacting development of the site, with the exception of the wetland crossing as noted previously. The construction of the road and house lots will be in an area of the property that is high and dry.

The development of the road will require an extension of the public water main along Perkins Row for a distance of approximately 850 linear feet. A waterline will then be constructed in the new roadway to provide public water services to the subdivision and new dwellings. The proposed extension of the water main on Perkins Row provides an immediate benefit to the existing residences that front on it. It also closes the gap required to complete the water main loop on Perkins Row by approximately 1/3 of the total distance. If the town elects to close this loop in the future, it will have saved approximately \$150,000 in expenses according to a memorandum dated June 2, 2015 that was issued by the Topsfield Water Division. There will also be new utility revenue for the 5 new connections that will result from the subdivision.

- b. The developer shall be responsible for maintaining the stormwater system during construction. Routine maintenance of all items shall be performed to ensure adequate runoff and pollution control during construction. An erosion control silt sock will be placed around the perimeter of work as shown on the Site Layout Plan prior to commencement of any clearing, grubbing, earth removal or construction activity. The integrity of the erosion control barrier will be maintained by periodic inspection and replacement as necessary. The erosion control barrier will remain in place until the first course of pavement has been placed, all side slopes have been loamed and seeded, and all new wetland material in the Pocket Wetland has been established. A silt sack will also be placed over the new catch basins once constructed. Any excess soil will be temporarily stored onsite, outside of drainage courses, and covered with tarp or stabilized with erosion control seed mixes to prevent dust from escaping from the pile. The Pocket Wetland will be utilized as a temporary sediment basin during construction as this is the natural low point of the property. Prior to bringing the Pocket Wetland online, it will be dredged of any accumulated construction sediments. The area to be graded and excavated for the road construction will total approximately a half an acres (23,074 sf). Excavation and filling for the road construction has been designed to roughly balance and produce a minimal amount of excess material. Excess material from the road construction will be incorporated into the house lot development so that no export of material will be required.
- c. The permanent methods to be used to control erosion and sedimentation are shown below:
 - (1) Areas subject to flooding or ponding will utilize a sediment forebay and Pocket Wetland to reduce erosion and sedimentation prior to its entering the receiving waterways.
 - (2) The surface drainage system will utilize seven deep sump hooded catch basins. Riprap protection for the culvert outlets are proposed to ensure that minimal velocities will be realized before flows are discharged to downstream areas.
 - (3) Protection of graded and vegetated surfaces will be provided by the construction of gradual non-erosive slopes.
 - (4) As mentioned in 2d above, 80% of the existing wooded vegetation on-site will not be impacted by the proposed development. In all other cases care will be taken to minimize negative impacts and to save as or replace as much vegetation and tree growth as possible.

- (5) The proposed design mimics existing topography. There are no radical changes to topography anticipated either during construction or upon completion of the project.
- (6) There are no proposed alterations of seasonal wet area along the Ipswich River. There will be a minimal reduction of BVW (470 sf) at the outlet of the wetlands immediately upstream and downstream of the proposed road crossing. There will also be 491 sf of temporary alteration resulting from construction that will be replaced in kind. The submitted design provides an additional 1,300 SF of BVW replication to offset the loss of BVW required to construct the road crossing. This represents a ratio of nearly 3:1 in replicated wetland area.
- (7) A permanent drainage easement will be established for the control and maintenance of the proposed constructed Pocket Wetland. This easement will ensure that the wetland continues to function properly to provide sediment and erosion control. Maintenance protocols will be an ongoing obligation of the homeowners' association.
- (8) The proposed development will not increase the rate of runoff and calculations have been provided in the Drainage Reporting demonstrating compliance with this requirement for the 2, 10 and 100-year storm events. There will be a minor increase in volume of runoff due to the increase in impervious area. Maximum increase in runoff during the 100 year event would be 0.213 AF (9,278 CF). Reducing stormwater volumes is not a requirement of the Stormwater Management Regulations so this is an aspect of the drainage design that exceeds the requirements of the standards. The runoff from 100% of the property discharges to existing water courses or to the Ipswich River. Therefore, there is no possibility that any offsite or down-gradient lands can be negatively impacted by this development with respect to stormwater runoff and volume.

Water quality standards will be fully satisfied through the development of the project. Suspended solids carry the majority of pollutants in stormwater runoff. In Massachusetts and Topsfield, the test for demonstrating that adequate treatment is provided is based on the removal of Suspended solids using Stormwater Best Management Practices (BMP's). The BMP's employed in the design of this project will include deep sump hooded catch basins, a sediment forebay, permeable pavers and a Pocket Wetland. This "Treatment Train" will ensure a minimum of 85% total suspended solids (TSS) removal rate which exceeds the 80% standard of the Mass DEP Stormwater Management Handbook. Groundwater recharge will be provided utilizing the five dry wells collecting clean runoff from each house roof and the permeable pavers in the cul-de-sac

- d. The proposed project will not increase pollution or turbidity levels within the receiving waterways; it will in fact improve the quality. The system of deep sump hooded catch basins, sediment forebay, permeable pavers and constructed Pocket Wetland provide at least 85% TSS removal improving the quality of flows entering the receiving waterways.
- e. The proposed project has been designed to match or improve existing drainage conditions. Specifically, emphasis was placed on the existing tributary wetlands storage area that was created through the prior construction of the existing driveway. Despite being the reason why the wetland impounds water, the driveway is currently functioning as a barrier to wildlife. Wildlife currently must cross over the driveway in order to continue on to the Ipswich River. This creates a conflict with vehicles using the driveway and has been observed by MCG during the design of this project. The proposed road crossing for this project will include a bottomless box culvert that will serve to control stormwater runoff and the existing pond conditions within the wetland, while simultaneously restoring the wildlife corridor in

accordance with the Mass DEP River and Stream Crossing Guidance Manual. The culvert has been designed with a rectangular-notch weir to minimize the pool stage fluctuation and outlet discharge to generally match existing conditions for all design storms. This will prevent major fluctuations of the pool and subsequent increase in backwater elevations off site thus preventing damage to aquatic biota and habitats. A 14 FT wide by 36 FT long open bottom box culvert will be installed beneath the new roadway to allow the passage of indigenous wildlife through the stream corridor. The crossing footprint will also be minimized by using a modular retaining wall system and elevating the road approximately 3 feet higher than the existing driveway. In this case, the wall and increased height will help deter wildlife from passing over the road, while the bottomless box culvert provides an attractive natural wildlife corridor.

- f. Loss of annual recharge to groundwater has been significantly reduced through the proposed addition of the five drywells and the cul-de-sac permeable pavers. The annual recharge from the post development site exceeds the annual recharge from the pre development site. Stormwater recharge calculations indicate that the required volume of recharge due to increased impervious area is 1,043 cf. The proposed development provides 1,307 cf. in the drywells and 425 cf. in the paver retention area for a total of 1,732 cf. of recharge.
- g. The stormwater management system has been designed such that post-development peak discharge rates do not exceed pre-development discharge rates for all storm events. As mentioned in 3c (8) above, there is a very minor increase in volume of runoff due to the proposed increase in impervious surfaces. This minor increase will not increase the incidents of flooding on or off site since the project has been designed to reduce the peak rate of runoff and slowly release excess volume over an extended period of time. The road crossing culvert has been designed to not cause damaging backwater conditions on the upstream tributary wetland.
- h. Wastewater will be handled on-site through individual soil absorption systems (septic systems) designed in accordance with 310 CMR 15.00: Title 5 and the Topsfield Board of Health Regulations. These systems will have no negative impact on surface and groundwater supplies or quality.

4. Energy

- a. The energy utilized at 57 Perkins Row is currently for a single family residence. The proposed definitive subdivision will result in five single family residences and require roughly five times the current energy demand. There is no natural gas in the area and none is planned for the subdivision. Individual homeowners may choose to use propane for fireplaces or other gas requiring appliances or oil for heat. The energy consumption will be offset by new fees paid to the private service providers.
- b. Electrical service to the existing house is currently supplied by an overhead wire from a pole on the North side of Perkins Row. The proposed subdivision will connect to the service in Perkins Row and require transformers that will be specified by the service provider, National Grid, during construction.. Service will be provided to the five new homes by underground cable through a conduit in the road ROW. All energy connections will be coordinated with the appropriate service providers. Other utilities including, but not limited to, communications, phone and cable will be coordinated with the respective private utility companies and will be installed through underground cables and conduits.

5. Noise

- a. Upon completion, the proposed residential subdivision will not generate adverse noise levels that would impact neighbors. Levels should not exceed those levels generated in any residential areas in Topsfield. Higher noise levels will be generated during the time of construction, however. The roadway construction is not expected to take more than four months to complete. The initial phase of construction will entail clearing of trees with power equipment and grading of the proposed road, stormwater management system and Pocket Wetland with earth moving equipment. Following completion of the road to binder course and stormwater management system, construction will begin on the individual homes which are anticipated to take between 12 to 18 months depending on the housing market conditions. On an individual basis, the site work for each lot construction will be brief, less than 1 month. The majority of the effort and time falls with the house construction. Once the walls of the house are erected, the majority of the house construction noise will be contained within the dwelling and will not impact neighbors. The construction noise levels will have minimal impact on neighbors since existing homes are generally in excess of 500 ft. away from the site.
- b. Upon completion of the project, noise levels generated by the subdivision will have minimal to no impact on humans and wildlife. During construction as discussed above, the noise levels will generate a minimal nuisance impact on the surrounding neighbors due to their distant proximity. Wildlife could be more negatively impacted especially during the first six month construction period however the 4 month term for construction of the road is very brief.
- c. Noise levels during the initial construction period will be minimized to reduce the impact on the neighbors by two methods: first construction will only be allowed between 7:00 AM and 5:00 PM on weekdays, 7:00 AM and 3:00 PM on Saturdays and no work on Sunday or legal holidays; secondly all heavy equipment and power equipment will be equipped with mufflers as much as possible to reduce their noise generation.

6. Local Flora and Fauna

- a. ***Discuss the project's effects on land-based ecosystems, such as the indigenous wildlife, stream bank cover, and vegetal or wooded growth.***

Portions of the proposed project involves the removal of existing canopy trees and understory shrubs and groundcover in order to prepare the site for development. Removal of standing vegetation will include grubbing and root removal within the limit of work.

Vegetation Removal for Site Preparation

A significant portion of the understory located within the project area consists of invasive plant species. The invasive species that have established at the site include: Asiatic bittersweet, multiflora rose, Glossy buckthorn, Euonymus, and privet. All of these woody invasive species pose threats to our native plant communities. This project proposes to remove and manage the invasive species onsite, and replace the invasive plant species with a native plant community. By doing so, the project will increase native species diversity at the property and will provide wildlife with food and cover as well as nesting sites and cover.

Accordingly, the intent of the restoration plan is to enhance the function and value of the restoration area for indigenous wildlife.

Vegetation clearing will be conducted within the outer portions of the 200 foot riverfront area to the Ipswich River, in order to construct the house on Lot 3. This clearing is greater than 100 feet from the inland bank. There is no clearing proposed along the river bank as part of this project, so stream bank cover will not be impacted.

The Roadway Crossing

Vegetation removal along the bordering vegetated wetland at the roadway crossing and will require the removal of several canopy trees including white pine, red oak, and hickory. The restoration plan includes the re-planting of several canopy trees to compensate for the loss of trees (see Mitigation Plan by DeRosa).

Wooded growth will be removed from the northern side of the bordering vegetated wetland adjacent to the roadway crossing to construct the pocket wetland. The pocket wetland will treat stormwater runoff from the project and will improve water quality within the existing wetland, benefiting adjacent and downstream ecosystems.

b. ***Describe proposed types and amounts of vegetal cover.***

Vegetative cover over the site varies from mature hardwood forest including red oak, hickory and black locust. Portions of the site are occupied by mature white pine associated with the well-drained soils at the site as well as red maple in the lowland areas area of the parcel. Portions of the upland areas have been cleared and maintained as cut field and lawn.

The understory is largely occupied by invasive woody shrubs including glossy buckthorn, honeysuckle, burning bush (*Euonymus*), and Japanese barberry. An invasive canopy tree is also present, black locust, and has spread principally along Perkins Row and the front portion of the existing driveway.

All proposed vegetation for the project are native to Essex County and have been selected based on site conditions and growing conditions for each species. All proposed species have adapted to the surrounding soils and hydrology. The proposed planting list intends to provide ecological services including forage and nesting material for birds and nectar sources to pollinators. Plant lists have been compiled for three (3) areas for the project: Pocket Wetland Area, Wetland Replication Area, and Buffer Zone Restoration Area.

Pocket Wetland Plant List (Upper and Lower Bank)

Common Name	Botanical Name	Wetland Indicator Status	Proposed Number	Proposed Size
Tupelo	<i>Nyssa biflora</i>	OBL	3	1.5" caliper
Red Maple	<i>Acer rubrum</i>	FAC	3	1.5" caliper
Winterberry	<i>Ilex verticillata</i>	FACW	12	3 gallon
Redosier Dogwood	<i>Cornus sericea</i>	FACW	12	3 gallon
Woolgrass	<i>Scirpus cyperinus</i>	OBL	25	1 gallon
Tussock Sedge	<i>Carex stricta</i>	OBL	50	1 gallon

Soft Rush	<i>Juncus effusus</i>	OBL	25	1 gallon
Daisies	<i>Bellis perennis</i>	UPL	50	1 gallon
Sundial Lupine	<i>Lupinus perennis</i>	UPL	50	1 gallon
Custom Upland Seed Six*			10 lbs	
Custom Wetland Seed Mix**			5 lbs	
Cortliss Shady Seed Mix or Equal			10 lbs	

Wetland Replication Area

Common Name	Botanical Name	Wetland Indicator Status	Proposed Number	Proposed Size
Winterberry	<i>Ilex verticillata</i>	FACW	9	3 gallon
Redosier Dogwood	<i>Cornus sericea</i>	FACW	9	3 gallon
High-bush Blueberry	<i>Vaccinium corymbosum</i>	FACW	9	3 gallon
Woolgrass	<i>Scirpus cyperinus</i>	OBL	12	1 gallon
Tussock Sedge	<i>Carex stricta</i>	OBL	12	1 gallon
Soft Rush	<i>Juncus effusus</i>	OBL	12	1 gallon
Sensitive Fern	<i>Onoclea sensibilis</i>	FACW	12	1 gallon
Joe Pye Weed	<i>Eutrochium maculatum</i>	OBL	12	1 gallon
Swamp Milkweed	<i>Asclepias incarnata</i>	OBL	12	1 gallon
Water Iris	<i>Iris versicolor</i>	OBL	12	1 gallon
Boneset	<i>Eupatorium perfoliatum</i>	FACW	12	1 gallon
Custom Wetland Seed Mix**			5 lbs	

Buffer Zone Restoration

Common Name	Botanical Name	Wetland Indicator Status	Proposed Number	Proposed Size
Red Oak	<i>Quercus rubra</i>	FACU	3	1.5" cal
American Beech	<i>Fagus grandifolia</i>	FACU	3	1.5" cal
Shagbark Hickory	<i>Carya ovata</i>	FACU	3	1.5" cal
Witch Hazel	<i>Hamamelis virginiana</i>	FACU	25	3 gallon
Little Bluestem	<i>Schizachyrium scoparium</i>	FACU	50	1 gallon
Lowbush Blueberry	<i>Vaccinium angustifolium</i>	FACU	50	1 gallon
Sensitive Fern	<i>Onoclea sensibilis</i>	FACW	12	1 gallon
Joe Pye Weed	<i>Eutrochium maculatum</i>	OBL	12	1 gallon
Cortliss Shady Seed Mix or Equal			10 lbs	

* Custom Upland Seed Mix includes: Indian grass (UPL), switchgrass (FAC), upland bentgrass (FACU), ticklegrass (FAC), little bluestem (FACU-), big bluestem (FAC), and sand dropseed (UPL).

** Custom Wetland Seed Mix includes: soft rush (OBL), sensitive fern (FACW), riverbank wildrye (FACW), rough bentgrass (FAC), fowl bluegrass (FACW), Virginia wildrye (FACW-).

c. **Discuss the existence of rare or endangered plant, wildlife or fish species in the project area.**

Review of the MassDEP GIS on line mapping program documents that no rare and endangered species habitat is known to be present at the property (See Figure attached). Additionally, we reviewed the potential and certified vernal pool data layers and none were reported to be present on or near the property. Accordingly, we conclude that the site is not occupied by rare and endangered species habitat.

According to the 2008 Natural Heritage & Endangered Species Program (NHESP) map (Attached, Figure 5), the project area is not located within priority habitat for any rare species. The project location (57 Perkins Row) is approximately 350 feet away from the closest priority habitat of rare species. Additionally, the project location is over 950 feet from the nearest potential vernal pool and 1900 feet from the nearest certified vernal pool.

Man-Made Environment

1. Land use

- a. According to the Topsfield Community Development Plan prepared in 2004, Topsfield's housing stock is largely dominated by older homes. Approximately 41% of the housing inventory of 2,144 homes was constructed prior to 1959, 41% between 1960-1979 and the balance constructed between 1980-2004 when the report was written. The study identified that homeownership in Topsfield is dominated by 2 major demographic groups. 52.4% of the homeowners in Topsfield are between the ages of 25-44 most likely to have school children. 57.5% of homeowners are over the age of 55 and typically do not have children. [*See Topsfield Community Development Plan: 2004*].

In reviewing the Annual Reports from 2007-2014 (2005 and 2006 were not available), the Town of Topsfield has undergone minimal growth in Single-Family Home construction over the past 8 years. The major development projects over that time have included English Commons and New Meadows, both age-restricted (AR) developments resulting in the construction of 76 age-restricted dwelling units. New construction (NC) of single-family homes has been limited to 1 subdivision (Hickory) and a handful of ANR lots/small subdivisions totaling 43 new single-family building lots. This represents a ratio of nearly 2 AR dwellings to 1 NC dwelling serving the 2 majority age demographics in the community. This split should be closer to 1 AR dwelling to 1 NC dwelling based on the current age demographic of Topsfield.

These findings suggest that more new construction of single-family dwellings is needed in Topsfield to (a) serve the primary age demographic residing in town; and (b) provide new construction housing opportunities to offset the aging existing stock of homes. The creation of 5 new house lots will be a positive improvement to the community based on these findings.

- b. The land adjacent to the project is zoned for residential use. There is a developed residential property across Perkins Row and undeveloped, unbuildable open space (Mass Audubon) land to the rear along the Ipswich River. Two (2) developed residential parcels touch the southwest corner of the property however the dwellings on these lots will be buffered by greater than 500 feet of protected natural woodland within the Ipswich River riverfront area. Other wooded land abutting the lot has extensive frontage along Perkins Row.

- c. There are no existing or proposed public or common recreational areas within the subdivision. There will be a 100 foot wide buffer of undisturbed open space along the Ipswich River that will be maintained on the private properties.

2. Density

- a. The proposed subdivision submission illustrates possible dwelling pad locations to demonstrate that construction can comply with all zoning and wetlands setbacks. An individual lot owner or contractor may choose to construct a different footprint than what is shown on the subdivision plans schematically. However, any lot development plan will be reviewed by the Topsfield Board of Health, Conservation Commission and building department prior to construction. The house footprints on the plans were oversized to account for anticipated stormwater impacts from the lots.
- b. The dwelling construction will consist of five single-family two story homes which will be consistent with the architectural style and density of the surrounding neighborhood within the IRA Zoning District. The dwellings will be wood frame construction in accordance with current Massachusetts Building Code Requirements. The proposed houses are anticipated to contain 4-bedrooms with a floor area ranging from 2,800 square feet to 3,800 square feet. Following is a table illustrating the anticipated percentage of ground coverages for the entire 356,838 sf lot:

<u>Category of Coverage</u>	<u>Total Area by Category</u> (SF)	<u>Percent Lot Coverage</u> %
Buildings	9,600	2.8
Appurtenant Structures	23,200	6.5
Pavement	33,100	9.3
Permeable Paver	1,600	0.4
Private Wooded Area	219,338	61.5
Private Developed Yards	70,000	19.5

3. Zoning

- a. The entire lot to be subdivided and surrounding area is located in the Inner Residential & Agricultural Zoning District (IRA). The proposed subdivision is in full conformance with the individual lot dimensional requirements of the IRA District.

4. Architecture

- a. The proposed five lot subdivision will consist of single family homes. Construction will be wood frame and will comply with all dimensional requirements of the IRA District. Houses will be similar in nature to the existing surrounding structures. They will be constructed on each lot to minimize the loss of existing trees and will blend into the surrounding topography and vegetation.
- b. Each house will be less than or equal to the maximum allowed 2.5 stories and 35 ft. height. They will be situated on the lots to fit into the surrounding area to be less obtrusive while providing an attractive view of the immediate vicinity.

- c. The house locations will blend in with the existing nearby homes and have minimal visual impact on the surroundings and will not interfere with natural views. This is due to the largely to the significant amount of open space and buffer areas designed into the project which is in keeping with the nature of the abutting properties, providing a natural buffer to the project.
- d. As mentioned above, the five houses will be wood framed structures and there will be no common areas within the subdivision to be utilized by all property owners. Each home will have its own internal laundry facility which is consistent with subdivisions throughout the community. Trash and re-cycled materials will be picked up by the municipal trash collection and recycling service at each home following the regular trash and re-cycle pick up schedule for this zone. Since each home will be on an individual on-site subsurface sewage disposal system, garbage disposals will not be installed.

5. Historic Buildings, Historical Sites and Archeological Sites

- a. There are no historic buildings or sites on or adjacent to the project.

Public Facilities

1. Water supply, flow, pressure and distribution

- a. The site currently contains a single-family residence with domestic potable water provided by a single on-site well. The proposed five lot subdivision will result in the extension of the public water main approximately 850 feet down Perkins Row to provide public water to the development. This will serve as a benefit to the neighbors on Perkins Row who will be able to connect to the public water supply in the future if so desired. The extension will also narrow the gap between the ends of the water main on Perkins Row by approximately 33% and will save the town an estimated \$150,000 in water infrastructure costs. As mentioned above in section 2a,, groundwater varies between 24 to 38 inches in the North end of the lot and 40 to 60 inches in the South end. The drainage system has been designed to recharge clean roof runoff by way of five dry wells and by way of the pervious pavement block retention pond to the groundwater aquifer. The total recharge to the aquifer is 1,732 cf. which exceeds the Town and DEP's required 980 cf.
- b. The peak water demand for each home based on Title 5 requirements is 110 gpd per bedroom for a total of 440 gpd per household. Throughout Massachusetts, and specifically Topsfield, the average daily demand is actually about 55 gpd per bedroom or 220 gpd per household per day. The water usage will be offset by fees paid to the Town and will also be required to comply with water use restrictions as posted by the Water Division. The new water main will provide fire protection for the development as well as 2 new hydrants on Perkins Row which will improve fire safety for the existing residences. The Water Department estimates that a total of 800 Gallons Per Minute in fire flow will be available for the project immediately and this could increase up to 1,300 GPM once the loop on Perkins Row is eventually completed by the Town in the future. The Insurance Safety Organization (ISO) recommends that for dwellings spaced more than 30 feet apart, the minimum safe fire flow should be 500 GPM. This will be exceeded based on the Topsfield Water Department's estimates.

2. Sanitary sewerage connection, distribution and facilities

- a. The proposed subdivision will generate domestic household sewage as defined by the State Sanitary code, Title 5 with the quantity defined in 1b above. It anticipated that each dwelling

will generate 440 GPD in design wastewater flow. There will be no generation of hazardous or noxious waste or contaminated materials.

- b. Each home will be fitted with an on-site subsurface sewage disposal system in full compliance with DEP Title 5 and the Town of Topsfield sanitary installation requirements as approved by the Board of Health. Soil testing on-site confirms that the five individual lots can each support individual systems.

3. Storm Drain Facilities

- a. The drainage design of the proposed subdivision does not require connection to the Town drainage system. All drainage components will be entirely confined to the entire 8.2 acre parcel.

4. Disposition of Stormwater

- a. The proposed drainage design for the subdivision will not create any new storm drain outfalls. Presently, all of the runoff from the site either sheet flows towards the Ipswich River or offsite wetlands, or drains under the driveway from the wetland in the center of the property. The proposed design will match this condition and improve upon the water quality, groundwater recharge and mitigation of peak runoff from the property.
- b. The proposed outfall will have no deleterious impact on the receiving waters of the Commonwealth of Massachusetts. The proposed development will not increase the rate of runoff for any storm event. There are no proposed stormwater conveyance systems that discharge untreated stormwater directly to the on-site wetlands or to the waters of the Commonwealth. The proposed stormwater management system has been designed to remove at least 80% of the average annual post-construction load of Total Suspended Solids (TSS) utilizing hooded catch basins with deep sumps, permeable pavers and a constructed Pocket Wetland with sediment forebay. The deep sumps and outlet tees (hoods) within the catch basins will provide 25% pretreatment prior to discharge to the sediment forebay/Pocket Wetland which provides 80% removal. The permeable pavers will also provide at least 80% TSS removal prior to overflowing into the aforementioned Pocket Wetland. The stormwater system will provide a total of 85% TSS removal. Refer to the Drainage Report and Stormwater Management Plan for additional detail on the stormwater system design.
- c. The project will result in a reduction in post-development rates of runoff following the Mass DEP Stormwater Management Handbook and Topsfield Stormwater Bylaw.

5. Refuse Disposal

- a. As a residential subdivision there should be no unusual generation of solid waste refuse.
- b. Each household will have the option of subscribing to the Topsfield "Pay as you go" program which is operated by JRM. Trash pickup stickers can be purchased by the homeowners at local stores. Metal and white goods have specific pickup dates during the year. Computers, TV's and waste oils/fluids must be delivered by residents to the Boxford Drop-Off Recycling Center.

6. Traffic facilities

- a. The proposed roadway, which intersects with Perkins Row is an approximate 575 ft. long dead end street (measured from the Right of Way to the Center of the Cul-De-Sac) with a 55 FT radius paved cul-de-sac. The proposed roadway pavement width is 24 FT which is 2 FT less

than the Town standard for a minor road. Perkins Row has a narrow pavement width of just 18 to 20 feet wide in the vicinity of the proposed road. The roadway has been designed for a 155 foot vertical site distance which translates to a 25 MPH design speed. A waiver will also be requested to reduce the sight distance from the required 200 feet which is equivalent to a 30 MPH design speed. The roadway width and design speed reduction waivers were endorsed by the Topsfield DPW Superintendent in an email dated June 2, 2015.

The addition of five single-family dwellings will not result in a measureable impact on existing traffic on Perkins Row. The peak traffic will be expected in the AM and PM commuter times during the weekday and the Saturday Mid-day peak which is typical for residential use.

Sight distance was evaluated at the proposed intersection with Perkins Row. The intersection is situated on a relatively straight road section between two curves. The site distance looking to the West is 310 FT while looking to the East is 270 Ft. The American Association of State Highway and Transportation Officials (AASHTO), the accepted policy for roadway design, equates between a 35 to 40 MPH design speed for sight distances between 250 and 305 feet. Vehicles will circulate through the roadway which was designed to accommodate the largest of Topsfield's Fire Trucks.

- b. The proposed subdivision layout calls for the construction of a 5 FT sidewalk on the West side of the roadway and terminating at the cul-de-sac. This design was discussed with the Planning Board during the preliminary subdivision meetings.
- c. Each proposed house will have at least a 2 car garage with additional stacking in front of each bay for a minimum of 4 spaces on each house lot. In keeping with typical subdivision roads in Topsfield, on street parking will not be restricted. The cul-de-sac has been designed in accordance with the subdivision regulations to accommodate the Topsfield Fire Apparatus turnaround with parked vehicles on the shoulder.

7. Electric Power

- a. The electrical energy utilized at 57 Perkins Row is currently for a single family residence. The proposed definitive subdivision will result in five single family residences and require roughly five times the current energy demand. The Town of Topsfield does not have a municipal electric department. As such each home owner contracts with National Grid to supply their electrical power needs.
- b. Electrical service to the existing house is currently supplied by an overhead wire from a pole on the North side of Perkins Row. The proposed subdivision will connect to the service in Perkins Row. . Service will be provided to the five new homes by underground cable through a conduit in the road ROW. All energy connections will be coordinated with the power company and town departments.

8. Gas

- a. There is no natural gas in the immediate vicinity of the proposed subdivision and none is proposed to be extended down Perkins Row.
- b. Individual homeowners may choose oil or propane for their heating supply.
- c. Fuel oil or propane will be delivered by private licensed haulers.

Community Service

1. Schools

- a. The proposed subdivision will create five new single-family homes which will result in a significant increase in tax revenue to the Town. This increased revenue will offset the cost of potential new school children. According to Topsfield's 2014 Annual Report, 51% of the Annual Budget is appropriated to Education. The current assessed value of 57 Perkins Row is \$501,300 and the 2015 tax rate was \$16.45 per \$1,000 resulting in tax revenue of \$8,246.39. Projecting this over 5 years at a flat inflation, the existing property will generate approximately \$41,500 in real estate tax revenue. Accordingly, this translates to \$20,750 in potential tax revenue for the school system.

The anticipated average value of each of the five single family residences is anticipated to be \$800,000. Applying the 2015 residential tax rate, the total real estate tax revenue from each home will be \$13,160; for the proposed five homes the annual real estate tax revenue is anticipated to be \$65,800 which is an increase of \$57,550 annually. Over a 5-year projection, assuming no inflation, the project will generate \$329,000 in annual real estate tax revenue for the Town and \$164,500 appropriated to the school budget. This is a 5-year increase of \$143,750.

- b. The Steward Elementary School is located at 261 Perkins Row, 1.9 miles to the East of 57 Perkins Row. The Proctor Elementary School is located at 60 Main Street approximately 1.7 miles to the west. Masconomet Regional High School is located at 20 Endicott Road in Boxford, approximately 3.6 miles to the west.

2. Recreation

- a. There are no active or passive recreational facilities on the existing lot and none are planned for the proposed subdivision.
- b. There are no bikeways or bridal paths on the existing lot, and none are planned for the proposed subdivision.

3. Police

- a. Based on the estimated housing unit inventory in Topsfield (2,260 units) and population (6,714), Topsfield averages approximately 3 residents per dwelling unit. The project will result in 12 additional residents for a total of 15 residing in the new neighborhood. The residents living in this single family neighborhood do not typically burden emergency services, whereas an age restricted project generally will require more attention by emergency services.
- b. Topsfield presently has approximately 5,800 cars registered within the community. This represents 0.86 vehicles per resident or approximately 13 registered vehicles within the development. Each lot will contain a minimum of 4 parking spaces which is more than adequate to accommodate the projected vehicles for the neighborhood.

4. Fire

- a. The proposed subdivision calls for the construction of 5 single family residences with attached garages. These will all be wood frame structures. Individual homeowners may install accessory structures customarily used in conjunction with a single family home, such as a shed. The possible number of structures constructed throughout the proposed subdivision may be between 5 and 15.
- b. As discussed above, the project will result in the extension of the Perkins Row water main into the development. Two new hydrants will be added to Perkins Row and an additional hydrant at the cul-de-sac terminus of the new road. The water department estimates 800

GPM of fire flow will be available for the development which exceeds the ISO minimum of 500 GPM for single-family, wood frame construction spaced greater than 30 feet apart.

5. Public Works

- a. The proposed subdivision calls for the construction of a 625 FT long dead end minor street, measured from the edge of pavement on Perkins Row to the end of pavement within the a cul-de-sac. This road will be publically maintained upon acceptance at Town Meeting and will receive additional Ch.90 funds from the Commonwealth to assist with the maintenance costs.
- b. The proposed subdivision will entail the construction of 600 linear FT of 12 to 18 inch HDPE drainage pipe, six (6) deep sump hooded catch basins and six (6) drain manholes along with a 36 FT long by 14 FT wide culvert beneath the roadway. The 8" water main on Perkins Row will be extended approximately 850 feet to the subdivision. The subdivision will include approximately 640 linear feet of 8" water main.

Human Considerations

1. Aesthetics and Visual Impact

- a. The project will involve the redevelopment of the existing single family residence site into a subdivision of five single family residences. The use is allowed in the IRA District and is in keeping with the surrounding neighborhood. One (1) dwelling will be constructed to be visible to Perkins Row and will be typical of the neighborhood in size, scale and character. The balance of the 4 lots will be set back off of Perkins Row and not highly visible, if at all, to the surrounding neighborhood from Perkins Row. Two (2) lots will be more than twice the minimum land area required under the Zoning Bylaw; one (1) lot will be 50% larger than the lot area requirement, and two (2) lots will meet the lot area requirement. A waiver has been requested to reduce the roadway width to 24 feet. This will better match the narrow (18-20 foot) width of Perkins Row.
- b. The primary resource area serving the public is the Ipswich River to the rear of the parcel. A minimum 100 foot wide buffer will be preserved along the river. While this land will be on private property, it will serve as a visual buffer to the public using the Ipswich River. This buffer will also screen two (2) residences which will be situated approximately 500 feet from the nearest dwelling proposed in the development. The residence to the east does not directly abut this property and is separated by at least 200' of protected wetland buffer, another natural screen. The proposed road aligns with a driveway across Perkins Row which is ideal for vehicle safety. The existing dwelling is also offset from the driveway and will not be subjected to any headlight glare from the proposed road. The road is also angled slightly away from the adjacent dwelling so that vehicles point away from the dwelling when entering the Perkins Row layout.

2. Parks, forests and recreational areas.

- a. There are no potential public amenities associated with this project due to its small size. An open space development is not allowed for a parcel less than 10 acres in size. However, as noted, the project will preserve a 100 foot buffer to the Ipswich River which is publicly used for fishing and recreation and over 85% of the site will remain wooded or landscaped open space.
- b. The project will not impact recreational opportunities in the area and will preserve the natural buffer to the Ipswich River.

3. Public Health

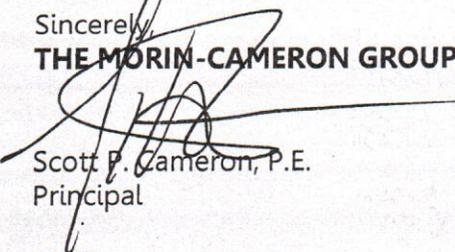
- a. The project has been designed to blend in with the surrounding topography and setting. All design components have been designed to minimize negative impacts to the public health by fully complying with applicable wastewater, stormwater and erosion control regulations. Water quality at design outfalls will be better than under existing conditions due to the significant improvement in TSS removal. Recharge of water to ground water has been provided to maintain the quantity and quality of the existing groundwater. Peak discharges have been attenuated to match or be less than existing conditions for all storm events. There will be no negative impact to either air quality or noise levels either during construction or when the project is fully completed.

The proposed subdivision of 57 Perkins Row, as defined above, is in compliance with the Town of Topsfield Regulations with only a few waivers requested to allow design flexibility in conforming to the existing topography and aesthetics of the neighborhood. These waivers have been discussed with the Planning Board and Department Staff during the Preliminary Subdivision process. The project otherwise complies with the Rules and Regulations Governing the Subdivision of Land, Zoning Bylaw, Wetlands Bylaw, Stormwater Bylaw, the Mass DEP Stormwater Management Guidelines, the Commonwealth of Massachusetts Stream Crossing Guidelines and the EPA National Pollutant Discharge Elimination System Permit Program.

If you have any questions or comments or require further information or clarification, please contact our office at (978) 887-8586.

Sincerely,

THE MORIN-CAMERON GROUP, INC.

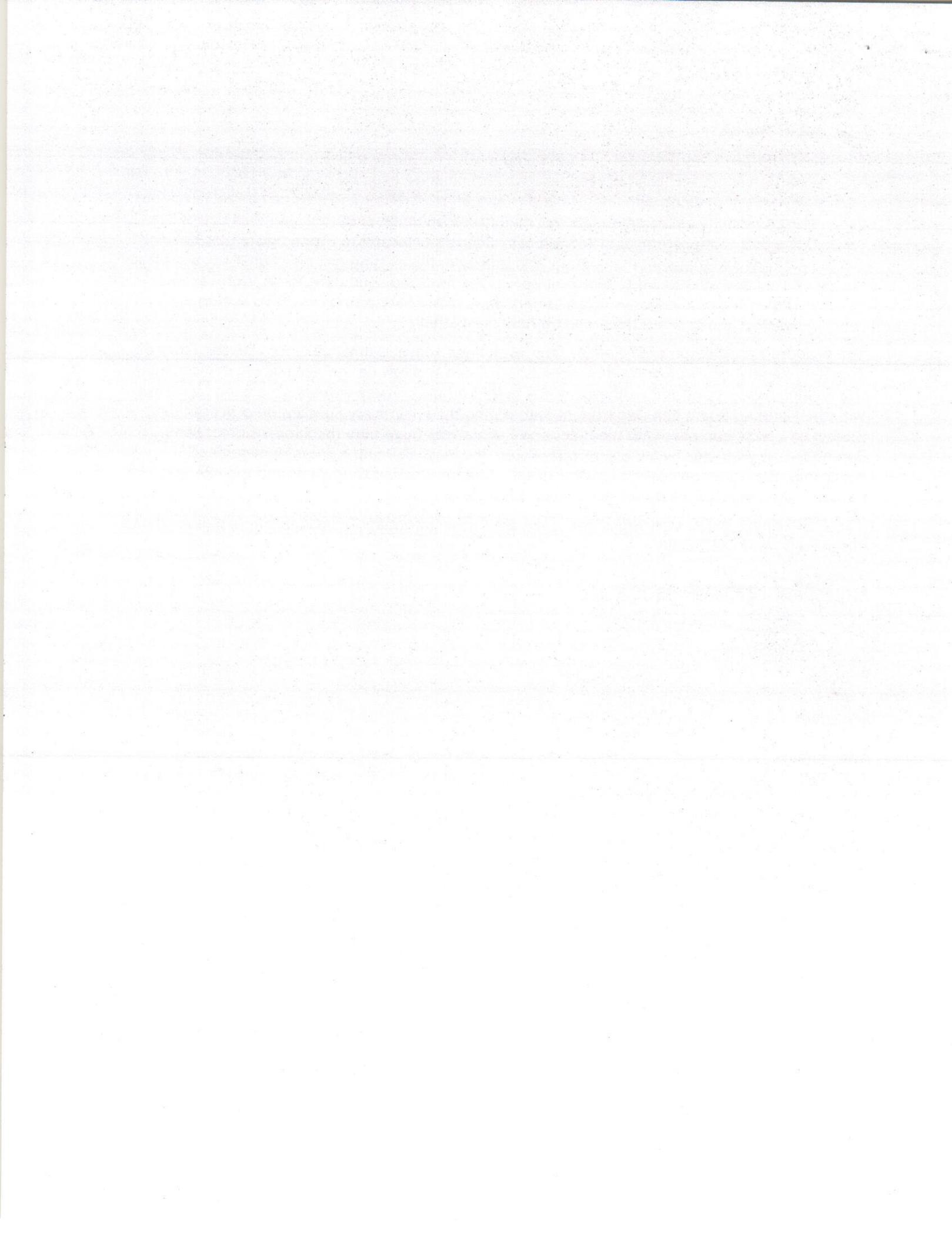


Scott P. Cameron, P.E.
Principal

SPC/kmm

Attachments

Cc: New Meadows Development, LLC
Atty. N. McCann
Derosa Environmental Consulting, LLC



==== *Supporting Documents*

Report Checklist

CHECKLIST FOR REVIEW OF ENVIRONMENTAL IMPACT STATEMENT

The Environmental Impact Statement shall clearly show the relation of the proposed subdivision to the total environment of the Town and its inhabitants. The project's effects on the following items should be sufficiently evaluated in the statement to enable the Planning Board to determine the project's total probably impact on the environment.

COMPLETE

Natural Environment

1. Air

a. Possible sources and duration of odors, smoke, and dust

✓

b. Precautions to prevent odors, smoke, and dust

✓

c. Location of project with regard to nearby residences, businesses, recreation areas, and prevailing wind patterns

✓

d. Burning brush and trees during site preparation subject to appropriate state and local permits

✓

e. Incineration effects

✓

2. Land

a. Current use

✓

b. Topography

✓

c. Geologic formations and soils

✓

d. Subsurface soil and water conditions

✓

		<u>COMPLETE</u>
	e. Procedures and findings of percolation tests	<u>✓</u>
	f. Type and amount of land permanently affected	<u>✓</u>
	g. Proposed grading	<u>✓</u>
	h. Location and extent of wetlands, marshes, seasonal wet areas	<u>✓</u>
	I. Proposed alterations to marshes, shorelines, wetlands, and seasonal wet areas	<u>✓</u>
3.	Water	
	a. Conformance to water quality standards	<u>✓</u>
	b. Soil erosion and methods of control	<u>✓</u>
	c. Sedimentation and filtration and methods of control	<u>✓</u>
	d. Increased pollution or turbidity levels within receiving waterway	<u>✓</u>
	e. Precautions to minimize stream pollution	<u>✓</u>
	f. Aquatic biota and habitats	<u>✓</u>
	g. Groundwater quality and supply	<u>✓</u>
	h. Efforts to recharge groundwater	<u>✓</u>
	i. Increased incidents of flooding	<u>✓</u>
	j. Effect of proposed sewage disposal methods	<u>✓</u>
4.	Energy	
	a. Types required	<u>✓</u>
	b. Increased demands	<u>✓</u>
	c. Sources	<u>✓</u>

COMPLETE

5. Noise

a. Time, duration and types

✓

b. Effects on humans and wildlife

✓

c. Controls

✓

6. Local Flora and Fauna

a. Indigenous wildlife

✓

b. Stream bank cover

✓

c. Vegetal or wooded growth

✓

d. Proposed vegetal cover

✓

e. Rare or endangered species

✓

Man-Made Environment

1. Land Uses

a. Consistency with growth trends of area and Town

✓

b. Adjacent land uses

✓

c. Common area

✓

d. Proximity to transportation, shopping, educational facilities

✓

e. Recreational facilities and open spaces

✓

2. Density

a. Number of buildings by type, size (number of bedrooms, floor area)

✓

b. Ground coverage

✓

COMPLETE

- c. Percentage of site covered by buildings, parking, paved areas, open space ✓
- 3. Zoning
 - a. Project area ✓
 - b. Adjacent areas ✓
- 4. Architecture
 - a. Architectural techniques to blend structure with surrounding areas ✓
 - b. Heights of structures in relation to surrounding area ✓
 - c. Interference with natural views ✓
 - d. Type of construction, building materials ✓
 - e. Location and type of service facilities ✓
- 5. Historic Buildings or Sites
 - a. On or adjacent to project site

Public Facilities

- 1. Water supply, flow, pressure, and distribution
 - a. Groundwater and surface water supplies ✓
 - b. Demands for consumption and fire protection ✓
- 2. Sanitary sewerage connection, distribution, and facilities
 - a. Quantity ✓
 - b. Quality or type ✓
 - c. Treatment ✓

COMPLETE

- 3. Storm drainage facilities
 - a. Connection to Town system ✓

- 4. Disposition of stormwater
 - a. Location of outfall ✓
 - b. Effect on receiving water ✓
 - c. Quantity ✓

- 5. Refuse disposal
 - a. Quantity ✓
 - b. Types of refuse ✓
 - c. Methods of disposal ✓

- 6. Traffic facilities
 - a. Vehicular circulation patterns ✓
 - b. Number of vehicles ✓
 - c. Types of vehicles ✓
 - d. Pedestrian circulation pattern ✓
 - e. Location and number of parking spaces ✓

- 7. Electric power
 - a. Demand ✓
 - b. Source ✓
 - c. Method of supplying area ✓

- 8. Gas
 - a. Demand ✓
 - b. Uses ✓

COMPLETE

- c. Source
- d. Method of supplying area

Community Services

- 1. Schools
 - a. Number of children
 - b. Ages of children
 - c. Location of nearest existing schools
- 2. Recreation
 - a. Location and types of existing available facilities
 - b. Age groups participating
 - c. Availability to all Topsfield residents
 - d. Location and width of pedestrian ways, bikeways or bridle paths
- 3. Police
 - a. Total population projected
 - b. Estimated number of automobiles
- 4. Fire
 - a. Number of buildings
 - b. Types and construction of buildings
 - c. Source of water for fire protection
- 5. Public works
 - a. Linear feet of roadway for maintenance and snow removal

- b. Linear feet of street drain and culverts for maintenance
- c. Linear feet of sanitary sewerage for maintenance
- d. Linear feet of water lines for maintenance

Human Considerations

- 1. Aesthetics and visual impact
 - a. Change in present character of area
 - b. Measures to minimize effects of project, i.e., architecture, buffers, etc.
- 2. Parks, forests, and recreational areas
 - a. Removal of parks, forests, or recreational areas from public use
- 3. Public health

57 PERKINS ROW

Location 57 PERKINS ROW

Assessment \$501,300

Mblu 58/ 25/ //

PID 2006

Acct#

Building Count 1

Current Value

Assessment			
Valuation Year	Improvements	Land	Total
2015	\$151,400	\$349,900	\$501,300

Owner of Record

Sale Price \$0

Certificate

Book & Page DOC107106

Sale Date 09/03/1963

Ownership History

Ownership History			
Sale Price	Certificate	Book & Page	Sale Date
\$0		DOC107106	09/03/1963

Building Information

Building 1 : Section 1

Year Built: 1952
Living Area: 1538
Replacement Cost: \$231,136
Building Percent Good: 65
Replacement Cost Less Depreciation: \$150,200

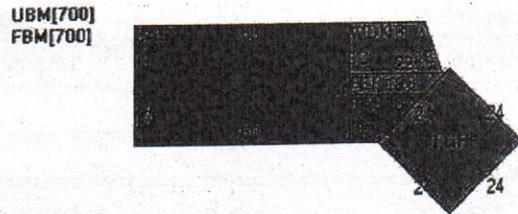
Building Attributes	
Field	Description
Style	Ranch
Model	Residential
Grade:	Average +10
Stories:	1 Story
Occupancy	1
Exterior Wall 1	Wood on Sheath
Exterior Wall 2	Clapboard
Roof Structure:	Gable/Hip
Roof Cover	Asph/F GlS/Cmp
Interior Wall 1	Plastered
Interior Wall 2	
Interior Flr 1	Hardwood
Interior Flr 2	
Heat Fuel	Oil
Heat Type:	Forced Air-Duc
AC Type:	Central
Total Bedrooms:	4 Bedrooms
Total Bthrms:	2
Total Half Baths:	0
Total Xtra Fixtrs:	
Total Rooms:	9
Bath Style:	Average
Kitchen Style:	Average

Building Photo



(http://images.vgsi.com/photos/TopsfieldMAPhotos//\00\00\22\59.jpg)

Building Layout



Building Sub-Areas			Legend	
Code	Description	Gross Area	Living Area	
BAS	First Floor	1538	1538	
FBM	Basement, Finished	700	0	
FEP	Porch, Enclosed, Finished	102	0	
FGR	Garage, Finished	578	0	
UBM	Basement, Unfinished	700	0	
WDK	Deck, Wood	240	0	
		3858	1538	

Extra Features

Extra Features				Legend
Code	Description	Size	Value	Bldg #
FPL	FIREPLACE	1 UNITS	\$1,000	1

Land

Land Use

Use Code 1010
 Description Single Fam
 Zone IRA
 Neighborhood
 Alt Land Appr No
 Category

Land Line Valuation

Size (Acres) 8.1
 Frontage 0
 Depth 0
 Assessed Value \$349,900

Outbuildings

Outbuildings						Legend
Code	Description	Sub Code	Sub Description	Size	Value	Bldg #
SHD5	SHED			1	\$200	1

Valuation History

Assessment			
Valuation Year	Improvements	Land	Total
2015	\$151,400	\$349,900	\$501,300
2014	\$140,400	\$339,400	\$479,800
2013	\$142,900	\$354,100	\$497,000

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Members:

- Lynn A. Conant, Chairman
- Eldon D. Goodhue, MAA, Clerk
- John W. Minnehan, Member

Description:

The Board of Assessors consists of three members elected for three-year overlapping terms.

Assessor's Office

Staff:

Pauline Evans; Principal Assessor

Katherine Jackson; Assistant to Principal Assessor

Contact Information:

- Town Hall, 8 West Common Street, Topsfield, MA 01983
- 978-887-1514
- assessor@topsfield-ma.gov

Hours:

- Monday - Thursday 8:00am to 4:00pm
- Friday 8:00am to 12:00 noon

The Board of Assessors determines the valuation of all real and personal property as of January 1st each year for the purposes of taxation and in compliance with the General Laws of the Commonwealth. Valuations are generally based on the preceding calendar year's sales. The assessment date is for the fiscal year commencing July 1st and ending June 30th of the following year. If an owner is dissatisfied with his or her assessment, he or she may appeal to the Board of Assessors. If still aggrieved, an appeal may be made to the State Appellate Tax Board.

Fiscal Year 2015 Single Tax Rate \$16.45

Fiscal 2015 filing deadline is February 2, 2015 at 4:00PM.

Applications for abatement of real and personal property tax must be received in the Assessors' Office on or before February 2, 2015 at 4PM; or mailed by United States Mail, first class postage prepaid, to the proper address of the assessors on or before the filing deadline as shown by a postmark made by the United States Postal Service.

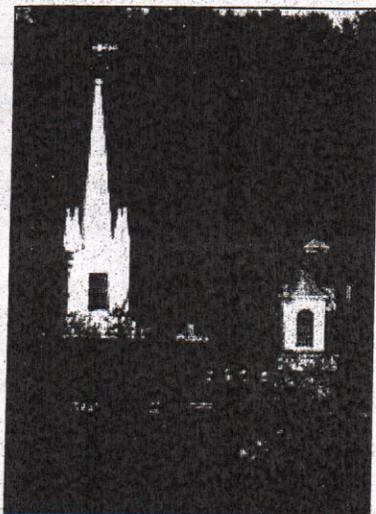
The Board of Assessors is responsible for granting statutory exemptions and tax deferrals on an annual basis to those who qualify. Major exemption groups include surviving spouses or minor children, seniors, certain veterans and individuals certified as blind. Brochures explaining qualifications and applications are available upon request or can be obtained from the links below. The filing period is the three months after the actual (not preliminary) tax bills are mailed for the fiscal year.

The motor vehicle excise tax is administered through the Assessor's Office. The Registry of Motor Vehicles issues the bills. Revenue received from the motor vehicle excise tax is used to reduce the property tax in every community. Adjustments are made to the bill when a car is sold, traded or junked; or vehicle is registered in another state and plates are cancelled or transferred to another vehicle.

Applications for abatements and exemptions, information concerning valuations, copies of property record cards and town maps are available in the Assessor's office. Applications will be mailed upon request. Additional information and applications are available from the links below:

- [Change of Address](#)
- [Chapter Land](#)
- [Charitable Organizations](#)
- [Exemptions and Tax Deferrals](#)
- [Motor Vehicle Excise Tax](#)
- [Personal Property Tax](#)
- [Real Estate Tax](#)

==== *Community Growth 2004-*
2014



Topsfield
Community
Development Plan:
2004



with tight supply. Table 4 shows the distribution of Topsfield's housing supply by tenure and occupancy in 2000.

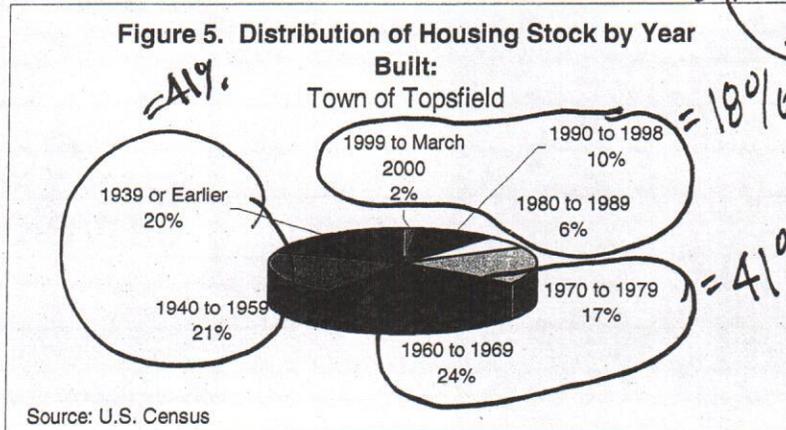
Dwelling Units by Occupancy	Total Units	% of Total
Owner-Occupied	1,865	87.0%
Renter-Occupied	234	10.9%
Vacant Units	45	2.1%
Vacant Units for Seasonal	18	0.8%
Total	2,144	100.0%
Homeowner Vacancy Rate	0.4%	
Renter Vacancy Rate	1.7%	

Source: U.S. Census Bureau

• ANR'S. 2007-2014 = 19
 • SUBDIVISION = 24 (MCKOBY)
 • AGE RESTRICT = 76
 • ASSUME ± UNITS 2005 - 2006 (NO DATA)

Age of Housing Stock

According to information provided by Census respondents, about 41% of the town's housing supply was constructed before 1959, compared to about 18% constructed over the past twenty years. As shown in Figure 5, the number of housing units constructed each decade between the 1960s and 1980s has steadily declined. Construction activity in the 1990s rebounded slightly as compared to the 1980s.



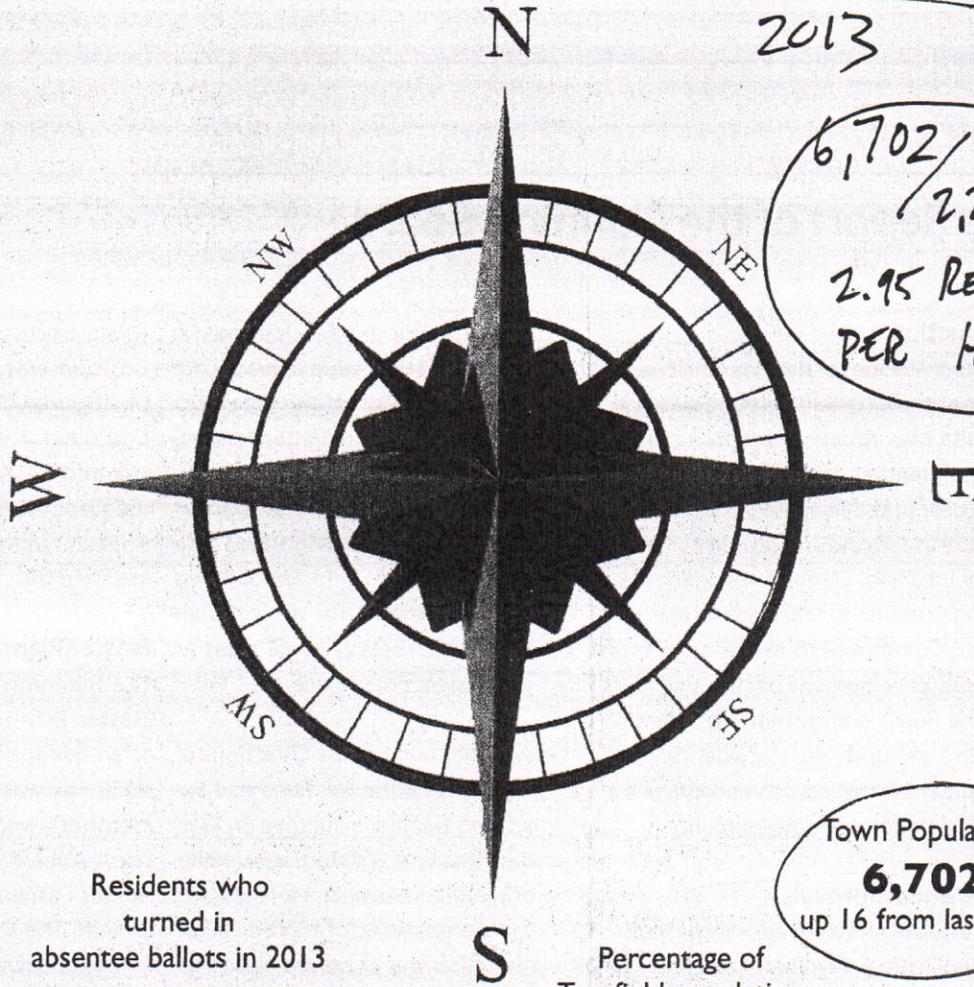
2,144 + 124 = 2,268 ± UNITS 2015

It should be noted that this age distribution is based upon information provided by respondents and may not always be accurate. For example, the number of units reported as being constructed between 1990 and 2000 in Figure 5 (245), greatly exceeds the total increase in the town's housing supply from 1990 to 2000 (177) as reported in Table 5.

Change in Housing Supply

Comparative data showing changes in the local and regional (Essex County) housing supply between 1990 and 2000 are presented in Table 5. Highlights of that table indicate the following:

POPULATION
2013



$6,702 / 2,268 =$
2.95 RESIDENTS
PER HOUSE

Town Population
6,702
up 16 from last year

Residents who
turned in
absentee ballots in 2013
120

Percentage of
Topsfield population
over 65
15.4

Dog licenses
issued
1,069

Registered as
Green Rainbow Party
1

Registered
Independent
voters
2,737

Number of
deaths
69

Baby Girls
born in 2013
23

Baby Boys
born in 2013
18

Acres mowed
by the Park & Cemetery
staff per week in summer
450

Trees removed as
safety hazard
30

Most popular name of Topsfield babies
in 2013 –
Joshua & Abigail

Stop Signs
in Topsfield
80

Tons of road salt used
in 2013
1,800

Number of students
enrolled K-6
563

Number of truckloads of snow
removed from sidewalks
50

Average class size of 6th
grade at Proctor
19

The Report of the Planning Board

Introduction

The responsibilities of the Planning Board include approval of ANR lots and subdivisions, site plan review of proposed projects, the granting of special permits for certain uses of property, and planning for the future use of land and resources in the Town of Topsfield. During Fiscal 2007, the Planning Board re-constituted the Master Planning Committee to revise goals for the future development of the community. The Board concentrated its efforts in revising and updating the Open Space Development Plan Bylaw to encourage a more efficient form of development.

Permits and Approvals

- Two ANR lots were approved. Both applications involved a change in a lot line between two abutting properties.

Under the Family Accessory Apartment Bylaw, special permits were granted for a family accessory apartments at 31 North Street and 50 Bare Hill Road.

- One Definitive Plan for a two-lot subdivision on Gail Street was submitted and the Board completed the review process for "Antonia Way". The Board approved the subdivision with conditions and also issued a Storm Water Management permit for the development.

- The Tri-partite Agreement for surety and the Schedule of Values for the 24 lot open space subdivision

known as "Hickory Beech" located at 120 High Street were approved for the construction of the infrastructure inclusive of grading and paving of roadways, curbing, storm drains, underground utilities, and water service. The Planning Board also approved the Open Space Deed with easements for the subdivision, which sets aside 36 acres as permanent open space.

- A modification to the Conditions of Approval for the Fox Run Road Extension Definitive Subdivision Plan dated March 9, 2005 for the recording of a restrictive covenant for the open space area instead of a conservation restriction was approved as well as approving the release of Lot 2A from the said conditions. The Board signed a new Release for Lot 2A.

Members and Liaisons

Janice Ablon and Gregor Smith were re-elected to the Board in May 2007. Martha Morrison was elected Chair, and Janice Ablon as Clerk. The following liaisons were appointed:

- Janice Ablon – Main Street Foundation, Inc;
- Ian DeBuy Wenniger – Rail Trail Committee;
- Martha Morrison – Storm Water Management Committee;
- Robert Winship – Soil Removal Board, Mapping Committee.

Community Development Coordinator

As part of the Town government re-struc-

turing process, the Land Use Coordinator's position was eliminated and the new position of Community Development Coordinator was created to coordinate the administrative functions for both the Planning Board and Zoning Board of Appeals. In March 2007, Roberta Knight assumed this new position.

Master Planning Committee

The Planning Board appointed a new Master Planning Committee that acts as an advisory committee to the Board. Heidi Fox was designated Chair. Other members were Joe Geller, Rosemarie Lucy, Alice Sheridan, Philip Knowles, Holger Luther, Andy Sims, and Jeanine Cunniff. The Committee used the 2003 Community Development Strategy as its guiding document, and worked throughout the year in reviewing the zoning and economic development needs along the Route 1 corridor centering its attention on the properties at the intersection of Route 1 and Ipswich Road. The Committee did not submit any recommendations for the 2007 Annual Town Meeting, but will continue its efforts during the next fiscal year to make a comprehensive presentation to the Town.

Open Space Development Plan Bylaw

The Planning Board throughout the year worked on proposed revisions to the current Open Space Bylaw and proposed amendments for action at the May 1, 2007 Annual Town Meeting that subsequently approved the various amendments. The proposed amendments to the Bylaw en-

Planning Board

Introduction

The responsibilities of the Planning Board include approval of ANR lots and subdivisions, site plan review of proposed projects, the granting of special permits for certain uses of property, and planning for the future use of land and resources in the Town of Topsfield. During Fiscal 2008, the Planning Board worked with the Master Planning Committee and concentrated its efforts on the creation of a new "mixed use" zone, the Business District Highway North, along Route 1 and revisions to the Table of Uses for all zoning districts. The Board also reviewed two Elderly Housing District senior development proposals submitted for 12 Boston Street and 16 & 30 Wildes Road.

Permits and Approvals

- Three ANR lots were approved that included an application for a change in a lot line between two abutting properties; the division of a lot into a single lot and an un-buildable parcel; and the creation of four un-buildable parcels as portions of subdivision lots in the Town of Danvers.
- Under the Family Accessory Apartment Bylaw, a special permit was granted for a family accessory apartment at 1 Mansion Drive.
- Under the Scenic Road Bylaw, a special permit was issued for the removal and replacement of a portion of a stonewall located at 86 Salem Road.
- Under the Storm Water and Erosion Control Bylaw, a Storm Water Management permit was issued with conditions for the property at 49 Rowley Road.

Members and Liaisons

Robert Winship was re-elected and member Jonathan Young was newly elected to the Board in May 2008. Robert Winship was elected Chairperson, and Janice Ablon as Clerk. The following liaisons were appointed:

- Janice Ablon – Main Street Foundation, Inc.
- Ian DeBuy Wenniger – Soil Removal Board
- Gregor Smith – Rail Trail Committee
- Robert Winship – Mapping Committee
- Jonathan Young – Rail Trail Committee, Storm Water Management Committee

The Board wishes to thank former chairperson Martha Morrison for her time, commitment and service to the Town for the past nine years as a member of the Planning Board.

Master Planning Committee

Master Planning Committee acts as an advisory committee to the Board. Heidi Fox was again designated Chairperson. Other members were Joe Geller, Alice Sheridan, Philip Knowles, Holger Luther, Jeanine Cunniff and Kathleen Carlson. The Committee, based on its review of the current zoning and economic development needs along the Route 1 corridor, recommended to the Planning Board that a new mixed use zoning district be created at the intersection of Route 1 and Ipswich Road for a limited number of non-conforming properties.

Business District Highway North And Other Zoning Revisions

Working with the Master Planning Committee, the Planning Board proposed to the Town several zoning amendments which created the Business District Highway North as a new mixed use district, established

categories of uses for the district, and dimensional and density requirements which brought the majority of the non-conforming lots into conformity with the Zoning Bylaw. The new district that was approved at the 2008 ATM comprises of the following properties: 362, 363, 367, 368, 371, 374, 375 and 376 Boston Street. The Town Meeting also approved other zoning amendments proposed by the Planning Board that included the establishment for the first time a purpose and intent, uses and conditions for the Business District Highway and changed the designation of said district from "commercial" to "mixed use" as well as revised the categories of uses. Minor clarifying amendments were proposed and approved including the establishment of a one-year time frame for the substantial exercise of rights for a finding.

Elderly Housing Development Proposals

The Planning Board after holding two preliminary meetings and conducting two public hearings concerning the creation of two Elderly Housing Districts recommended to Town Meeting zoning amendments for the creation of elderly housing districts for the two proposed senior housing developments.

The English Commons EHD to be developed by C.P. Berry Construction Inc. represented by Alan Berry comprises a 68-acre parcel known as the "Page Estate" located at 12 Boston Street in the southern end of Town. The proposed development would consist of 50 townhouse units located on a 13-acre site within the parcel. The New Meadows

Golf Course EHD to be developed by New Meadows Enterprises LLC represented by Frank Iovanello comprises the 52 acre New Meadows Golf Course located at 16 & 30 Wildes Road in the northern end of Town. The proposed development would consist

+50

7A

Planning Board

Members and Liaisons

Member Ian DeBuy Wenniger was re-elected to the Board in May 2009. Robert Winship was elected Chair, and Janice Ablon as Clerk. The following liaisons were appointed:

- Janice Ablon – *Main Street Foundation, Inc.*
- Ian DeBuy Wenniger – *Soil Removal Board*
- Gregor Smith – *Rail Trail Committee*
- Robert Winship – *Mapping Committee*
- Jonathan Young – *Rail Trail Committee, Storm Water Management Committee*

Introduction

The responsibilities of the Planning Board include approval of ANR lots and subdivisions, site plan review of proposed projects, the granting of special permits for certain uses of property, and planning for the future use of land and resources in the Town of Topsfield. During Fiscal 2009, the Planning Board concentrated its efforts on the creations of five use categories for the definition of "Restaurant" and the parking requirements for these use categories within the permitted districts. The Board also made revisions to the Topsfield Planning Board Rules And Regulations Governing The Subdivision of Land In The Town Of Topsfield relative to submittal distributions requirements and formats. The Board extensively reviewed through the public hearing process the applications for the two Elderly Housing District senior development projects: English Commons located at 12 Boston Street, and New Meadows located at 16 & 30 Wildes Road.

Permits and Approvals

• Five ANR lot applications were approved that included: an application for a change in a lot line between two abutting properties for a side setback; three applications for the division of a single lot into two lots; an application to divide a single lot into four lots; and an application to create the 10.2 acre parcel for the New Meadows senior development within the golf course.

• Under the Family Accessory Apartment By-law, a special permit was granted for a family accessory apartment at 11 Rowley Bridge Road.

• Under the Scenic Road By-law, special permits were issued for the removal and replacement of a stone wall located at 94 South Main Street Road; the temporary removal and replacement of a portion of a stone wall at 72 Hill Street; the removal and creation of a 30 foot permanent opening at 37 River Road along the South Main Street frontage; the removal of trees and the restoration of the stone wall along a portion of South Main Street by the Main Street Foundation Inc. as part of the Walking Path Project.

Zoning Amendments & Revisions to Rules & Regulations: The Planning Board proposed to the Town several zoning amendments. The first was designed to clarify the Definitions used in Article I to define the terms in the Table of Uses and elsewhere in the Zoning Bylaw. It added new definitions for "Building Area" and "Catering"; amended definitions for "Drive-in/Drive-through Eating Establishment" and "Drive-in/Drive-through Establishment"; and further, amended the definition of "Restaurant" into five use categories: A. Restaurant, Full Service; B. Restaurant, Limited Service; C. Restaurant, Formula Fast Food; D. Restaurant, Snack and Non-Alcoholic Beverage; E. Retail Specialty Foods to more specifically define this use for all districts within the Town.

The Board also addressed the parking regulations for restaurants by making provisions for parking for the five new restaurant categories. Parking requirements would become less restrictive in the Business District Village where parking is more readily accessible. Since the majority of the lots within the other commercial districts are located on Route 1, sufficient parking must be provided within the respective lot areas. Consequently, parking requirements would become more restrictive in those districts.

Planning Board

Introduction

The responsibilities of the Planning Board include approval of ANR lots and subdivisions, site plan review of proposed projects, the granting of special permits for certain uses of property, and planning for the future use of land and resources in the Town of Topsfield. During Fiscal 2010, the Planning Board concentrated its efforts on amending the out-of-date wind energy section of the Zoning Bylaw and created a new, updated version that established the special permitting requirements to regulate small systems referred to as Wind Energy Conversion System - Small Scale (WECS-SS) for all districts within the Town. The Board continued to review through the public hearing process the applications for the two Elderly Housing District senior development projects: English Commons located at 12 Boston Street, and New Meadows located at 16 & 30 Wildes Road and approved these projects with the issuance of special permits with respective conditions.

Permits and Approvals

- Four ANR lot applications were approved that included: two applications for a change in a lot line between two abutting properties; two applications for the division of a single lot into two lots. *XV*
- Under the Family Accessory Apartment Bylaw, a special permit was granted for a family accessory apartment at 42 Wenham Road.
- Under the Scenic Road Bylaw, a special permit was issued for the temporary removal and re-placement of a stone wall on property located at 86 Salem Road with frontage also on Wenham Road.

- The Board also issued two special permits in the Business District Park for fitness and recreation facilities at 414 Boston Street and 431 Boston Street.

- Under the Stormwater & Erosion Control Bylaw the Board issued a Stormwater Management Permit for 50 Prospect Street.

Members and Liaisons

Members Janice Ablon and Gregor Smith were re-elected to the Board in May 2010. Robert Winship was elected Chairman, and Janice Ablon as Clerk. The following liaisons were appointed:

- Janice Ablon - Main Street Foundation, Inc.
- Ian DeBuy Wenniger - Soil Removal Board
- Gregor Smith - Rail Trail Committee
- Robert Winship - Mapping Committee
- Jonathan Young - Stormwater Management Committee

Zoning Amendments

The Planning Board proposed to the Town general bylaw amendments relative to alternative enforcement provisions for three bylaws under the Board's direct and indirect purview. The amendments as approved at Town Meeting allow the Town to enforce the provisions of the Stormwater Management & Erosion Control Bylaw, the Scenic Road Bylaw and the Soil Removal Bylaw by using a non-criminal process as an additional alternative to the procedure of filing a criminal complaint in a court of law for enforcement, and also established respective penalty fine schedules.

The Board addressed the out-of-date section 4.11 of the Zoning Bylaw that addressed the

installation and maintenance of wind energy systems commonly known as "wind towers" by deleting this section in its entirety and created a new, updated Bylaw that established the special permitting requirements to regulate small systems referred to as a Wind Energy Conversion System - Small Scale (WECS-SS) for all districts within the Town. In conjunction with this effort the Board also made revisions in the Table of Use Regulations now requiring a Special Permit (S) for a Wind Energy Conversion System - Small Scale (WECS-SS) in all districts within the Town.

Elderly Housing Development Projects

The Planning Board continued its review of the two Elderly Housing District Senior Developments: English Commons and New Meadows as noted in the 2009 Annual Report. The Board reviewed the respective applications relative to requests for an Elderly Housing Special Permit, Site Plan Review including

the design standards for the Scenic Overlay Zone specifically for English Commons, Scenic Road Permit, and Stormwater Management & Erosion Control Permit for both projects. The Board approved both applications, and permits were issued with specific waivers and conditions respective to each project.

Subdivision Control

An application for a definitive plan for the extension of Brady Lane was filed for a one-lot subdivision on property located at 7 Bare Hill Road. The public hearing was opened in June and continued to the next fiscal year.

All the above activities required the coordination and cooperation of boards, committees and departments throughout Town government. The Planning Board would like to acknowledge the willing participation and extraordinary commitment of all who have participated.



Aerial view of the English Commons construction.

Photo: C.P. Berry

Town of Topsfield | 2010 Annual Report

PLANNING BOARD

INTRODUCTION

The responsibilities of the Planning Board include approval of ANR lots and subdivisions, site plan review of proposed projects, the granting of special permits for certain uses of property, and planning for the future use of land and resources in the Town of Topsfield. During Fiscal 2011, the Planning Board worked with the Green Communities/Renewable Energy Committee on changes to the Zoning Bylaws that would help qualify Topsfield for Green Community status and establish standards for ground-mounted solar voltaic installations. The Board continued its review of the Elderly Housing District senior development projects for the construction monitoring phase of the infrastructure for these two projects and approved minor modifications to the special permits.

PERMITS AND APPROVALS

- One ANR lot application was approved that included: application for a change in a lot line between two abutting properties in the same ownership.
- Under the Family Accessory Apartment Bylaw, special permits were granted for family accessory apartments at 88 High Street and 183 Ipswich Road.
- The Board approved a site plan review permit for parking at 267 Rowley Bridge Road for education related activities at Alfalfa Farm.
- Under the Stormwater & Erosion Control Bylaw the Board granted a waiver for a Stormwater Management Permit for 70 Campmeeting Road.
- Recommended that Antoria Way be accepted as a public way and preceded with processing the final documents for its acceptance.

MEMBERS AND LIAISONS

Members Steven Hall and Martha Morrison were elected to the Board in May 2011. Martha Morrison was elected Chair, and Janice Ablon as Clerk. The following liaisons were appointed:

- Janice Ablon – Main Street Foundation, Inc.
- Steven Hall – Mapping Committee
- Martha Morrison – Stormwater Mgmt. Committee
- Gregor Smith – Rail Trail Committee
- Ian DeBuy Wenniger – Soil Removal Board

The Board wishes to thank former Chairman Robert Winship and former Member Jonathan Young for their time, commitment and service to the Town as members of the Planning Board.

ZONING AMENDMENTS

The Planning Board proposed to the Town zoning amendments related to the "Green Communities" initiative and established regulations for Ground-Mounted Solar Photovoltaic Installations. The following zoning amendments were proposed to achieve these initiatives:

- Add definitions for Renewable and Alternative Energy, and related Research and Development ("R&D") Facilities;
- Amend Table of Uses to allow R&D Facilities as a permitted use in the Business Park District as a requirement for "Green Communities" designation and by special permit in the Business Highway and Business Highway North Districts;
- Adoption of a Ground-Mounted Solar Photovoltaic "PV" Installations Bylaw to regulate said installations to the extent allowed under the State Zoning Act;
- Amend Dimensional and Density Regulations for Accessory Buildings to include Ground-Mounted Solar Installa-

tions and require all installations over 500 sq. ft. to obtain a special permit subject to site plan review;

- Amend Table of Uses for all districts to allow Ground-Mounted Solar Installations 500 sq. ft. and less as a permitted use, and those installations over 500 sq. ft. to require a special permit

ELDERLY HOUSING DEVELOPMENT PROJECTS

The Planning Board monitored the construction phase for the required infrastructure for these English Commons and New Meadows Elderly Housing District developments with weekly reviews by peer review engineers during the 2011 construction season. The Board also approved minor modifications deemed insignificant in scope for both projects.

All the above activities required the coordination and cooperation of boards, committees and departments throughout Town government. The Planning Board would like to acknowledge the willing participation and extraordinary commitment of all who have participated.

Respectfully submitted,

Martha Morrison, *Chair*
Janice Ablon
Steven Hall
Gregor Smith
Ian DeBuy Wenniger

Planning Board

The responsibilities of the Planning Board include approval of ANR lots and subdivisions, site plan review of proposed projects, the granting of special permits for certain uses of property, and planning for the future use of land and resources in the Town of Topsfield.

INTRODUCTION

The responsibilities of the Planning Board include approval of ANR lots and subdivisions, site plan review of proposed projects, the granting of special permits for certain uses of property, and planning for the future use of land and resources in the Town of Topsfield. During Fiscal Year 2012, the Planning Board worked with the Mapping Committee to make corrections to previously approved district legal descriptions and revised the Zoning Map accordingly. The Planning Board also worked with the Stormwater Management Committee to address stormwater drainage and run-off issues related to the future development of land within the Town. The Board continued its review of the Elderly Housing District senior development projects for the construction monitoring phase of the infrastructure for these two projects and approved minor modifications to the special permits.

PERMITS AND APPROVALS

- Three ANR lot applications were approved: one application for the creation of three new lots; one application for the division of a single lot into three lots; one application for the reconfiguration of four lots. +5
- Under the Family Accessory Apartment Bylaw, special permits were granted for family accessory apartments at 14 Perkins Row and 15 Perkins Circle.
- Under the Stormwater & Erosion Control Bylaw the Board granted Stormwater Management Permits for 103 Wenham Road, 107 Wenham Road and the Park Street Parking lot.
- Under the Scenic Road Bylaw, the Board granted special permits for the permanent removal of sections of stonewall for new driveway entrances at 103 and 107 Wenham Road.
- Under Article IV, Section 4.07 J of the Zoning bylaws, the Board granted a special permit for a common driveway at 29, 41-43 Cross Street.



Planning Board

Introduction

The responsibilities of the Planning Board include approval of ANR lots and subdivisions, site plan review of proposed projects, the granting of special permits for certain uses of property, and planning for the future use of land and resources in the Town of Topsfield. The Board continued its review of the Elderly Housing District senior development projects for the construction monitoring phase of the infrastructure for these two projects and approved minor modifications to the special permits.

Permits and Approvals

X1

- Five ANR lot applications were approved. Applications for 103 River Road, 488 Boston Street, 21A Grove Street resulted in the subdivision of one lot into two individual lots; and the applications for 10 Gail Street and 19 Pheasant Lane resulted in the reconfiguration of the lots.
- Under the Family Accessory Apartment Bylaw special permits were granted for family accessory apartments at 19 Orchard Lane and 9 Gail Circle.
- Under the Stormwater & Erosion Control Bylaw the Board granted Stormwater Management Permits for 89 Wenham Road, 120 Hill Street Lot 2, 120 Hill Street Lot 3, 19 Orchard Lane, 67 Washington Street, 14 Grove Street, 51 Fox Run Road, 78 Alderbrook Drive
- Under the Scenic Road Bylaw, the Board granted special permits for the permanent removal of sections of

stonewall for new driveway entrances at 89 Wenham Road, 120 Hill Street Lot 2, 120 Hill Street Lot 3, 101-105-109 Hill Street, 5-25 Wildes Road.

- Under Article IV, Section 4.07 J of the Zoning bylaws, the Board granted a special permit for a common driveway to 488-490 Boston Street, 125 Boston Street – 75 Salem Road.

Members and Liaisons

Members Jeanine Cunniff and Joseph Geller were elected to the Board in May 2013. Martha Morrison was elected Chair, and Steven Hall as Clerk. The following liaisons were appointed:

- Steven Hall – Stormwater Management / Mapping Committee
- Joseph Geller – Rail Trail Committee
- Ian DeBuy Wenniger – Soil Removal Board

Zoning Amendments

The Planning Board proposed and Town Meeting approved certain amendments to the Zoning Bylaw as follows:

- To establish a temporary moratorium on the use of land or structures for Medical Marijuana Treatment Centers to allow for the review of the potential impact of such centers on the Town and to consider zoning amendments to address the impact of such centers.

2013

planning board

Introduction

The responsibilities of the Planning Board include approval of ANR lots and subdivisions, site plan review of proposed projects, the granting of special permits for certain uses of property, and planning for the future use of land and resources in the Town of Topsfield. The Board's efforts during this term centered on an extensive review process concerning stormwater run-off and drainage issues related to both the roadway and drainage infrastructure of the Hickory Beech Sub-division, and the development's five remaining undeveloped lots.

Permits and Approvals

- Five ANR lot applications were approved. Applications for 103 River Road, 488 Boston Street, 21A Grove Street resulted in the subdivision of one lot into two individual lots; and the applications for 10 Gail Street and 19 Pheasant Lane resulted in the reconfiguration of the lots.
- Under the Family Accessory Apartment By-law special permits were granted for family accessory apartments at 19 Orchard Lane and 9 Gail Circle.
- Under the Stormwater & Erosion Control By-law the Board granted Stormwater Management Permits for 89 Wenham Road, 120 Hill Street Lot 2, 120 Hill Street Lot 3, 19 Orchard Lane, 67 Washington Street, 14 Grove Street, 51 Fox Run Road, 78 Alderbrook Drive
- Under the Scenic Road By-law, the Board granted special permits for the permanent removal of sections of stonewall for new driveway entrances at 89 Wenham Road, 120 Hill Street Lot 2, 120 Hill Street Lot 3, 101-105-109 Hill Street, 5-25 Wildes Road.
- Under Article IV, Section 4.07 J of the Zoning by-laws, the Board granted a special permit for a common driveway to 488-490 Boston Street, 125 Boston Street – 75 Salem Road.

Members and Liaisons

Members Martha Morrison and Steven Hall were re-elected to the Board in May 2014. Martha Morrison was elected Chair, and Steven Hall as Clerk. The following liaisons were appointed:

- Steven Hall – Stormwater Management / Mapping Committee
- Joseph Geller – Rail Trail Committee
- Ian DeBuy Wenniger – Soil Removal Board

Zoning Amendments

The Planning Board proposed and Town Meeting approved certain amendments to the Zoning Bylaw as follows:

- To replace the moratorium that expired on May 6, 2014 with a new section entitled "Medical Marijuana Treatment Center" that established permitting requirements for such entities, referencing the state Department of Public Health Rules and Regulations. This bylaw allows the use in the Business Park District by special permit, designates the Zoning Board of Appeals as the special permit granting authority and requires site plan review with additional features regarding licensing for said use.
- To add the Medical Marijuana Treatment Center use to the Table of Use Regulations, allowing for the establishment of a medical marijuana treatment center by Special Permit in the Business Park District.
- To insure that lots contain an area for construction that does not require encroachment on resource areas necessary for stormwater management and wetland protection. This article establishes for lots created after May 6, 2014 in the ORA and the IRA Districts the requirement that each lot's buildable area be capable of containing a 100 foot diameter circle within which there is not more than 5% of buffer zone, and re-lettering the existing section "C" to "D" and amending it to allow the Planning Board to require indication on subdivision plans or on plot plans the location of the 100 foot diameter circle on a lot or lots.

=====*Registered Vehicles*
2013

REGISTERED
VEHICLES
2013

Charting Our Course

Who Are We in 2013?

To chart a course for the future, we have to know who we are. What is Topsfield all about? Here is a snapshot of our town with some things you might not have known...but should!

5,797 / 2,268 =
2.56 CARS
PER HOUSE

Registered cars
in Topsfield
5,797

Number of flu shots administered to Town residents by the Board of Health

226

Hot Dogs sold at the Strawberry Festival:

3,212

Books in the Library book drop after a long weekend

125-150

Visitors to the Parson Capen House Yearly

1,000

Number of DVD's checked out of Library daily

85

The most popular DVD checked out in 2013:
Silver Linings Playbook

Most Famous Person to Live in the Capen House:
Writer Henry Beston Sheehan, who wrote several books while living there, most notably, "*The Outermost House*"

Large Print books at the Library

927

Building Permits issued in 2013

295

Volunteer hours at the Library

1,391

Registered (card holding) Library borrowers

5,514

Average number of paying Fair visitors annually

250,000

Average number of patrons daily at the Library

236

Attendees at the Angie Miller concert

3,200

The most popular book checked out of the Library in 2013 –
The Light Between Oceans by M.L. Steadman

Number of Topsfield Fair Volunteers

700

Most popular elementary school lunch –
Chicken patty on a roll

Percentage of trash Topsfield recycles

43

Number of cars that can park at the Rivergate Lot

2,500

2013 A.R.

=====*Annual Budget*
2014

**TOWN OF TOPSFIELD
STATEMENT OF APPROPRIATIONS AND EXPENDITURES
FISCAL YEAR ENDING JUNE 30, 2014**

	Balance Forward 2013	2014 Original Appropriation	2014 Transfers- Adjustments	2014 Receipts	2014 Expended	2014 Close to Treasury	Balance Forward 2015
Other School Services		1,227,611.00	5,000.00		1,008,861.11	870,450.09	136,704.80
FY2014 Elementary Education Operating Budget		6,339,065.00	5,000.00		6,207,360.20		136,704.80
Prior Year Elementary School Expenditures	198,647.91				142,056.19	56,591.72	8,812.75
A29/12ATM School Technology	14,071.00				5,258.25		40,000.00
A31/13ATM Upgrade Elemen Security		40,000.00					90,462.00
A4/14STM Elemen Sch Technology			90,462.00				
Masconomet Regional School Assessment Operating Budget		5,939,690.00			5,939,689.36	0.64	
Masconomet Regional School Assessment Debt Service		298,002.00			298,001.29	0.71	
North Shore Vocational Tech Assessment		50,948.00			50,948.00		
Essex North Shore Agricultural & Technical Assessment		6,931.00	(2,807.00)		4,124.00		
TOTAL EDUCATION	212,718.91	12,674,636.00	92,655.00		12,647,437.29	56,593.07	275,979.55
PUBLIC WORKS					51%		12,647,437
General Highway							24,792,146
Salary		79,763.00			79,763.00		
Wages		249,092.00	9,260.00		246,895.36	11,456.64	
Other		215,094.00	18,900.00		217,428.76	7,955.71	8,609.53
Prior Year Other	46,467.85				46,263.29	204.56	
Capital		29,257.00			29,256.23	0.77	
A20/13ATM Highway Pick Up Truck		39,500.00			39,500.00		
Snow and Ice							
Wages		26,600.00	9,400.00		35,966.66	33.34	
Other		169,565.00	83,500.00		252,847.95	2,170.5	
Street Lights							
Street Lights - Other		19,660.00	750.00		19,600.39	435.16	374.45
Prior Year Other	1,504.44				1,504.44		
TOTAL PUBLIC WORKS	47,972.29	828,531.00	121,810.00		969,026.08	20,303.23	8,983.98

Subtotal Budget

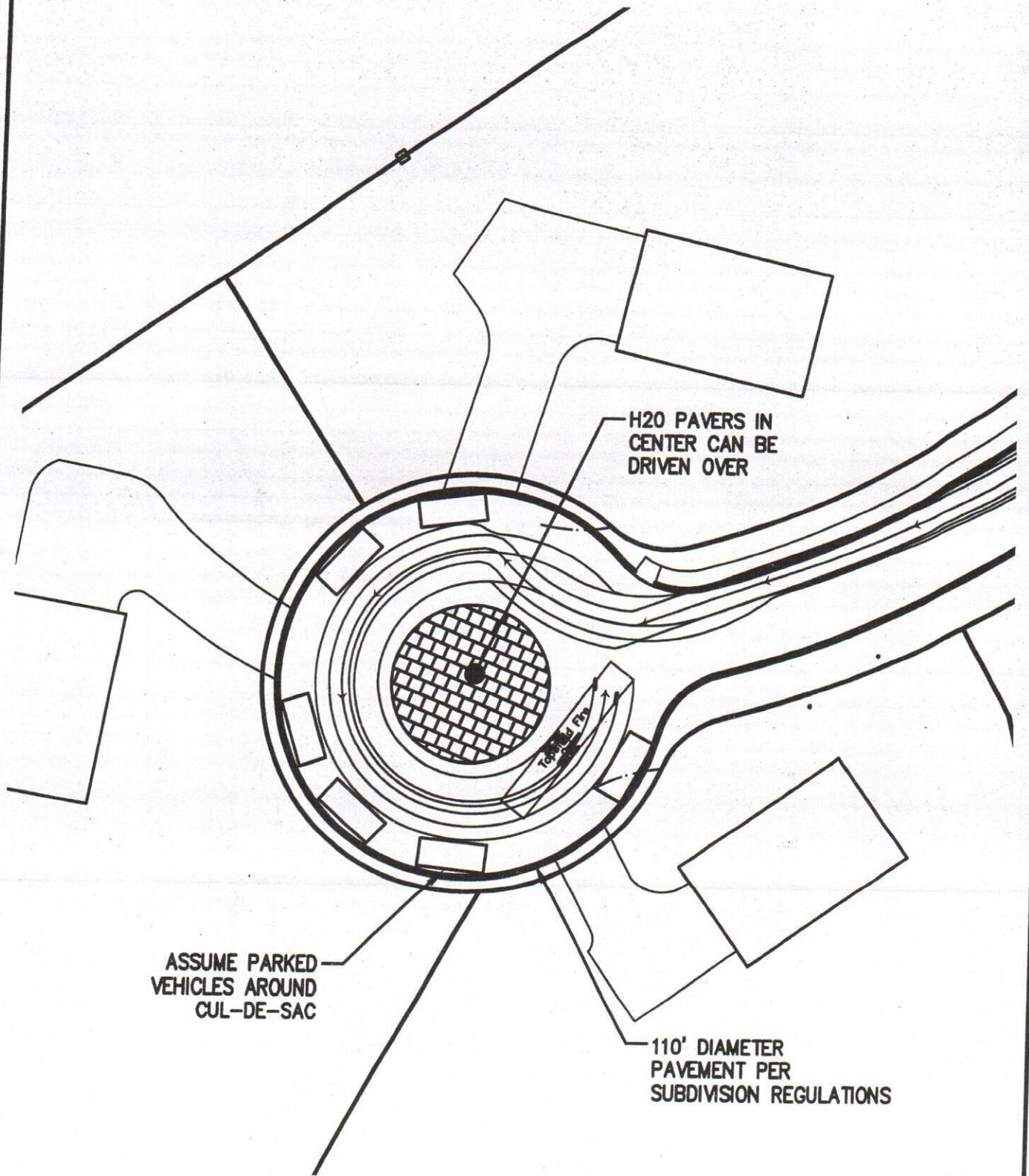
3.9%

**TOWN OF TOPSFIELD
STATEMENT OF APPROPRIATIONS AND EXPENDITURES
FISCAL YEAR ENDING JUNE 30, 2014**

Trust Funds	Balance Forward 2013	2014 Original Appropriation	2014 Transfers-Adjustments	2014 Receipts	2014 Expended	2014 Close to Treasury	Balance Forward 2015
OPEB	130,197.14		100,000.00	7,960.14			238,157.28
Non-Expendable Trust Funds	7,404,243.41			723,802.89			8,128,046.30
Expendable Trust Funds	1,522,091.60	(66,000.00)		321,491.84	139,600.33		1,637,983.11
Total Trust Funds	9,056,532.15	34,000.00	1,053,254.87	139,600.33	139,600.33		10,004,186.69
* Transfers - transferred from Library Gould Trust \$66,000 to GF to partially fund Library Debt Payment							
Total Expenditures & Other Financing Uses - Fiscal 2014							
					24,792,145.70		

TOTAL BUDGET

==== *Figures*



H20 PAVERS IN
CENTER CAN BE
DRIVEN OVER

ASSUME PARKED
VEHICLES AROUND
CUL-DE-SAC

110' DIAMETER
PAVEMENT PER
SUBDIVISION REGULATIONS

Toppled Pav.

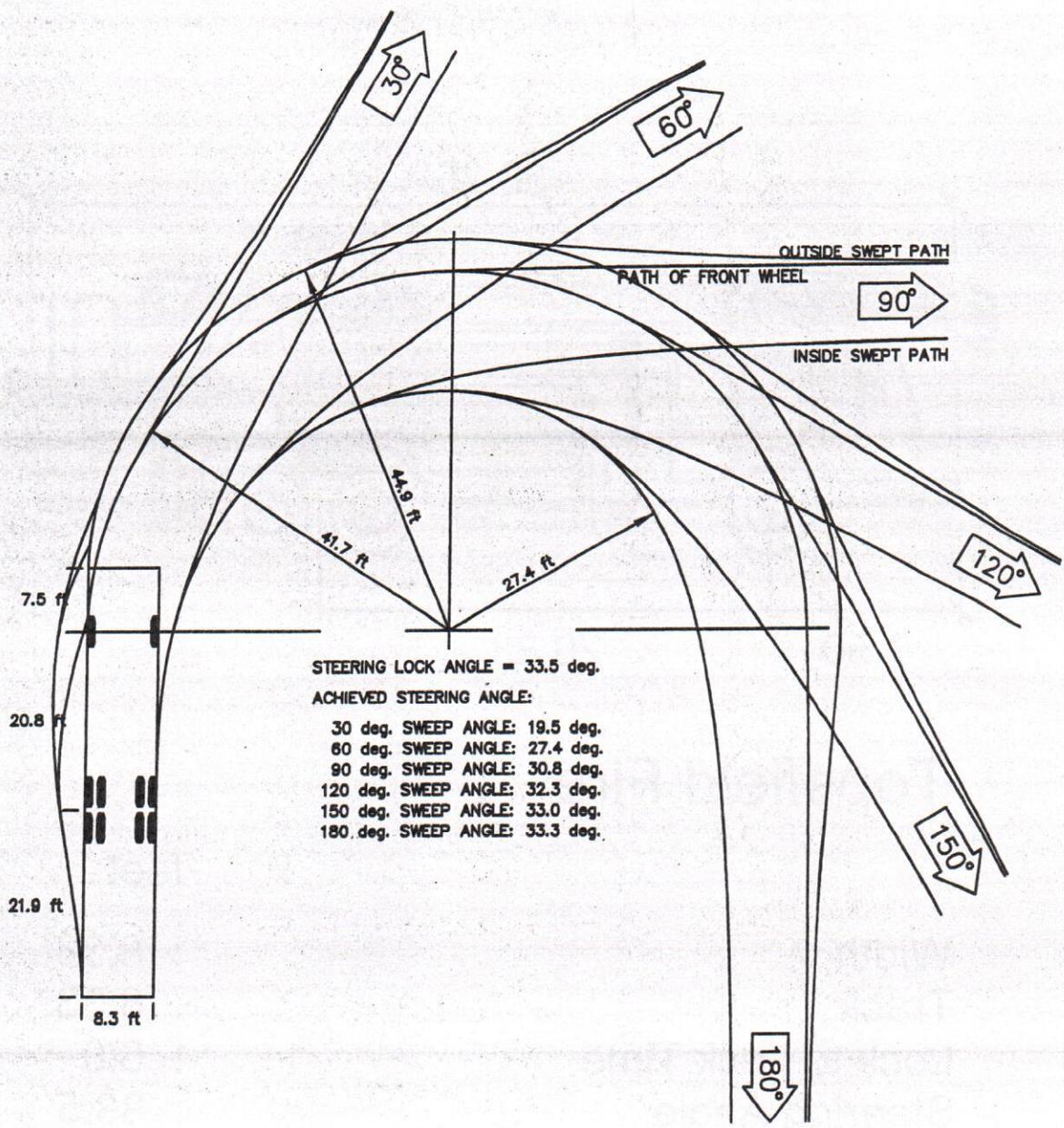
THE MORIN-CAMERON GROUP, INC.
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WWW.MORINCAMERON.COM

**FIRETRUCK TURNING
 ANALYSIS
 57 PERKINS ROW
 IN
 TOPSFIELD, MA**

DATE: JUNE 16, 2015

SCALE: 1" = 40'

FIGURE A



STEERING LOCK ANGLE = 33.5 deg.

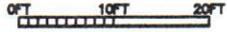
ACHIEVED STEERING ANGLE:

- 30 deg. SWEEP ANGLE: 19.5 deg.
- 60 deg. SWEEP ANGLE: 27.4 deg.
- 90 deg. SWEEP ANGLE: 30.8 deg.
- 120 deg. SWEEP ANGLE: 32.3 deg.
- 150 deg. SWEEP ANGLE: 33.0 deg.
- 180 deg. SWEEP ANGLE: 33.3 deg.

REFERENCE: TEMPLATE TRUCK FROM TOPSFIELD FIRE DEPARTMENT

Topsfield Fire Custom

[ft]
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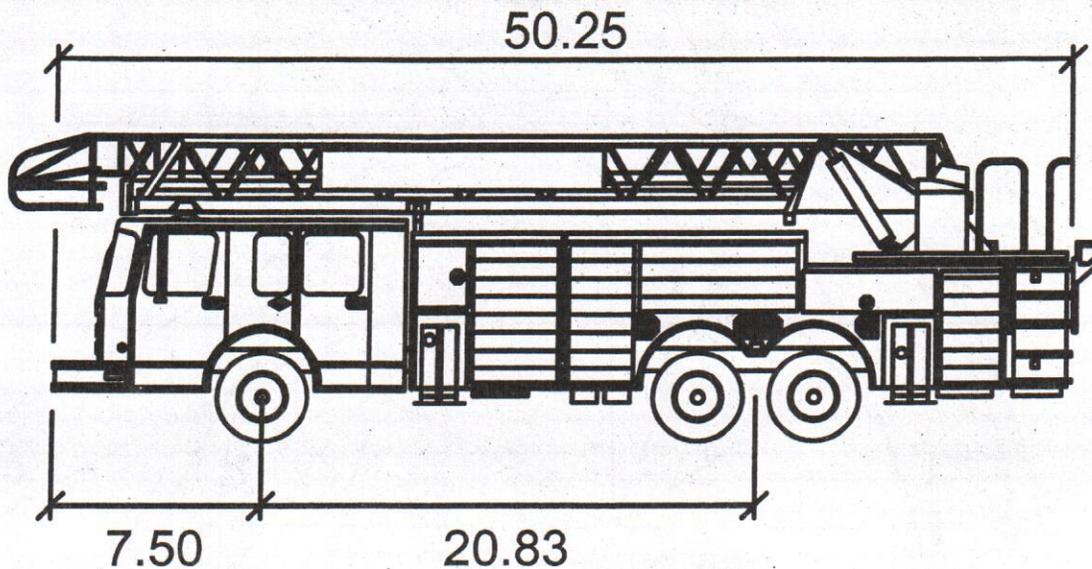
THE MORIN-CAMERON GROUP, INC.
 447 BOSTON STREET, US ROUTE 1, TOPSFIELD, MA 01983
 P | 978.887.8586 F | 978.887.3480
WWW.MORINCAMERON.COM

FIRETRUCK TURNING PROFILE
57 PERKINS ROW
 IN
 TOPSFIELD, MA

DATE: JUNE 16, 2015

SCALE: 1" = 20'

FIGURE B



Topsfield Fire

	feet
Width	: 8.33
Track	: 8.33
Lock to Lock Time	: 6.0
Steering Angle	: 33.5

THE MORIN-CAMERON GROUP, INC.
 447 BOSTON STREET, US ROUTE 1, TOPSFIELD, MA 01983
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**FIRETRUCK VEHICLE
 PROFILE
 57 PERKINS ROW
 IN
 TOPSFIELD, MA**

DATE: JUNE 16, 2015

NOT TO SCALE

FIGURE C

MassDEP GIS, NHESP Map including certified and potential vernal pools, and rare and endangeres species habiat areas.



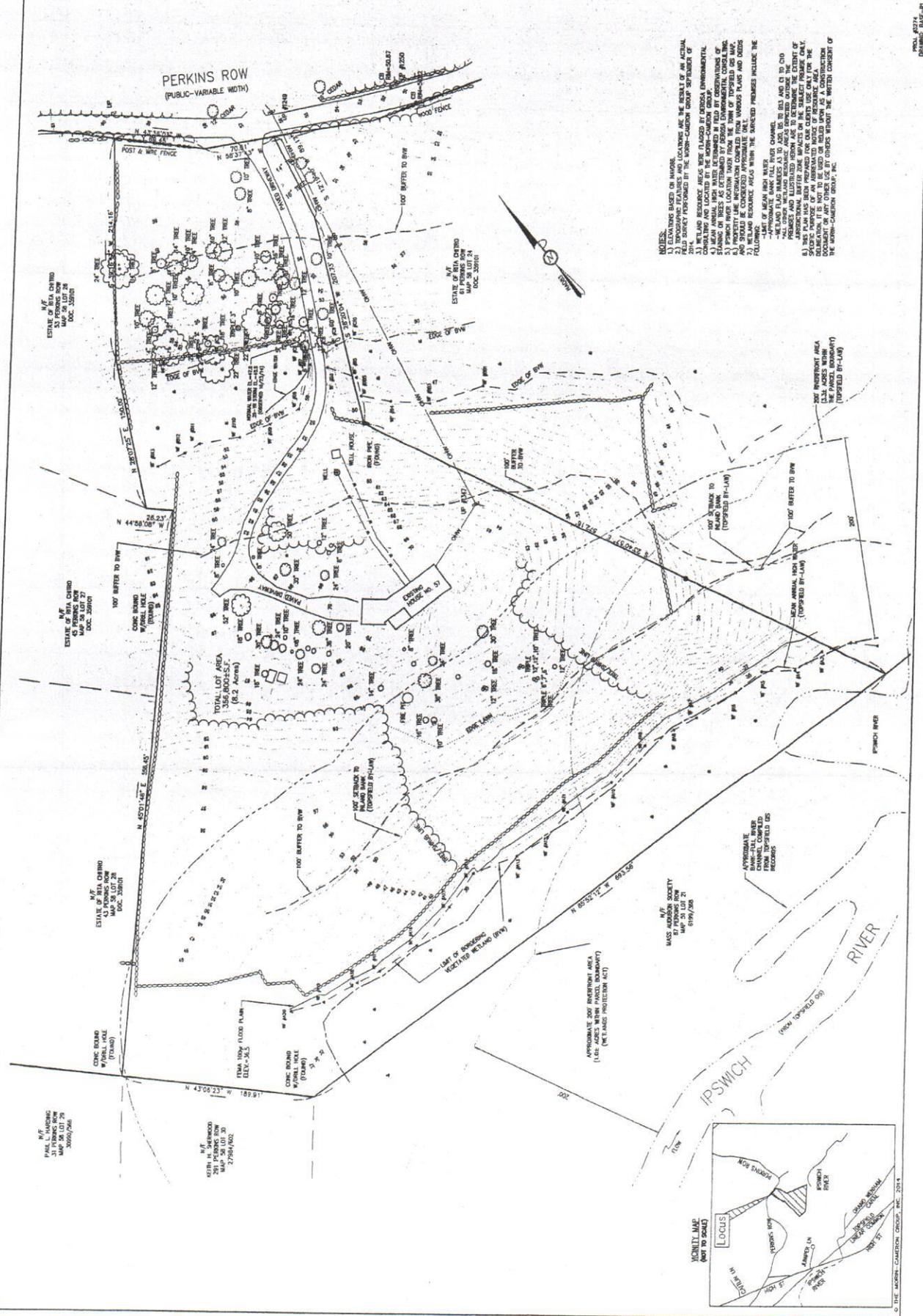
PLAN TO ACCOMPANY ABBREVIATED NOTICE OF RESOURCE AREA DELINEATION
 57 PERKINS ROW
 TOPSFIELD, MASSACHUSETTS
 NEW MEADOWS DEVELOPMENT, LLC.

NO.	DESCRIPTION	DATE
1	Revised Final Type	4-30-2015

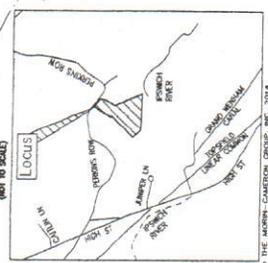
SURVEY BY: DVM
 DRAFTED BY: P.A./P.F.C.
 CHECKED BY: S.P.C.
 SCALE: 1" = 40'
 DATE: DECEMBER 1, 2014



The Morn-Cameron Group, Inc.
 CIVIL ENGINEERS & BOUNDARY SURVEYORS
 100 WASHINGTON STREET, SUITE 200
 WILMINGTON, MASSACHUSETTS 01897
 TEL: 978-653-1100
 FAX: 978-653-1101
 WWW.MORNCAMERON.COM



NOTES:
 1) ELEVATIONS BASED ON NAVD83
 2) ALL DIMENSIONS ARE THE RESULT OF AN ACTUAL FIELD SURVEY
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PROJ. #2714
 DRAWING DATE: 01

==== *Town Staff Comments*

Scott Cameron

From: Roberta Knight <rknight@topsfield-ma.gov>
Sent: Tuesday, June 02, 2015 3:31 PM
To: Scott Cameron
Subject: FW: Perkins Row Subdivision

From: David bond [mailto:dbond@topsfieldpublicworks.org]
Sent: Tuesday, June 02, 2015 9:55 AM
To: 'Greg Krom'; "Fire Chief Ron Gionannacci"; 'Chief Giovannacci'; topsfield101@gmail.com; Lana Spillman
Cc: Roberta Knight; Planning Department; 'Martha Morrison'
Subject: RE: Perkins Row Subdivision

The following are my comments as they relate to the proposed 57 Perkins Row subdivision in advance of the PB meeting this evening. I have removed the applicants from this email thread.

I recommend that the Planning Board accept the waiver requests for Items 1, 2, 3, & 4 inclusive.

Item 5 was proposed by Mr. Cameron last week at our site walk. The roadway is short and reducing the design speed seems reasonable to me.

Item 6 is essentially items 1-4 lumped into one request. The wetland crossing requires the roadway cross section to be modified to reduce environmental impact.

Item 7. No light poles (street lights) I agree street lights are not necessary.

Item 8. I have no jurisdiction on this request but I firmly believe that this project should have town water and fire hydrant fire protection. If not, a large cistern/underground tank should be provided.

Items 9, 10, & 11. I defer to the Fire Chief.

Dave

David M. Bond
Highway Superintendent
Stormwater Coordinator
Tree Warden
Planning Board Agent
Topsfield Public Works
279 Boston Street
Topsfield, MA 01983
978-887-1542
www.topsfieldpublicworks.org
[Topsfield Public Works on FaceBook](#)
[@topsfieldDPW on Twitter](#)

INTEROFFICE MEMORANDUM

TO: RKNIGHT@TOPSFIELD-MA.GOV, PLANNING@TOPSFIELD-MA.GOV
FROM: CHIEF GIOVANNACCI *[Signature]*
SUBJECT: 57 PERKINS ROW
DATE: JUNE 2, 2015

The following are my comments as they relate to the proposed subdivision at 57 Perkins Row.

I feel strongly that there should be fire protection via town water supply. I believe that an island would impact movement of Fire Department apparatus. In the absence of town water supply, I recommend the installation of a 20,000 gallon cistern that is fully compliant with all applicable National Fire Protection Association Standards.

I don't believe the size of the circle should be decreased at all. If the size of the circle is decreased, I believe, that no parking be allowed in the cul de sac, no island in the middle and no sports equipment or other decorative pieces be in the cul de sac. The turning radius is extremely tight and those extra items will further impact access.



Town of Topsfield

TOPSFIELD, MASSACHUSETTS

Ms. Martha Morrison, Chair
Topsfield Planning Board
8 W. Common St.
Topsfield, MA 01983

June 2, 2015

On May 28, 2015, the Topsfield Public Safety Committee met to review the proposed waivers for the planned subdivision located at 57 Perkins Row. Members included: Chief Giovannacci, Chief Haglund, Captain Collins-Brown, John Coulon, Greg Krom, Lana Spillman, and Steve Clifford. Members had significant safety concerns regarding the development as related to fire protection and other environmental issues. Each department looks forward to offering their specific feedback at the appropriate time.

Sincerely,

Chief Ronald P. Giovannacci
Chair

INTEROFFICE MEMORANDUM

TO: TOPSFIELD PLANNING BOARD
FROM: GREGORY KROM, WATER SUPERINTENDENT
SUBJECT: PROPOSED SUBDIVISION OF 57 PERKINS ROW
DATE: JUNE 2, 2015
CC: TOPSFIELD BOARD OF WATER COMMISSIONERS

The applicant for the proposed subdivision of 57 Perkins Row plans to request a waiver from the Planning Board to install private wells in lieu of connecting to the public water system as required by the Subdivision Control Rules and Regulations. The property is situated in the only section of Perkins Row that is not served by the Town's public water system and is approximately eight hundred feet from the nearest main. Regulations allow the Planning Board to grant a waiver if connection to the water system is not feasible or appropriate. The applicant needs to provide more information to allow the Town to evaluate whether or not it is feasible to provide public water for this project but it is certainly appropriate in many respects.

Eliminating dead-end mains in water systems by creating pipe loops is widely accepted as a good practice because it improves fire flows and water quality. Installation of the main to serve 57 Perkins Row doesn't close a loop or eliminate any dead-ends; however, it will reduce the distance needed to close the loop in this area from 2,600 feet to 1,800 feet. This increases the likelihood that the loop will be completed in the future by reducing the cost from \$500,000 to \$350,000 at the Town's current installation estimates. Private installation costs would likely be less because contractors do not have to adhere to prevailing wage requirements on private sector projects.

Water age is used as a surrogate for water quality parameters such as disinfection residual because these parameters typically decline as the water ages. The homes at the end of the dead-end mains on Perkins Row are receiving water that is 6 days old on the Sanctuary side and 9 days old on the Route 97 side based on our estimates. Closure of the loop would reduce the variation to 5 or 6 days on both sides. Homes built on the property would receive water approximately 6 days old until the loop is closed. Water age in this area would decrease if the water treatment plant is constructed because the entry point of fresh water into the distribution system would be moved closer to the project area - from Route 1/ Ipswich Road to the Public Works Facility.

The Water Department plans to replace the water mains on High Street, Central Street and the Route 97 end of Perkins Row at some point in the future. Closure of the Perkins Row loop would probably be included in this project. Unfortunately this project falls behind several other large capital projects such as the water treatment plant and main replacements on Prospect Street, River Road and High Street west of the nursing home. When the loop will be closed is difficult to forecast given the unpredictable dampening effect the water treatment plant's high cost will have on future spending. At this point, loop closure is at least 10 years away.

The most advantageous and immediate benefit of requiring a public water connection for this project is fire protection. The Fire Department is better qualified to determine the required fire flows for this type of development, but extending the water main will provide fire protection to several existing homes on Perkins Row that currently have very little. Installing a fire tank on the property, and subsequent tanker trips or extended hose runs needed if the tank is emptied, is an inferior option as compared to a steady, high pressure supply of water that a public water system connection is able to provide. Initial calculations indicate 800 gallons per minute would be available on the property if the main were extended and 1300 gallons per minute once the loop is closed.

The applicant should prepare cost estimates for both water supply options - private wells and public water so an evaluation concerning the feasibility of the public water connection can be made. The estimates should include all relevant expenses for both options including labor and materials as well as expected changes in property values and insurance rates if available.

