

July 20, 2015

Topsfield Planning Board

Town Hall
8 West Common Street
Topsfield, Massachusetts 01983

David Bond, Highway Superintendent

DPW Facility
279 Boston Street
Topsfield, Massachusetts 01983

**Re: 12 Hickory Lane, Topsfield, MA
Lot 4 at Hickory Beech
Stormwater Management**

Dear Planning Board,

We are writing to verify that the proposed development of Lot 4 is in accordance with the previously issued permits and that the stormwater quality and quantity is being properly managed and in accordance with the approved plans. Lot 4 has undergone minor design changes regarding the proposed location of the single family residence. The updated location discharges runoff from the house and driveway to the detention basin labelled Pond 9 in the approved Definitive Subdivision Plans. The previously permitted design proposed to discharge runoff to the infiltration basin labelled Pond 8 in the approved Definitive Subdivision Plans.

The approved Stormwater Management Permit Application proposed the location of a single family residence in the northeastern corner of lot 4 that would discharge to the existing Pond 9. Subsequent changes to the lot configuration resulted in the proposed single family residence to be located in the southwestern corner of Lot 4 and discharge stormwater runoff to Pond 8. This design was also approved with the condition that Pond 8 was expanded to ensure it could accommodate the additional runoff associated with the single family residential development. Currently, the single family residence is proposed to be located in the northeastern corner of Lot 4 and discharge to Pond 9 as was originally designed and approved.

In accordance with the local Stormwater and Erosion Control Regulations, the entire project has been thoroughly vetted by the Topsfield Planning Board, Conservation Commission, and the Town's peer reviewer (BSC), allowing for a concurrent review and approval. During both the Planning Board permit process and the Conservation Commission process, storm water management was given very careful consideration both in terms of the infrastructure improvements as well as the development of each individual lot. The entire project was designed to achieve a minimum of 80% Total Suspended Solids (TSS) removal and to reduce the post-development run-off rates to those equal to or less than pre-development run-off rates, for a variety of storm events ranging from the 2-year recurrence interval to the 100-year recurrence interval.

C-407.10 - Hickory Beech Subdivision
Stormwater Management Permit
February 11, 2015

Additionally, proposed single family residential developments were accounted for within the proposed watershed and incorporated into the drainage design that was closely reviewed and approved by an independent third party peer reviewer, BSC, in developing the constructed subdivision drainage system. Stormwater runoff generated from the developed subdivision has been managed and attenuated through installations of both LID open drainage and conventional closed drainage system components to meet TSS, recharge, and peak flow guidelines.

The subdivision's drainage system will receive additional protections, as determined in the field, to reduce any additional sediment that may accumulate within the installed TSS removal structures. They include temporary check dams, catch basin silt sacks, straw wattles, and other typical filtration and sedimentation devices within roadside swales and at detention pond inlets and outlets.

In summary, we have reviewed the previously approved plans, calculations, and permits and the purpose of this letter is to certify that the current development plan for Lot 4 is in compliance with the permits, that it will not exceed the run-off rate or volume that was anticipated in the design, and to provide additional erosion control recommendations specific to Lot 4.

We are available at your convenience to discuss this letter, the results of our analysis, or any other comments relative to this matter.

Sincerely,
Beals Associates, Inc.



Tyler R. Glode, EIT

CC: Gary Patch
C-407.10 File

TOWN OF TOPSFIELD APPLICATION FORM STORMWATER AND EROSION CONTROL PERMIT

Application Checklist and Procedures Checklist for Stormwater Management Permit

1. Requesting a waiver from the Stormwater Management Permit application requirements.

The applicant files 6 copies of a letter, together with supporting information and documentation, signed by the landowner or designated representative with the Town Clerk.

2. All waiver requests shall be acted upon by the Planning Board within 45 calendar days from the date of application and shall be in writing. Boards may request an extension of the review period. As per the bylaw, the Conservation Commission will have jurisdiction for waiver requests for projects located entirely within the town's wetland jurisdiction and the Planning Board will have jurisdiction for all other waiver requests. **Section 6 B of the SWEC Regulations**

3. Filing a Stormwater Management Permit Application

The applicant shall file with the Town Clerk, six (6) copies of a completed application package for a Stormwater Management Permit (SMP) and an electronic application in PDF format on a CD or DVD disc. The application package shall include:

A completed Application Form with original signatures of all owners

A list of abutters certified by the Assessor's Office including those opposite on any public or private way and abutters within 300 feet of the applicant's property line(s).

Stormwater Management and Erosion Control Plan, stamped by a Professional Engineer licensed in Massachusetts and project description **which includes all information listed in Section 6 L** of the SWEC Regulations.

Operation and Maintenance Plan which includes all information listed in **Section 6 M** of the SWEC Regulations.

Payment of the application and review fees. The application fee equals \$100 plus .0030 x the total number of square feet of the proposed project. Example: \$100 + 43560 (1 acre) = \$100 + 43560 square feet x 0.0030 = \$130.68 application fee

Inspection and Maintenance Agreement which includes all information listed in **Section 6 M** of SWEC Regulations

Surety Bond. The Planning Board may require the applicant to post before the start of land disturbance or construction activity, a surety bond to ensure perpetual maintenance of stormwater and erosion controls.

APPLICATION FORM
STORMWATER AND EROSION CONTROL PERMIT

To: The Topsfield Planning Board, Town Hall, Topsfield, MA 01983

The undersigned hereby applies for a Stormwater and Erosion Control Permit and herewith submits six (6) copies of a completed application package for a Stormwater Management Permit (SMP) and an electronic application in PDF format on a CD or DVD disc for approval.

The applicant certifies to the truth of the following facts as part of his application.

1. Name of Applicant: Gary Patch
Address: Patch Development, LLC; 8 Christian Way
Andover, MA 01810
Telephone Number: (978) 314-9970
E-mail Address: patch657@gmail.com
2. Name of Engineer or Surveyor Tyler R. Glode, EIT
Address 2 Thirteenth Street
Charlestown, MA 02129
Telephone Number: (617) 242-1120
E-mail Address: tglode@bealsassociates.com
3. Deed to property is dated March 22, 2013 and is recorded in Essex South District Registry, Book 32331 Page 164.
4. Location of Property for which permit is requested:
Address Lot 4, Hickory Lane
Topsfield, MA 01983
Zoning District Inner Residential and Agricultural District
5. Attach hereto a copy of the deed.
6. The exact names in which title to the property is held and the present addresses of persons named are: (If married, give spouse's name.)
Patch Development, LLC
8 Christian Way
Andover, MA 01810

7. A complete list of persons with their addresses known to have mortgages, attachments, encumbrances, or liens of any kind upon the property is as follows:

8. If the property is in the name of a trust, the complete and correct name of the trust, date of the trust declaration, book and page where it is recorded and names and addresses of all trustees are as follows:

9. If the property is in the name of a corporation, the complete and correct name of the corporation, the name and corporate capacity of all officers authorized to sign deeds and other instruments pertaining to real estate are as follows:

Gary Patch _____
Patch Development, LLC _____
8 Christian Way _____
Andover, MA 01810 _____

10. Description of the project for which a Stormwater and Erosion Control Permit is requested. Include total square footage of land to be altered/cleared.

Construction of a single family house and septic system
on an existing Lot 4 at 12 Hickory Lane in the Hickory
Beech Subdivision. Down gradient systems have been constructed
as designed, sized, reviewed, and permitted through the
Conservation Commission. 22,800 SF of the site will be altered.

Signature of Applicant  _____

Date of Submission _____

Town Clerk Signature _____

QUITCLAIM DEED
LOTS 4, 7, 10, 11, 23, HICKORY BEECH SUBDIVISION

DB

MASSACHUSETTS EXCISE TAX
Southern Essex District ROD
Date: 03/28/2013 03:36 PM
ID: 952783 Doc# 20130328004670
Fee: \$5,061.60 Cons: \$1,110,000.00

(Space Above this Line Reserved for Registry of Deeds)

QUITCLAIM DEED

KNOW ALL MEN BY THESE PRESENTS that MEETING WAY CORPORATION, INC., sometimes also referred to as Meeting Way Corporation, a Massachusetts Corporation of Boston, Massachusetts, of c/o Barbara Martin RSM McGladrey, Inc., 80 City Square, Boston, MA

for consideration paid and in full consideration of One Million One Hundred Ten Thousand dollars (\$1,110,000.00)

grants to Patch Development, LLC, a Massachusetts limited liability company, of 8 Christian Way, Andover, MA

with Quitclaim Covenants,

Five (5) certain parcels of land located on Hickory Lane and Beech Place off of High Street in Topsfield, Essex County, Massachusetts being shown as Lots 4, 7, 10, 11 and 23 on a plan of land recorded with the Essex South District Registry of Deeds in Plan Book 397 Plan 36, the cover sheet of which is entitled, "Definitive Plan for the Subdivision of: Hickory Beech in the Town of Topsfield, Massachusetts" drawn by Beals Associates, Inc., 98 North Washington Street, Boston, MA 02114, Scale: 1"=40' on lotting sheets, Date: November 23, 2005, last revised March 31, 2006; Lots 4, 7, 10, and 11 are also shown on sheet entitled "Subdivision Plan Land Of Hickory Beech Realty Trust Topsfield, MA L4" dated November 23, 2005 revised through 02/16/06, and Lot 23 is also shown on sheets entitled "Subdivision Plan Land Of Hickory Beech Realty Trust Topsfield, MA L2" dated November 23, 2005 revised through 03/02/06 and "Subdivision Plan Land Of Hickory Beech Realty Trust Topsfield, MA L3" dated November 23, 2005 revised through 02/16/06 (the "Plan") to which Plan reference is hereby made for a more particular description of said Lots.

- Lot 4 contains 41,233 square feet (.947 acres) of land, more or less, as shown on the Plan.
- Lot 7 contains 43,978 square feet (1.010 acres) of land, more or less, as shown on the Plan.
- Lot 10 contains 52,307 square feet (1.201 acres) of land, more or less, as shown on the Plan.
- Lot 11 contains 53,537 square feet (1.252 acres) of land, more or less, as shown on the Plan.
- Lot 23 contains 58,963 square feet (1.354 acres) of land, more or less, as shown on the Plan.

Property: Lots, 4, 7, 10, 11 and 23 Hickory Beech Subdivision
Topsfield, MA

There is reserved to the Grantor the fee interest in Hickory Lane and all the streets and ways in the subdivision. There is conveyed herewith the right to pass and repass and use the streets and ways in the subdivision for all purposes for which streets and ways are commonly used in the Town of Topsfield.

There is reserved unto the grantor:

- Utility & Drainage Easement 4, containing 11,672 S.F. (0.268 AC), on portion of Lot 4 as shown on sheet E2 of the Plan;
- Access & Utility Easement over, under, across and through that portion of Lot 4 designated as "Proposed 18' Access & Utility Easement" on sheet E2 of the Plan;
- Grading Easement 7, containing 2,634 S.F. (0.060 AC), on portion of Lot 7 as shown on sheet E2 of the Plan;
- Grading Easement 10, containing 6,255 S.F. (0.144 AC), on portion of Lot 10 as shown on sheet E2 of the Plan;
- Utility & Drainage Easement 10, containing 827 S.F. (0.019 AC), on portion of Lot 10 as shown on sheet E2 of the Plan;
- Utility & Drainage Easement 11, containing 845 S.F. (0.019 AC), on portion of Lot 11 as shown on sheet E2 of the Plan; and
- Grading Easement 11, containing 7,358 S.F. (0.169 AC), on portion of Lot 11 as shown on sheet E2 of the Plan.

No use of the easements hereby created shall violate the subdivision Order of Conditions (DEP File No. 307-0507) recorded at Book 25413, Page 248, as affected by Amended Order of Conditions recorded at Book 25664, Page 93, as affected by Corrected Order of Conditions recorded at Book 25980, Page 33, and Second Amended Order of Conditions recorded at Book 26111, Page 176, as extended by Extension recorded in Book 28412, Page 137, including without limitation, the ongoing conditions contained therein.

These lots are conveyed subject to and with the benefit of the terms and conditions of the Hickory Beech Homeowners' Association Trust recorded with the Essex South District Registry of Deeds at Book 26604, Page 215. By the acceptance and recording hereof, Grantee accepts the beneficial interest in the Trust that is appurtenant to and runs with the title to said Lots.

This conveyance is made subject to a Declaration of Common Scheme Restrictions recorded with the Essex South District Registry of Deeds at Book 26811, Page 480. There is reserved unto the Grantor the temporary easement referenced in the Common Scheme Restrictions. Pursuant to the provisions of paragraph 12 of the Common Scheme Restrictions, the grantor hereby grants a special waiver of section 5(I) relating to exterior masonry chimneys. In addition, grantor hereby grants a special waiver of section 8 as to lots 4, 10, and 11 to expressly allow construction on each of lots 4, 10, and 11 a dwelling having more than one story with habitable areas amounting to as few as 3,000 square feet, exclusive of porches, breezeways or attached garages. In addition, grantor hereby grants a special waiver of section 8 as to lot 23 to expressly allow the construction on lot 23 of a dwelling having more than one story with finished living area of as small as 2,600 square feet of permanently enclosed ground coverage area, dedicated as habitable areas, exclusive of porches, breezeways or attached garages.

Lot 23 is subject to Order of Conditions dated June 16, 2006 (MA DEP File 307-0522) which is recorded in the Essex South Registry of Deeds at Book 25980, Page 53 and Extension recorded in Book 28582, Page 353. Said Lot 23 is also subject to the Town of Topsfield Wetlands Order of Conditions dated June 16, 2006 and recorded in the Essex South Registry of Deeds at Book 25980, Page 73, and Extension recorded in Book 28582, Page 356.

Access to the lots described above is conveyed subject to the Order of Conditions (DEP File No. 307-0507) recorded at Book 25413, Page 248, as affected by Amended Order of Conditions recorded at Book 25664, Page 93, as affected by Corrected Order of Conditions recorded at Book 25980, Page 33, and Second Amended Order of Conditions recorded at Book 26111, Page 176, as extended by Extension recorded in Book 28412, Page 137, including without limitation, the ongoing conditions contained therein as follows:

- a. **Continued Vegetation Required:** The owner shall be responsible for assuring the lasting integrity of vegetative cover on the site in order to prevent erosion, contamination, or other detrimental impact to on-site and off-site resources.
- b. **No Chemicals, Oil, or Gas:** There shall be no storage or parking of any equipment that leaks oil or other petroleum products within any Wetland Resource Area or the Buffer Zones.
- c. **No Pollutants:** There shall be no discharge or spill of fuel, oil, or other pollutants into any area of statutory interest. Any accidental spill shall be immediately reported to the TCC and other appropriate authorities.
- d. **No Discharge to Vernal Pools:** There shall be no discharge of silt or stormwater to any vernal pool on the site or to the contributing tributaries, including the wetlands bordering them.
- e. **Dumping Prohibited:** There shall be no dumping of leaves, grass clippings, brush, or other debris into any wetland or stream/body of water.
- f. **Additional Alteration Prohibited:** There shall be no additional alterations of areas under TCC/DEP jurisdiction without the required review and permit(s).
- g. **Driveway Runoff:** Driveways shall be designed to prevent runoff of storm water onto the roadways of the subdivision (e.g. box grated trench where necessary, driveway slopes graded to lawn areas, and/or any other acceptable measures).
- h. **Maintenance of Drainage systems and BMPs:** The maintenance and repair of all drainage systems, including Best Management Practices, shall be in accordance with the Operation and Maintenance Plan (dated Revised 12-09-05), including the Maintenance Checklist, and with the Homeowners Association (agreement). The design capacity, storm water management treatment capacity and structural integrity of these structures shall be maintained, as required in the approved Operation and Maintenance Plan (Attachment B), as it may be modified with TCC approval in writing over time.

- i. **Snow Plowing:** In order to avoid salt/sand impacts that would result from discharge of melt waters, plowed snows shall be directed away from Wetlands Resource Areas and drainage structures, preferably placed outside of all Buffer zone Resource Areas.

Access to the lots described above is conveyed subject to the Order of Conditions (Topsfield CC File No. 307-0507) recorded at Book 25413, Page 295, as affected by Amended Order of Conditions recorded at Book 25664, Page 104; Corrected Amended Order of Conditions recorded at Book 25980, Page 44, and Second Amended Order of Conditions recorded at Book 26111, Page 187, as extended by Extension recorded at Book 28412, Page 139, including without limitation, the ongoing conditions contained therein as follows:

- a. **Continued Vegetation Required:** The owner shall be responsible for assuring the lasting integrity of vegetative cover on the site in order to prevent erosion, contamination, or other detrimental impact to on-site and off-site resources.
- b. **No Chemicals, Oil, or Gas:** There shall be no storage or parking of any equipment that leaks oil or other petroleum products within any Wetland Resource Area or the Buffer Zones.
- c. **No Pollutants:** There shall be no discharge or spill of fuel, oil, or other pollutants into any area of statutory interest. Any accidental spill shall be immediately reported to the TCC and other appropriate authorities.
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- i. **Snow Plowing:** In order to avoid salt/sand impacts that would result from discharge of melt waters, plowed snows shall be directed away from Wetlands Resource Areas and drainage structures, preferably placed outside of all Buffer zone Resource Areas.
- j. **Buffer Zone Identification:** The property owner shall maintain the Buffer Zone Resource Area markers on the Lots hereby conveyed installed under Condition #III-18 (above) of this Order of Conditions, replacing posts and markers as needed over time.
- k. **Open Space Identification:** The Homeowners Association shall maintain the Open Space markers installed under Condition #III-19 (above) of this Order of Conditions, replacing posts and markers as needed over time.

This is not a conveyance of all or substantially all of the Massachusetts assets of the Grantor corporation and this conveyance is made in the ordinary course of business.

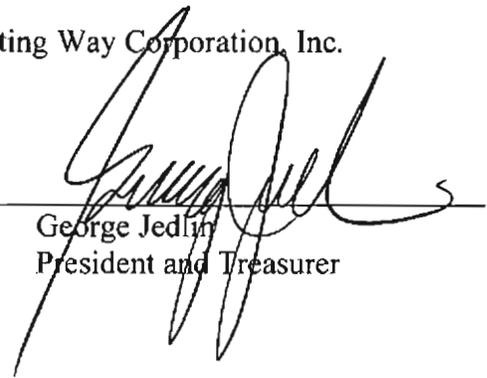
The premises hereby conveyed are a portion of the same premises described in deed to the Grantor recorded at Book 23577, Page 501.

END OF TEXT

SIGNATURE PAGE FOLLOWS

In WITNESS WHEREOF, Meeting Way Corporation, Inc. has caused its corporate seal to be hereto affixed and in these presents signed by George Jedlin, its president and treasurer this 22nd day of March, 2013.

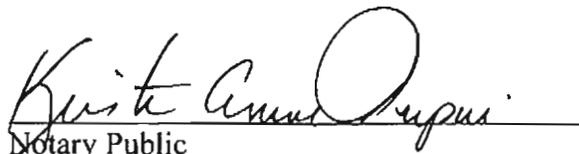
Meeting Way Corporation, Inc.

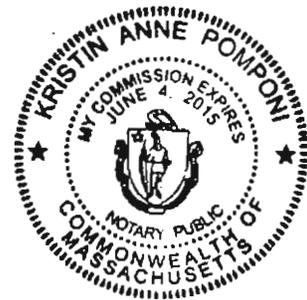

By: George Jedlin
Its: President and Treasurer

COMMONWEALTH OF MASSACHUSETTS

Suffolk, ss

On this 22nd day of March, 2013, before me, the undersigned notary public, personally appeared George Jedlin, President and Treasurer of Meeting Way Corporation, Inc., proved to me through satisfactory evidence of identification, which was photographic identification with signature issued by a federal or state governmental agency, oath or affirmation of a credible witness, personal knowledge of the undersigned, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he signed it voluntarily for its stated purpose, and that he has the authority to act in that capacity.


Notary Public
My Commission Expires:
6/4/2015



**TOWN OF TOPSFIELD PLANNING BOARD APPLICATION
FOR SPECIAL PERMIT AND SITE PLAN REVIEW**

Planning Board Application for Special Permit & Site Plan Review

Form A

Before you file this application, it is necessary that you be familiar with the requirements for filing plans and other materials in support of this application as specified in the Topsfield Zoning Bylaws, scenic road Bylaw, Stormwater & Erosion Control Bylaw and the respective Planning Board Rules and Procedures that are available from the Town Clerk and Community development Coordinator as well as the Town website at www.topsfield-ma.gov.

Incomplete applications will not be considered unless waivers are previously obtained from the Planning Board.

SPECIAL PERMIT FEES:

Business Park Use Permits	\$200.00
Elderly Housing Special Permits	\$1000.00 (New construction EHD see Site Plan Review fees listed below)
Common Drive	\$100.00 per lot
Accessory Apartment	\$100.00
Groundwater Protection District	
Wind Energy Conversion System – Small Scale	\$200.00
Ground Mounted Solar Photovoltaic Installations	\$200.00
Scenic Road	
Stonewall Removal	\$75.00
Tree Removal	\$75.00
Stormwater & Erosion Control	\$100.00 plus .0030 times the total square footage of the area to be altered by the project; see exemptions under regulations

SITE PLAN REVIEW:

1). Coverage Fee

\$100/5,000 sq. ft. or any portion thereof of new/alterd lot disturbance (the total square footage of all new/alterd building footprints, plus all paved surfaces, septic installations and stormwater management systems).

22,800 sq. ft. ÷ 5,000 sq. ft. x \$100 = \$ 456.00 area of new/alterd coverage

2). Gross Floor Area Fee

\$200/5,000 square feet or any portion thereof of new/alterd Gross Floor Area (gross floor area – the total square footage of all new floor area on all levels of all new or existing buildings).

_____ sq. ft. ÷ 5,000 sq. ft. x \$200 = _____ area of new/alterd gross floor area

Coverage Fee	\$ <u>456.00</u>
Gross Floor Area Fee	\$ _____
Total Site Plan Review Fee	\$ <u>456.00</u>

NATURE OF APPLICATION:

_____ Petition for Special Permit pursuant to Article _____, Section _____ of the Zoning Bylaw.

_____ Petition for Finding pursuant to Article _____, Section _____ of the Bylaw.

_____ Petition for Site Plan Review pursuant to Article IX of the Zoning Bylaw (and the Guidelines and Performance Standards for Activities Subject to the Provisions of Article IX of the Topsfield Zoning Bylaw; and Supplement Form C for submitted requirements and formats).

_____ Petition for a Scenic Road Permit pursuant to Chapter LV.

X Petition for a Stormwater & Erosion Control Permit pursuant Chapter LI.

DESCRIPTION OF APPLICANT:

a. Name Gary Patch, Patch Development LLC

b. Address 8 Christian Way, Andover, MA 01810

c. Phone Number (978) 314-9970

d. Interest in Premises (e.g., owner, tenant, prospective purchaser, etc.) Owner
(Attach copy of lease and/or letter of authorization from owner, if applicable)

DESCRIPTION OF PREMISES:

a. Assessor's Map 50 , Lot(s) 20-0 , Zoning District Inner Residential and Agricultural District

b. Location of Premises (number and street) 12 Hickory Lane

c. Name and address of legal owner (if different from Applicant) Same

d. Deed to the Premises recorded at (if known):
 X Essex South District Registry of Deeds, Book 32331 Page 164
_____ Essex South Registry District of the Land Court, Certificate Number _____

e. Prior zoning decisions affecting the Premises (if any):
Date of Decision _____ Name of Applicant _____
Nature of Decision _____

f. Present use of the Premises Cleared uplands, subdivision drainage, forested uplands

g. Present structures conform to current Zoning Bylaw. X Yes _____ No. If no, in what respect does it not conform. _____

PROPOSAL (attach additional sheets if necessary):

a. General Description:
 Single family house lot with associated septic system
 and driveway improvements.

b. If proposal is for construction or alteration of an existing structure, please state:

	FRONT	REAR	SIDE(S)
1. Setbacks required per bylaw	_____	_____	_____
2. Existing setbacks	_____	_____	_____
3. Setbacks proposed	_____	_____	_____
	FRONTAGE	AREA	
4. Frontage and area required by bylaw	_____	_____	
5. Existing frontage (s) and area	_____	_____	
6. Frontage (s) and area proposed	_____	_____	
	FEET	STORIES	
7. Existing Height	_____	_____	
8. Height proposed	_____	_____	

c. Other town, state or federal permits or licenses required, if any:

NPDES to be filed prior to construction, Subsurface Disposal Permit

NECESSARY ACCOMPANYING DATA:

It is required that every application be accompanied by appropriate supporting data. Failure to submit appropriate and complete data could result in delay and/or denial of application for zoning relief. Place a check next to the applicable accompanying supporting data:

Variance of Special Permit Applications:

(See Planning Board Rules and Procedures Section III)

All required supporting data attached Yes No

Site Plan Review Applications:

(See Town of Topsfield Zoning Bylaw, Article IX, Section 9.05. See also Guidelines and Performance Standards for Activities Subject to the Provisions of Article IX of the Topsfield Zoning Bylaw)

All required supporting data attached Yes No

Comprehensive Permit Applications:

(See G.L.c. 40B, Sections 20-23)

All required supporting data attached Yes No

Appeals from decisions of Building Inspector or Others:

(See Planning Board Rules and Procedures, Section III (1) (e))

All required supporting data attached Yes No

If all required supporting data is not attached, why not:

Section 5B states, "the Planning Board will accept the Conservation Commission hearing process and Order of Conditions in lieu of requirements stated below." The down gradient Hickory Beech drainage system has been reviewed and designed to accept the runoff from the full developed subdivision, including Lots. Single Family homes are not included in the definition of a "Hot Spot" referenced in the 5/24/13 letter.

July 20, 2015

Tyler R. Glode

on behalf of Gary Patch, Patch Development LLC

Date

Signature of Applicant

PLANNING BOARD WAIVER MEMORANDUM DATED JULY 8, 2013

MEMORANDUM

TO: Topsfield Planning Board

FROM: Gregory M. St. Louis, PE
Lawrence M. Beals

SUBJECT: Patch Development LLC Lot 4, 10, and 11 Waiver Request

DATE: July 8, 2013

On Behalf of Patch Development LLC we are writing to request a Waiver from the Stormwater and Erosion Control Regulations of the Topsfield Planning Board. We are requesting the below waivers as the construction of the single family homes represent minimal environmental impact and development of the lots has been accounted for in the master planning of the original subdivision, as originally peer reviewed by the BSC Group. We have provided the site with significant sediment and erosion control to protect remaining undeveloped areas and control stormwater runoff. Specifically, we request waivers as related to the following:

1. Strict adherence to the Stormwater and Erosion Control Plan Contents Listed in Section 6.0L of the SWEC Regulations
2. Requirement for a Surety Bond as specified in Section 6.0C and Section 8.0 of the SWEC Regulations.

Specifically, documentation related to Section 6.0L is also included in the Definitive Subdivision documentation that has been reviewed by BSC group and has been provided to Beals and Thomas, Inc. Additionally, the scale and character associated with the development of the proposed single family homes is minor in nature and poses minimal environmental impact.

Similarly, Patch Development LLC, has a strong reputation in neighboring communities and has built a number of homes. The scale and character of the development of the proposed single family homes is minor in nature and poses minimal risk to necessitate a surety bond for construction or maintenance of the house lots.

We thank you for your consideration and look forward to discussing the proposed project with the Planning Board and Beals and Thomas at the next meeting.

TOWN OF TOPSFIELD CERTIFIED ABUTTERS LIST

**TOWN OF TOPSFIELD, MA
ZONING BOARD OF APPEALS**

Application Supplement Form B

Attach to this form a copy of the Assessor's map (scale 1" equals 200') showing the property and all other properties and roadways within 300 feet of any portion of the property. Also, show the lot number and lot owner's name on each lot within the 300'.

List below the lot owner names and mailing addresses as shown in the Assessors' records, beginning with the property of the Applicant (locus).

Applicant's Name, Mailing Address: Beals Associates

Telephone No. + glode@bealsassociates.com

Locus: 50-20 12 Hickory Ln

<u>Map</u>	<u>Block</u>	<u>Location</u>	<u>Owner</u>	<u>(If different from location) Mailing Address</u>
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If needed, attach additional sheets.

Assessor's Certification

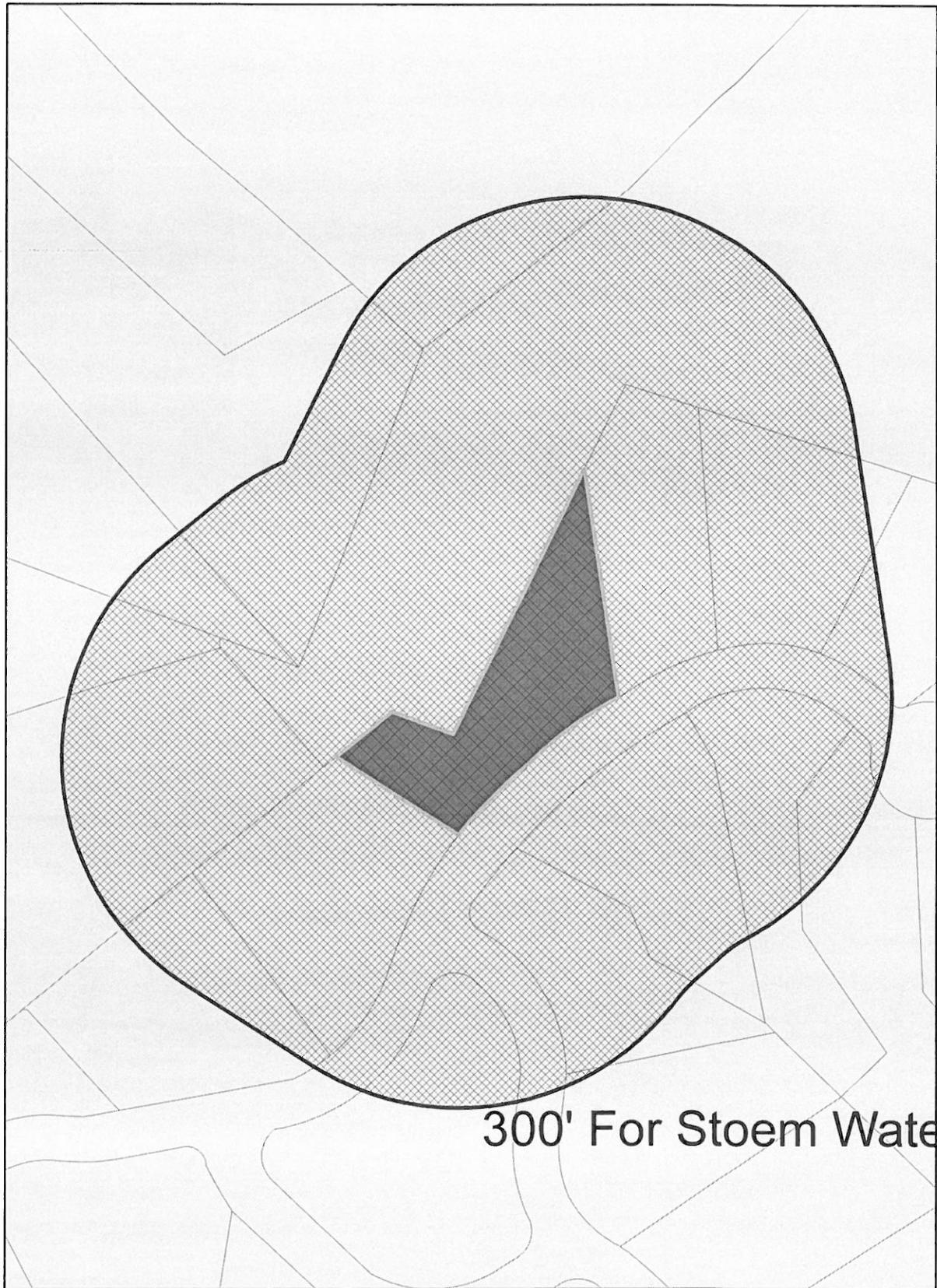
To the Topsfield Zoning Board of Appeals:

This is to certify that, at the time of the last assessment for taxation made by the Town of Topsfield, the names and mailing addresses of the parties assessed as owners of land within 300' of the parcel of land shown in the attached sketch were as listed.

Authorized Signature Assessors' Office 

Date of Verification 7/20/15

50-20 12 Hickory Ln





Patriot Properties

07/20/2015

10:02:11AM

Town of Topsfield

GIS - Abutters by Parcel ID

Filter Used:

DataProperty.AccountNumber in (1747,1774,1777,1778,2393,2394,1787,2392,2395,1788,2400,2401,2399,2391,2405,2390,2404,2406)

Parcel ID - Map/Block/Lot	Location	Owner/Mailing Address
34-78	293 BOSTON ST	GREEN ACRES REALTY INC / C/O RICHARD SKEFFIN PO BOX 185 ROCKWOOD ME 04478
41-91	279 BOSTON ST	TOWN OF TOPSFIELD / HIGHWAY DEPT 279 BOSTON ST TOPSFIELD MA 01983
42-1	10 DOVER HILL RD	DIAMOND KAREN 10 DOVER HILL RD TOPSFIELD MA 01983
42-2	11 DOVER HILL RD	TETREAUULT CATHERINE 11 DOVER HILL RD TOPSFIELD MA 01983
42-41	14 HICKORY LN	BIRDIE SCOTT C / BIRDIE KRISTIN 14 HICKORY LN TOPSFIELD MA 01983
42-42	16 HICKORY LN	DE BERNARDO ANDREW J / DE BERNARDO DANA J 16 HICKORY LN TOPSFIELD MA 01983
42-43	18 HICKORY LN	GUDAITIS MARK R / GUDAITIS VASS HEIDI 18 HICKORY LN TOPSFIELD MA 01983
49-52	96 HIGH ST	BELL GREGORY J 96A HIGH ST TOPSFIELD MA 01983
49-53	100 HIGH ST	WAITE RICHARD W / WAITE AILEEN P 100 HIGH ST TOPSFIELD MA 01983
50-18	6 HICKORY LN	BADER WALID 6 HICKORY LN TOPSFIELD MA 01983
50-19	10 HICKORY LN	WALSH MICHAEL S / WALSH DIANE M 10 HICKORY LN TOPSFIELD MA 01983
50-20	12 HICKORY LN	PATCH DEVELOPMENT LLC 8 CHRISTIAN WAY ANDOVER MA 01810
50-24	17 HICKORY LN	VOCINO BRAD J 17 HICKORY LN TOPSFIELD MA 01983
50-25	15 HICKORY LN	PINELLI JONATHAN / PINELLI AMY 15 HICKORY LN TOPSFIELD MA 01983
50-26	11 HICKORY LN	MCKENNA JOHN / MCKENNA SHANNON 11 HICKORY LN TOPSFIELD MA 01983
50-27	4 EVERGREEN LN	MEETING WAY CORPORATION / C/O VITALE CATUR/ 80 CITY SQ BOSTON MA 02129

Parcel ID - Map/Block/Lot	Location	Owner/Mailing Address
50-28	8 EVERGREEN LN	SIMOES JORGE A / SIMOES ALEXANDRA I 8 EVERGREEN LN TOPSFIELD MA 01983
50-40	7 HICKORY LN	MEETING WAY CORPORATION / C/O VITALE CATUR/ / 80 CITY SQ BOSTON MA 02129

OPERATION AND MAINTENANCE MANUAL AND CHECKLIST

2 Thirteenth Street
Charlestown, Massachusetts
02129
Phn: 617-242-1120
Fax: 617-242-1190

**Operation and Maintenance Manual
Hickory Beech Subdivision
Lots 4, 10, and 11 Hickory Lane, Topsfield, Massachusetts**

The following are operation and maintenance instructions for both construction and post-development stormwater controls. The goal of these plans is to ensure that the stormwater system, as designed, will function properly. Plans showing the stormwater management controls for the subdivision stormwater management system is available at the South Essex Registry of Deeds Bk 397 PL No. 36. Lot 4, 10, and 11 plans are submitted with this manual and are on file at the Topsfield Planning Board, Conservation Commission, and Board of Health.

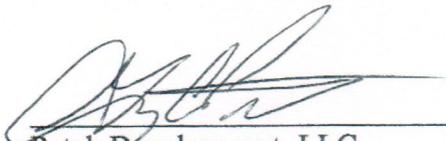
Stormwater management system(s) Owner/Responsible Party:

Lot 4, 10, and 11 private stormwater systems

Patch Development, LLC
8 Christian Way
Andover, MA 01810
Gary Patch, Manager
(617) 314-9970

Responsible Party:

Patch Development, LLC
8 Christian Way
Andover, MA 01810
Gary Patch, Manager
(617) 314-9970



Patch Development, LLC

7/20/15
Date:

Note: The Owner(s) of the stormwater management system must notify the Topsfield Planning Board of Changes in Ownership or assignment of financial responsibility.

Construction Operation and Maintenance Plan:

1. All erosion and sediment control devices installed prior to construction shall be inspected on a daily basis. Any deficiencies in the siltation fence or the strawbale dikes shall be corrected immediately. Excess silt shall be removed manually from the silt fence when the accumulation has reached 50% of the height of the fence.
2. Drainage perimeter swales shall be constructed after the installation of the erosion and sediment control. Seeding and straw mulching should be performed immediately after construction of channels and swales to minimize erosion damage. Newly seeded swales and channels should be inspected every weekly for the first few months to ensure that revegetation has occurred. Repairs and reseeding should be performed immediately as the need arises.
3. Deep sump catch basins are to be covered with plywood prior to the installation of pavement. This will prevent excess silt from accumulating in sumps and pipes. After pavement has been installed, a silt sack, block and gravel inlet protection device, or straw bale or wattle should be constructed surrounding the catch basin rim. This will keep silt out of the basins until the remainder of the site has been stabilized. The stone from the inlet protection should be maintained frequently to ensure the highest degree of filtration.
4. During construction, the roadway should be swept as needed, weekly minimum, following clearing, grading, and hauling activities.

Post - Construction Operation and Maintenance Plan:

Perimeter Swale

Swales should be inspected on a semi-annual basis for slope integrity, soil moisture, vegetative health, soil stability, soil compaction, soil erosion, ponding and sedimentation.

Regular maintenance should include mowing, pruning, weed and pest control. Swales should be mowed at least once per year. Grass should not be cut shorter than four (4) inches.

Sediment and debris should be removed manually, at least once per year, and periodic reseeding may be required on an as needed basis.

Gravel Check Dams / Level Spreaders

Gravel should be inspected on a semi-annual basis for slope integrity, soil stability, soil compaction, soil erosion, ponding and sedimentation.

Regular maintenance should include weed and pest control. Sediment should be removed when maximum of 4-inches or one-third the height of the gravel berm is achieved.

Sediment and debris should be removed manually, at least once per year.

Gravel Drip Edge

Gravel should be inspected on a semi-annual basis for integrity, soil stability, soil compaction, soil erosion, ponding and sedimentation.

Regular maintenance should include weed and pest control.

Sediment and debris should be removed manually, at least once per year

Routine maintenance tasks:

- ✓ Routine maintenance of lawns, gardens, and other landscaped areas shall occur as necessary.
- ✓ Good housekeeping – all areas of the property shall be kept free of trash and debris.
 - Any storage of materials and waste products shall be inside or under cover.
 - Fertilizers, herbicides, and pesticides, if stored on site, shall be stored outside the 100-foot buffer zone and properly contained under cover.
 - Storage of salt or deicing chemicals, if any, shall be on an impervious area, covered and protected from runoff.

Non-routine maintenance tasks:

None

Implementation Schedule

Routine maintenance tasks will occur quarterly or as described above.

Note: The maintenance schedule may only be amended to achieve the purposes of this Regulation by mutual agreement of the Planning Board and the Responsible Parties. Amendments must be in writing and signed by all Responsible Parties. Responsible Parties shall include owner(s), persons with financial responsibility, and persons with operational responsibility.

2 Thirteenth Street
 Charlestown, Massachusetts
 02129
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Maintenance Agreement and Checklist
Hickory Beech Subdivision
Lots 4, 10, and 11 Hickory Lane, Topsfield, Massachusetts

BIMONTHLY (for first year after erosion and sediment control installation)

Responsible Party for Operation, Maintenance, Repair, and Financing:

 Patch Development, LLC

 8 Christian Way

 Andover, MA 01810

Responsible Party for Inspections

 Patch Development, LLC

 8 Christian Way

 Andover, MA 01810

Note: Inspection form to be completed for EACH LOT as necessary:

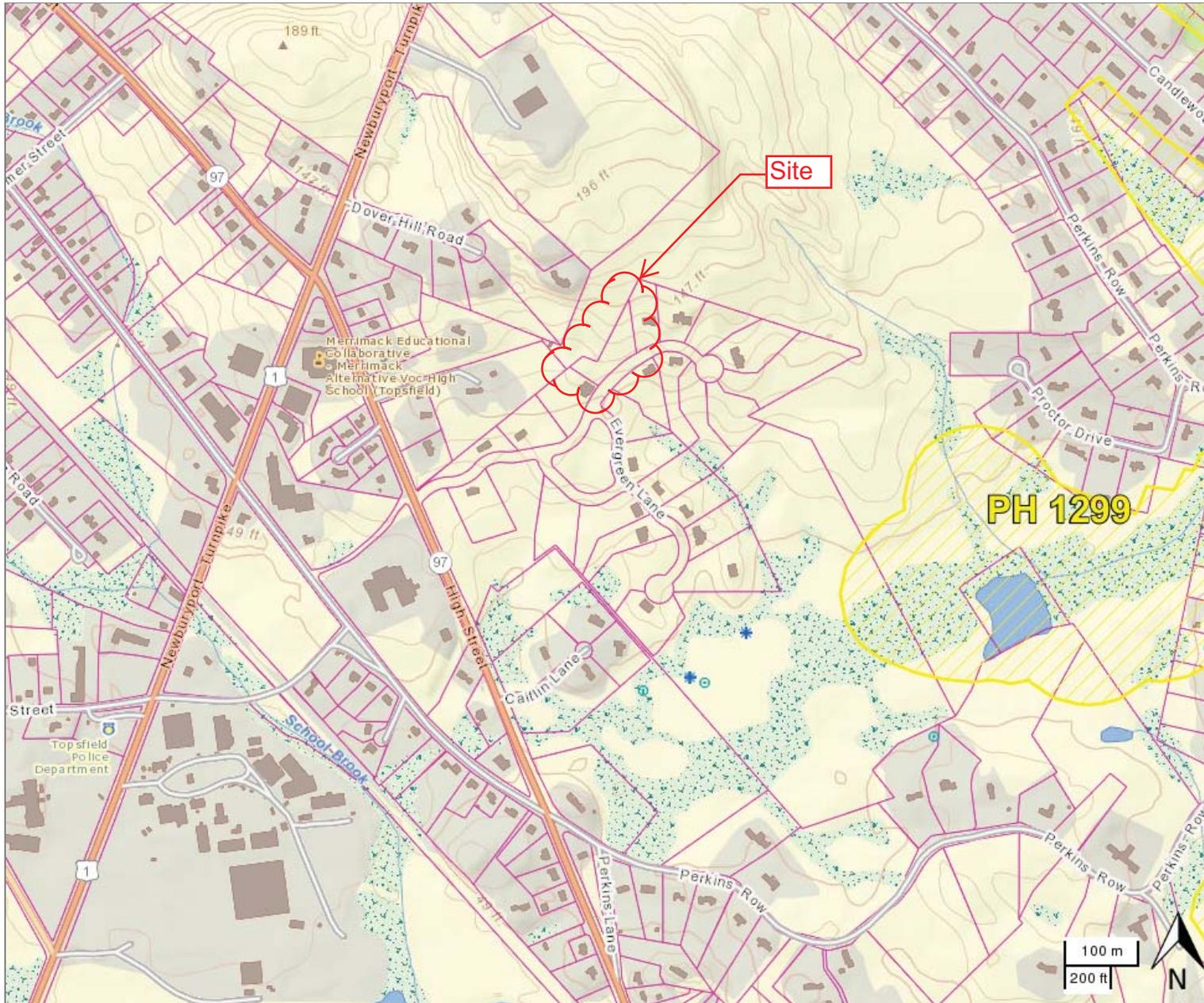
Gravel Drip Edge –	Date Completed
Inspect vegetation surrounding drip edge for erosion or sediment build up. Check for channels in soil where water may have formed a path.	
Remove sediment and debris	
Repair any depressions or channels with additional gravel.	
Gravel Level Spreader –	Date Completed
Inspect vegetation surrounding level spreader for erosion and sediment build up. Check for channels in soil where water may have formed a path.	
Remove sediment when depth reaches 4 inches or 1/3 height.	
Remove vegetation growing through the gravel media.	
Repair any depressions or channels with additional gravel.	
Gravel Check Dams –	Date Completed
Inspect vegetation surrounding check dam for erosion and sediment build up. Check for channels in soil where water may have formed a path.	
Remove sediment when depth reaches 4 inches or 1/3 height.	

Remove and vegetation growing through the gravel media.	
Repair any depressions or channels by re-seeding.	

Grass Channel / Perimeter Swale	Date Completed
Swales should be mowed at least once per year. Grass should not be cut shorter than four (4) inches.	
Mow, prune, weed and execute pest control if required.	
Reseed swale as necessary to maintain vegetation.	
Remove accumulated trash and debris manually.	
Remove sediment when depth reaches 3 inches.	

NATURAL HERITAGE MAP HICKORY BEECH SUBDIVISION 2015

Natural Heritage Map 2015 Hickory Beech Subdivision, Topsfield, MA



- Potential Vernal Pools
- NHESP Priority Habitats of Rare Species
- NHESP Estimated Habitats of Rare Wildlife
- NHESP Certified Vernal Pools
- Tax Parcels for Query
- Detailed Features
- Tax Parcels
- Structures

**STORMWATER MANAGEMENT PLAN FOR A 4-BEDROOM DWELLING AT LOT 4 HICKORY LANE
TOPSFIELD, MA ASSESSORS MAP 50-20 BK: 32331 PG: 164
DATED JULY 20, 2015**
