

**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: Kings Oak Properties, LLC

Address: c/o The Morin-Cameron Group, Inc.

66 Elm Street, Danvers, MA 01923

Telephone Number: 978-777-8586

E-mail Address: John@morincameron.com

2. Name of Engineer or Surveyor John Morin, PE, The Morin-Cameron Group, Inc.

Address 66 Elm Street

Danvers, MA 01923

Telephone Number: 978-777-8586

E-mail Address: John@morincameron.com

3. Deed to property is dated September 16, 2021 and is recorded in Essex South District Registry, Book 40295 Page 139.

4. Location of Property for which permit is requested:

Address 68 Washington Street

Zoning District CR – Central Residential 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.)

Kings Oak Properties, LLC  
24 Old Stage Road  
Hampton Falls, NH 03844

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:

Kings Oak Properties, LLC

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:

N/A

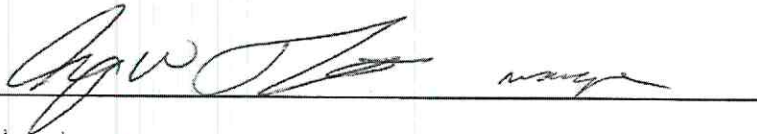
9. If the property is in the name of a corporation, the complete and correct name of the corporation, the name and corporate capacity of all officers authorized to sign deeds and other instruments pertaining to real estate are as follows:

N/A

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.

The proposed project involves razing the existing single-family dwelling and accessory buildings on the property and building a new single-family dwelling including construction of a new driveway and leaching facility. Approximate limit of disturbance is 11,170 square feet.

Signature of Applicant



Date of Submission

3/22/2022

Town Clerk Signature



SO.ESSEX #468 Bk:40295 Pg:139  
09/20/2021 02:05 PM DEED Pg 1/2  
eRecorded

MASSACHUSETTS EXCISE TAX  
Southern Essex District ROD  
Date: 09/20/2021 02:05 PM  
ID: 1481078 Doc# 20210920004680  
Fee: \$1,254.00 Cons: \$275,000.00

### Quitclaim Deed

Elizabeth J. Collins, as Trustee of the Elizabeth J. Collins 2019 Trust, u/t/d November 7, 2019, of Topsfield, Massachusetts, for consideration of Two Hundred Seventy-Five Thousand and 00/100 (\$275,000.00), grant Kings Oak Properties, LLC, of 24 Old Stage Road, Hampton Falls, NH 03844, *with quitclaim covenants*.

The land with the buildings thereon now known and numbered as 68 Washington Street, Topsfield, Essex County, Massachusetts, bounded and described as follows:

NORTHERLY: by the Gould Road (now known as Washington Street), four (4) rods and thirteen (13) links (seventy-four and 58/100 (74.58) feet);

EASTERLY: by land now or formerly of Joseph W. Creasey, two hundred and sixty (260.00) feet;

SOUTHERLY: by land now or formerly of Joseph W. Creasey, seventy-four and 50/100 (74.50) feet;

WESTERLY: by land now or formerly of Creasey, two hundred and forty-one (241.00) feet.

Together with all Grantor's right, title, and interest in and to a strip of land more particularly described in a deed dated December 28, 1962 and recorded with the Essex South County Registry of Deeds in Book 5035, Page 12.

For Grantor's title see deed of Elizabeth J. Collins to Elizabeth J. Collins, as Trustee of the Elizabeth J. Collins 2019 Trust, u/t/d November 7, 2019 and recorded with the Essex South District Registry of Deeds in Book 38175, Page 593.

I, Elizabeth J. Collis, hereby irrevocably release and terminate any and all homestead rights which I may have in the premises, however acquired, which may benefit either myself or any other persons entitle to the benefit of such homestead rights. I further certify under the pains and penalties of perjury that there are no other persons entitled to protection of the homestead act in the above-mentioned premises.

Property: 68 Washington Street, Topsfield, MA 01983

Executed as a sealed document and, as indicated under the pains and penalties of perjury on  
16 day of Sept, 2021.

*Elizabeth J. Collins as Trustee*

Elizabeth J. Collins, as Trustee of the Elizabeth J. Collins  
2019 Trust, u/t/d November 7, 2019

COMMONWEALTH OF MASSACHUSETTS

County of ESSEX

On this 16<sup>TH</sup> day of SEPTEMBER, 2021, before me, the undersigned notary public, personally  
appeared Elizabeth J. Collins, and proved to me through satisfactory evidence of identification,  
which was MASS. DRIVER'S LICENSE, to be the person whose name is signed on the  
preceding document, and acknowledged to me that she signed it voluntarily for its stated  
purpose.

*Christopher A. Cornetta*

Notary Public

My Commission Expires: 7.1.2027



**CHRISTOPHER A. CORNETTA**  
Notary Public  
Commonwealth of Massachusetts  
My Commission Expires  
July 1, 2027





## TOWN OF TOPSFIELD

### BOARD OF ASSESSORS

8 West Common Street  
Topsfield, Massachusetts 01983  
Telephone: (978) 887-1514 Fax: (978) 887-1502

This form must be completed and Assessor fee of \$20.00 must be paid before release of the certified abutters list.

Submission Date **Friday, March 11, 2022** Issue Date **Wednesday, March 16, 2022**

Department requiring list: **Planning Board**

300 Ft. ☒ 100 Ft. ☐ (Conservation Only) ☐ Direct Abutters

Person/Party requesting list: **The Morin-Cameron Group, Inc.**

Address: **66 Elm Street, Danvers, MA 01923**

Phone #: **978-777-8586** Email Address **joanne@morincameron.com** Misc: \_\_\_\_\_

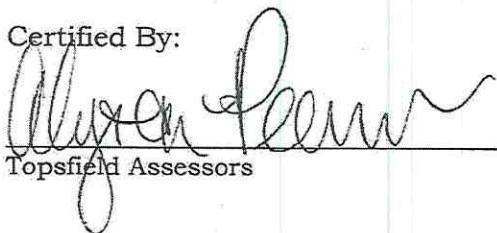
Property Owner: **Kings Oak Properties, LLC**

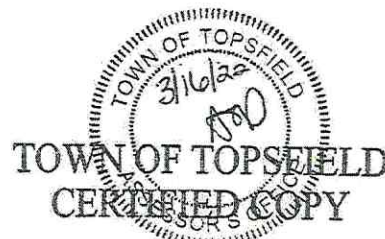
Assessor's Map(s) **32** Lot(s) **7** Location **68 Washington Street**

Assessor's Fee Paid: ☒ Yes ☐ No

The Assessors' Office requires ten (10) working days to certify an Abutters List. This list is valid for sixty days only from date of issue.

Certified By:

  
\_\_\_\_\_  
Topsfield Assessors



### Certification of Parties in Interest

The Board of Assessors of the Town of Topsfield do hereby certify, in accordance with the provisions of Section 10 and 11 of Chapter 808 of the Acts of 1975, that the following named persons, firms and corporations are parties in interest, as in said Section 11 defined, with respect to the premises herein above described.



# 300 foot Abutters List Report

Topsfield, MA  
March 16, 2022



## Subject Property:

Parcel Number: 32-7  
CAMA Number: 32-7  
Property Address: 68 WASHINGTON ST

Mailing Address: KINGS OAK PROPERTIES, LLC  
24 OLD STAGE RD  
HAMPTON FALLS, NH 03844

## Abutters:

Parcel Number: 32-10  
CAMA Number: 32-10  
Property Address: 74 WASHINGTON ST

Mailing Address: VOSS GUIDO B  
74 WASHINGTON ST  
TOPSFIELD, MA 01983

Parcel Number: 32-13  
CAMA Number: 32-13  
Property Address: 71 WASHINGTON ST

Mailing Address: DEVINE THOMAS J  
71 WASHINGTON ST  
TOPSFIELD, MA 01983

Parcel Number: 32-136  
CAMA Number: 32-136  
Property Address: 67 WASHINGTON ST

Mailing Address: MILK STREET PROPERTIES LLC  
66 PARK ST  
ANDOVER, MA 01810

Parcel Number: 32-14  
CAMA Number: 32-14  
Property Address: 69 WASHINGTON ST

Mailing Address: TOPSFIELD HOUSING AUTHORITY  
69 WASHINGTON ST  
TOPSFIELD, MA 01983

Parcel Number: 32-15  
CAMA Number: 32-15  
Property Address: 61 WASHINGTON ST

Mailing Address: BURCH STUART SPENCER  
61 WASHINGTON ST  
TOPSFIELD, MA 01983

Parcel Number: 32-16  
CAMA Number: 32-16  
Property Address: 57 WASHINGTON ST

Mailing Address: ALVARADO SARAH E  
57 WASHINGTON ST  
TOPSFIELD, MA 01983

Parcel Number: 32-17  
CAMA Number: 32-17  
Property Address: 55 WASHINGTON ST

Mailing Address: AWISZUS DANIEL W  
55 WASHINGTON ST  
TOPSFIELD, MA 01983

Parcel Number: 32-4  
CAMA Number: 32-4  
Property Address: 54 WASHINGTON ST

Mailing Address: STEWART MARISE MEYNET  
54 WASHINGTON ST  
TOPSFIELD, MA 01983

Parcel Number: 32-5  
CAMA Number: 32-5  
Property Address: 58 WASHINGTON ST

Mailing Address: HESLET DENNIS L  
58 WASHINGTON ST  
TOPSFIELD, MA 01983

Parcel Number: 32-6  
CAMA Number: 32-6  
Property Address: 64 WASHINGTON ST

Mailing Address: COBAK JOHN J  
64 WASHINGTON ST  
TOPSFIELD, MA 01983



www.cai-tech.com

3/16/2022

Data shown on this report is provided for planning and informational purposes only. The municipality and CAI Technologies are not responsible for any use for other purposes or misuse or misrepresentation of this report.

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## 300 foot Abutters List Report

Topsfield, MA  
March 16, 2022

Parcel Number: 32-8  
CAMA Number: 32-8  
Property Address: 70 WASHINGTON ST

Mailing Address: PORT KATHLEEN M  
70 WASHINGTON ST  
TOPSFIELD, MA 01983

Parcel Number: 32-9  
CAMA Number: 32-9  
Property Address: 72 WASHINGTON ST

Mailing Address: MORAN KEITH V  
72 WASHINGTON ST  
TOPSFIELD, MA 01983

Parcel Number: 40-57  
CAMA Number: 40-57  
Property Address: 76 WASHINGTON ST

Mailing Address: OCONNOR WILLIAM F TR  
76 WASHINGTON ST  
TOPSFIELD, MA 01983

Parcel Number: 40-60  
CAMA Number: 40-60  
Property Address: 19 GLEN RD

Mailing Address: COLLINS ROBERT J  
19 GLEN RD  
TOPSFIELD, MA 01983

Parcel Number: 40-61  
CAMA Number: 40-61  
Property Address: 17 GLEN RD

Mailing Address: WOODS MARK E  
17 GLEN RD  
TOPSFIELD, MA 01983

Parcel Number: 40-62  
CAMA Number: 40-62  
Property Address: 15 GLEN RD

Mailing Address: MCCARTHY ALAN G  
15 GLEN RD  
TOPSFIELD, MA 01983

Parcel Number: 40-63  
CAMA Number: 40-63  
Property Address: 11 GLEN RD

Mailing Address: TORTORIELLO DAVID  
11 GLEN RD  
TOPSFIELD, MA 01983



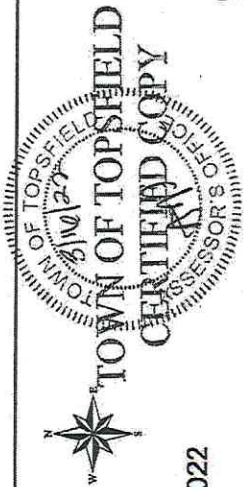
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3/16/2022

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March 16, 2022

68 Washington Street

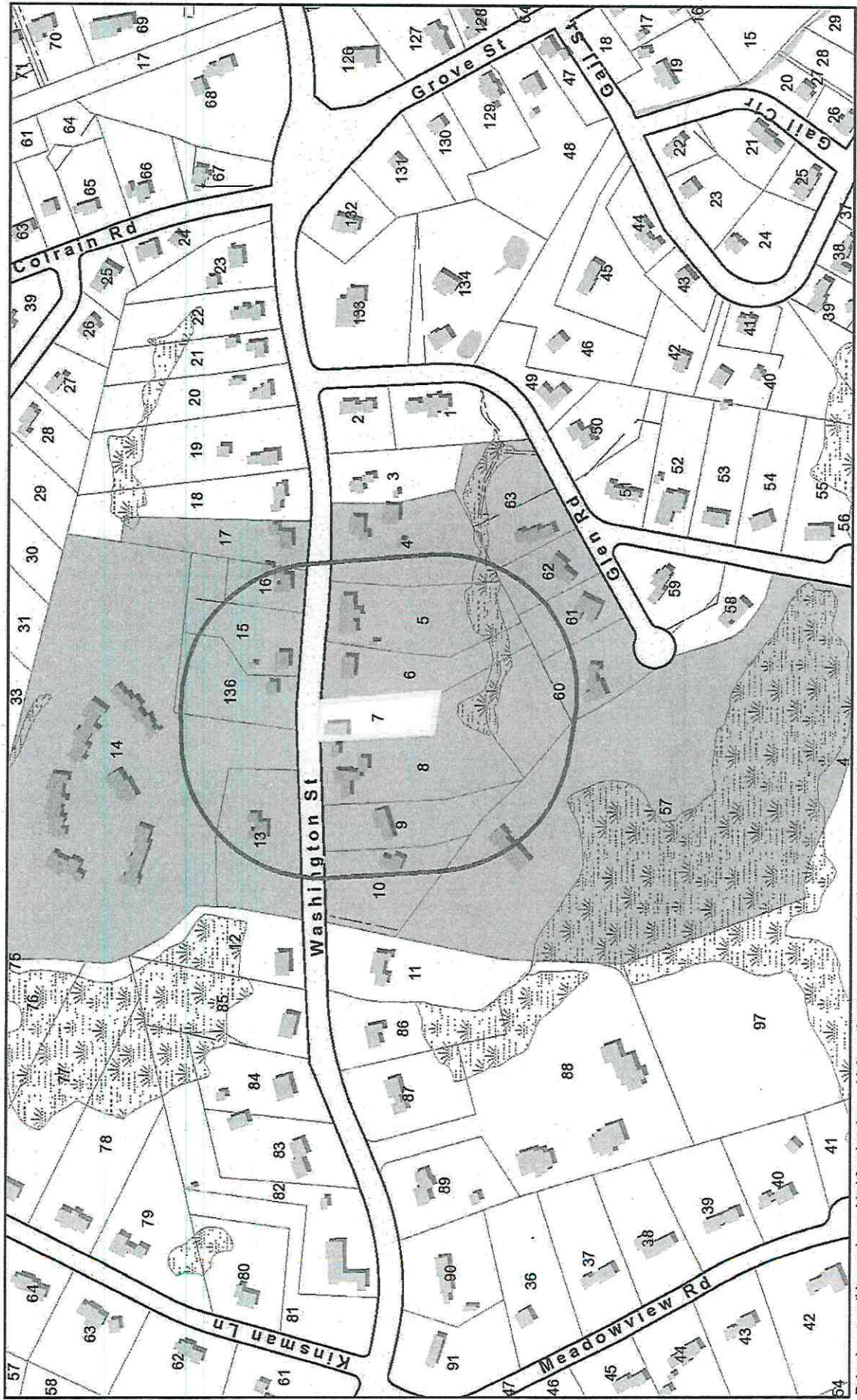
Topsfield, MA

1 inch = 300 Feet



CAI Technologies  
Precision Mapping. Geospatial Solutions.

www.cai-tech.com



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The Morin-Cameron Group, Inc.  
66 Elm Street  
Danvers, MA 01923

First Ipswich Bank  
Rowley, MA 01969  
53-471/113

2974

3/21/2022

PAY TO THE  
ORDER OF

Town of Topsfield

\$ 133.51

One hundred thirty-three & -----

51/100

DOLLARS

MEMO

Franciosa #4098 - Stormwater Permit fee

*Kathleen M. Molino*  
AUTHORIZED SIGNATURE



The Morin-Cameron Group, Inc.

2974

The Morin-Cameron Group, Inc.

2974

**Long Term Stormwater Best Management Practices**  
**Operation and Maintenance Plan**

for the

**Site Development**

at

**68 Washington Street**  
**Topsfield, Massachusetts**

Issued: March 22, 2022

The following operation and maintenance plan has been provided to give guidance for maintenance of the proposed stormwater management system after the development of the site and associated infrastructure. The success of the Stormwater Management Plan depends on the proper implementation, operation and maintenance of several management components. The following procedures shall be implemented to ensure success of the Stormwater Management Plan:

1. The contractor shall comply with the details of construction of the site as shown on the approved plans.
2. The stormwater management system shall be inspected and maintained as indicated below.
3. Effective erosion control measures during and after construction shall be maintained until a stable turf is established on all altered areas.
4. A Stormwater Management Maintenance Log is included at the end of this plan.

**Basic Information:**

Stormwater Management System Owner:

Kings Oak Properties, LLC  
24 Old Stage Road  
Hampton Falls, NH 03844  
P: (603) 944-6858

Topsfield Department of Public Works:

279 Boston Street  
Topsfield, MA 01983  
P: (978) 887-1542

Topsfield Planning Board:

8 West Common Street  
Topsfield, MA 01983  
P: (978) 887-1504



### **Erosion and Sedimentation Controls during Construction:**

Proposed erosion controls should be placed prior to the commencement of site disturbance activities in locations required to prevent runoff from migrating offsite without treatment. 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 site is fully stabilized.

### **General Conditions:**

1. The contractor shall be responsible for scheduling regular inspections and maintenance of the site. The inspections and maintenance shall be conducted as detailed in the following long-term pollution prevention plan and illustrated on the approved design plans:  
    "Sanitary Disposal System Repair Plan in Topsfield, Massachusetts, 68 Washington Street", prepared for Kings Oak Properties, LLC dated February 22, 2022.
2. The owner shall:
  - a. Maintain an Operation and Maintenance Log for the previous three years. The Log shall include all inspections, repairs and disposal activities (disposal material and disposal location shall be included in the Log);
  - b. Make the log available to the Topsfield DPW and Planning Board upon request;
  - c. Allow members and agents of the Topsfield DPW and Planning Board to enter the premises and ensure that the Owner has complied with the Operation and Maintenance Plan requirements.
3. A recommended inspection and maintenance schedule is outlined below based on statewide averages. This inspection and maintenance schedule shall be adhered to at a minimum for the first year after construction. At the commencement of the first year of service, a more accurate inspection/maintenance schedule shall be determined based on the level of service for this site.
4. Inspections and maintenance activities for this site will generally be performed by the owner or owner's representative. If major repairs are required, then detailed cost estimates will be provided by local landscaping companies prior to commencement of work.

## **Long-Term Pollution Prevention Plan (LTPPP)**

### **Vegetated Areas:**

Immediately after construction, monitoring of the erosion control systems shall occur until establishment of natural vegetation and soil stabilization. Afterwards, vegetated areas shall be maintained as such. Vegetation and mulch shall be replaced as necessary to ensure proper stabilization of the site.

### **Paved Areas:**

Paved areas shall be swept once annually during dry weather to remove excess sediments. The sweeping shall be conducted primarily between March 15<sup>th</sup> and November 15<sup>th</sup>. Special attention should be made to sweeping paved surfaces in March and April before spring rains wash residual sand off the driveway.

Cost: \$200-\$400 per sweeping

Salt used for de-icing on the driveway during winter months shall be limited as much as possible as this will reduce the need for removal and treatment. Sand containing the minimum amount of calcium chloride (or approved equivalent) needed for handling may be applied as part of the routine winter maintenance activities. De-icing products that are considered "environmentally friendly" shall be used whenever possible.

### **Stone Infiltration Trenches:**

The stone infiltration trench shall be checked regularly to ensure that the surface is free of debris such as leaves, sticks and trash. Remove and dispose of any debris. If surface ponding is visible, remove top course of crushed stone and accumulated sediment and replace with clean stone. Material removed from the trench shall be disposed of in accordance with all applicable local, state, and federal regulations. In the case that water remains in the infiltration trenches for greater than three (3) days after a storm event, an inspection is warranted and necessary maintenance or repairs should be addressed as necessary.

Cost: \$500-\$5,000 per cleaning depending on the volume of material/liquids that need to be removed.

### **Overall Site Grading and Stormwater Management:**

After construction, and during the initial vegetation establishment period, the site should be inspected after every rainfall. Mowing, litter removal, and spot vegetation repair should be performed on a regular basis.

### **Debris & Litter:**

All debris and litter shall be removed from the lawn, landscaped and driveway areas as necessary to prevent migration into the infiltration trench.

### **Pesticides, Herbicides, and Fertilizers:**

Pesticides and herbicides shall be used sparingly. Fertilizers shall be restricted to the use of organic fertilizers only. All fertilizers, herbicides, pesticides, sand and salt for deicing and the like shall be stored in dry area that is protected from weather.

### **Prevention of Illicit Discharges:**

Illicit discharges to the stormwater management system are not allowed. Illicit discharges are discharges that are not comprised entirely of stormwater. Pursuant to Mass DEP Stormwater Standards the following activities or facilities are not considered illicit discharges: firefighting, water line flushing,



landscape irrigation, uncontaminated groundwater, potable water sources, foundation drains, air conditioning condensation, footing drains, individual resident car washing, flows from riparian habitats and wetlands, De-chlorinated water from swimming pools, water used for street washing and water used to clean residential building without detergents.

To prevent illicit discharges to the stormwater management system the following policies should be implemented:

1. Provisions For Storing Materials And Waste Products Inside Or Under Cover
2. Vehicle Maintenance And Washing Controls

**Requirements for Routine Inspections of the Stormwater Management System Long Term Pollution Prevention Plan (LTPPP).**

**TABLE 1: MAINTENANCE SCHEDULE FOR DRAINAGE SYSTEM**

Structure	Inspection	Maintenance
Stone Infiltration Trench	<p>Inspect after every major storm event for first 3 months after construction to ensure the structures are working properly.*</p> <p>Thereafter, twice a year (April / October)</p> <p>Inspections should include the following:</p> <ul style="list-style-type: none"> <li>• Growth of vegetation</li> <li>• Erosion &amp; Sediment accumulation</li> </ul>	<p>Rehabilitate structure if it fails due to clogging as generally evidenced by retention of water for more than 72 hours after a storm event.</p> <p>Remove vegetation or sediment if present.</p>

\* Major storm event: 3.1 inches of rainfall in a 24 hour period (2 year storm)