



Town of Deerfield
Office of the Town Administrator

Deerfield Municipal Offices
8 Conway Street
South Deerfield, MA 01373
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Expedited Permitting District Project Application

Contents

| | |
|---|----|
| Introduction..... | 1 |
| Description of an Expedited Permitting Project | 2 |
| Scope of Project / Authority of The Selectboard | 2 |
| Requirements for Development Plan | 2 |
| Suggested Format for Project Statement..... | 3 |
| Filing / Consultant Review Fees | 6 |
| Filing Fee | 6 |
| Consultant Peer Review Fee | 6 |
| Application Checklist..... | 6 |
| Submission / Questions / Concerns..... | 7 |
| Expedited Permitting Project - Application Cover Sheet | 8 |
| Town of Deerfield Zoning Bylaws Section 4700: Expedited Permitting Project..... | 10 |
| “EPD” (Expedited Permitting District) Use Regulation Schedule | 16 |
| EPD Project Workflow | 18 |

Introduction

In the Expedited Permitting District (EPD), an Expedited Permit Project (EPP) may be developed in accordance with the regulations as set down in the Zoning Bylaws of the Town of Deerfield, Section 4700 “Expedited Permitting District”

This application must be completed in full for consideration.

Description of an Expedited Permitting Project

An Expedited Permit Project (EPP) is any retail, office, industrial or commercial use, or combination thereof, which has one or more of the following characteristics:

1. More than 30,000 square feet of gross floor area in any building or combination of buildings;
2. More than 100 required parking spaces; or
3. Generation of more than 250 vehicle trips per day, as determined by the ITE's Trip Generation Manual.

Scope of Project / Authority of The Selectboard

A proposed EPP containing only uses allowed as of right as set forth in the Table of Principal Uses shall be subject only to the standards of the Deerfield Zoning By-Law Section 4700, and to site plan review by the Selectboard as otherwise set forth in this Zoning By-Law. No special permit shall be required in order to expedite permitting of the EPP unless it proposes a multifamily dwelling or dwellings.

Requirements for Development Plan

Applicant must submit a development plan for the entire tract at a scale of one (1) inch equals forty (40) feet, prepared by a registered landscape architect, a registered architect, a registered land surveyor, or a registered professional engineer, showing at least the following:

1. Development name, boundaries, true North point, date and scale.
2. Names and addresses of record owner and applicant.
3. Names of all the abutters as they appear on the most recent tax list, including owners of land separated from the tract only by a street, and zoning district boundaries, if any.
4. Existing and proposed lines of streets, lots, rights of way, easements and public or common areas. The proposed names of proposed streets shall be shown in pencil until they have been approved by the Selectboard. Purpose of easements shall be indicated.
5. Location, names and present widths of streets bounding, approaching and within reasonable proximity of the tract.
6. Location of natural waterways and water bodies within and adjacent to the tract.
7. Major site features, such as existing stone walls, fences, buildings, large trees, rock ridges and outcroppings, and wetlands.
8. Sufficient data, including length, bearings, radii and central angle, to determine the exact location, direction and length of every street and way line, lot line, and boundary line and to establish these lines on the ground.
9. Location of all permanent monuments and bench marks and each proposed lot marker, properly identified as to whether existing or proposed. All bench marks shall be tied into and employ the United States Geological Survey data system.
10. Name of the engineer, architect and/or surveyor who prepared the plan; certificates and seals of the engineer and surveyor that they actually prepared the plan; and an additional certificate by the surveyor that all surveying conforms to the technical standards for property surveys of the American Congress on Surveying and Mapping.
11. Suitable space to record the action of the Selectboard and the signatures of each of the members of the Selectboard on each page of the plan.
12. Existing and proposed topography at one-foot contour intervals, unless the Selectboard agrees that the natural surface of the ground may be adequately represented by contours at larger intervals or by figures of elevation.
13. Profiles on the right of way lines of proposed streets at a horizontal scale of one (1) inch equals forty (40) feet and a vertical scale of one (1) inch equals four (4) feet or such other scale acceptable by the Selectboard. All elevations shall refer to United States Geological Survey datum. Profiles shall also indicate the location of any intersecting public or private ways and the location of existing and proposed

storm drains, water mains, sewers, and their appurtenances and any other underground utilities. There shall also be drawn cross sections of the proposed streets, properly located and identified by station number, at such intervals along the streets as will adequately indicate any variations in its section, supplemented, where necessary, by lines on the layout plan showing the width and location of proposed roadways, planting strips, gutters, sidewalks, and similar physical features.

14. Locations of existing and proposed storm drains, water mains, sewers, gas mains, electric and telephone lines and exterior lighting.
15. The results of borings or soil exploration sufficient to establish the character of the site's geology, water table and drainage features which would affect wastewater system design.
16. Proposed locations of all buildings, exits and entrances, parking areas, and screening and buffer strips.
17. Building size and location, including setback measurements, distance between buildings and plan view exterior measurements of individual buildings.
18. Internal roads, sidewalks and parking areas (with dimensions of paving and indication of number of parking spaces).
19. Total site area in square footage and acres, and area to be set aside as open space and common land.
20. Percentage of lot coverage, including the percentage of the lot covered by buildings, and percentage of open space and common land.
21. Representation of all proposed facade elevations, indicating height of building and construction.
22. Preliminary floor plans, including area in square feet of each floor.
23. Proposed schedule for completing the proposed EPP, including therein, as appropriate, designation of specific section or buildings proposed to be completed for occupancy prior to overall completion.

Suggested Format for Project Statement

This project statement should directly address the following concerns:

A. Lighting.

1. Shielding.
2. Light Trespass.
3. Illuminated Surfaces.
4. Searchlights.
5. Indoor Lighting.
6. Outdoor Signs.
7. Flickering and Flashing Lights.
8. Height of Fixtures, including
 - (A) Wall Mounted Fixtures.
 - (B) Pole Mounted Fixtures.
9. Hours of Operation.

B. Noise

1. Hours of Operation, including
 - (A) The loading, unloading, opening, closing or other handling of boxes, crates, containers, building materials, garbage cans, or other objects or
 - (B) Operating or permitting the operation of tools or equipment
 - (C) The operation of construction devices

2. Ambient Noise Level.

C. Landscaping

1. District Buffer Strip.
2. Large Parking Areas.
3. Fencing; Retaining Walls; and Berms.
4. Unsightly Uses and Areas.
5. Maintenance.

D. Stormwater Management.

1. Consistency with the Massachusetts Stormwater Management Policy.
2. Conservation Commission Statement stating compliance DEP Stormwater Regulations as applicable.
3. Temporary Measures related to surface water runoff during construction.
4. Erosion and Sedimentation Control in compliance with DEP Stormwater Regulations.

E. Site Development Standards.

1. Clearing for Utility Trenching.
2. Site Design, including
 - (A) Placement of buildings, structures, or parking facilities
 - (B) Impacts to rare and endangered species and wildlife habitat on the site, and maintenance of contiguous forested areas.
3. Preservation of Existing Vegetation, including during clearing and/or construction activities
4. Finished Grade.
5. Phasing of Development related to natural drainage areas.
6. Revegetation during and after construction
7. Topsoil.
8. Irrigation.

F. Pedestrian and Vehicular Access; Traffic Management

1. Access, including
 - (A) via roadways abutting residential districts.
 - (B) impact to the surrounding neighborhoods
2. Driveways, including sight distance to pedestrians, bicyclists, and motorists
3. Curb Cuts
4. Interior Circulation.
5. Transportation Plan including:
 - A. the proposed parking, loading, and traffic circulation within the site; access and egress points; and other features related to traffic generated by the proposed use.
 - B. A traffic study, prepared by a qualified traffic engineer, detailing the expected traffic impacts; said traffic study shall substantially conform to the Institute of Transportation

Engineers' "Traffic Access and Impact Studies for Site Development: A Recommended Practice," latest edition¹; also, a Transportation Demand Management (TDM) Plan, which may include carpools and vans, bicycle oriented transit, employee incentives to minimize vehicle traffic, and the like.

C. Proposed congestion mitigation measures.

6. Reduction in Parking.
7. Level of Service Maintenance or Improvement.
8. Dangerous Intersections.
9. Sight Distance.
10. Pedestrian and Bicycle Safety. Pedestrian and bicycle circulation, including:
 - (A) pedestrian and bicyclist connections on the property
 - (B) Pedestrian access
 - (C) road and intersection widening, or new traffic signals.
 - (D) rights-of-way, if applicable, for bicycle and pedestrian use.
 - (E) Sidewalks, crosswalks, walkways, bike racks or other pedestrian access, if applicable, to adjacent properties
 - (F) paved route to established walk or bikeway, if applicable.
11. Traffic Calming Features.

G. Aesthetics.

1. Compatibility with Neighborhood, including:
 - (A) Harmony in scale, bulk, massing, and density
 - (B) Consistency with the goals and objectives of the Town's Master Plan and any other plan that has been adopted by the Town.

H. Utilities; Security; Emergency Systems

1. Provisions for connection to Town Water and Sewer.
2. Site Security.
3. Underground Utilities Connections.
4. Fire Alarm System.

Dimensional Requirements.

A proposed EPP shall meet the following dimensional requirements:

1. Maximum Building Height: 48 feet
2. Minimum perimeter setback: 25 feet
3. Maximum EPD coverage by impervious surface (%): 80%

Current edition is dated 1991 and is available through the Institute of Transportation Engineers, 1099 14th Street, NW, Suite 300 West, Washington, DC 20005-3438 USA, Telephone: 202-289-0222

Filing / Consultant Review Fees

Filing Fee

The application filing fee is \$1 / \$1,000 of completed project cost, or \$2,500, whichever is higher.

Examples:

Project cost estimate: \$500,000.

$$500,000 \times .001 = 500.$$

Application Fee = \$2,500

Project cost estimate: \$2,250,000.

$$2,250,000 \times .001 = 2,250$$

Application Fee = \$2,500

Project cost estimate: \$3,750,000.

$$3,750,000 \times .001 = 3,750$$

Application Fee = \$3,750

Consultant Peer Review Fee

Additionally, a Consultant Peer Review fee may be requested with this application. This fee is intended to cover the Town's costs relating to any independent review of the project. This fee will be used only for that purpose, and unused monies will be returned to applicant following approval or denial of application. Consultant Peer Review fees will be determined by an actual estimate of the costs, as provided by the Town's project consultant.

The town shall at all times retain choice of consultant for any peer review, and shall be the sole arbiter of costs related to the peer review process.

Application Checklist

A complete application packet shall consist of the following:

- Three paper copies of the Application Cover Sheet
- Three paper copies of the Project Statement
- A compact disk containing
 - a Standard Digital File (SDF) of the Development plan (as defined by Version 2.0 of the MassGIS Standard for Digital Plan Submittals to Municipalities)
 - a copy of the original CADD file in PDF format plus
 - accompanying documents in PDF format
- Application Fee

Submission / Questions / Concerns

Completed Application and all fees may be submitted to:

Office of the Town Administrator
Town of Deerfield
8 Conway Street
South Deerfield, MA 01373

Townadmin@town.deerfield.ma.us
413-665-1400 x 105

Questions or concerns may be directed to the above office.



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Ph: 413-665-1400
Fax: 413-665-1411
Email: townadmin@town.deerfield.ma.us

Expedited Permitting Project - Application Cover Sheet

1. Applicant or Representative

Name: NUPRO LLC. - Jeff Ethier Phone #: 413-350-5020

Full Mailing Address: 10 Sandy Lane, South Deerfield, MA 01373

E-mail Address: jethier@nupro-films.com

2. Property Owner or Representative

(If different from above. All entities listed on deed must be included. Please attach additional sheets if necessary.)

Name: NUPRO LLC. Phone #: 413-397-3538

Full Mailing Address: 8 Sandy Lane Street, South Deerfield, MA 01373

E-mail Address: _____

3. Registered Land Surveyor/Engineer

Name: SVE Associates - Mark Stadnicki, P.E. Phone #: 802-257-0561

Full Mailing Address: P.O. Box 1818, 439 West River Road, Brattleboro, VT 05302

E-mail Address: mstadnicki@sveassoc.com

4. Parcel Identification

Street Address: Off Merrigan Way - Oxford Food Site

Map:* 168 Lot/Parcel #:* 21 & 21.2

**This information is on your tax bill, or can be obtained from the Board of Assessors.*

5. Deed Reference:

Book: 8052 Page: 32 (Parcel 21) & 37 (Parcel 21.2)

6. Plan Reference:

Book: 140 Page: 41

7. Parcel Area: *(all figures should be in square feet)*

Total Land Area: +/-387,470 sf Area of Disturbed Land: +/-335,412 sf

Gross Floor Area of proposed construction: 100,000 sf Net Floor Area: 124,680 sf

8. Proposed Use: (mark all that apply)

- Parking lot New Construction Alteration/Expansion
 Municipal Institutional Commercial
 Industrial Mixed Use Outdoor retail
 Solar Electric Installation

9. Modification of Existing Plan? Yes No

10. List any other Federal or State Permits required:

Mass DEP Notice of Intent; Order of Conditions; NPEDS's Construction General Permit/Stormwater Pollution Prevention Plan (SWPPP)

13. Estimated Total Cost of Project: \$ 16,550,000.00

14. I hereby certify that the information contained in this application is true and complete.

Applicant's Signature: _____ Date: _____

Owner(s) Signature(s): _____ Date: _____
(if different from applicant; attach additional sheets if necessary)

_____ Date: _____

_____ Date: _____

APPLICATION PROGRESS CHART

FOR STAFF USE ONLY

Completed Application Received (Refer to Application Checklist): _____

Initial Review by Selectboard (Date): _____

Peer Review Fee account name: _____

Peer Review Fee Acct. #: _____ conforms to MGL Ch. 44, §53g: _____
Initials of Town Accountant:

Peer Review Fee Paid: \$ _____ Date: _____ Town Clerk: _____

Funds deposited to Peer Review Fee account: Date: _____ Treasurer: _____

Additional funds deposited: \$ _____ Date: _____ Treasurer: _____

Unused funds returned: \$ _____ Date: _____ Treasurer: _____
(with interest)

RECEIVED:

Filing Fee Rec'd: _____

Check #: _____

Clerk's Initials: _____

Town of Deerfield Zoning Bylaws

Section 4700: Expedited Permitting Project

4700. EXPEDITED PERMITTING DISTRICT

4710. General. In the Expedited Permitting District (EPD), an Expedited Permit Project (EPP) may be developed in accordance with the following regulations.

4720. Definitions.

Expedited Permit Project (EPP): Any retail, office, industrial or commercial use, or combination thereof, which has one or more of the following characteristics:

1. More than 30,000 square feet of gross floor area in any building or combination of buildings;
2. More than 100 required parking spaces; or
3. Generation of more than 250 vehicle trips per day, as determined by the ITE's Trip Generation Manual.

4730. Permitted and Special Permit EPP. A proposed EPP containing only uses allowed as of right as set forth in the Table of Principal Uses shall be subject only to the standards of this Section 4700 and to site plan review by the Selectboard as otherwise set forth in this Zoning By-Law. No special permit shall be required in order to expedite permitting of the EPP unless it proposes a multifamily dwelling or dwellings.

4740. Contents of Application. The applicant for site plan approval shall submit to the Selectboard for approval a development plan for the entire tract at a scale of one (1) inch equals forty (40) feet, prepared by a registered landscape architect, a registered architect, a registered land surveyor, or a registered professional engineer, showing at least the following:

1. Development name, boundaries, true North point, date and scale.
2. Names and addresses of record owner and applicant.
3. Names of all the abutters as they appear on the most recent tax list, including owners of land separated from the tract only by a street, and zoning district boundaries, if any.
4. Existing and proposed lines of streets, lots, rights of way, easements and public or common areas. The proposed names of proposed streets shall be shown in pencil until they have been approved by the Selectboard. Purpose of easements shall be indicated.
5. Location, names and present widths of streets bounding, approaching and within reasonable proximity of the tract.
6. Location of natural waterways and water bodies within and adjacent to the tract.
7. Major site features, such as existing stone walls, fences, buildings, large trees, rock ridges and outcroppings, and wetlands.
8. Sufficient data, including length, bearings, radii and central angle, to determine the exact location, direction and length of every street and way line, lot line, and boundary line and to establish these lines on the ground.
9. Location of all permanent monuments and bench marks and each proposed lot marker, properly identified as to whether existing or proposed. All bench marks shall be tied into and employ the United States Geological Survey data system.
10. Name of the engineer, architect and/or surveyor who prepared the plan; certificates and seals of the engineer and surveyor that they actually prepared the plan; and an additional certificate by the surveyor that all surveying conforms to the technical standards for property surveys of the American Congress on Surveying and Mapping.
11. Suitable space to record the action of the Selectboard and the signatures of each of the members of the Selectboard on each page of the plan.
12. Existing and proposed topography at one-foot contour intervals, unless the Selectboard agrees that the natural

surface of the ground may be adequately represented by contours at larger intervals or by figures of elevation.

13. Profiles on the right of way lines of proposed streets at a horizontal scale of one (1) inch equals forty (40) feet and a vertical scale of one (1) inch equals four (4) feet or such other scale acceptable by the Selectboard. All elevations shall refer to United States Geological Survey datum. Profiles shall also indicate the location of any intersecting public or private ways and the location of existing and proposed storm drains, water mains, sewers, and their appurtenances and any other underground utilities. There shall also be drawn cross sections of the proposed streets, properly located and identified by station number, at such intervals along the streets as will adequately indicate any variations in its section, supplemented, where necessary, by lines on the layout plan showing the width and location of proposed roadways, planting strips, gutters, sidewalks, and similar physical features.

14. Locations of existing and proposed storm drains, water mains, sewers, gas mains, electric and telephone lines and exterior lighting.

15. The results of borings or soil exploration sufficient to establish the character of the site's geology, water table and drainage features which would affect wastewater system design.

16. Proposed locations of all buildings, exits and entrances, parking areas, and screening and buffer strips.

17. Building size and location, including setback measurements, distance between buildings and plan view exterior measurements of individual buildings.

18. Internal roads, sidewalks and parking areas (with dimensions of paving and indication of number of parking spaces).

19. Total site area in square footage and acres, and area to be set aside as open space and common land.

20. Percentage of lot coverage, including the percentage of the lot covered by buildings, and percentage of open space and common land.

21. Representation of all proposed facade elevations, indicating height of building and construction.

22. Preliminary floor plans, including area in square feet of each floor.

23. Proposed schedule for completing the proposed EPP, including therein, as appropriate, designation of specific section or buildings proposed to be completed for occupancy prior to overall completion.

4750. Performance Standards. The following performance standards shall apply to applications for site plan approval:

A. Lighting.

1. Shielding. All outdoor light fixtures shall be shielded so as to meet the goals of this Section.

2. Light Trespass. Direct light from the light source is to be confined within the property boundaries.

3. Illuminated Surfaces. Preferred surfacing for lighted areas shall be of materials such as blacktop which reflect a relatively small fraction of incident light. Parking area lighting shall be reduced or eliminated outside business hours. The Selectboard may require an electrical configuration for parking lots which support shut off for specific unused areas to reduce the glare from lighting.

4. Searchlights. The operation of laser shows or searchlights for advertising purposes is prohibited.

5. Indoor Lighting. Indoor light sources will not be projected outside in a manner to defeat the intent of this bylaw.

6. Outdoor Signs. Outdoor light fixtures used to illuminate an outdoor sign shall be mounted on top of the sign structure or otherwise restricted to prevent up-light and light trespass.

7. Flickering and Flashing Lights. No flickering or flashing lights shall be permitted. Processes, such as arc welding, which create light flashes shall be confined within buildings or shielded to prevent either direct glare or flashing.

8. Height of Fixtures.

(A) Wall Mounted Fixtures. Luminaires attached to a building for area lighting shall be mounted no higher than thirty-five (35) feet above grade;

(B) Pole Mounted Fixtures. Pole mounted exterior lighting fixture types shall be mounted no higher than

thirty (30) feet above grade.

9. Hours of Operation. Except as may be deemed appropriate for site safety or security, all external lighting, including lighting accessory to authorized signs, shall be extinguished one half hour after the facility is closed for the business day. Such lighting may be timed to resume one half hour prior to the arrival of the first employee on the premises.

B. Noise

1. Hours of Operation. As a condition of any site plan approval, the Selectboard may establish hours of operation for any of the following activities:

(A) The loading, unloading, opening, closing or other handling of boxes, crates, containers, building materials, garbage cans, or other objects or materials for sale or storage or use in a manner that causes a condition of noise pollution;

(B) Operating or permitting the operation of tools or equipment used in construction, drilling or demolition work;

(C) The operation of construction devices such items as compressors, jackhammers, bulldozers, cranes, etc., in a manner that causes a condition of noise pollution.

2. Ambient Noise Level. No person shall operate or cause to be operated any source of sound in a manner that creates a sound level which exceeds 80 dBA or 10 dBA above ambient, whichever is lower, when measured at the property boundary of the receiving land use.

C. Landscaping

1. District Buffer Strip. A continuous landscaped buffer strip of at least twenty (20) feet in width shall be provided and maintained in perpetuity between the Expedited Permit District and any residential districts and/or property lines. The landscape buffer strip shall be of a density to substantially screen the development in question from view, along the zoning district line in question. Plantings of various approved evergreen species is encouraged and shall be planted at a minimum height of six (6) feet.

2. Large Parking Areas. Parking areas containing over 20 spaces shall be subject to an approved parking plan, showing perimeter landscaping to screen such parking area from adjacent properties and locations accessible by the public. Selectboard may require traffic calming measures such as crosswalks, bike lanes, rumble-strips and landscape islands as necessary within such parking area.

3. Fencing; Retaining Walls; and Berms. The Selectboard may require appropriate fencing, retaining walls, and berms in order to screen unattractive features of the EPP.

4. Unightly Uses and Areas. Exposed storage areas, refuse disposal facilities, machinery, service areas, truck loading areas, utility buildings and structures and other unsightly uses shall be screened from view from neighboring properties and streets using dense, hardy evergreen plantings, or earthen berms, or wall or tight fence complemented by evergreen plantings.

5. Maintenance. All landscaping features, structures and areas shall be properly maintained. Dead shrubs or trees shall be replaced within one growing season as a condition of approval.

D. Stormwater Management.

1. Consistency with the Massachusetts Stormwater Management Policy. All development shall comply with the DEP's Stormwater Regulations, as may be amended.

2. Conservation Commission. Where applicable, no building permit shall be issued unless a report shall have been received from the Conservation Commission or its agent that the storm drainage system is consistent with DEP Stormwater Regulations, as may be amended.

3. Temporary Measures. During the construction phase, temporary diversions, berms, grassed waterways, special culverts, shoulder dikes or such other mechanical measures as may be necessary may be required by the Selectboard to intercept and divert surface water runoff, in accordance with applicable standards.

4. Erosion and Sedimentation Control. Erosion and sedimentation controls shall be constructed in accordance with

the DEP Stormwater Regulations, as may be amended.

E. Site Development Standards.

1. Clearing for Utility Trenching. Clearing for utility trenching shall be limited to the minimum area necessary to maneuver a backhoe or other construction equipment. Roots should be cut cleanly rather than pulled or ripped out during utility trenching. Tunneling for utilities installation should be utilized wherever feasible to protect root systems of trees.
2. Site Design.
 - (A) Placement of buildings, structures, or parking facilities shall not detract from the site's scenic qualities and shall blend with the natural landscape.
 - (B) Sites shall be designed in such a way as to avoid impacts to rare and endangered species and wildlife habitat on a site, and to maintain contiguous forested areas.
3. Preservation of Existing Vegetation. Priority shall be given to the preservation of existing stands of trees, trees at site perimeter, contiguous vegetation with adjacent sites (particularly existing sites protected through conservation restrictions), and specimen trees.
 - (A) During clearing and/or construction activities, all vegetation to be retained shall be surrounded by temporary protective fencing or other measures before any clearing or grading occurs, and maintained until all construction work is completed and the site is cleaned up. Barriers shall be large enough to encompass the essential root zone of all vegetation to be protected. All vegetation within the protective fencing shall be retained in an undisturbed state.
4. Finished Grade. Finished grades should be limited to no greater than a 3:1 slope, without special treatment, while preserving, matching, or blending with the natural contours and undulations of the land to the greatest extent possible. Finished grade shall be no higher than the trunk flare(s) of trees to be retained. The design of grade changes at the base of existing large trees shall be subject to the approval of the Selectboard or its agent.
5. Phasing of Development. The Selectboard may limit the extent of a site exposed at any one time through phasing of construction operations. Effective sequencing shall occur within the boundaries of natural drainage areas.
6. Revegetation. Proper revegetation techniques shall be employed during construction using native plant species, proper seed bed preparation, fertilizer and mulching to protect germinating plants. Revegetation shall occur on cleared sites within 7 (seven) calendar days of final grading and shall occur during the planting season appropriate to the selected plant species.
7. Topsoil. A minimum of 6" of topsoil shall be placed on all disturbed surfaces which are proposed to be planted.
8. Irrigation. The Selectboard may require that water for the purpose of irrigation shall be provided by an onsite well, after consultation with the Water Department.

F. Pedestrian and Vehicular Access; Traffic Management

1. Access. To the extent feasible, access to nonresidential uses and structures shall minimize impact:
 - (A) Access via roadways abutting residential districts shall be avoided where possible.
 - (B) Access and egress to an EPP with frontage on more than one street shall be in a manner that causes the least impact to the surrounding neighborhoods as determined by the Selectboard.
2. Driveways. An EPP shall be served by an adequate driveway.
 - (A) All driveways shall be designed to afford adequate sight distance to pedestrians, bicyclists, and motorists exiting to public ways. Improvements may be required on the public way for vehicular turning movements in or out of the site and safe pedestrian access to adjoining sidewalks, paths, walking trails or bikeways.
3. Curb Cuts. Curb cuts shall be limited to the minimum width for safe entering and exiting, and shall in no case exceed 24 feet in width unless waived by the Selectboard for nonresidential traffic. The location of driveway openings in relation to traffic and to adjacent streets shall provide for the convenience and safety of vehicular and pedestrian movement within the site. The number of curb cuts on state and local roads shall be minimized.

4. Interior Circulation. The proposed EPP shall assure safe interior circulation within its site by separating pedestrian, bike ways, and vehicular traffic. Sidewalks are highly encouraged to provide safe pedestrian access from the roadway and within the EPP.

5. Transportation Plan Approval. The proposed EPP shall be subject to Transportation Plan approval by the Selectboard. The Transportation Plan shall consist of the following information:

- A. A plan showing the proposed parking, loading, and traffic circulation within the site; access and egress points; and other features related to traffic generated by the proposed use.
- B. A traffic study, prepared by a qualified traffic engineer, detailing the expected traffic impacts. For proposed EPP, or phase thereof, in excess of 30,000 gross square feet, the required traffic study shall substantially conform to the Institute of Transportation Engineers' "Traffic Access and Impact Studies for Site Development: A Recommended Practice," latest edition². The Selectboard shall approve the geographic scope and content of the study. In addition, the applicant shall submit a Transportation Demand Management (TDM) Plan tailored to the specific uses and the geographic location of the site. Such TDM Plan may include carpools and vans, bicycle oriented transit, employee incentives to minimize vehicle traffic, and the like. The TDM Plan is subject to the approval of the Selectboard.
- C. Proposed mitigation measures, if any, such as left-turn lanes, roadway widening, signage, signalization of intersections.

6. Reduction in Parking. In consideration of the applicant providing one or more of the above measures to reduce vehicular traffic to and from the site, the Selectboard may reduce the number of required parking spaces below what would ordinarily be required by this Zoning By-Law, which shall otherwise apply to an EPP. To be considered for such a reduction, the applicant's traffic engineer shall determine and justify the parking demand for the project, as well as reduction in needed parking spaces attributable to each traffic management measure.

7. Level of Service Maintenance or Improvement. The Selectboard may require as a condition of site plan approval off-site improvements to mitigate the impact of the proposed EPP. Such improvements include intersection widening and traffic signals or the components of the EPP. All road and intersection improvements proposed as part of development and redevelopment shall be consistent with local plans.

8. Dangerous Intersections. The Selectboard may require mitigation for any net increase in traffic volumes of 10% or more at an intersection that has an accident history of more than 5 accidents in the last three years for which data is available.

9. Sight Distance. Acceptable sight distance shall be provided and maintained at all access locations, egress locations, and all intersections affected by the EPP. At a minimum, these site distances shall meet the stricter of the Massachusetts Highway Department and American Association of State Highway Transportation Officials standards for safe-stopping sight distances.

10. Pedestrian and Bicycle Safety. Pedestrian and bicycle circulation, and the amenities required thereof, on and off site, shall be in accordance with the following requirements:

- (A) All development and redevelopment shall provide for pedestrian and bicyclist connections on the property, and allow for possible future connections with adjoining properties, where deemed appropriate by the Selectboard.
- (B) Pedestrian access shall connect to all building entrances with further connections to local pedestrian arteries.
- (C) All road and intersection widening and new traffic signals or modification of existing traffic signals required as part of a Development or Redevelopment shall include appropriate bicycle and pedestrian accommodation.
- (D) The Selectboard may require proposed development and redevelopment to provide sufficient rights-of-way on their properties to accommodate expected needs for bicycle and pedestrian use.

Current edition is dated 1991 and is available through the Institute of Transportation Engineers, 1099 14th Street, NW, Suite 300 West, Washington, DC 20005-3438 USA, Telephone: 202-289-0222

(E) Sidewalks, crosswalks, walkways, bike racks or other pedestrian access shall be provided to allow access to adjacent properties and between individual businesses within a development.

(F) If the property abuts a public bikeway/ right-of-way, a paved access route to the bikeway may be required.

11. Traffic Calming Features. Traffic calming measures such as crosswalks, bike lanes, rumble strips and landscaped islands may be required.

G. Aesthetics.

1. Compatibility with Neighborhood. The location, size and design, building materials, and operating characteristics of the proposed EPP shall be compatible with and will not adversely affect the livability or appropriate development of abutting properties, with natural and built environment in the area and the surrounding neighborhood, with consideration to be given to the following:

(A) Harmony in scale, bulk, massing, and density in accordance with other commercial structures located within South Deerfield;

(B) Consistency with the goals and objectives of the Town's Master Plan and with any other plan that has been adopted by the Town.

H. Utilities; Security; Emergency Systems

1. Water and Sewer. The proposed EPP shall be connected to the Town sewer system and the South Deerfield Water District system

2. Site Security. There shall be a certification by the Police Chief that the petitioner has provided a written plan for site security, which plan has been approved by the Police Chief.

3. Underground. All electrical, cable and telecommunications services shall be installed underground.

4. Fire Alarm System. There shall be sufficient municipal fire alarm system capacity to meet the operating requirements of the proposed site development and use under applicable codes, regulations, and statutes enforce by the Fire Chief.

4760. Dimensional Requirements. A proposed EPP shall meet the following dimensional requirements:

1. Maximum Building Height: 48 feet

2. Minimum perimeter setback: 25 feet

3. Maximum EPD coverage by impervious surface (%): 80%

4770. Exemptions. The following uses or activities are exempt from these standards:

1. Emergency Response. Emergency responses performed by a private entity or a public agency and fire or burglar alarms.

2. Municipal Uses and Structures. All municipal uses and structures, including schools.

4780. Waiver of Standards. The Selectboard may in the course of site plan approval waive any performance standard where such waiver is not inconsistent with the purposes of this Section 4700.

4790. Enforcement. The Selectboard may ensure compliance with these performance standards at the application stage by requiring evidence of probable compliance, whether by example of similar facilities or by engineering analysis, verified by technical peer review. In addition, the Selectboard may require a monitoring program post- permit issuance for compliance purposes for a time period as may be specified in the site plan approval.

EPD (Expedited Permitting District) Use / Regulation Schedule

(Excerpted from Town of Deerfield Zoning Bylaw, Table of Principal Uses)

| <i>Principal Use</i> | <i>EPD</i> |
|--|------------|
| <u>A. RESIDENTIAL</u> | |
| Detached single-family dwelling | N |
| Detached two-family dwelling | N |
| Multi-family dwelling | SP |
| Dwelling unit incidental to commercial or industrial use | N |
| Flexible development | N |
| Conversation subdivision | N |
| Accessory apartments for the purpose of providing assistance with the activities of daily living | N |
| <u>B. EXTENSIVE USE AND COMMUNITY FACILITIES</u> | |
| Religious or educational exempted by G.L. c. 40A, s. 3 | Y |
| Educational use not exempted by G.L. c40A, s. 3 | Y |
| Agricultural use exempted by G.L. c 40A, s. 3 | Y |
| Fur farm, piggery, raising of animals on a parcel of land not exempt by G.L. c. 40A, s. 3 | N |
| Other Agricultural use not exempted by G.L. c. 40A, s.3 | N |
| Child care facility or day care facility exempted by G. L. c. 40A, s. 3 | Y |
| Municipal facilities | Y |
| Essential services | N |
| Earth Removal | N |
| Nonprofit event | Y |
| <u>C. COMMERCIAL</u> | |
| Office | Y |
| Bank, including ATM in or outside premises | Y |
| ATM not within or upon banking premises | Y |
| Retail sales or rental with display outdoors | Y |
| Arts and crafts production of sales | Y |
| Motor vehicle service station | N |
| Motor vehicle repair shop | N |
| Establishment for the sale of consumption of alcoholic beverages with or without entertainment, whether for profit or not for profit | Y |
| Junkyard or automobile graveyard | N |
| Hospital or sanitarium | N |

EPD

| | |
|--|-----|
| Convalescent or nursing home; assisted elderly housing | N |
| Hotel or motel | N |
| Bed and Breakfast | N |
| Boarding House | N |
| Print or publishing establishment | Y |
| Service shop | N |
| Repair shop | N |
| Medical/dental center | Y |
| Auction gallery for exhibition and sale by auction | N |
| Restaurant, not including fast-food or drive-in restaurant | Y |
| Principal Use | N |
| Place of assembly | N |
| Drive-in service, including restaurants, but not including ATM's | N |
| Landscaping business | N |
| Car wash | N |
| Commercial recreation, outdoors | N |
| Kennel or animal hospital | N |
| Major Commercial Project | N/A |
| Grocery, fish market, butcher shop, caterer | Y |
| Arcade, Amusement Park | N |
| Bakery, coffee shop, deli | Y |
| <u>D. INDUSTRIAL</u> | |
| Light manufacturing | Y |
| Manufacturing, processing, assembly, or fabrication | Y |
| Retail sales incidental to manufacturing facility | Y |
| Research laboratory of facility | Y |
| Wholesale, warehouse, or distribution facility | Y |
| Self-storage warehouse | N |
| Employee services incidental to permitted use | Y |
| Contractor's yard | N |
| Sawmill | N |
| Radioactive waste disposal | N |
| Truck, bus or freight terminal | N |

EPD Project Workflow

The following is meant to serve as a guide to a typical EPD Application workflow. This is not intended to be definitive, nor exhaustive, nor intended to limit the scope or authority of any party in relation to an Expedited Permit Project Application, or any part thereto.

1 - Applicant submits completed project proposal and fees to Town

(Selectboard)

2 – Upon receipt of Application Packet, Consultant Peer Review determined

(Selectboard)

3 – Consultant Peer Review Fee account is established per MGL Ch. 44, §53g, fee collected

(Town Accountant)

4 – The Selectboard issues Requests for Comment (RFC). Recipients may include, but are not limited to:

| | | |
|----------------|--------------------|------------------------------------|
| Fire Chief | Police Chief | Conservation Commission |
| Planning Board | Inspections Office | Superintendent of Roads and Sewers |

5 – Conservation Commissions issues statement, confirming compliance with Stormwater Regulations, in accordance with EPD Zoning Bylaw Section 4750(d)

(Conservation Commission)

6 – The Selectboard makes final determination. Project is approved or not approved. Applicant notified.

(Selectboard)

7 – Any remaining amount in Peer Review Fee account (plus interest) is returned to Applicant.

(Town Accountant)