



**Town of Reading**  
**16 Lowell Street**  
**Reading, MA 01867**

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February 22, 2021

## Site Plan Review **DECISION**

Project: 1310-1312 Main Street  
Applicant: Reading Animal Clinic  
Owner: Animalis Cura Trust and SOCA Medical, LLC

*To the Town Clerk:*

*This is to certify that, at a public hearing of the Community Planning and Development Commission opened on September 14, 2020 and closed on February 22, 2021 by a motion duly made and seconded, it was voted:*

“We, the Reading Community Planning and Development Commission, upon request from Reading Animal Clinic, under the provision of Sections 4.3 and 4.6 of the Zoning Bylaws of the Town of Reading, to consider the contemplated site plan for 1310-1312 Main Street (Assessors Map 51, Lots 79 and 83) – as shown on the Site Development Plans prepared by Sullivan Engineering Group, LLC, dated July 27, 2020, and most recently revised January 12, 2021; and architectural plans prepared by Cornerstone Architects Inc., dated July 23, 2020 - do hereby vote 4-0-0, to **approve** the said plans, subject to the Findings and Conditions below.”

### Materials Submitted:

The following materials were submitted into the public record:

- a) Site Plan Review Application, Narrative, Filing Fee, and Requested Waivers received 8/1/2020.
- b) Certified List of Abutters, dated 2/20/2020.
- c) Legal Notice published in the Daily Times Chronicle on 8/19/2020 and 8/26/2020.
- d) Site Development Plan Set, 1312 Main Street, Reading, MA 01867 prepared for Animals Cura Trust prepared by Sullivan Engineering Group, LLC, including the following:
  - a. Sheet 1: Cover Sheet, dated 7/27/2020, most recently revised 1/12/21.
  - b. Sheet 2: Existing Conditions/Demo Plan, dated 7/27/2020, most recently revised 1/12/21.
  - c. Sheet 3: Site Plan, dated 7/27/2020, most recently revised 1/12/21.
  - d. Sheet 4: Grading, Drainage and Utilities Plan, dated 7/27/2020, most recently revised 1/12/21.
  - e. Sheet 5: Landscape Plan, dated 7/27/2020.
  - f. Sheet 6: Construction Details, dated 7/27/2020, most recently revised 1/12/21.
  - g. Sheet 7: Construction Details, dated 7/27/2020, most recently revised 1/12/21.

- h. Sheet 8: Construction Details, dated 7/27/2020, most recently revised 1/12/21.
- e) 1312 Main Street, Fire Apparatus Access Plan, prepared by Sullivan Engineering Group, LLC, dated 2/10/21.
- f) Architectural Plans for Reading Animal at 1312 Main Street, Reading, MA, prepared by Cornerstone Architects, Inc., dated 7/23/2020.
  - a. Sheet SK-1: Proposed First Floor Plan, dated 7/23/2020, most recently dated 10/28/20.
  - b. Sheet SK-2: Proposed Second Floor Plan, dated 7/23/2020, most recently dated 10/28/20.
  - c. Sheet SK-3: Proposed Exterior Elevations: Front and Right-Side Elevations, dated 7/23/2020, most recently dated 10/28/20.
  - d. Sheet SK-4: Proposed Exterior Elevations: Rear and Left-Side Elevations, dated 7/23/2020, most recently dated 10/28/20.
- g) Drainage Analysis for 1312 Main Street, Reading, MA, prepared by Sullivan Engineering Group, LLC, dated 7/29/2020.
- h) Sheet ES.1: Site Plan Photometric Lighting, 1312 Main Street, Reading, MA 01867, prepared by Shepherd Engineering Inc., dated 7/6/2020.
- i) Lumark XTOR Crosstour LED and McGraw-Edison Gleon Galleon LED Certification and Technical Data, received 8/3/2020.
- j) Easement Agreement from Reading Select Board, approved 10/24/2021.
- k) Memo from Town Engineer to Community Development Director, dated 9/10/2020.
- l) Transportation Impact Assessment: Reading Animal Clinic Relocation, 1312 Main Street, Reading, MA, prepared by Vanasse and Associates, dated 9/28/2020.
- m) 1310 and 1312 Main Street Easement Agreement, received 10/27/2020, approved by Reading Select Board on 10/27/20.
- n) Memo from Conservation Administrator to Staff Planner, dated 10/29/2020.
- o) NOI Peer Review Response Letter, prepared by Sullivan Engineering Group, LLC, dated 1/25/21.
- p) Plant List to accompany Landscape Plan, prepared by Gardens by Demetra, received 1/27/21.
- q) Memo/Email from Conservation Administrator to Staff Planner, dated 2/18/21.
- r) Draft Decision, dated 2/22/2020.

**Findings:**

- 1) Overview: The project consists of two separate lots known as 1310 and 1312 Main Street; both lots are within the Business-A Zoning District. The existing Reading Animal Clinic (founded in 1942) is currently located at 1312 Main Street but is proposed to be relocated northerly to a vacant portion of the 1310 Main Street parcel that has been carved off of the larger 1310 Main Street parcel.\* The existing building at 1312 Main Street will remain and be used by a future commercial tenant. The lot at 1310 Main Street contains 27,187sf of area and 134.17 linear feet of frontage, which exceeds the minimum requirements of the Business-A Zoning District. The lot is abutted by business uses to the north, east and south and by a single-family residence to the west.

\*The larger 1310 Main Street parcel contains a single-family home and 9 acres of Chapter 61 land; this parcel is not part of the proposal herein, yet access to the home is currently gained – and will continue to be gained - via the smaller 1310 Main Street parcel. For purposes of clarity, reference to 1310 Main Street in this Decision shall mean the Site that is the subject of this application and 1310 Main Street (Rear) shall mean the single-family home parcel to the southwest of the site.

The proposal is to build a new Reading Animal Clinic facility with various site improvements including site parking, landscaping and lighting. The 10,500sf building will consist of two (2) stories and will be situated on the lot in such a way that visibility from Main Street will be minimized. It will be built with a classic New England style peaked-roof and an efficient floor layout. The hours of operation will remain the same as for the existing building, and a large increase in employees is unlikely.

- 2) Existing Site: Currently, Reading Animal Clinic is located at 1312 Main Street. The Clinic employs five (5) doctors and a number of support staff who perform x-rays, surgeries, dental procedures and laboratory work. The current ~2,220sf building is tight in terms of the floor layout and number of examination rooms, and provides limited parking for both staff and clients.
- 3) Zoning: Both 1310 and 1312 Main Street are located within the Business-A Zoning District; an ‘Animal Hospital’ is a by-right use within the district. The proposed building location meets the minimum front, rear and side yard setbacks required in the district, and the proposed building will meet the dimensional requirements of the Business-A Zoning District.
- 4) Site Access: Currently, the site is accessed by three driveways along Main Street for the two lots. The site is now proposed to be accessed through one 24’ wide curb cut along Main Street. The driveway opening is subject to modification by the Massachusetts Department of Transportation (MassDOT) design standards, as MassDOT owns and controls this stretch of Main Street (Route 28).

The Town of Reading owns and maintains a 10’ wide strip of land in front of the site which includes trees and landscaping. An easement with three different components has been granted by the Reading Select Board on October 24, 2020 to allow access to the site through the Town-owned strip of land. The easement includes language regarding the following:

- Driveway Easement: a perpetual easement to allow vehicular access and the right to cross the easement area and the right to improve and maintain a driveway in the easement area.
  - Walkways Easement: a perpetual easement and right to use the easement area for pedestrian walkways. The walkway easement includes the right to install, maintain and improve walkways in the easement areas.
  - Utilities Easement: a perpetual easement and right to install, construct, reconstruct, repair, replace, maintain utility lines, pipes, conduits, manholes, poles and facilities and their appurtenances for sewer, water, gas, electricity, communications and drainage in the easement areas.
- 5) Shared Easement: The two sites will establish an Easement Agreement which shall contain language regarding the following (language taken directly from draft agreement, with reference to “SOCA Real Estate” meaning the 1312 Main Street lot, and “ACT Real Estate” meaning the 1310 Main Street lot):

- Driveway Easement: To establish a common driveway for the use in common by the owners, occupants and invitees of both the SOCA Real Estate and the ACT Real Estate. The common driveway shall be kept passable and there shall be no parking and no storing of materials or debris within the common driveway.
  - Parking Easement on SOCA Real Estate: To establish a perpetual easement right for the benefit of the ACT Real Estate to use all of the parking spaces on the SOCA Real Estate site, except the owner of the SOCA Real Estate may restrict up to eight (8), to be identified, spaces on the SOCA Real Estate for its use alone, but only if such restriction is required by the Town.
  - Sewer and Water Service: The ACT Real Estate and SOCA Real Estate will have separate water and sewer service connections to the water and sewer mains located under the common driveway. To establish an underground utility easement on the ACT Real Estate for the benefit of the SOCA Real Estate, as shown on the plans to install, use, repair, maintain and replace the service lines.
  - Drainage: To provide for the establishment and maintenance of the drainage system to address the current drainage requirements of both parcels. The owners of both parcels shall share the cost for Maintenance of the drainage system and fulfil the requirements of an Operation and Maintenance Plan.
  - Maintenance; Cost: The water and sewer mains on the ACT Real Estate, and the parking areas, drainage and driveways on both parcels shall be maintained as common expenses of the owners of both parcels.
- 6) Parking and Loading: The proposed development requires one parking space per 300sf of gross floor area (GFA). The existing building contains 2,200 GFA and the proposed building will consist of 10,959 GFA for a total of 13,159sf. The site must maintain forty-four (44) spaces based on the zoning requirements. The proposed redevelopment, inclusive of both properties,\* consists of forty-five (45) spaces, two (2) of which will be handicap van accessible. ADA spaces will be located so that they are accessible to both the existing and the proposed building. The sites will share the parking area which accommodates parking to both the north and south when entering the site from Main Street. The rear of the parking area to the west of the site is to be used mostly by employees in order to allow customers easy access to the front of the buildings. Vertical granite curbing is proposed along the entire parking area including the interior corners of the hammerhead layout. Future uses proposed within the existing building shall fit within the allocated parking provided and be able to manage loading and deliveries on-site, or shall come back to CPDC for a modification.

A portion of the southern area of the parking lot is located with the 100' Wetland Buffer Zone and will require Conservation Commission approval. A 25' wide water and sewer easement is proposed through the main corridor of the parking area.

The site does require one (1) off-street loading zone based on the GFA of the combined sites. However, the Applicant has requested a waiver regarding the required loading zone as the

Clinic can control the timing of deliveries which are typically done bi-weekly by moderately sized trucks.

\*A shared parking agreement between the two properties will be required.

- 7) Interior Space: The proposed building will comprise 10,959 square feet of gross floor area across two (2) floors. The building can be accessed through entrances on either the south (front), or east/west (side) facades to ensure easy access from all sides of the building. The first floor of the building will include a series of surgery rooms, x-ray rooms, exam rooms, treatment rooms and doctor's offices. A reception and waiting room area, as well as restrooms, are also provided on the first floor for a total of 6,263sf of GFA.

The second floor of the proposed building shall include a series of offices and one conference room. Restrooms and an employee break room are also located on the second floor. Mechanical equipment shall be stored along the length of the north (rear) façade and for a small portion of the south (front) façade. The second floor will total 4,696sf of GFA.

- 8) Building Height: The building is proposed to be 30'3" at its highest point. It complies with the 45' maximum height allowed in the Business-A Zoning District.
- 9) Lighting: Two (2) 11' light fixtures have been proposed in the rear of the parking area for client safety. A series of exterior building lighting is included on the front and side facades of the new building. The proposed fixtures shall be traditional in style and shall not spill-over into the abutting wetlands.
- 10) Utilities: The new building will be connected to Town water, sewer and electricity. Both a 4" sewer service line and an 8" water main line are proposed to run underneath the parking area. The proposed water and sewer main shown are proposed as part of a future residential subdivision and shall be constructed by the developer of said subdivision. In the event the subdivision is not under construction at the time when the Animal Clinic needs water and sewer service a new utility plan will be required to provide service to the new building. The water and sewer service to the single-family household at 1310 Main Street (Rear) to the southwest of the site must remain functional until the site is redeveloped.
- 11) Drainage/Stormwater: A drainage study and report were prepared for both 1310 and 1312 Main Street since both lots will include construction activity. Soil testing was conducted and soils were found to be Loamy-sand, highly suitable for drainage recharge. To mitigate impacts of increased impervious area from the project, two separate stormwater management systems are proposed.

To capture runoff from the new building and a portion of the parking area at 1310 Main Street, an underground infiltration system has been proposed in the northwest corner of the parking area. Roof runoff will be captured through a series of roof drains and be conveyed to the drainage system. The parking area runoff will be collected through a series of catch basins along the main corridor of the parking area which will drain towards the infiltration system. The system will also include emergency overflow directed towards a raingarden in the southwest corner of the site (1312 Main Street).

The raingarden will capture a portion of the parking area runoff which will discharge into a rip-rap spreader for pre-treatment prior to entering the rain garden. The raingarden will also include a spillway to allow for a controlled release of stormwater in larger storm events.

- 12) Landscaping/Screening: The entire site shall maintain a clover lawn outside of both the existing and proposed building. A series of plantings, including trees and shrubs, have been proposed along all facades of the new building. The parking area also includes a series of native plantings at the corners of the hammerhead layout and along the rear lot line. The raingarden shall include a series of native plants and species as well as a native sublayer. Three (3) dog relief areas have been proposed along the western boundary of the sites.

The Town of Reading maintains a 10' wide strip of land in front of the site over which the Board of Selectmen has voted to grant easement rights. This strip of land includes a series of public trees; any of these trees proposed to be removed will require approval from the Town Tree Warden and will likely need to be replaced. The Applicant shall consider providing an enclosed area on the property for dogs to run and relieve themselves.

- 13) Public Safety: The new building is to be sprinklered and include a fire protection line. A fire hydrant shall be located at the rear of the site, the final location shall be determined and approved by the Reading Fire Department. The sprinkler room shall include access from the outside so the Fire Department can access quickly. The parking area shall be constructed to bear the load of a fire truck and shall provide enough room for a fire truck to turnaround at the hammerhead even if parking is full so that a fire truck shall not have to back out onto Main Street.

- 14) Design / Building Materials: The new building is to be residential in design with New England style architecture including a peaked roof. Cedar clapboards and shingle material are proposed to be used around the entire exterior of the building. Projected canopies are proposed at the building entrances to enhance the look and allow for building signage. All materials should be called out on the building elevations.

A series of 4' and 5' concrete walkways are located around the site and can be accessed through Main Street or a number of locations in the parking area. All walkways shall be ADA compliant.

- 15) Traffic: The new building/site will be used as an animal hospital as the prior site was for the last 78 years. No perceptible negative traffic impacts have resulted since the Clinic has been open and the Applicant expects such to continue as no significant increase is expected. Main Street includes good sight lines and distances and has recently been restriped on a trial basis to reduce speeds and improve safety. The restriping currently includes a center turning lane, which should make left turns into the site easier and safer by reducing the double threat. A signal nearby at the intersection of Main Street and Franklin Street helps to create gaps in traffic for those exiting the site.

A Traffic Impact Assessment (TIA) has been conducted for the site. The TIA includes data and study on the proposed building as well as the future occupancy of the existing building. It was found that the site would generate approximately 258 total vehicle trips on an average

weekday and that the traffic volume increases are relatively minor and would not result in a material increase in traffic delays or vehicle queuing. A review of MassDOT crash data was conducted and no discernable safety deficiencies were apparent in the vicinity of the site. Lines of sight were also found to, or could with minor improvements, meet required minimums. The report recommends that vehicles exiting the site be placed under a stop-sign control.

- 16) **Retaining Walls and Fencing**: A retaining wall is proposed along the northern property boundary and the northwestern corner of the site. A wooden guardrail is proposed in front of the retaining wall and along the southern portion of the parking area to protect the raingarden.
- 17) **Signage**: The existing site at 1312 Main Street includes a free-standing sign which is proposed to be relocated to the front of the new building located at 1310 Main Street. The free-standing sign is 48” high and 60” wide for a total sign area of 20sf.
- 18) **Dumpster**: An 8’ X 8’ concrete dumpster pad with a 6’ high wood framed fence for screening is located at the rear of the parking area and on the western side of the site. There will be two dumpsters; one for trash and one for recycling. The trash shall be emptied once a week by a front-loading truck and will not require any municipal services.
- 19) **Snow Storage and Removal**: Snow storage shall be contained on-site along the southeastern line of the parking area. If snow accumulates in such a way that it impacts parking on-site and reduces the number of spaces required it shall be hauled off-site.

#### **Waivers:**

- 1) **Loading Zone**: The Applicant has requested a waiver from the requirement of providing one (1) loading zone for the combined 13,159sf site as deliveries are scheduled bi-weekly and are small in size.

*The CPDC voted 4-0-0 to approve the requested waiver.*

#### **Conditions:**

##### **General:**

- 1) **Public Health, Safety and Welfare**: If, at any time, the site becomes a nuisance to public health, safety or welfare (i.e., traffic spillover onto Route 28, excessive noise, unreasonable site illumination beyond the hours of operation, etc.) – as shall be evidenced by substantiated complaints to the Police Department or Public Services Office – the Applicant/Owner shall agree to work with staff to rectify the problem. Should the situation warrant it, an additional Site Plan Review by the CPDC may be required.
- 2) **Utilities**: All utilities, structures, frames and covers shall meet the Town of Reading standards. The electric utility plan is subject to approval by the Reading Municipal Light Department (RMLD). The proposed water and sewer main shown are proposed as part of a future residential subdivision and shall be constructed by the developer of said subdivision. In the event the subdivision is not under construction at the time when the Animal Clinic needs water and sewer service a new utility plan will be required to provide service to the new building. The water and sewer service to the single-family household at 1310 Main Street (Rear) to the southwest of the site must remain functional until the site is redeveloped.

- 3) **Public Safety Access:** Outside access to the Sprinkler Room located at the new building on 1312 Main Street shall be provided and maintained at all times.
- 4) **Order of Conditions:** At all times throughout construction of the project and occupancy of the site, the Applicant and/or future owners shall comply with all provisions of the Order of Conditions issued for the project by the Reading Conservation Commission.
- 5) **Site Plan Decision:** The Site Plan Decision herein does not include approval for any future uses or site renovations that may – on their own merits and design – trigger the requirements of site plan review and/or require a special permit. All future proposed uses requiring a site plan review or a special permit shall obtain such approval(s) prior to occupancy of any tenant space.
- 6) **Sidewalk Improvement:** The Applicant will need an access permit from MassDOT to modify the curb cut. As part of this permit, the Applicant shall seek permission to repair any damage to the sidewalk along their property frontage in compliance with the Engineering Division and MassDOT standards.
- 7) **Access to 1310 Main Street:** Emergency vehicle access to the single-family home at 1310 Main Street (Rear) must be maintained at all times throughout construction and site development as identified on the *1312 Main Street Fire Apparatus and Access Plan* dated February 10, 2021.

**Prior to the Commencement of Site Work:**

- 8) **Engineering Concerns:** The Applicant shall work with Engineering staff to address the concerns delineated in the memo from the Town Engineer to the Community Development Director dated 9/10/2020.
- 9) **Conservation Concerns:** The Applicant shall work with the Conservation Administrator to satisfy the Order of Conditions.
- 10) **Plan Revisions:** The Applicant shall revise the Site Plan pursuant to any conditions imposed herein and submit 2 full-size (24x36) copies of the revised plans to the Community Development Director for review and approval prior to the issuance of a Building Permit. Revisions include but are not limited to:
  - a. Materials used and their locations, including but not limited to the Cedar Clapboards and shingle material, shall be labeled and depicted on the elevation plan sheets provided.
  - b. How roof leader drains are draining onto the property shall be indicated on the plan.
  - c. Required ADA ramps shall be indicated on the plan.
  - d. Location of Gate Valves shall be depicted on the water main.
  - e. Reference to the relocation of the existing free-standing sign.
- 11) **Soil Testing Sheets:** Soil Testing Sheets shall be provided to both the Town Engineer and Community Development Director.

**Prior to the Issuance of Building Permits and Prior to the Start of Construction:**

- 12) **Retaining Wall Detail:** A detail regarding the proposed engineered retaining walls shall be provided to both the Building and Planning Divisions for approval.



- 13) **Screening / Siding:** A detail on the dumpster screening shall be provided to the Community Development Director, Conservation Administrator and the Building Division for approval.
- 14) **Other Permits:** The Owner/Applicant is responsible for obtaining all other requirements and permits including but not limited to, utility connections, sewer, water, curb cut, street opening and Jackie's Law excavation permits from the Engineering Department (prior to excavation), and Board of Health approvals.
- 15) **Pre-construction Meeting:** The Owner/Applicant and contractors shall coordinate with the Community Development Director to schedule a pre-construction meeting with Town staff prior to applying for building permits, in order to review these conditions and any and all final construction sequencing, details and plans for this project.
- 16) **Rooftop Mechanicals:** The Applicant shall ensure the shielding of rooftop mechanical units so they are not visible from the street, and to mitigate the visual and audible impact of the units.
- 17) **Transformer:** The Applicant shall provide a dimensioned detail of the proposed transformer so that the Building Commissioner can determine whether property setbacks are met.
- 18) **Electric Utility:** The electric utility plan, including the locations of light poles, transformers, etc. shall be approved by the Reading Municipal Light Department (RMLD).
- 19) **Stormwater:** A Stormwater Operation and Maintenance Plan shall be submitted for review and approval by the Engineering Department prior to the start of construction. The Plan shall be developed for construction and post construction procedures and shall be provided in a report separate from the construction plans.
- 20) **Construction Schedule:** A construction schedule shall be submitted to the Community Development Director, Town Engineer, Conservation Commission and Building Inspector prior to the start of construction.
- 21) **Construction Drawings:** Full construction documents must be submitted and approved by the Fire Department. A building permit shall not be issued until the Fire Department has approved the plans.
- 22) **I/I Fee:** The project will be subject to an Inflow/Infiltration Fee if it is determined that the new sewer flow is greater than historical usage.

#### **During Construction:**

- 23) **Construction Hours:** Construction shall be limited to the hours stated in Section 8.9.8 "Construction Hours" of the Reading General Bylaws and said hours shall be posted in a conspicuous place at the entrance prior to any work on the site.
- 24) **Construction Activities:** Construction activities shall be conducted in a workmanlike manner at all times. Blowing dust or debris shall be controlled by the Applicant through stabilization, wetting down, and proper storage and disposal methods, subject to the approval of the Health Agent or designee. The Applicant shall ensure that the abutting local streets are kept clear of dirt and debris, which may accumulate as a result of construction activities for the Project. Documentation shall be provided demonstrating ongoing pest management control, subject to the approval of and administration by the Health Division.
- 25) **Site Inspections:** Town staff or their designee shall have reasonable access to inspect the site to determine compliance with this Decision.

- 26) **Coordination with Town Officials:** The Applicant and/or its contractor shall provide – during construction – complete, full coordination with local officials on making alterations to existing utilities, future utilities on site shall be installed underground, subject to local utility approval.
- 27) **Water Services:** All water services and connections shall be in accordance with the Town of Reading’s Water Division standards.
- 28) **Plan Changes:** Any changes to the site layout or utility design during site work or construction shall be submitted to the Engineering Division and Community Development Director for review and approval prior to the construction of the change in design.
- 29) **Bond:** The Applicant/Owner shall furnish a bond for the final As-Built plans prior to the issuance of the final certificate of occupancy. The bond amount shall be determined by the Town Engineer. The bond shall be returned once the requirements of this condition are met.

**Prior to the Issuance of a Certificate of Occupancy:**

- 30) **Compliance Review:** The Applicant shall schedule a meeting with the Building Inspector and Community Development Director before a request for a Certificate of Occupancy to review compliance with this decision and any other applicable permits.
- 31) **Handicap Parking:** The handicap parking spaces shall be properly posted in the locations depicted on the approved Plans.
- 32) **Operation and Maintenance Plan:** An O&M Plan shall be prepared for the catch basins; infiltration basins and stormwater management infrastructure.
- 33) **Conveyance of Easements/Agreements:** If applicable, the Applicant shall execute a Conveyance of Easements and Utilities transferring to the Town valid, unencumbered title to appurtenances thereto constructed and installed. All easements, and agreements, as reviewed by the Town Engineer and Town Counsel, shall be properly written and recorded.
- 34) **Shared Easement Agreement:** A signed and completed Easement Agreement between 1310 and 1312 Main Street shall be submitted to the Community Development Director, and shall include language allowing shared use of and maintenance responsibility for the dumpster.
- 35) **Turning Study:** Applicant shall abide by all MassDOT requirements imposed upon access to and egress from the site to/from Route 28.
- 36) **Architecture:** The building façade on each elevation (north, south, east, west) shall be substantially as indicated on the approved architectural plans and elevations.
- 37) **Landscaping:** The landscaping shall be installed as indicated on the final approved landscape plans. In the event that weather conditions prevent completion of the proposed landscaping prior to the desired date of occupancy, the Applicant shall submit a bond to cover the cost of installation of the remaining landscaping features.
- 38) **As-Built Plans:** Two full size paper copies and electronic AutoCAD final As-Built plans showing the building footprint, drainage systems and utility connections shall be submitted to the Community Development Director and Town Engineer to ensure compliance with this decision and other applicable Town standards. The bond held for this requirement will be returned to the Applicant once this condition has been fulfilled.

### **Conditions for Ongoing Maintenance after Occupancy:**

- 39) **Lighting:** All exterior building and site lighting shall comply with the dark sky initiatives (light shall shine down only) with the light source being fully shielded (with cutoff shields) so that any spillage onto abutting properties shall be limited to 0.1-foot candles.
- 40) **Landscaping:** The landscaping as depicted on the approved plan shall be maintained in a healthy condition in perpetuity. In the event that landscaping is damaged during snow removal operations, the property owner shall replace such landscaping during the next growing season.
- 41) **Off-Street Loading and Delivery:** No delivery trucks shall queue on Main Street or within the on-site circulation aisles in a manner that impedes traffic flow through the parking lot.
- 42) **Snow Removal:** Snow shall be stored in the areas identified on the plan, in accordance with the approved snow management plan, and shall not impact the landscaping, pedestrian pathways or parking areas. Snow shall be removed from the site by the Applicant and/or its designee if the accumulated snow exceeds the capacity of the snow storage area or impedes pedestrian pathways or the parking lot.
- 43) **Trash Removal:** All trash collection and disposal are the responsibility of the future owner. The owner shall ensure daily that exterior areas of the site remain clear of debris, trash and any equipment used in connection with any commercial activities on site. Trash pick-up shall be contained on-site and shall not impede access into the site.
- 44) **Storm Water Operations & Maintenance:** Annual O&M reports shall be delivered to the Town Engineer by January 15<sup>th</sup> of each year.

### **Modifications/Revisions - Plan Changes after Approval by the Approving Authority:**

Contemplated future changes to the plan approved herein shall be presented to the Community Development Director and the Zoning Enforcement Officer/Building Inspector, or other relevant Town staff, for review prior to implementation of proposed changes.

**1. Minor Modification:** Changes that do not substantially alter the concept of the approved Plan in terms of the specific location, the proposed land use, the design of building form and approved building details and materials, site grading or egress points. These include but are not limited to small changes in site layout, topography, architectural plans, landscaping plan, traffic circulation, parking, lighting, signage, open space or other criteria set forth in Section 4.6.9.1. Requests for approval under a minor modification for future renovations/alterations to the approved site plan or for future tenant changes shall be reviewed by the Community Development Director to determine if the proposed work qualifies for review through the Minor Site Plan Review process of Section 4.6.3 of the Reading Zoning Bylaw. If the work is eligible for review under Minor Site Plan review, the Community Development Director may review and grant approval of the proposed work by administrative approval of the Minor Modification. At the determination of the Community Development Director, the Applicant may be required to present the proposed project at a public meeting of the CPDC.

**2. Major Modification:** If, at any time before or during development, it becomes necessary or desirable for an Applicant to make modifications to a Site Plan, the Applicant shall appear at a regular meeting of the CPDC and submit, if required by the CPDC, plans showing the modification. Modification requests shall be processed in accordance with the rules governing Site Plan Review unless, upon review and determination by the Community Development Director, the proposed changes qualify as a Minor Modification pursuant to Section 4.6.9.2. The

following changes shall be deemed to qualify as a Major Modification: any relocation or shifting of structures or parking areas; any increase in the gross floor area of structures or any changes to the building envelope; any change that requires additional water or sewer usage or the relocation of water and sewer utilities; any increase in impervious areas, either by changes to structures or paved parking areas; or substantial changes to the approved architectural drawings, including changes in building materials and color.

*Signed as to the accuracy of the vote as reflected in the minutes*



2/24/21  
Date

Andrew MacNichol, Staff Planner  
*Cc: Applicant, Town Clerk, DRT Staff, planning file*