

Chelmsford Conservation Commission
Town of Chelmsford
50 Billerica Rd. Chelmsford, Ma 01824
Meeting Minutes
July 26, 2022
Approved August 9,2022

Members Present: Chris Garrahan, Marc Gibbs, David McLachlan, William Vines, John Swenson Karl Bischoff

Members Absent: Chris Tymula

Others Present: David Koonce-Conservation Agent

Meeting was called to order at 7:02PM by Mr. Garrahan. The Zoom portion of the meeting was not operating.

All documents referenced in these minutes are available for review at the Community Development Office, 50 Billerica Rd., Chelmsford Town Offices Building. This meeting was hand recorded via the Recording Secretary, and televised by Chelmsford Telemedia.

Open Session / Citizen Concerns

No one came forward at this time.

Regulatory Hearings

• Notice of Intent; DH Property Holdings, LLC; 270 Billerica Road; Kasey Ferreira/Howard Stein Hudson, representing Applicant

Legal Notice Read. Work is to redevelop an existing office building and parking lot. Atty. Douglas Deschaine, and Kasey Ferreira of Howard, Stein, Hudson were present on behalf of the applicant.

The proposed development will be a warehouse/distribution center. The existing building was built in 1985 as office space and has been vacant a long time. The existing building will be demolished.

New development will be partially farther from the buffer zone, the parcel has 6.9 acres.

The existing parking lot is 4.5 feet from the wetland line and is at the line in various places. There are 9 catch basins in the existing parking lot, connected by pipes. There is an easement from a neighboring property to handle their excess drainage, and discharge it to the wetland.

The proposed warehouse is 81,000SF. There would be two curb cuts along Billerica Rd.-one for trucks, away from the wetlands, and the other is for employees and workers with smaller vehicles.

The parking area will have 13,426 SF of impervious surface, which is 4000SF less than existing conditions, and will include 473 parking spaces. Drainage accommodates all of the parking spaces. The closest part of the lot is 19 feet from the wetland. All the land is previously disturbed.

Standard Three of the Storm Water standards are being met by a 77% recharge rate, which is an improvement over what was there previously. Other standards were described, as well as other drainage features. There will be three separate systems handling storm water in this proposal. A rain guardian will infiltrate the storm water prior to discharge to the wetland.

Overall, there are numerous improvements proposed for the site from a wetlands standpoint. There are significant areas for snow storage. Retaining walls have not been designed yet, and are very small. The existing land banked parking area will be fully developed as active parking area.

No vehicle maintenance will be done on the site, it is a drop-off location. The catch basins will have hoods and oil separators. There will be 16 bays in the building. No part of the building is in the 50 foot buffer, just the parking area. Silt fence and waddles will protect against debris going into the wetland.

Waiver of the 25 & 30 foot buffers will be needed. One waiver is needed so they can remove impervious surface and regrade.

There are areas of invasive plants on the property that may need to be addressed.

Test pits on the eastern side did not hit ground water. Ground water is just over 2 feet on the western side, with 4 feet on the eastern side. Wetland delineations are all recently done.

The applicant will ask the fire department if their access road could be gravel, and not paved.

A number of trees are being removed and the area will be graded. Most of the vegetation is shrubs. New landscaping will be planted. Details will be worked out.

There was flowing water in the stream when Mr. Koonce saw it. It is technically an intermittent stream.

The roof runoff system was described. Roof design needs to be finalized, and new plans will need to be submitted.

Mr. Ferreira agreed to find out more about how the loading docks will be cleaned. Mr. Koonce prefers any cleaning be kept to the interior of the building.

Storm water peer review is still pending. The DPW is still hiring engineers, so this project will be assigned to an outside company. The Planning Board is still hearing the proposal.

Motion: by Mr. Gibbs to continue the Hearing for 270 Billerica Rd. to August 23, 2022.
Seconded by Mr. Bischoff. **Motion carries, unanimous, 6-0.**

Discussion

Continual Business

Land Management

• **Update on Warren-Pohl Reservation; Discussion and vote to approve change in location of parking area**

Driveway access is almost completed. The parking area is still being worked on, may need to be altered slightly so it is less angled. This would make it easier for traffic flow. Town Counsel will provide an opinion. The change would put parking closer to the utility easement. Currently, the easement is right in the middle of the parking area.

A Vote was requested to approve shifting the parking area closer to the wetland. The revised area would be slightly inside the 25 foot no-disturb area.

The Commission did not approve this revision. They suggested moving a portion of the lot to the 30 foot buffer, but not beyond it. A motion was made and seconded, but withdrawn as Mr. Garrahan recommended waiting for Town Counsel's direction.

The current design was created because of the easement. Three ash trees could be removed, as they are not healthy. Mr. Bischoff's proposed sketch of the revised parking area was shown, and keeps all of the parking off the easement, but it goes into the 25 foot buffer area.

The proposed new location for the granite sign was discussed and supported by the Commission. The sign should be ordered so it can be installed while the DPW is still there. Mr. Vines will follow up with the supplier. The sign will say "Warren-Pohl Reservation, Chelmsford Conservation Commission, 2020" on three lines. It will be similar to other signs at other reservations. The proposed CPC marker design was also shown. It will also be on a large rock on the site.

Electrical service is connected. Rocks have been painted so the mower doesn't hit them.

Payment of \$2807.28 from Land Maintenance Fund for tree removal

This work was for tree removal at Warren-Pohl Reservation.

Motion: by Mr. Bischoff to approve the payment of \$2807.28 from the Land Maintenance Fund for tree removal at Warren-Pohl Reservation, as presented. Seconded by Mr. Gibbs. **Motion carries, unanimous, 6-0.**

There were no further updates on the Conservation Restriction document.

Erosion controls were installed today.

Other Business:

The approval of the Wildlife Use Rules and Regulations for the two new Wildlife refuges, were not voted on at previous meetings. People can walk on existing trails only. No other activities are allowed.

Motion: by Mr. McLachlan to adopt the Commission’s Standard Wildlife Refuge Rules and Regulations for the Black Brook Wildlife Refuge and the Rivermeadow Wildlife Refuge, as presented. Seconded by Mr. Swenson. **Motion carries, unanimous, 6-0.**

Agents Report

A No Trespassing sign has been installed on town owned property on Willis Drive, across the street from 75 Willis, where local residents keep the canoes. The Commission agreed the sign should be removed, as town owned is accessible to the general public. The DPW may consider surveying the property lines in this area, as this is not the first time this has happened.

Mr. Koonce will send a letter to the property owner at 24 Russell Rd. asking for any information on a fence and tent placed across the street.

A foundation is being poured soon for the residential project on Russell Rd.

Motion: by Mr. McLachlan to authorize the Conservation Agent to remove a No Trespassing sign on Willis Drive. Seconded by Mr. Vines. Mr. Gibbs opposed, all others in favor. **Motion carries, 5-1.**

For Approval/Signature

• Minutes of May 24, 2022; June 14, 2022; June 28, 2022

May 24, 2022:

Motion: by Mr. McLachlan to approve the Meeting Minutes of May 24, 2022, as presented. Seconded by Mr. Vines. Mr. Bischoff abstained, all others in favor. **Motion carries, 5-1.**

June 14, 2022:

Motion: by Mr. Bischoff to approve the Meeting Minutes of June 14, 2022, as presented. Seconded by Mr. Gibbs. Mr. Swenson abstained, all others in favor. **Motion carries, 5-1.**

June 28, 2022:

Motion: by Mr. Vines to approve the Meeting Minutes of June 28, 2022, as presented. Seconded by Mr. Swenson. Mr. Bischoff abstained, all others in favor. **Motion carries, 5-1.**

Agent’s Report

No additional reports were provided at this time.

Adjourn

Next Meetings: August 9, 2022

August 23, 2022

Motion: by Mr. Bischoff to adjourn the meeting at 8:17 PM. Seconded by Mr. Vines. **Motion carries, unanimous, 6-0.**

Respectfully submitted,
Vivian W. Merrill

Supporting documents:

-Application for Request for Notice of Intent

-Tree removal invoice

-Draft Minutes