

# Town of Franklin

355 East Central Street  
Franklin, Massachusetts 02038-1352



PLANNING BOARD

Phone: (508) 520-4907  
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TOWN OF FRANKLIN  
TOWN CLERK

2023 MAR 14 10:42

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February 28, 2023

Nancy Danello, Town Clerk  
Town of Franklin  
355 East Central Street  
Franklin, MA 02038

## CERTIFICATE OF VOTE

Site Plan  
515 West Central Street

Site Plan: "Site Plan Modification of 505 West Central St Lot 3"

Owner: Norfolk County Development, LLC  
185 Quincy Shore Drive  
Quincy, MA 02171

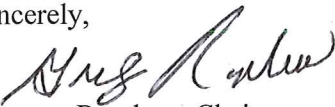
Applicant: Franklin Learning RE LLC  
206 Great Road  
Littleton, MA 01460

Prepared By:  
Surveyor/ Engineer: Guerriere & Halnon, Inc., 55 West Central St, Franklin, MA  
Dated: October 21, 2020  
Property Location: Map 270 Lot 029.2

Dear Mrs. Danello:

Please be advised that at its meeting on Monday, February 27, 2023 the Planning Board voted (5-0), upon motion duly made and seconded to **APPROVE, with conditions and Special Conditions**, the above referenced Site Plan. The Conditions of Approval are listed on page 2-6, attached hereto.

Sincerely,

  
Gregory Rondeau, Chairman  
Franklin Planning Board

cc: Owner/Applicant/ Applicant's Engineer

**CERTIFICATE OF VOTE**  
**Standard Conditions**  
**Site Plan**  
**515 West Central Street**

1. The Planning Board will use outside consultant services to complete construction inspections upon the commencement of construction. The Franklin Department of Public Works Director, directly and through employees of the Department of Public Works and outside consultant services shall act as the Planning Board's inspector to assist the Board with inspections necessary to ensure compliance with all relevant laws, regulations and Planning Board approved plan specifications. Such consultants shall be selected and retained upon a majority vote of the Board in accordance with G.L. c. 44, § 53G.
2. **Actual and reasonable costs of inspection consulting services shall be paid by the owner/applicant before or at the time of the pre-construction meeting. Should additional inspections be required beyond the original scope of work, the owner/applicant shall be required to submit fees prior to the issuance of a Final Certificate of Completion by the Planning Board (Form H). Said inspection is further outlined in condition #1.**
3. No alteration of these plans shall be made or affected other than by an affirmative vote of the members of the Board at a duly posted meeting and upon the issuance of a written amended decision.
4. All applicable laws, by-laws, rules, regulations, and codes shall be complied with, and all necessary licenses, permits and approvals shall be obtained by the owner/applicant.
5. Prior to the endorsement of the site plan, the following shall be done:
  - The owner/applicant shall provide the entire list of conditions and this Certificate of Vote on the front page of the plans.
  - A notation shall be made on the plans that all erosion mitigation measures shall be in place prior to major construction or soil disturbance commencing on the site.
  - All outstanding invoices for services rendered by the Town's Engineers and other reviewing Departments of the Town relative to their review of the owner/applicant's application and plans shall have been paid in full.
6. All required improvements specified in this Certificate of Vote shall be constructed within a one-year period unless the Board grants an extension. No final Certificate of Occupancy shall be issued until all requirements of the approved plan have been completed to the satisfaction of the Board unless the applicant has submitted a Partial Certificate of Completion for the remainder of the required improvements. The applicant's engineer or surveyor, upon completion of all required improvements, shall submit a Certificate of Completion. The Board or its agent(s) shall complete a final inspection of the site upon filing of the Certificate of Completion by the applicant. Said inspection is further outlined in condition #1.
7. Prior to any work commencing on the subject property, the owner/applicant shall provide plans to limit construction debris and materials on the site. In the event that debris is carried onto any public way, the owner/applicant and his assigns shall be responsible for all cleanup of the roadway. All cleanups shall occur within twenty-four (24) hours after first written notification to the owner/applicant by the Board or its designee. Failure to complete such cleanup may result in suspension of construction of the site until such public way is clear of debris.
8. The owner/applicant shall install erosion control devices as necessary and as directed by the Town's Construction Inspector.

9. Maintenance and repair of the parking area, water supply system, sewer pipes, electric distribution system, and stormwater system shall be the responsibility of the owner/applicant and shall never be the responsibility of the Town and the Town shall never be required to perform any service, repair or maintenance with respect to said areas, or any of the aforementioned systems within the subject property. The Town will never be required to provide snow plowing or trash pickup, with respect to the subject property.
10. **Prior to construction activities, there shall be a pre-construction meeting with the owner/applicant, and his contractor(s), the Department of Public Works and the Planning Board's Observation Contractor.**
11. The final landscape plan shall be provided prior to the pre-construction meeting.
12. The construction shall strictly comply with the Plan. The Petitioner shall submit an as-built plan following construction to the Building Department with a copy to the Board.
13. This decision authorizes only this Project, in this location as described in the Plan and the submissions provided during this public hearing. Any material change to the use, size, configuration, footprint or height of the proposed structures and site improvements shall require an amendment of this decision, this approval having been based on a review of the proposed use, buildings, and site design as presented to the Board in the above referenced materials. Any material modifications not identified and described in this decision shall be subject to the same submittal, review, and hearing procedures as was the original filing. This decision shall not be construed as approval from any other Board, Committee, Official, or Department. The Petitioner shall obtain all other necessary local approvals and permits before undertaking any work or alteration of the site. Conditions of approval of all permits issued by other boards or agencies of the Town shall be considered conditions of approval under this decision. Should any of those conditions conflict with any provision or condition herein, the Board reserves the right to amend this decision upon a duly noticed public hearing.

**CERTIFICATE OF VOTE**

**Special Conditions**

**Site Plan**

**515 West Central Street**

1. The Petitioner shall develop and implement a traffic management plan (TMP) aimed at enhancing center drop-off/pick-up operations, parking activity and site circulation which shall be submitted to the Board for its approval. The plan shall include, at a minimum, the elements noted below:
  - a. A plan to ensure unimpeded access/egress for staff and parent/guardian vehicles;
  - b. Pavement markings including a painted Stop bar and double yellow centerline at the Site Driveway intersection.
  - c. Designated spaces closest to the building entrance for short-term child drop-off/pick-up. Staff members who do not utilize handicap accessible parking must be directed to park at the



most remote spaces available to free up spaces that are more convenient/efficient for drop-off/pick-up activity. The drop-off/pick-up zone should comprise the aisle flanked by 26 spaces nearest the building entrance, with the 12 spaces adjacent to the building serving as primary designated pick-up/drop-off spaces and augmented by a portion of the opposing 14 spaces as needed.

- d. Staff members should also discourage child loading/unloading beyond the designated drop-off/ pick-up zone – particularly at nearby off-site spaces on adjacent properties, which is strictly prohibited.
- e. Parents/guardians requiring more time for teacher meetings/in-building visits should be advised to park in more remote spaces within the “pick-up/drop-off” zone to facilitate higher turnover activity at the main building entrance.
- f. Off-site parent drop-off/pick-up activity is prohibited.

2. Enrollment shall be phased in as set forth below:

- a. Initial enrollment during the first phase shall be limited to no more than 90 children to measure actual parking demand and trip generation characteristics. The Petitioner shall provide enrollment data to the Board and inform the Board when enrollment reaches 90 children. The Petitioner shall not accept any additional children for a period of nine (9) months once it reaches this enrollment level.
  - i. During this first phase, once enrollment is at 90 children, the Petitioner’s traffic expert shall monitor vehicular activity at the property during two weeks of normal operation, that is not during a holiday week or Franklin public school vacation week, and then provide to the Board a written report about the parking and on-site traffic, which shall be reviewed by the Town’s traffic peer reviewer at the Petitioner’s expense. Such report shall incorporate the following components: Hourly parking demand data for a weeklong period under normal operation (no holidays) between 8 AM and 6 PM, noting actual enrollment at time of counts and associated staffing levels; including any observed parking at adjacent properties to the extent related to daycare operations.
  - ii. Hourly traffic volumes at the driveway over a weeklong period from 8 AM to 10 AM and 3 PM to 6 PM, concurrent with parking data.
  - iii. Evaluate and document TMP elements in place and operational during monitoring period including designated short-term parking assignment and number for pick-up/drop-off use; staffing protocols to assist in children loading/unloading if applied; assignment of staff parking within the lot (locations), staggered/assigned drop-off/pick-up protocols if applied; traffic controls in place at time of monitoring.
  - iv. The parking and traffic report results should be documented summarizing results confirming adequacy of on-site parking and TMP practices to support child enrollment level.
- b. Subject to paragraph 2(d) below, at the end of the nine (9) month monitoring period, to the extent no operational or parking capacity problems are identified, enrollment shall be increased to 143 children and 25 staff.

- c. If, however, during the nine (9) month monitoring period, monitoring indicates insufficient on-site parking, queues that extend beyond the site boundaries or undue reliance on or use of off-site parking to support the program, enrollment shall not extend beyond 90 children, and the Petitioner shall identify additional TMP elements that may be employed to reduce peak parking demands or queue conditions including but not limited to staff assistance for drop-off/pick-up operations, staggered/assigned drop-off/pick-up periods or other similar techniques. Such modifications to the TMP shall be implemented and documented by Petitioner and subject to supplemental monitoring/reporting for three (3) additional months to ensure Petitioner's compliance with the TMP. If the Board wishes to invoke this additional monitoring, it shall only do so for cause as set forth in this subparagraph (d) above at a public hearing with notice to the Petitioner. If the Board does not notice such public hearing prior to the expiration of the nine (9) month monitoring period, the Petitioner shall be permitted to move to full capacity of 143 children and 25 staff.
- d. During the additional three (3) month monitoring period the Petitioner shall provide the Board with a second parking and traffic report prepared in the same manner and reviewed by the Town's traffic peer reviewer as set forth in paragraph 2(b) above. At the end of that additional three (3) month monitoring period, to the extent no operational or parking capacity problems are identified based on monitoring results, the Petitioner shall be permitted to move to the next phase and accept its full capacity of children and staff as noted above. If the Board is not satisfied that any such documented issues have been addressed during this additional monitoring period, it shall hold a public hearing with notice to the Petitioner in the same manner as set forth in paragraph 2(d) above.
- e. The Petitioner shall provide enrollment data to the Board and inform the Board when enrollment reaches approximately 143 children (the Board and the Petitioner recognize that the facility will generally operate at something less than full capacity as enrollment fluctuates). Such notice shall trigger an additional four (4) month final monitoring period. During this final monitoring period the Petitioner's traffic expert shall monitor vehicular activity as set forth in paragraph 2(b) above.
- f. Subject to paragraph 2(h) below, at the end of the final monitoring period, to the extent no operational or parking capacity problems are identified Special Condition 2 of this Decision shall expire.
- g. If, however, during the final monitoring period, monitoring indicates insufficient on-site parking, queues that extend beyond the site boundaries or undue reliance on or use of off-site parking to support the program, the Petitioner shall identify additional TMP elements that may be employed to reduce peak parking demands or queue conditions including but not limited to staff assistance for drop-off/pick-up operations, staggered/assigned drop-off/pick-up periods or other similar techniques. Such modifications to the TMP shall be implemented and documented by Petitioner and subject to supplemental monitoring/reporting for three (3) additional months to ensure Petitioner's compliance with the TMP. If the Board wishes to invoke this additional monitoring, it shall only do so for cause as set forth in this subparagraph (h) above at a public hearing with notice to the Petitioner. If the Board does not notice such public hearing prior to the expiration of the final monitoring period Special Condition 2 of this Decision shall expire. If the Board is not satisfied that any such documented issues

have been addressed during this additional monitoring period, it shall hold a public hearing with notice to the Petitioner in the same manner as set forth in paragraph 2(d) above.

- h. During the additional three (3) month monitoring period the Petitioner shall provide the Board with a further parking and traffic report prepared in the same manner and reviewed by the Town's traffic peer reviewer as set forth in paragraph 2(h) above. At the end of that additional three (3) month monitoring period, to the extent no operational or parking capacity problems are identified based on monitoring results Special Condition 2 of this Decision shall expire.
- i. The trash truck shall use the emergency access driveway when collecting the trash. A gate will be added at the property line of the emergency access driveway and will operate electronically by the facility staff to ensure it is closed promptly after the trash truck leaves. The Applicant will monitor this activity for 3 months to ensure there are no issues with the trash pick up.