



ALLEN ENGINEERING  
& ASSOCIATES, INC.

Civil Engineers, Surveyors &  
Land Development Consultants

**ADDRESS**

One Charlesview Road,  
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Hopedale, MA 01747

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(508) 381-3212

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[www.allen-ea.com](http://www.allen-ea.com)

January 5, 2022

Town of Sutton Planning Board  
4 Uxbridge Road  
Sutton, MA 01590

**Re: APPLICATION FOR SPECIAL PERMIT WITH SITE PLAN REVIEW**

29 Gilmore Drive  
Sutton, Massachusetts  
*3 P Properties, LLC – Owner/Applicant*

Dear Planning Board Members:

On behalf of the Applicant, 3 P Properties, LLC, Allen Engineering & Associates, Inc. is filing and Application for Special Permit and an Application for Site Plan Approval for the above referenced property, in accordance with applicable Sections of the Town of Sutton Zoning Bylaw, last amended in the spring of 2021.

The project entails a proposed 30,000 square foot addition to the rear of the existing 60,000 square foot building. The property is located within the Office-Light Industrial (OLI) District where Warehouse with Distribution is allowed by special permit from the Planning Board. We are providing the Board with two (2) copies of the following materials in support of the Applications:

1. Completed Application for Special Permit (III.A. OR VI),
2. Completed Application for Site Plan Approval (IV.C),
3. Application fee in the amount of \$ 4,000.00 payable to the Town of Sutton based on \$2 per \$1,000 of construction value (\$2,000,000) = \$4,000,
4. Advertising Fee in the amount of \$100.00 payable to Gatehouse New England,
5. Project Description and waiver requests,
6. Certified list of abutters within 300 feet of the property,
7. Sprinkler System Evaluation, dated 12-30-21,
8. Drainage analysis dated January 5, 2022, and three (3) full size copies and one 11"x17" copy of:
9. Plans titled Site Plan for Building Addition at 29 Gilmore Drive (6 Sheets), dated January 5, 2022,

Digital files have also been transmitted to the Planning Department via email, and one hard copy and digital copies of the above materials have also been furnished to Jeff Walsh at Graves Engineering. We look forward to presenting the Project at the next available meeting of the Planning Board. In the meantime, please feel free to contact me at 508 381-3212 with any questions regarding the Applications.

Sincerely,

**ALLEN ENGINEERING  
& ASSOCIATES, INC.**

Michael J. Dryden, RLA  
Senior Project Manager

Cc: Mr. Jeff Walsh, Graves Engineering  
Anthony Brookhouse, Koopman Lumber



Town of Sutton  
Planning Department  
4 Uxbridge Road  
Sutton, Massachusetts 01590  
508-865-8729  
<https://www.suttonma.org/planning-board>

## APPLICATION FOR SPECIAL PERMIT (III.A. OR VI)

### APPLICANT & PROPERTY OWNER INFORMATION

NAME 3 P Properties LLC

STREET 665 Church Street CITY/TOWN Whitinsville

STATE MA ZIP 01588 PHONE 508 889-7035 EMAIL tbrook@koopmanlumber.com

NAME, ADDRESS & CONTACT INFO OF PROPERTY OWNER (if different from Applicant)

Same

### SITE INFORMATION:

STREET AND NUMBER 29 Gilmore Drive

ZONING DISTRICT OLI ASSESSOR'S MAP 45 LOT #(S) 57 DEED INFO BOOK 63309 PAGE 0012

LOT SIZE 9.4+/- acres FRONTAGE 579 +/- feet

CURRENT USE Warehouse with Distribution

### PROJECT/PLAN INFORMATION:

PLAN TITLE Site Plan for Building Addition at 29 Gilmore Drive in Sutton Massachusetts

PREPARED BY (name/address/contact info) Allen Engineering & Associates, Inc. One Charlesview Road, Hopedale, MA 01747 508 381-3212 michael@allen-ea.com

DATE PREPARED 1-5-22 REVISION DATE(S) N/A

APPLICABLE SPECIAL PERMIT SECTION (Select from III.A. Use Table or VI.) Warehouse with Distribution

\*ATTACH PROJECT DESCRIPTION\* 30,000 square foot addition to existing 60,000 square foot bldg.

APPLICANT'S SIGNATURE Anthony Brookhouse

DATE 12/3/21

PROPERTY OWNER'S SIGNATURE (if not Applicant) \_\_\_\_\_

DATE \_\_\_\_\_



Town of Sutton  
Planning Department  
4 Uxbridge Road  
Sutton, Massachusetts 01590  
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## APPLICATION FOR SITE PLAN APPROVAL (IV.C.)

### APPLICANT & PROPERTY OWNER INFORMATION

NAME 3 P Properties LLC c/o Anthony Brookhouse

STREET 665 Church Street CITY/TOWN Whitinsville

STATE MA ZIP 01588 PHONE 508 889-7035 EMAIL tbrook@koopmanlumber.com

NAME, ADDRESS & CONTACT INFO OF PROPERTY OWNER (if different from Applicant)

Same

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PREPARED BY (name/address/contact info) Allen Engineering & Associates, Inc. One Charlesview Road, Hopedale, MA 01747 508 381-3212 michael.d@allen-ea.com

DATE PREPARED 1-5-22 REVISION DATE(S) N/A

PROJECT DESCRIPTION (add additional page if needed): 30,000 square foot addition to existing 60,000 square foot building.

APPLICANT'S SIGNATURE

Anthony Brookhouse

DATE

12/3/21

PROPERTY OWNER'S SIGNATURE (if not Applicant)

DATE



1283

53-179/113

3P PROPERTIES LLC  
665 CHURCH ST  
WHITINSVILLE, MA 01588

DATE 12/3/21

PAY TO THE ORDER OF Gate House New England \$ 100.00

One hundred 00/100 DOLLARS

Security Features  
Check on Back



Boston, MA 02110  
easternbank.com  
1-800-EASTERN

*[Signature]*

FOR Legal Aid

⑈001283⑈ ⑆011301798⑆ 0601642893⑈

MP

1040

53-179/113

3P PROPERTIES LLC  
665 CHURCH ST  
WHITINSVILLE, MA 01588

DATE 12/3/21

PAY TO THE ORDER OF Town of Sutton \$ 4,000.00

Four thousand 00/100 DOLLARS

Security Features  
Check on Back



Boston, MA 02110  
easternbank.com  
1-800-EASTERN

*[Signature]*

FOR Application Fee

⑈001040⑈ ⑆011301798⑆ 0601642893⑈

MP

**PROJECT DESCRIPTION**  
**For:**  
**Building Addition**  
**29 Gilmore Drive**  
**Sutton, Massachusetts**  
**January 5, 2022**  
**3 P Properties, LLC Owner/Applicant**

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**Existing Conditions**

The subject property (“the Site”), contains approximately 9.4 acres of land located at 29 Gilmore Drive within the Sutton Commerce Park, identified as Map 45, Lot 57. The Site is located entirely within the Office-Light Industrial Zoning District (OLI) and abuts the Rural Residential Zoning District along its western boundary. Abutting land uses include office and industrial uses to the North and South, vacant land and Route 146 to the east, and a residential dwellings buffered by wetlands to the west.

The majority of the Site is developed with a single story, 60,000 square foot, warehouse and distribution building with a small office component, associated parking and loading facilities, stormwater management system, and utility infrastructure. Municipal water and sewer services, and power are derived from Gilmore Drive. Access is gained via two separate curb cuts located off of Gilmore Drive. The rear portion of the Site (western portion) is wooded and contains a wetland resource area and a 2.4 acre Open Space Easement. According to the latest available information by the Natural Heritage and Endangered Species Program (NHESP), there are no mapped areas of rare and endangered species or wildlife habits. According to the latest data by the National Flood Insurance Program (NFIP), there are no areas located within the 100-year flood plain.

The area behind the existing building was made pad ready as part of the initial permitting and construction in anticipation of future expansion. This area is currently a level, open lawn area with the exception of a small propane tank pad.

The Site topography general slopes from the edge of the existing building and parking area in a westerly direction to the on-site wetland resource area. The remainder of the Site is gently sloped from west to east. Runoff from impervious surfaces is captured in a closed drainage system and conveyed to the on-Site open detention basin located in the south east corner of the property.

According to the United States Department of Agriculture (USDA) Natural Resource Conservation Service (NRCS) soil resource report for Worcester County, Massachusetts, Southern Part, on-Site soils in the upland areas consist of “Gravel Pits”. Allen Engineering and Associates, Inc. conducted a limited subsurface soil investigation in areas identified for stormwater management. The results of the testing general confirmed that the site contains sandy soils of hydrologic soil group A.

## **Proposed Project Summary**

The proposed project (“the Project”) consists of a one story, 30,000 square foot warehouse addition that is designed to generally match the existing building in terms of its height, roof lines and exterior façade treatment. The footprint of the new addition will be situated to the rear of the existing building where it was envisioned and master planned during the initial site design and permitting for the Site. Upon completion of the Project, the overall building will contain 90,000 square feet in aggregate.

The Project will not result in changes to the existing access and circulation, or the esthetics of the Site from Gilmore Drive. The building and all associated site work will occur in the rear of the property. Due to the extensive wooded buffer that exists between the Site and Barnett Road, there will be no visual impacts to existing residential dwellings. The nearest residential dwelling is located over 700 feet west of the proposed building.

The project is subject to a Special Permit for the proposed “Warehouse and Distribution” use in the OLI District and Site Plan Approval for an increase in floor space of greater than 25% (50% increase proposed). In each case the Planning Board is designated as the permit granting authority.

The Project is designed to comply will all applicable dimensional controls of the Town of Sutton Zoning Bylaws including setbacks, impervious coverage, and building height. Existing parking facilities comply with Section IV B.3. Table 4 as follows:

<b><u>Parking:</u></b>	1 space per 2,000 sf of building area is required (“Warehouse and Distribution”)		
Existing building area:	60,000 sf	=	30 spaces
<u>Proposed building areas:</u>	<u>30,000 sf</u>	=	<u>15 spaces</u>
Total parking required:	45 spaces		
Total parking provided:	62 spaces		

Existing and proposed loading spaces comply with Section IV B.4. Table 5 as follows:

<b><u>Loading:</u></b>	1 space per 7,500 sf of building area is required (“Business and Industrial”)		
Existing building area:	60,000 sf	=	8 spaces
<u>Proposed building areas:</u>	<u>30,000 sf</u>	=	<u>4 spaces</u>
Total loading required:	12 spaces		
Total loading provided:	13 spaces		

Stormwater - Detention and infiltration will be provided to mitigate peak rate of runoff associated with the added impervious area of the proposed addition. The rooftop runoff is considered clean and therefore can be directed to the proposed subsurface detention and infiltration chamber system located northwest of the proposed addition without pre-treatment. No upgrades or modifications to the existing drainage facilities are proposed. Refer to the Drainage Analysis provided for details.

Utilities – As requested by Town Officials during a pre-application meeting held on October 6, 2021, a new hydrant is proposed at the rear of the site. The hydrant will be fed by a new 8-inch fire service line to be installed in a grass areas along the north property boundary, which will serve fire protection needs for the new addition.

A proposed gas line is shown on the plan from Gilmore Drive to the new addition. An additional, 1,000 gallon propane tank is also depicted on the plans adjacent to the existing tanks along the southern property boundary. Both of these elements are depicted on the plans, yet only one of these options is ultimately needed. The owner is working with its mechanical engineers to determine the most cost effective option.

## **Waivers**

The Applicant respectfully requests the following waivers:

1. Section IV.B.5b. - requires a 10-foot wide landscaped area adjacent to contiguous properties. A waiver is requested from this section since the proposed work will occur in the rear of the site, adjacent to a wooded area and loading facilities on the lot located to the north. A 10-foot wide landscaped area would serve little or no purpose in this case.
2. Section IV. C.4.g. – requires the location, height and intensity of external lighting fixtures. No new parking areas are proposed as part of the project. Any new lighting will be limited to wall mounted fixture on the addition at entry locations. The lighting will be minimal and consistent with existing wall mounted lighting and will not cause off site impacts.

## **Construction Controls**

General construction controls will be implemented to avoid impacts to on-site resource areas, public ways, and adjacent properties. These measures include:

- Construction hours will be limited to Monday through Friday 7:00 am to 6:00 pm, Saturday 8:00 am to 5:00 pm, or as otherwise stipulated by the Town of Sutton. No construction shall occur on Sundays or holidays.
- Construction fencing will be provided to prevent unwanted access to the work site.
- Parking areas for construction employees will be established on Site. No construction vehicle shall park on public roadways.
- Construction staging and stockpiling areas will be established in appropriate locations away from slopes and wetland resource areas.

Soil and Erosion Controls:

- Design, installation, and maintenance of soil erosion and sediment control Best Management Practices (BMPs) implemented during construction shall meet the performance standards outlined in the Massachusetts Stormwater Management Guidelines.
- In addition to installing and maintaining the erosion control BMPs, the contractor will be required to implement and maintain the following erosion control measures:

- Prior to the commencement of construction, erosion control barriers shall be installed around the perimeter of the proposed work area.
- Rip-Rap Construction Entrances shall be installed.
- Provide inlet protection around all stormwater inlets and filter bags beneath the grates of all existing and new catch basins, where applicable.
- Install silt fence barrier around the perimeter of soil stockpiles.
- Incorporate diversion swales, check dams, and sedimentation basins.

#### Noise and Vibration & Visual Screening

- All exhaust mufflers on construction equipment will be in good working order.
- Contracts will include language requiring contractors to properly maintain their equipment.
- Back-up alarms on vehicles and equipment will be adjusted as low as possible to reduce noise, without compromising safety.
- When feasible, equipment that is not being used will be turned off.
- Engine housing panels on all equipment will be kept closed.
- No construction vehicles and/or equipment shall commence warming-up prior to the permitted hours of construction.

#### Air Quality

- Water suppression will be used to minimize the generation of dust from construction activities.
- Covering loads on construction vehicles hauling materials to and from the site.
- Ensuring disturbed areas are minimized and disturbed areas are stabilized as soon as earthwork activities are completed.
- Installing crushed stone ant-tracking pads at the site construction entrances.
- Sweeping streets to remove any sediment tracked onto public ways.
- Encouraging contractors to comply with MassDEP's "Diesel Engine Retrofits in the Construction Industry: A How to Guide" and the use of ultra-low sulfur diesel in off-road engines.