

DeVellis Zrein Inc.

PO Box 307
Foxboro, MA 02035
Tel. (508) 473-4114 Fax. 774-215-0631
www.develliszrein.com

City of Melrose Conservation Commission
Attn: Eric Devlin, Conservation Agent
City of Melrose
562 Main Street
Melrose, MA 02176

March 20, 2020

Re: **Notice of Intent**
Windsor at Oak Grove
12 Island Hill Avenue
Melrose, Massachusetts

Dear Mr. Devlin and Members of the Commission:

Pursuant to M.G.L. Chapter 131, Section 40, on behalf of our client Windsor at Oak Grove (Owner and Applicant), DeVellis Zrein, Inc. (DZI) is hereby submitting a Notice of Intent (NOI) for a proposed mail storage shed. The project is located at 12 Island Hill Avenue and is within 200 feet of Spot Pond Brook.

The Property is currently developed with residential apartments and associated site amenities. The proposed project consists of a 16'x22' mail storage shed for the centralized secure drop off and pick up of Amazon packages.

Please find enclosed 8 copies of the following items for your review:

- Notice of Intent (NOI)
- NOI Site Plan

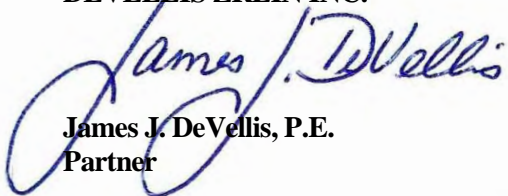
In compliance with the Massachusetts Wetlands Protection Act, notification to abutters regarding this Notice of Intent will be made by certified return receipt mail by our office. A copy of the list of abutters and an affidavit of service are enclosed with the NOI.

Should you have any questions concerning this submittal or require additional information, please do not hesitate to contact me at (508) 473-4114 or at jim@develliszrein.com.

Thank you in advance for your continued assistance and consideration. We look forward to presenting this project at the next earliest meeting of your Commission.

Sincerely,

DEVELLIS ZREIN INC.



James J. DeVellis, P.E.
Partner

Notice of Intent

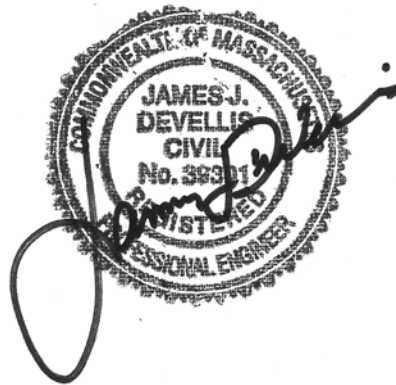
Proposed Mail Enclosure Shed Windsor at Oak Grove

12 Island Hill Avenue
Melrose, Massachusetts

DeVellis Zrein Inc.

PO Box 307
Foxboro, Massachusetts 02035
www.develliszrein.com

March 20, 2020



Notice of Intent

Windsor at Oak Grove

12 Island Hill Avenue, Melrose MA

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DeVellis Zrein Inc.

Notice of Intent

Windsor at Oak Grove

12 Island Hill Avenue, Melrose MA

This Notice of Intent (NOI) is filed under the Massachusetts Wetlands Protection Act, M.G.L. Chapter 131

1.0 Project Summary, Site Description and Proposed Work

Pursuant to M.G.L. Chapter 131, Section 40, Windsor at Oak Grove in Melrose has submitted a Notice of Intent (NOI) for a proposed mixed use development located at 12 Island Hill Avenue in Melrose, Massachusetts.

The site is fully developed with apartment buildings, shops, amenity buildings, parking and drives. The proposed project consists of a small 16 ft x 22 ft mail locker shed to centralize mail package pickup. The footprint of the shed will sit on a cement concrete slab with a handicapped walkway to an existing walkway in the immediate area. The area where the shed will be built is within a fully fenced location aside the pool and pool shed.

The site is a flat landscaped area within an in-ground pool. The area is separate from a banked perennial river and associated BVW to the west and areas related to the community center and apartments to the other three sides

There are no Estimated Habitat of Rare Wildlife as indicated on the most recent Estimated Habitat Map of State-Listed Rare Wetland Wildlife published by the Natural Heritage and Endangered Species Program (NHESP) and there is no floodplain in the limits of the proposed work.

DeVellis Zrein Inc.

Notice of Intent

Windsor at Oak Grove

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Appendix D – Site Locus



DeVellis Zrein Inc.

Notice of Intent

Windsor at Oak Grove

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Appendix A1 - USGS Locus Map



DeVellis Zrein Inc.

Notice of Intent

Windsor at Oak Grove

12 Island Hill Avenue, Melrose MA

Appendix A2 –FIRM (FEMA) Floodplain Map

National Flood Hazard Layer FIRMette



Legend

SEE FIS REPORT FOR DETAILED LEGEND AND INDEX MAP FOR FIRM PANEL LAYOUT

SPECIAL FLOOD HAZARD AREAS

- Without Base Flood Elevation (BFE) Zone A, X, AE
- With BFE or Depth Zone AE, AC, AG, AH, VE, AR
- Regulatory Floodway

OTHER AREAS OF FLOOD HAZARD

- 0.2% Annual Chance Flood Hazard, Areas of 1% annual chance flood with average depth less than one foot or with drainage areas of less than one square mile Zone X
- Future Conditions 1% Annual Chance Flood Hazard Zone X
- Area with Reduced Flood Risk due to Levees, See Notes, Zone D
- Area with Flood Risk due to Levee Zone D

OTHER AREAS

- Area of Minimal Flood Hazard Zone X
- Effective LOMs
- Area of Undetermined Flood Hazard Zone D

GENERAL STRUCTURES

- Channel, Culvert, or Storm Sewer
- Levee, Dike, or Floodwall

OTHER FEATURES

- Cross Sections with 1% Annual Chance
- Water Surface Elevation
- Coastal Transect
- Base Flood Elevation Line (BFE)
- Limit of Study
- Jurisdiction Boundary
- Coastal Transect Baseline
- Profile Baseline
- Hydrographic Feature

MAP PANELS

- Digital Data Available
- No Digital Data Available
- Unmapped

The pin displayed on the map is an approximate point selected by the user and does not represent an authoritative property location.

This map complies with FEMA's standards for the use of digital flood maps if it is not void as described below. The base map shown complies with FEMA's base map accuracy standards.

The flood hazard information is derived directly from the authoritative NFHL web services provided by FEMA. This map was exported on 3/25/2022 at 6:54:46 PM and does not reflect changes or amendments subsequent to this date and time. The NFHL and effective information may change or become superseded by new data over time.

This map image is void if the one or more of the following map elements do not appear: base map imagery, flood zone labels, legend, scale bar, map creation date, community identifiers, FIRM panel number, and FIRM effective date. Map images for unmapped and unmapped areas cannot be used for regulatory purposes.

Notice of Intent

Windsor at Oak Grove

12 Island Hill Avenue, Melrose MA

Appendix A3 –Heritage Locus Map



DeVellis Zrein Inc.

Notice of Intent

Windsor at Oak Grove

12 Island Hill Avenue, Melrose MA

Appendix B – Notice of Intent Forms

Massachusetts Department of Environmental Protection

Bureau of Resource Protection - Wetlands

WPA Form 3 - Notice of Intent

Massachusetts Wetlands Protection Act M.G.L. c. 131, §40

Provided by MassDEP:

MassDEP File #:

eDEP Transaction #:1185505

City/Town:MELROSE

A.General Information

1. Project Location:

a. Street Address	12 ISLAND HILL AVENUE				
b. City/Town	MELROSE	c. Zip Code		02026	
d. Latitude	42.44333N	e. Longitude		71.06981W	
f. Map/Plat #	112 AND 96	g.Parcel/Lot #		144 AND 107	

2. Applicant:

Individual Organization

a. First Name		b. Last Name			
c. Organization	WINDSOR AT OAK GROVE				
d. Mailing Address	12 ISLAND HILL AVENUE				
e. City/Town	MELROSE	f. State	MA	g. Zip Code	02026
h. Phone Number	781-771-8104	i. Fax		j. Email	jim@develliszrein.com

3. Property Owner:

more than one owner

a. First Name	FRANK	b. Last Name	HUEMMER		
c. Organization	WM OAK GROVE VILLAGE LLC				
d. Mailing Address	125 HIGH STREET, 27TH FLOOR				
e. City/Town	BOSTON	f. State	MA	g. Zip Code	02110
h. Phone Number	617-854-6640	i. Fax		j. Email	jim@develliszrein.com

4. Representative:

a. First Name	JAMES	b. Last Name	DEVELLIS, PE		
c. Organization	DEVELLIS ZREIN INC				
d. Mailing Address	PO BOX 307				
e. City/Town	FOXBORO	f. State	MA	g. Zip Code	02035
h. Phone Number	781-771-8104	i. Fax		j. Email	jim@develliszrein.com

5. Total WPA Fee Paid (Automatically inserted from NOI Wetland Fee Transmittal Form):

a. Total Fee Paid	1,575.00	b. State Fee Paid	775.00	c. City/Town Fee Paid	800.00
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6. General Project Description:

THE PROPOSED PROJECT CONSISTS OF A SMALL 16 FT X 22 FT MAIL LOCKER SHED TO CENTRALIZE MAIL PACKAGE PICKUP. THE FOOTPRINT OF THE SHED WILL SIT ON A CEMENT CONCRETE SLAB WITH A HANDICAPPED WALKWAY TO AN EXISTING WALKWAY IN THE IMMEDIATE AREA. THE AREA WHERE THE SHED WILL BE BUILT IS WITHIN A FULLY FENCED LOCATION ASIDE THE POOL AND POOL SHED

7a. Project Type:

- | | |
|---|--|
| 1. <input type="checkbox"/> Single Family Home | 2. <input type="checkbox"/> Residential Subdivision |
| 3. <input type="checkbox"/> Limited Project Driveway Crossing | 4. <input type="checkbox"/> Commercial/Industrial |
| 5. <input type="checkbox"/> Dock/Pier | 6. <input type="checkbox"/> Utilities |
| 7. <input type="checkbox"/> Coastal Engineering Structure | 8. <input type="checkbox"/> Agriculture (eg., cranberries, forestry) |

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9. Transportation

10. Other

7b. Is any portion of the proposed activity eligible to be treated as a limited project subject to 310 CMR 10.24 (coastal) or 310 CMR 10.53 (inland)?

1. Yes No

If yes, describe which limited project applies to this project:

2. Limited Project

8. Property recorded at the Registry of Deeds for:

a. County:

NORTHERN MIDDLESEX

b. Certificate:

1611323

c. Book:

59774

d. Page:

131

B. Buffer Zone & Resource Area Impacts (temporary & permanent)

1. Buffer Zone & Resource Area Impacts (temporary & permanent):

This is a Buffer Zone only project - Check if the project is located only in the Buffer Zone of a Bordering Vegetated Wetland, Inland Bank, or Coastal Resource Area.

2. Inland Resource Areas: (See 310 CMR 10.54 - 10.58, if not applicable, go to Section B.3. Coastal Resource Areas)

Resource Area	Size of Proposed Alteration	Proposed Replacement (if any)
a. <input type="checkbox"/> Bank	1. linear feet	2. linear feet
b. <input type="checkbox"/> Bordering Vegetated Wetland	1. square feet	2. square feet
c. <input type="checkbox"/> Land under Waterbodies and Waterways	1. Square feet	2. square feet
	3. cubic yards dredged	
d. <input type="checkbox"/> Bordering Land Subject to Flooding	1. square feet	2. square feet
	3. cubic feet of flood storage lost	4. cubic feet replaced
e. <input type="checkbox"/> Isolated Land Subject to Flooding	1. square feet	
	2. cubic feet of flood storage lost	3. cubic feet replaced
f. <input checked="" type="checkbox"/> Riverfront Area	1. Name of Waterway (if any)	
2. Width of Riverfront Area (check one)	<input type="checkbox"/> 25 ft. - Designated Densely Developed Areas only	
	<input type="checkbox"/> 100 ft. - New agricultural projects only	
	<input checked="" type="checkbox"/> 200 ft. - All other projects	
3. Total area of Riverfront Area on the site of the proposed project		square feet
4. Proposed Alteration of the Riverfront Area:		
750	750	

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- a. total square feet b. square feet within 100 ft. c. square feet between 100 ft. and 200 ft.

5. Has an alternatives analysis been done and is it attached to this NOI? Yes No

6. Was the lot where the activity is proposed created prior to August 1, 1996? Yes No

3.Coastal Resource Areas: (See 310 CMR 10.25 - 10.35)

Resource Area	Size of Proposed Alteration	Proposed Replacement (if any)
a. <input type="checkbox"/> Designated Port Areas	Indicate size under	Land under the ocean below,
b. <input type="checkbox"/> Land Under the Ocean	1. square feet	
	2. cubic yards dredged	
c. <input type="checkbox"/> Barrier Beaches	Indicate size under Coastal Beaches and/or Coastal Dunes, below	
d. <input type="checkbox"/> Coastal Beaches	1. square feet	2. cubic yards beach nourishment
e. <input type="checkbox"/> Coastal Dunes	1. square feet	2. cubic yards dune nourishment
f. <input type="checkbox"/> Coastal Banks	1. linear feet	
g. <input type="checkbox"/> Rocky Intertidal Shores	1. square feet	
h. <input type="checkbox"/> Salt Marshes	1. square feet	2. sq ft restoration, rehab, crea.
i. <input type="checkbox"/> Land Under Salt Ponds	1. square feet	
	2. cubic yards dredged	
j. <input type="checkbox"/> Land Containing Shellfish	1. square feet	
k. <input type="checkbox"/> Fish Runs	Indicate size under Coastal Banks, Inland Bank, Land Under the Ocean, and/or inland Land Under Waterbodies and Waterways, above	
	1. cubic yards dredged	
l. <input type="checkbox"/> Land Subject to Coastal Storm Flowage	1. square feet	

4.Restoration/Enhancement

Restoration/Replacement

If the project is for the purpose of restoring or enhancing a wetland resource area in addition to the square footage that has been entered in Section B.2.b or B.3.h above, please entered the additional amount here.

a. square feet of BVW

b. square feet of Salt Marsh

Massachusetts Department of Environmental Protection

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Provided by MassDEP:

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City/Town:MELROSE

5. Projects Involves Stream Crossings

Project Involves Streams Crossings

If the project involves Stream Crossings, please enter the number of new stream crossings/number of replacement stream crossings.

a. number of new stream crossings

b. number of replacement stream crossings

C. Other Applicable Standards and Requirements

Streamlined Massachusetts Endangered Species Act/Wetlands Protection Act Review

1. Is any portion of the proposed project located in **Estimated Habitat of Rare Wildlife** as indicated on the most recent Estimated Habitat Map of State-Listed Rare Wetland Wildlife published by the Natural Heritage of Endangered Species program (NHESP)?

a. Yes No

If yes, include proof of mailing or hand delivery of NOI to:

Natural Heritage and Endangered Species
Program
Division of Fisheries and Wildlife
1 Rabbit Hill Road
Westborough, MA 01581

b. Date of map:2008

If yes, the project is also subject to Massachusetts Endangered Species Act (MESA) review (321 CMR 10.18)....

c. Submit Supplemental Information for Endangered Species Review * (Check boxes as they apply)

1. Percentage/acreage of property to be altered:

(a) within Wetland Resource Area

percentage/acreage

(b) outside Resource Area

percentage/acreage

2. Assessor's Map or right-of-way plan of site

3. Project plans for entire project site, including wetland resource areas and areas outside of wetland jurisdiction, showing existing and proposed conditions, existing and proposed tree/vegetation clearing line, and clearly demarcated limits of work **

a. Project description (including description of impacts outside of wetland resource area & buffer zone)

b. Photographs representative of the site

c. MESA filing fee (fee information available at: <http://www.mass.gov/cea/agencies/dfg/dfw/natural-heritage/regulatory-review/mass-endangered-species-act-mesa/mesa-fee-schedule.html>)

Make check payable to "Natural Heritage & Endangered Species Fund" and **mail to NHESP** at above address

Projects altering 10 or more acres of land, also submit:

d. Vegetation cover type map of site

e. Project plans showing Priority & Estimated Habitat boundaries

d. OR Check One of the following

1. Project is exempt from MESA review. Attach applicant letter indicating which MESA exemption applies. (See 321 CMR 10.14, <http://www.mass.gov/cea/agencies/dfg/dfw/laws-regulations/cmr/321-cmr-1000-massachusetts-endangered-species-act.html#10.14>; the NOI must still be sent to NHESP if the project is within estimated habitat pursuant to 310 CMR 10.37 and 10.59.)

2. Separate MESA review ongoing.

Massachusetts Department of Environmental Protection

Bureau of Resource Protection - Wetlands

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Massachusetts Wetlands Protection Act M.G.L. c. 131, §40

Provided by MassDEP:

MassDEP File #:

eDEP Transaction #:1185505

City/Town:MELROSE

a. NHESP Tracking Number

b. Date submitted to NHESP

3. Separate MESA review completed.

Include copy of NHESP "no Take" determination or valid Conservation & Management Permit with approved plan.

* Some projects **not** in Estimated Habitat may be located in Priority Habitat, and require NHESP review...

2. For coastal projects only, is any portion of the proposed project located below the mean high waterline or in a fish run?

a. Not applicable - project is in inland resource area only

b. Yes No

If yes, include proof of mailing or hand delivery of NOI to either:

South Shore - Cohasset to Rhode Island, and the Cape & Islands:

North Shore - Hull to New Hampshire:

Division of Marine Fisheries -
Southeast Marine Fisheries Station
Attn: Environmental Reviewer
836 S. Rodney French Blvd
New Bedford, MA 02744

Division of Marine Fisheries -
North Shore Office
Attn: Environmental Reviewer
30 Emerson Avenue
Gloucester, MA 01930

If yes, it may require a Chapter 91 license. For coastal towns in the Northeast Region, please contact MassDEP's Boston Office. For coastal towns in the Southeast Region, please contact MassDEP's Southeast Regional office.

3. Is any portion of the proposed project within an Area of Critical Environmental Concern (ACEC)?

a. Yes No

If yes, provide name of ACEC (see instructions to WPA Form 3 or DEP Website for ACEC locations). **Note:** electronic filers click on Website.

b. ACEC Name

4. Is any portion of the proposed project within an area designated as an Outstanding Resource Water (ORW) as designated in the Massachusetts Surface Water Quality Standards, 314 CMR 4.00?

a. Yes No

5. Is any portion of the site subject to a Wetlands Restriction Order under the Inland Wetlands Restriction Act (M.G.L.c. 131, § 40A) or the Coastal Wetlands Restriction Act (M.G.L.c. 130, § 105)?

a. Yes No

6. Is this project subject to provisions of the MassDEP Stormwater Management Standards?

a. Yes, Attach a copy of the Stormwater Report as required by the Stormwater Management Standards per 310 CMR 10.05(6)(k)-(q) and check if:

1. Applying for Low Impact Development (LID) site design credits (as described in Stormwater Management Handbook Vol.2, Chapter 3)

2. A portion of the site constitutes redevelopment

3. Proprietary BMPs are included in the Stormwater Management System

b. No, Explain why the project is exempt:

Massachusetts Department of Environmental Protection

Bureau of Resource Protection - Wetlands

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- 1. Single Family Home
- 2. Emergency Road Repair
- 3. Small Residential Subdivision (less than or equal to 4 single-family houses or less than or equal to 4 units in multi-family housing project) with no discharge to Critical Areas.

D. Additional Information

Applicants must include the following with this Notice of Intent (NOI). See instructions for details.

Online Users: Attach the document transaction number (provided on your receipt page) for any of the following information you submit to the Department by regular mail delivery.

- 1. USGS or other map of the area (along with a narrative description, if necessary) containing sufficient information for the Conservation Commission and the Department to locate the site. (Electronic filers may omit this item.)
- 2. Plans identifying the location of proposed activities (including activities proposed to serve as a Bordering Vegetated Wetland [BVW] replication area or other mitigating measure) relative to the boundaries of each affected resource area.
- 3. Identify the method for BVW and other resource area boundary delineations (MassDEP BVW Field Data Form(s)).
- 4. Determination of Applicability, Order of Resource Area Delineation, etc.), and attach documentation of the methodology.
- 4. List the titles and dates for all plans and other materials submitted with this NOI.

a. Plan Title: b. Plan Prepared By: c. Plan Signed/Stamped By: c. Revised Final Date: e. Scale:

WINDSOR AT OAK
GROVE MAIL
LOCKER SITE PLAN
C-1

JAMES J DEVELLIS

3-20-20

- 5. If there is more than one property owner, please attach a list of these property owners not listed on this form.
- 6. Attach proof of mailing for Natural Heritage and Endangered Species Program, if needed.
- 7. Attach proof of mailing for Massachusetts Division of Marine Fisheries, if needed.
- 8. Attach NOI Wetland Fee Transmittal Form.
- 9. Attach Stormwater Report, if needed.

Massachusetts Department of Environmental

Protection

Bureau of Resource Protection - Wetlands

WPA Form 3 - Notice of Intent

Massachusetts Wetlands Protection Act M.G.L. c. 131, §40

Provided by MassDEP:

MassDEP File #:

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E. Fees

- 1. Fee Exempt: No filing fee shall be assessed for projects of any city, town, county, or district of the Commonwealth, federally recognized Indian tribe housing authority, municipal housing authority, or the Massachusetts Bay Transportation Authority.

Applicants must submit the following information (in addition to pages 1 and 2 of the NOI Wetland Fee Transmittal Form) to confirm fee payment:

2. Municipal Check Number	3. Check date
4. State Check Number	5. Check date
6. Payer name on check: First Name	7. Payer name on check: Last Name

F. Signatures and Submittal Requirements

I hereby certify under the penalties of perjury that the foregoing Notice of Intent and accompanying plans, documents, and supporting data are true and complete to the best of my knowledge. I understand that the Conservation Commission will place notification of this Notice in a local newspaper at the expense of the applicant in accordance with the wetlands regulations, 310 CMR 10.05(5)(a).

I further certify under penalties of perjury that all abutters were notified of this application, pursuant to the requirements of M.G.L. c. 131, § 40. Notice must be made by Certificate of Mailing or in writing by hand delivery or certified mail (return receipt requested) to all abutters within 100 feet of the property line of the project location.

1. Signature of Applicant	2. Date
3. Signature of Property Owner (if different)	4. Date
5. Signature of Representative (if any)	6. Date

For Conservation Commission:

Two copies of the completed Notice of Intent (Form 3), including supporting plans and documents, two copies of the NOI Wetland Fee Transmittal Form, and the city/town fee payment, to the Conservation Commission by certified mail or hand delivery.

For MassDEP:

One copy of the completed Notice of Intent (Form 3), including supporting plans and documents, one copy of the NOI Wetland Fee Transmittal Form, and a copy of the state fee payment to the MassDEP Regional Office (see Instructions) by certified mail or hand delivery.

Other:

If the applicant has checked the "yes" box in Section C, Items 1-3, above, refer to that section and the Instructions for additional submittal requirements.

The original and copies must be sent simultaneously. Failure by the applicant to send copies in a timely manner may result in dismissal of the Notice of Intent.

Massachusetts Department of Environmental Protection
 Bureau of Resource Protection - Wetlands
WPA Form 3 - Notice of Wetland Fee Transmittal
Form
 Massachusetts Wetlands Protection Act M.G.L. c. 131, §40

Provided by MassDEP:
 MassDEP File #:
 eDEP Transaction #:1185505
 City/Town:MELROSE

A. Applicant Information

1. Applicant:

a. First Name		b. Last Name	
c. Organization	WINDSOR AT OAK GROVE		
d. Mailing Address	12 ISLAND HILL AVENUE		
e. City/Town	MELROSE	f. State	MA
g. Zip Code			02026
h. Phone Number	7817718104	i. Fax	
j. Email			jim@devellisrein.com

2. Property Owner:(if different)

a. First Name	FRANK	b. Last Name	HUEMMER
c. Organization	WM OAK GROVE VILLAGE LLC		
d. Mailing Address	125 HIGH STREET, 27TH FLOOR		
e. City/Town	BOSTON	f. State	MA
g. Zip Code			02110
h. Phone Number	6178546640	i. Fax	
j. Email			jim@devellisrein.com

3. Project Location:

a. Street Address	12 ISLAND HILL AVENUE	b. City/Town	MELROSE
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Are you exempted from Fee?

Note: Fee will be exempted if you are one of the following:

- City/Town/County/District
- Municipal Housing Authority
- Indian Tribe Housing Authority
- MBTA

State agencies are only exempt if the fee is less than \$100

B. Fees

Activity Type	Activity Number	Activity Fee	RF Multiplier	Sub Total
A.) SITE PREPARATION (FOR DEVELOPMENT) BEYOND NOTICE OF INTENT SCOPE;	1	1050.00	RFA MULTIPLIER 1.5	1575.00

City/Town share of filing fee	\$800.00	State share of filing fee	\$775.00	Total Project Fee	\$1,575.00
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Notice of Intent

Windsor at Oak Grove

12 Island Hill Avenue, Melrose MA

Wetland Fee Calculation Sheet

- **DEP Total Filing Fee = \$1575**
 - City of Melrose Share of DEP Fee = **\$800**
 - State Share of DEP Fee = **\$775**
- **City of Melrose Fee . = \$ 50.00**
Section 231-4 Application and Fees C (2) Request for Permit

The image shows three checks from Bank of America, dated 3/17/2020, issued by DeVellis Zrein Inc. (PO BOX 307, FOXBORO, MA 02035-1120). The checks are for the following amounts and purposes:

- Check 2074:** \$512.50, payable to the Dept. of Environmental Protection. Memo: DEP Share of NOI Filing Fee (12 Island Hill Ave Mel).
- Check 2075:** \$537.50, payable to the City of Melrose. Memo: Melrose Share of NOI Filing Fee (12 Island Hill Ave).
- Check 2076:** \$50.00, payable to the City of Melrose. Memo: Melrose Bylaw Filing Fee (12 Island Hill Ave Melros).

DeVellis Zrein Inc.

DEVELLIS ZREIN INC
PO BOX 307
FOXBORO, MA 02035-1120

Bank of America
ACH R/T 011000138

2083
53-13/110 MA
26817

3/24/2020

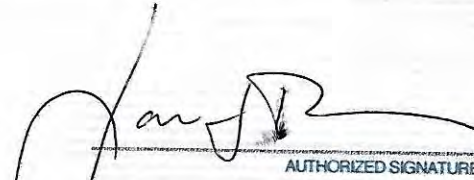
PAY TO THE ORDER OF City of Melrose

\$ **262.50

Two Hundred Sixty-Two and 50/100*****

City of Melrose DOLLARS

MEMO Melrose Share of NOI filing fee (12 Island Hill Ave M


AUTHORIZED SIGNATURE

⑈002083⑈ ⑆011000138⑆ 004606058009⑈

Photo Safe Deposit
Details on Back

DEVELLIS ZREIN INC
PO BOX 307
FOXBORO, MA 02035-1120

Bank of America
ACH R/T 011000138

2084
53-13/110 MA
26817

3/24/2020

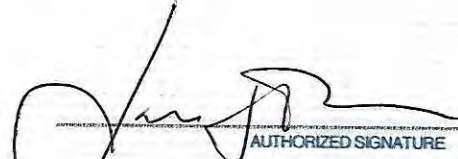
PAY TO THE ORDER OF Dept. of Environmenatal Protection

\$ **262.50

Two Hundred Sixty-Two and 50/100*****

Mass DEP
Dept of Environmental Protection
Box 4062
Boston, MA 02211

MEMO DEP Share of NOI filing fee (12 Island Hill Ave Melro


AUTHORIZED SIGNATURE

⑈002084⑈ ⑆011000138⑆ 004606058009⑈

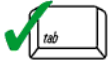
Photo Safe Deposit
Details on Back



Checklist for Stormwater Report

A. Introduction

Important: When filling out forms on the computer, use only the tab key to move your cursor - do not use the return key.



A Stormwater Report must be submitted with the Notice of Intent permit application to document compliance with the Stormwater Management Standards. The following checklist is NOT a substitute for the Stormwater Report (which should provide more substantive and detailed information) but is offered here as a tool to help the applicant organize their Stormwater Management documentation for their Report and for the reviewer to assess this information in a consistent format. As noted in the Checklist, the Stormwater Report must contain the engineering computations and supporting information set forth in Volume 3 of the [Massachusetts Stormwater Handbook](#). The Stormwater Report must be prepared and certified by a Registered Professional Engineer (RPE) licensed in the Commonwealth.

The Stormwater Report must include:

- The Stormwater Checklist completed and stamped by a Registered Professional Engineer (see page 2) that certifies that the Stormwater Report contains all required submittals.¹ This Checklist is to be used as the cover for the completed Stormwater Report.
- Applicant/Project Name
- Project Address
- Name of Firm and Registered Professional Engineer that prepared the Report
- Long-Term Pollution Prevention Plan required by Standards 4-6
- Construction Period Pollution Prevention and Erosion and Sedimentation Control Plan required by Standard 8²
- Operation and Maintenance Plan required by Standard 9

In addition to all plans and supporting information, the Stormwater Report must include a brief narrative describing stormwater management practices, including environmentally sensitive site design and LID techniques, along with a diagram depicting runoff through the proposed BMP treatment train. Plans are required to show existing and proposed conditions, identify all wetland resource areas, NRCS soil types, critical areas, Land Uses with Higher Potential Pollutant Loads (LUHPPL), and any areas on the site where infiltration rate is greater than 2.4 inches per hour. The Plans shall identify the drainage areas for both existing and proposed conditions at a scale that enables verification of supporting calculations.

As noted in the Checklist, the Stormwater Management Report shall document compliance with each of the Stormwater Management Standards as provided in the Massachusetts Stormwater Handbook. The soils evaluation and calculations shall be done using the methodologies set forth in Volume 3 of the Massachusetts Stormwater Handbook.

To ensure that the Stormwater Report is complete, applicants are required to fill in the Stormwater Report Checklist by checking the box to indicate that the specified information has been included in the Stormwater Report. If any of the information specified in the checklist has not been submitted, the applicant must provide an explanation. The completed Stormwater Report Checklist and Certification must be submitted with the Stormwater Report.

¹ The Stormwater Report may also include the Illicit Discharge Compliance Statement required by Standard 10. If not included in the Stormwater Report, the Illicit Discharge Compliance Statement must be submitted prior to the discharge of stormwater runoff to the post-construction best management practices.

² For some complex projects, it may not be possible to include the Construction Period Erosion and Sedimentation Control Plan in the Stormwater Report. In that event, the issuing authority has the discretion to issue an Order of Conditions that approves the project and includes a condition requiring the proponent to submit the Construction Period Erosion and Sedimentation Control Plan before commencing any land disturbance activity on the site.



Checklist for Stormwater Report

B. Stormwater Checklist and Certification

The following checklist is intended to serve as a guide for applicants as to the elements that ordinarily need to be addressed in a complete Stormwater Report. The checklist is also intended to provide conservation commissions and other reviewing authorities with a summary of the components necessary for a comprehensive Stormwater Report that addresses the ten Stormwater Standards.

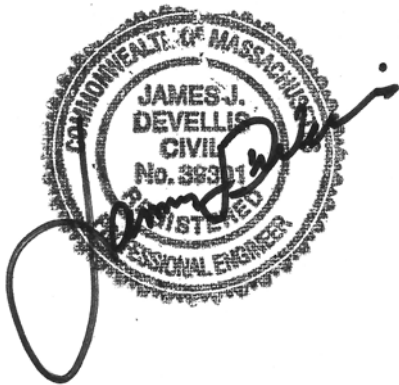
Note: Because stormwater requirements vary from project to project, it is possible that a complete Stormwater Report may not include information on some of the subjects specified in the Checklist. If it is determined that a specific item does not apply to the project under review, please note that the item is not applicable (N.A.) and provide the reasons for that determination.

A complete checklist must include the Certification set forth below signed by the Registered Professional Engineer who prepared the Stormwater Report.

Registered Professional Engineer's Certification

I have reviewed the Stormwater Report, including the soil evaluation, computations, Long-term Pollution Prevention Plan, the Construction Period Erosion and Sedimentation Control Plan (if included), the Long-term Post-Construction Operation and Maintenance Plan, the Illicit Discharge Compliance Statement (if included) and the plans showing the stormwater management system, and have determined that they have been prepared in accordance with the requirements of the Stormwater Management Standards as further elaborated by the Massachusetts Stormwater Handbook. I have also determined that the information presented in the Stormwater Checklist is accurate and that the information presented in the Stormwater Report accurately reflects conditions at the site as of the date of this permit application.

Registered Professional Engineer Block and Signature



March 20, 2020

Signature and Date

Checklist

Project Type: Is the application for new development, redevelopment, or a mix of new and redevelopment?

- New development
- Redevelopment
- Mix of New Development and Redevelopment



Checklist for Stormwater Report

Checklist (continued)

LID Measures: Stormwater Standards require LID measures to be considered. Document what environmentally sensitive design and LID Techniques were considered during the planning and design of the project:

- No disturbance to any Wetland Resource Areas
- Site Design Practices (e.g. clustered development, reduced frontage setbacks)
- Reduced Impervious Area (Redevelopment Only)
- Minimizing disturbance to existing trees and shrubs
- LID Site Design Credit Requested:
 - Credit 1
 - Credit 2
 - Credit 3
- Use of “country drainage” versus curb and gutter conveyance and pipe
- Bioretention Cells (includes Rain Gardens)
- Constructed Stormwater Wetlands (includes Gravel Wetlands designs)
- Treebox Filter
- Water Quality Swale
- Grass Channel
- Green Roof
- Other (describe): _____

Standard 1: No New Untreated Discharges

- No new untreated discharges
- Outlets have been designed so there is no erosion or scour to wetlands and waters of the Commonwealth
- Supporting calculations specified in Volume 3 of the Massachusetts Stormwater Handbook included.



Checklist for Stormwater Report

Checklist (continued)

Standard 2: Peak Rate Attenuation

- Standard 2 waiver requested because the project is located in land subject to coastal storm flowage and stormwater discharge is to a wetland subject to coastal flooding.
- Evaluation provided to determine whether off-site flooding increases during the 100-year 24-hour storm.
- Calculations provided to show that post-development peak discharge rates do not exceed pre-development rates for the 2-year and 10-year 24-hour storms. If evaluation shows that off-site flooding increases during the 100-year 24-hour storm, calculations are also provided to show that post-development peak discharge rates do not exceed pre-development rates for the 100-year 24-hour storm.

Standard 3: Recharge

- Soil Analysis provided.
- Required Recharge Volume calculation provided.
- Required Recharge volume reduced through use of the LID site Design Credits.
- Sizing the infiltration, BMPs is based on the following method: Check the method used.
 - Static
 - Simple Dynamic
 - Dynamic Field¹
- Runoff from all impervious areas at the site discharging to the infiltration BMP.
- Runoff from all impervious areas at the site is *not* discharging to the infiltration BMP and calculations are provided showing that the drainage area contributing runoff to the infiltration BMPs is sufficient to generate the required recharge volume.
- Recharge BMPs have been sized to infiltrate the Required Recharge Volume.
- Recharge BMPs have been sized to infiltrate the Required Recharge Volume *only* to the maximum extent practicable for the following reason:
 - Site is comprised solely of C and D soils and/or bedrock at the land surface
 - M.G.L. c. 21E sites pursuant to 310 CMR 40.0000
 - Solid Waste Landfill pursuant to 310 CMR 19.000
 - Project is otherwise subject to Stormwater Management Standards only to the maximum extent practicable.
- Calculations showing that the infiltration BMPs will drain in 72 hours are provided.
- Property includes a M.G.L. c. 21E site or a solid waste landfill and a mounding analysis is included.

¹ 80% TSS removal is required prior to discharge to infiltration BMP if Dynamic Field method is used.



Checklist for Stormwater Report

Checklist (continued)

Standard 3: Recharge (continued)

- The infiltration BMP is used to attenuate peak flows during storms greater than or equal to the 10-year 24-hour storm and separation to seasonal high groundwater is less than 4 feet and a mounding analysis is provided.
- Documentation is provided showing that infiltration BMPs do not adversely impact nearby wetland resource areas.

Standard 4: Water Quality

The Long-Term Pollution Prevention Plan typically includes the following:

- Good housekeeping practices;
 - Provisions for storing materials and waste products inside or under cover;
 - Vehicle washing controls;
 - Requirements for routine inspections and maintenance of stormwater BMPs;
 - Spill prevention and response plans;
 - Provisions for maintenance of lawns, gardens, and other landscaped areas;
 - Requirements for storage and use of fertilizers, herbicides, and pesticides;
 - Pet waste management provisions;
 - Provisions for operation and management of septic systems;
 - Provisions for solid waste management;
 - Snow disposal and plowing plans relative to Wetland Resource Areas;
 - Winter Road Salt and/or Sand Use and Storage restrictions;
 - Street sweeping schedules;
 - Provisions for prevention of illicit discharges to the stormwater management system;
 - Documentation that Stormwater BMPs are designed to provide for shutdown and containment in the event of a spill or discharges to or near critical areas or from LUHPPL;
 - Training for staff or personnel involved with implementing Long-Term Pollution Prevention Plan;
 - List of Emergency contacts for implementing Long-Term Pollution Prevention Plan.
- A Long-Term Pollution Prevention Plan is attached to Stormwater Report and is included as an attachment to the Wetlands Notice of Intent.
 - Treatment BMPs subject to the 44% TSS removal pretreatment requirement and the one inch rule for calculating the water quality volume are included, and discharge:
 - is within the Zone II or Interim Wellhead Protection Area
 - is near or to other critical areas
 - is within soils with a rapid infiltration rate (greater than 2.4 inches per hour)
 - involves runoff from land uses with higher potential pollutant loads.
 - The Required Water Quality Volume is reduced through use of the LID site Design Credits.
 - Calculations documenting that the treatment train meets the 80% TSS removal requirement and, if applicable, the 44% TSS removal pretreatment requirement, are provided.



Checklist for Stormwater Report

Checklist (continued)

Standard 4: Water Quality (continued)

- The BMP is sized (and calculations provided) based on:
 - The ½" or 1" Water Quality Volume or
 - The equivalent flow rate associated with the Water Quality Volume and documentation is provided showing that the BMP treats the required water quality volume.
- The applicant proposes to use proprietary BMPs, and documentation supporting use of proprietary BMP and proposed TSS removal rate is provided. This documentation may be in the form of the propriety BMP checklist found in Volume 2, Chapter 4 of the Massachusetts Stormwater Handbook and submitting copies of the TARP Report, STEP Report, and/or other third party studies verifying performance of the proprietary BMPs.
- A TMDL exists that indicates a need to reduce pollutants other than TSS and documentation showing that the BMPs selected are consistent with the TMDL is provided.

Standard 5: Land Uses With Higher Potential Pollutant Loads (LUHPPLs)

- The NPDES Multi-Sector General Permit covers the land use and the Stormwater Pollution Prevention Plan (SWPPP) has been included with the Stormwater Report.
- The NPDES Multi-Sector General Permit covers the land use and the SWPPP will be submitted **prior to** the discharge of stormwater to the post-construction stormwater BMPs.
- The NPDES Multi-Sector General Permit does **not** cover the land use.
- LUHPPLs are located at the site and industry specific source control and pollution prevention measures have been proposed to reduce or eliminate the exposure of LUHPPLs to rain, snow, snow melt and runoff, and been included in the long term Pollution Prevention Plan.
- All exposure has been eliminated.
- All exposure has **not** been eliminated and all BMPs selected are on MassDEP LUHPPL list.
- The LUHPPL has the potential to generate runoff with moderate to higher concentrations of oil and grease (e.g. all parking lots with >1000 vehicle trips per day) and the treatment train includes an oil grit separator, a filtering bioretention area, a sand filter or equivalent.

Standard 6: Critical Areas

- The discharge is near or to a critical area and the treatment train includes only BMPs that MassDEP has approved for stormwater discharges to or near that particular class of critical area.
- Critical areas and BMPs are identified in the Stormwater Report.



Checklist for Stormwater Report

Checklist (continued)

Standard 7: Redevelopments and Other Projects Subject to the Standards only to the maximum extent practicable

- The project is subject to the Stormwater Management Standards only to the maximum Extent Practicable as a:
 - Limited Project
 - Small Residential Projects: 5-9 single family houses or 5-9 units in a multi-family development provided there is no discharge that may potentially affect a critical area.
 - Small Residential Projects: 2-4 single family houses or 2-4 units in a multi-family development with a discharge to a critical area
 - Marina and/or boatyard provided the hull painting, service and maintenance areas are protected from exposure to rain, snow, snow melt and runoff
 - Bike Path and/or Foot Path
 - Redevelopment Project
 - Redevelopment portion of mix of new and redevelopment.
- Certain standards are not fully met (Standard No. 1, 8, 9, and 10 must always be fully met) and an explanation of why these standards are not met is contained in the Stormwater Report.
- The project involves redevelopment and a description of all measures that have been taken to improve existing conditions is provided in the Stormwater Report. The redevelopment checklist found in Volume 2 Chapter 3 of the Massachusetts Stormwater Handbook may be used to document that the proposed stormwater management system (a) complies with Standards 2, 3 and the pretreatment and structural BMP requirements of Standards 4-6 to the maximum extent practicable and (b) improves existing conditions.

Standard 8: Construction Period Pollution Prevention and Erosion and Sedimentation Control

A Construction Period Pollution Prevention and Erosion and Sedimentation Control Plan must include the following information:

- Narrative;
 - Construction Period Operation and Maintenance Plan;
 - Names of Persons or Entity Responsible for Plan Compliance;
 - Construction Period Pollution Prevention Measures;
 - Erosion and Sedimentation Control Plan Drawings;
 - Detail drawings and specifications for erosion control BMPs, including sizing calculations;
 - Vegetation Planning;
 - Site Development Plan;
 - Construction Sequencing Plan;
 - Sequencing of Erosion and Sedimentation Controls;
 - Operation and Maintenance of Erosion and Sedimentation Controls;
 - Inspection Schedule;
 - Maintenance Schedule;
 - Inspection and Maintenance Log Form.
- A Construction Period Pollution Prevention and Erosion and Sedimentation Control Plan containing the information set forth above has been included in the Stormwater Report.



Checklist for Stormwater Report

Checklist (continued)

Standard 8: Construction Period Pollution Prevention and Erosion and Sedimentation Control (continued)

- The project is highly complex and information is included in the Stormwater Report that explains why it is not possible to submit the Construction Period Pollution Prevention and Erosion and Sedimentation Control Plan with the application. A Construction Period Pollution Prevention and Erosion and Sedimentation Control has **not** been included in the Stormwater Report but will be submitted **before** land disturbance begins.
- The project is **not** covered by a NPDES Construction General Permit.
- The project is covered by a NPDES Construction General Permit and a copy of the SWPPP is in the Stormwater Report.
- The project is covered by a NPDES Construction General Permit but no SWPPP been submitted. The SWPPP will be submitted BEFORE land disturbance begins.

Standard 9: Operation and Maintenance Plan

- The Post Construction Operation and Maintenance Plan is included in the Stormwater Report and includes the following information:
 - Name of the stormwater management system owners;
 - Party responsible for operation and maintenance;
 - Schedule for implementation of routine and non-routine maintenance tasks;
 - Plan showing the location of all stormwater BMPs maintenance access areas;
 - Description and delineation of public safety features;
 - Estimated operation and maintenance budget; and
 - Operation and Maintenance Log Form.
- The responsible party is **not** the owner of the parcel where the BMP is located and the Stormwater Report includes the following submissions:
 - A copy of the legal instrument (deed, homeowner's association, utility trust or other legal entity) that establishes the terms of and legal responsibility for the operation and maintenance of the project site stormwater BMPs;
 - A plan and easement deed that allows site access for the legal entity to operate and maintain BMP functions.

Standard 10: Prohibition of Illicit Discharges

- The Long-Term Pollution Prevention Plan includes measures to prevent illicit discharges;
- An Illicit Discharge Compliance Statement is attached;
- NO Illicit Discharge Compliance Statement is attached but will be submitted **prior to** the discharge of any stormwater to post-construction BMPs.

Notice of Intent

Windsor at Oak Grove

12 Island Hill Avenue, Melrose MA

Appendix C - Abutter Information: Abutter List

AFFIDAVIT OF SERVICE

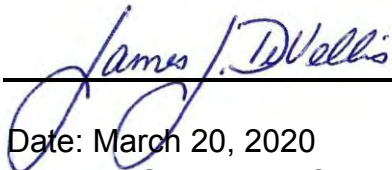
Under the Massachusetts Wetlands Protection Act

I, James DeVellis, P.E., hereby certify under the pains and penalties of perjury that by March 24, 2020 I will give notification to abutters in compliance with the second paragraph of Massachusetts General Laws Chapter 131, Section 40, and the DEP Guide to Abutter Notification dated April 8, 1994, in connection with the following matter:

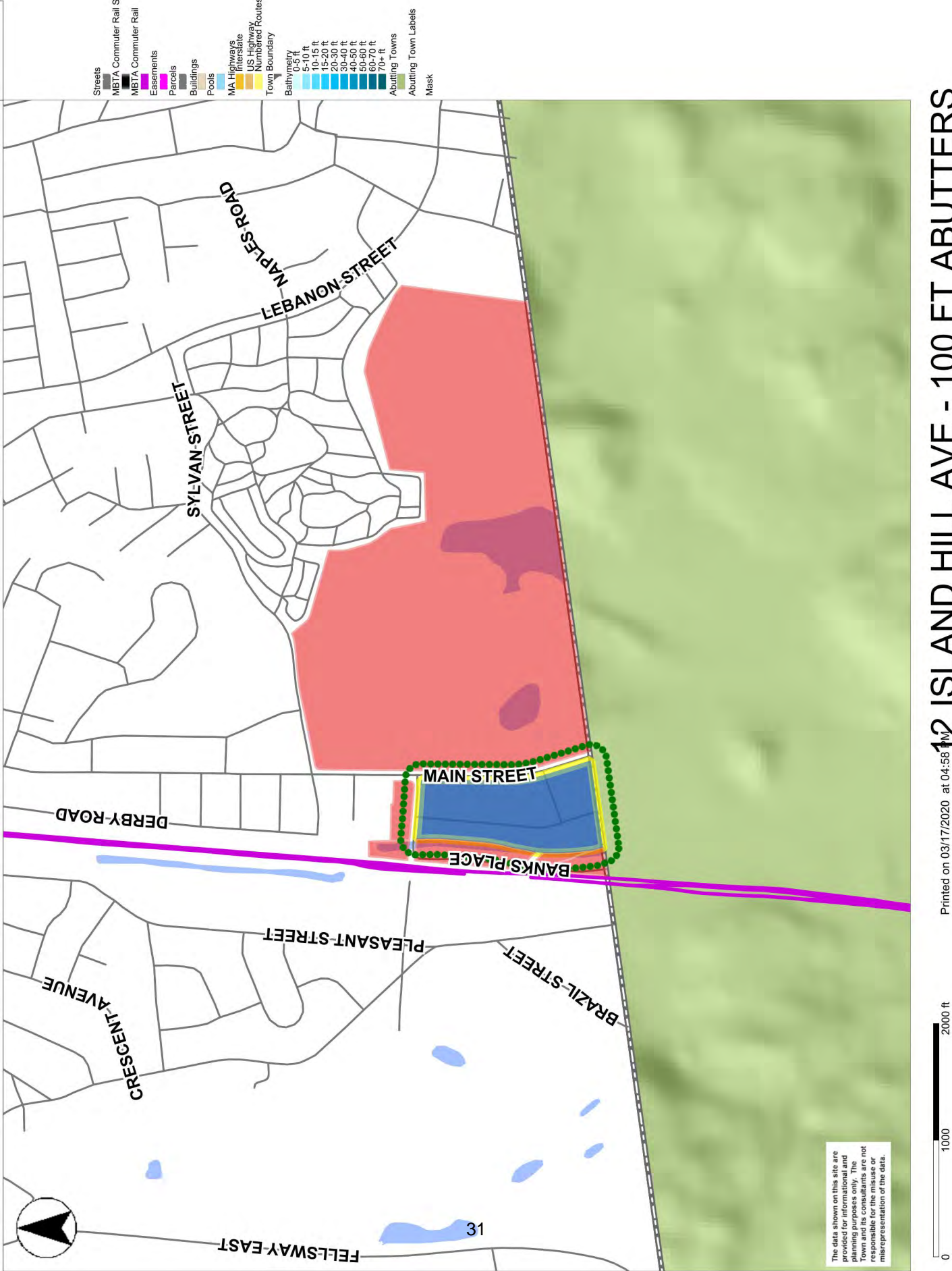
A Notice of Intent (NOI) was filed under the Massachusetts Wetlands Protection Act with the Melrose Conservation Commission on March 25, 2020. The project consists of the addition of a 16' x 22' mail shed for the purpose of a centralized and secured Amazon package delivery and pickup. The shed is proposed near the swimming pool fenced area and located within regulated wetland buffer areas.

The project is located at Windsor at Oak Grove at 12 Island Hill Avenue in Melrose, Massachusetts.

The form of the notification, and a list of the abutters to whom it was given and their addresses are attached to this Affidavit of Service.



Date: March 20, 2020
DEVELLIS ZREIN INC
James J. DeVellis, P.E.



FELLSWAY EAST 31

The data shown on this site are provided for informational and planning purposes only. The Town and its consultants are not responsible for the misuse or misrepresentation of the data.



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12 ISLAND HILL AVE - 100 FT ABUTTERS

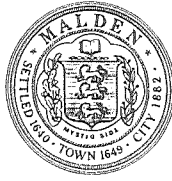
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+C3 0 0	PINE BANKS PARK	78 ACRES+PT IN MALDEN	350 MAIN STREET, SUITE 30		MALDEN	MA	02148-5024	N/A	MAIN ST
B2 0 22	MASS BAY TRANS AUTH		500 ARBORWAY ST		BOSTON	MA	02130	12203-129	WASHINGTON ST
B2 0 23	COMM OF MASS; FLOOD CONTROL		562 MAIN STREET		MELROSE	MA	02176	9027-402	WASHINGTON ST
B2 0 24	COMM OF MASS; FLOOD CONTROL	+BK566-20 CTF85170	MAIN ST		MELROSE	MA	02176	9027-394	MAIN ST
B2 0 25	COMM OF MASS; FLOOD CONTROL	+ BK 556-20 CTF 85170	MAIN ST		MELROSE	MA	02176	9027-402	MAIN ST
C2 0 1	W/M OAK GROVE VILLAGE LLC	C/O GID	125 HIGH STREET 28TH FLOOR		BOSTON	MA	02110	59774-131	1 OAK GROVE AV
C3 0 2+3B	HUNT REALTY, LLC		100 MAIN STREET		MELROSE	MA	02176	29112-225	100 MAIN ST
B3 0 59	METROPOLITAN, DISTRICT	COMMISSION	20 SOMERSET ST		BOSTON	MA	02108	29112-225	100-R MAIN ST

City of Melrose
Board of Assessors

MAR 17 2020

Certified Abutters List





CITY OF MALDEN, MASSACHUSETTS
OFFICE OF THE BOARD OF ASSESSORS
GARY CHRISTENSON, MAYOR

JAMES P. O'BRIEN, ASSESSOR
CHAIRMAN

KATHLEEN M. FRENCH, ASSESSOR
ROBERT DONNELLY, ASSESSOR

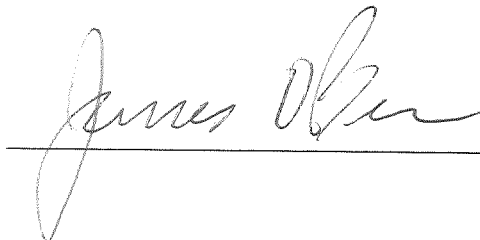
This is a certified list of Malden abutters for the property located at 12 ISLAND HILL AVENUE.
(MALDEN/MELROSE LINE) (SHED IN OAK GROVE VILLAGE) In accordance with the City's ordinance
in place as of January 1, 2008. Below is a list of Ward Councilors and Councilors-at-Large. For your
convenience we have checked the box next to your councilor's name.

	Police Chief Kevin Molis	794 Eastern Ave
<input type="checkbox"/>	Ward 1: Peg Crowe	9 Hancock Street
<input type="checkbox"/>	Ward 2: Paul Condon	52 Gale Street
<input type="checkbox"/>	Ward 3: Amanda Linehan	83 Blomerth Street
<input checked="" type="checkbox"/>	Ward 4: Ryan O'Malley	706 Main Street
<input type="checkbox"/>	Ward 5: Barbara M. Murphy	28 Forest Street
<input type="checkbox"/>	Ward 6: David M. Camell	35 Williams Street
<input type="checkbox"/>	Ward 7: Neal Anderson	56 Mills Street
<input type="checkbox"/>	Ward 8: Jadeane M. Sica	12 Cleveland Street

Councilors-at-large:

Steven Winslow	83 Jacob Street
Debbie A. DeMaria	144 Maple Street
Craig Spadafora	75 Elm Street

Date 03/19/2020



044 855 506
PINE BANKS ANIMAL HOSPITAL
1130 MAIN STREET
MALDEN, MA 02148

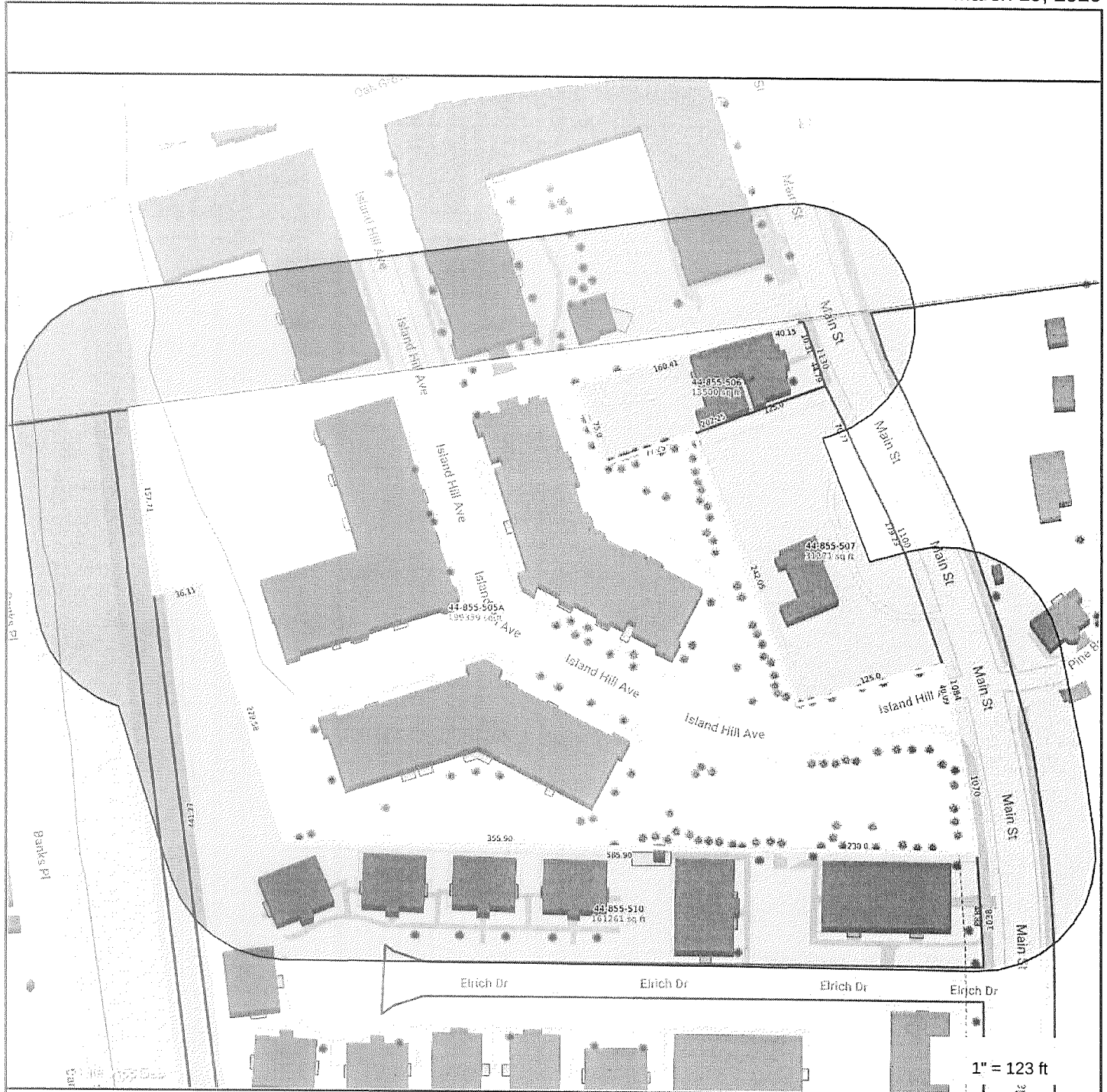
044 855 507
CELONA JAMES M & ROBERT J &
1100 MAIN STREET
MALDEN, MA 02148

044 855 510
AKBARIAN MOHAMMED TRUSTEE
P O BOX 724
WINCHESTER, MA 01890

070 827 702
PINE BANKS PARK
350 MAIN ST STE 30
MALDEN, MA 02148-5024

046 855 501
MBTA
10 PARK PLAZA
BOSTON, MA 02116

046 855 544
MALDEN CITY OF
110 PLEASANT ST
MALDEN, MA 02148



Committed Information

Property ID 044 855 505A
 Location 5 ISLAND HILL AV
 Owner-1 PINE BANKS LLC
 Owner-2 ATTN OAK GROVE LEASING OFFICE
 Land Use APTS >8
 Total Value \$36,255,500
 Building Value \$25,755,500
 Land Value \$10,500,000
 Yard Item Value \$0



**MAP FOR REFERENCE ONLY
NOT A LEGAL DOCUMENT**

City of Malden, MA makes no claims and no warranties, expressed or implied, concerning the validity or accuracy of the GIS data presented on this map.

Geometry updated 08/07/2019
Data updated 08/07/2019

Notice of Intent

Windsor at Oak Grove

12 Island Hill Avenue, Melrose MA

Appendix E –Operation and Maintenance Procedures

Introduction

DeVellis Zrein Inc. has prepared these procedures as a guide to establish maintenance protocol for the on-site drainage improvements serving the mail shed project. The goal of the Storm Water Operation and Maintenance Plan is not only to protect off-site wetlands and water resources abutting the site, but also to protect those resources in the region that may be affected by the activities at the site.

The proposed site drainage improvements include:

- Drain pipe network;
- Infiltration Trenches
- Roof Gutter and Inlet Cleaning
- Landscaping

The proposed water quality treatment measures will result in stormwater collection and infiltration for the proposed mail shed.

An effective drainage maintenance program will ensure that the stormwater runoff mitigation for the life of the building. The Operation and Maintenance Plan will be implemented by the Owner of the property within their current procedures.

Source Control

The first tier of non-structural controls includes a comprehensive source control program of maintenance of the stormwater management components.

Infiltration Trench

The infiltration trenches collect clean roof runoff. Stormwater will enter into the Infiltrator system through roof downspouts and pipes with an overflow to the catch basin storm system passing below the area. Minimal maintenance is required, but cleanouts have been provided.

Roof Gutter and Inlet Cleaning

As the infiltration trenches collect clean roof runoff, it is imperative that the roof runoff be allowed to enter in into the system unblocked and unrestricted. It is required that the roof gutters be inspected annually at the end of each fall and cleaned if obstructed.

Notice of Intent

Windsor at Oak Grove

12 Island Hill Avenue, Melrose MA

Landscaping

The site is currently landscaped and once building and walk is constructed, the area will be re-landscaped.

Landscape plantings and details have been incorporated into the site plan to include hardy indigenous plants that are appropriate to survive in New England winters and summers.

In the spring, the owner shall verify that the plants planted and included on the Site Plan remain in good health in perpetuity. If there is damage, the plants are to be replaced in the same manner

During Construction

- Prior to construction, install erosion and sediment control measures as shown on the plan and details.
- The site contractor shall inspect all sediment and erosion control structures after each rainfall event and at the end of the working day.
- All measures shall be maintained in good working order. If repair is necessary, it shall be initiated within 24 hours of inspection.
- Silt shall be removed from the silt fence if 3-inches or greater and as needed.
- Sediment shall be contained within the construction site and away from drainage structures.
- Damaged or deteriorated erosion control measures will be repaired immediately after identification
- The silt fence shall be kept in close contact with the ground and reset as necessary.
- The contractor's site superintendent will be responsible for inspection, maintenance and repair activities.
- All disturbed areas will be treated with 4" of topsoil and seed.
- Remove siltation controls upon completion of permanent vegetation over disturbed areas.
- A preconstruction meeting shall take place prior to construction and the contractor shall present a plan for vehicle entrance/exiting and vehicle washout areas. At the time of this report, there is no contractor involved in the project. It is the opinion of DeVellis Zrein, Inc. that it is in the best interest not to dictate the means and methods of the specific site setup for the contractor, but rather require the contractor to provide this information prior to construction.

Post Construction

DeVellis Zrein Inc.

Notice of Intent

Windsor at Oak Grove

12 Island Hill Avenue, Melrose MA

The following site performance requirements are to be established at the property.

- Inspect the perimeter landscaping annually, in the spring, for erosion and accumulated sediment. Necessary sediment removal, earth repair and/or reseedling shall be performed immediately upon identification.
- Dispose and transport accumulated sediment off-site in accordance with applicable local, state and federal guidelines and regulations.
- Routinely pick up and remove litter from the area and perimeter landscape area.
- Inspect and clean roof inlets to the infiltration system yearly

Stormwater Management System Owner

This site is owned by WM Oak Grove Village LLC who will continue to perform site maintenance and operations.

Estimated Operations Budget

It is not anticipated that the stormwater maintenance required would be considered extraordinary. A yearly estimated operations budget for consideration to carry out the Operations and Maintenance Plan requirements is as follows:

- **\$200:** Inspect the perimeter landscaping annually, in the spring, for erosion of landscaping and accumulated sediment. Routinely pick up and remove litter. Removal of sediment, repair and/or reseedling shall be performed immediately upon identification.
- **\$500:** Spring plant replacement following winter season damage.
- **\$300:** from the parking areas, islands and perimeter landscape area, in addition to pavement sweeping.

Notice of Intent

Windsor at Oak Grove

12 Island Hill Avenue, Melrose MA

Appendix E – Rivers Act Alternatives Analysis

Spot Pond Brook is a perennial river with an associated 100-foot Inner Riparian Zone and an outer 200-foot Outer Riparian Zone. In accordance with the 310 CMR: Department Of Environmental Protection Wetlands Protection, 10.58: Riverfront Area, an Alternatives Analysis shall be prepared to document that there are no favorable practical alternatives to the work proposed within the riverfront resource area.

The summary of riverfront areas and alternatives are provided below.

EXISTING CONDITIONS

The inner 100- foot Riparian Zone and outer 100-foot Riparian Zone (between 100 and 200 foot) is relatively the same on this site. Each Riparian Zone is approximately 150,000 square feet (1500 linear feet of site along the Spot Pond Brook). The total area within the 200-foot river buffer is 300,000 square feet. The entire buffer area within the site limits are considered previously disturbed.

ALTERNATIVE 1: PREFERRED ALTERNATIVE

The project proposes no increase in regulated activity within the Riverfront Area. The shed building is being added within a fenced-in area in close proximity to paved sidewalks, an in-ground pool and an existing pool shed. The fencing will be adjusted around the shed and trespass/access is limited through a gate. The roof runoff will be collected by a closed drainage system into a Cultec infiltration system sized to hold a 2-inch rainfall over proposed impervious surfaces. As an added safety factor, the system has been sized 30% larger than the 2-inch rainfall. This area was chosen because of the centralized location and within existing common area without the need to develop any of the adjacent areas for access.

ALTERNATIVE 2: EVALUATED ALTERNATIVE

The Owner evaluated areas throughout the site that accomplished central access, less disturbance while providing access by existing vehicle and pedestrian access all were dismissed after consideration for the preferred alternative.

ALTERNATIVE 3: NO CHANGE ALTERNATIVE

A central and secure location for delivery and pickup for mail packages are a necessity for security and practical reasons. A no change alternative is not practical and necessitated by need that addressed security, convenience and safety.

DeVellis Zrein Inc.

Notice of Intent

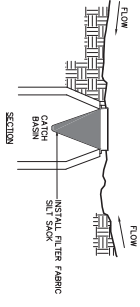
Windsor at Oak Grove

12 Island Hill Avenue, Melrose MA

Appendix F – NOI Site Plan (Bound Separately)

REDUCED COPY PROVIDED WITHIN THIS REPORT FOR REFERENCE

DeVellis Zrein Inc.



NOTES:
 1. SILT SOCKS MUST BE INSTALLED AFTER CATCH BASIN CONSTRUCTION. MAINTAIN UNITS FROM BEING COVERED TO COMPLETE OR A PERMANENT STAND OF GRASS HAS BEEN ESTABLISHED.

SILT SOCK

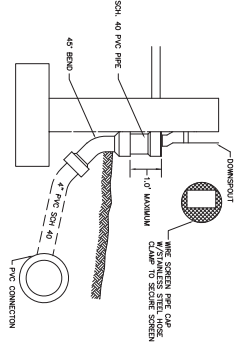


NOTE: TREE SHALL BE 3/4" CALIBER AND NOT LESS THAN 6 FEET TALL AS IT BORES TO NURSERY OR FIELD. TRUNK FLAME SHALL BE VISIBLE ABOVE SOIL.

KEEP 2' CLEAR OF TRUNK, EXTENT OF TREE PIT SHALL MATCH 4" CONTIGUOUS HEIGHT FROM SHOULDER TO SHOULDER.

CUT AND REMOVE BRANCHES FROM TOP OF TREE. BRANCHES SHALL BE PLANTED IN PLACE. BRANCHES IN LOOSE LIFTS OF 6"-8" PLANTING SOIL MIX. BACKFILL IN LOOSE LIFTS OF 6"-8" PLANTING SOIL MIX. BACKFILL IN LOOSE LIFTS OF 6"-8" PLANTING SOIL MIX. BACKFILL IN LOOSE LIFTS OF 6"-8" PLANTING SOIL MIX.

DECIDUOUS TREE PLANTING



NOTES:
 1. ALL PVC FITTINGS AND COMPONENTS SHALL BE PVC SCHEDULE 40
 2. ALL JOINTS & CONNECTIONS SHALL BE WATERPROOF

DOWNSPOUT CONNECTION

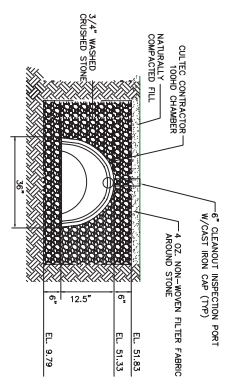
INFILTRATION CALCULATIONS

STORAGE VOLUME REQUIRED
 2-INCH OF RAINFALL OVER IMPERVIOUS SURFACES
 IMPERVIOUS SURFACE = 401 SF.
 REQUIRED STORAGE =
 (1/12) FEET X 401 = 66.8 C.F.
 PROVIDE CULTEC CHAMBERS MODEL 100HD WITH 6" STONE BEDDING
 PROVIDE 2 CHAMBERS
 STORAGE PROVIDED = 88.8 C.F. > 66.8 C.F.

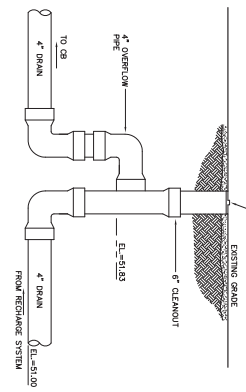
INFILTRATION CALCULATIONS

GRADING AND UTILITY NOTES

- EXISTING CONDITIONS INFORMATION IS DERIVED FROM THE SURVEY PROVIDED FEBRUARY 21, 2020.
- PROPOSED GRADING SHALL BE IN ACCORDANCE WITH THE SURVEY PROVIDED FEBRUARY 21, 2020.
- CONTRACTOR TO ADJUST UTILITY ELEVATION POINT TO BE FLUSH WITH GRADE (CLEAN-OUTS, UTILITY MANHOLES, CATCH BASINS, ETC.) THAT IS NOT SHOWN ON PLANS OR NOT.
- THE LOCATIONS OF EXISTING UNDERGROUND UTILITIES ARE SHOWN IN AN APPROXIMATE WAY ONLY AND HAVE NOT BEEN INDEPENDENTLY VERIFIED BY THE CONTRACTOR. THE CONTRACTOR SHALL NOTIFY DESIGNER AND BE RESPONSIBLE FOR THE LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK, AND AGREE TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MAY BE OCCURRED AND WORKERS INJURIES RESULTING FROM ANY AND ALL UTILITIES WHICH HAVE BEEN LOCATED UNDERGROUND UTILITIES.
- WHERE AN EXISTING UTILITY IS FOUND TO CONFLICT WITH THE PROPOSED WORK, THE LOCATION, ELEVATION, AND SIZE OF THE UTILITY SHALL BE ACCURATELY LOCATED AND SHOWN ON THE GRADING PLANS. THE CONTRACTOR SHALL MAINTAIN THE LOCATION AND ADJUSTMENT OF ALL GAS, ELECTRIC, TELEPHONE, AND ANY OTHER PRIVATE UTILITIES BY THE UTILITY COMPANIES.
- CONTRACTOR SHALL MAINTAIN, OR ADJUST TO NEW RISEN GRADE, AS NECESSARY, ALL EXISTING UTILITY MANHOLES, CATCH BASINS, TANKS AND GAS CATES, WINDMILLS, PUMPS, AND OTHER STRUCTURES, UNLESS OTHERWISE NOTED OR SPECIFIED BY OWNER'S REPRESENTATIVE.
- AREAS OUTSIDE THE LIMITS OF PROPOSED WORK RESTORED BY THE CONTRACTOR'S OPERATIONS SHALL BE RESTORED BY THE CONTRACTOR TO THEIR ORIGINAL CONDITION, AT THE CONTRACTOR'S EXPENSE.
- PROTECT AND MAINTAIN EXISTING ON-SITE DRAINAGE STRUCTURES AND PIPES UNLESS OTHERWISE NOTED.
- WHERE PROPOSED GRADES MEET EXISTING GRADES, CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING EXISTING GRADES AND STRUCTURES. CONTRACTOR SHALL MAINTAIN POSITIVE DRAINAGE AWAY FROM ALL BUILDING FOUNDATIONS, STRUCTURES AND PLANTING BEDS.
- MAXIMUM SLOPE IN DISTURBED AREAS SHALL NOT EXCEED 3:1, UNLESS OTHERWISE NOTED.
- DESIGN ALL EXISTING TO REMAIN, AND PROPOSED UNPAVED COVERS PROPERLY TO MATCH EXISTING CONDITIONS.
- DESIGN UTILITY SERVICES.
- CONTRACTOR SHALL MAINTAIN EXISTING STAIRS AND UTILITY OWNERS' ACCESS TO ALL EXISTING STAIRS AND UTILITY OWNERS' ACCESS TO ALL EXISTING STAIRS.
- CONTRACTOR SHALL SHOW EXISTING CONDITIONS, WHERE EXISTING CONDITIONS ARE NOT SHOWN BY PROPOSED BUILDINGS AND/OR SITE ELEMENTS, THE EXISTING CONDITIONS WILL BE REMOVED, ABANDONED AND/OR COVERED OR RESTORED AS SPECIFIED.



UNDERGROUND INFILTRATION SYSTEM

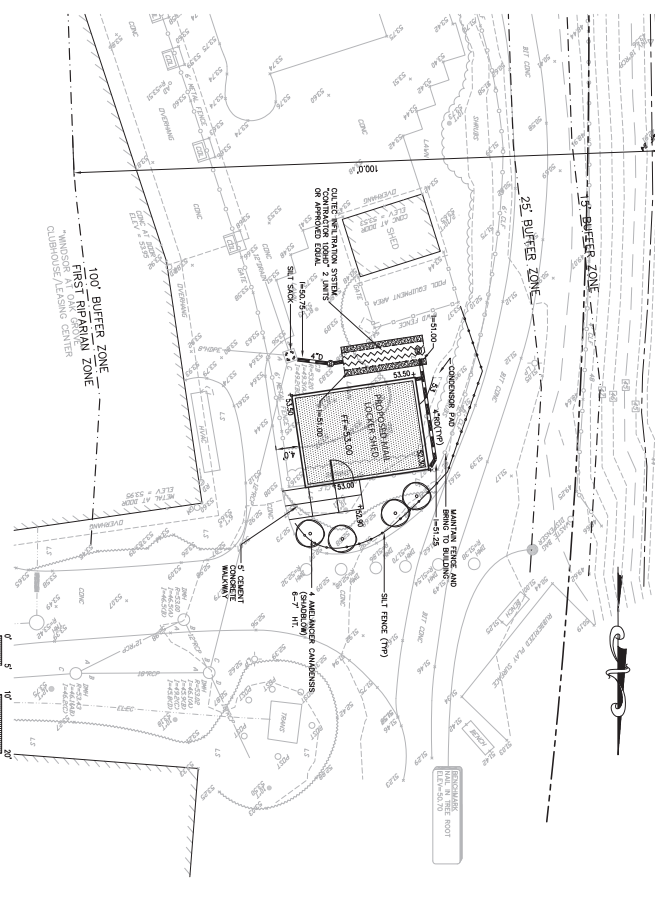


CLEANOUT/OVERFLOW



LEGEND

- PROPERTY LINE
- GRAIN LINE
- PROPOSED CONTOUR MARKER LINE
- SYNCHRONIC
- CLEAN OUT
- ROOF DRAIN
- SILT FENCE
- SMALL WHITE TREE



WINDSOR AT
 OAK GROVE
 MAIL LOCKER SHED

12 ISLAND HILL AVENUE
 MELROSE, MA



DZ I
 David A. Zrein Inc.
 Land Planning, Civil Engineering,
 Landscape Architecture
 1000 Washington St.
 Boston, MA 02111
 Tel: 617.552.3333
 Fax: 617.552.3334
 www.dzreinc.com

SITE PLAN

SCALE: 1" = 10'

DATE: 2/28/24

DESIGNER: [Signature]

CHECKER: [Signature]

DATE: 03/20/24

C-1

Notice of Intent

Windsor at Oak Grove

12 Island Hill Avenue, Melrose MA

Appendix G – Wetland Delineation Report

March 4, 2020

Mike Pustizzi
Precision Land Surveying, Inc.
32 Turnpike Road
Southborough, MA 01772

Re: Wetland Border Report for Banks Place - Melrose, MA

Dear Mike:

On February 18, 2020, the wetland resource areas were delineated within portions of a parcel known as Banks Place in Melrose, MA. See attached Orthophoto and USGS maps. The wetland border was flagged using the criteria in the most recent edition of the MA Wetlands Protection Act (WPA) and Regulations (310 CMR 10.00 et al.) and the Melrose Wetland Ordinance. Hydric soil indicators, vegetational changes, hydrological indicators, and topography were all considered for delineation purposes. Delineated wetland resource areas include Mean Annual High Water (MAHW) of a perennial stream.

The delineated resource area consists of the estimated MAHW of a perennial stream. It was delineated with pink flags labeled B1 to B6 from south to north.

MassGIS Datalayers

According to the most recent Mass GIS Data Layers for NHESP (Natural Heritage Atlas 14th Edition, effective 8/1/17), the site is not located within an Estimated Habitat of Rare Wildlife and Priority Habitat of Rare Species. There are no mapped certified or potential vernal pools within the site.

Any proposed work within 200 feet of the MAHW requires that a Notice of Intent (NOI) or Request for Determination of Applicability (RDA) be filed with the Melrose Conservation Commission.

Please feel free to contact us if you have any questions.

Very truly yours,




Dan Wells, M.S.
Senior Wildlife Biologist and Wetland Scientist




Orthophoto View of Site

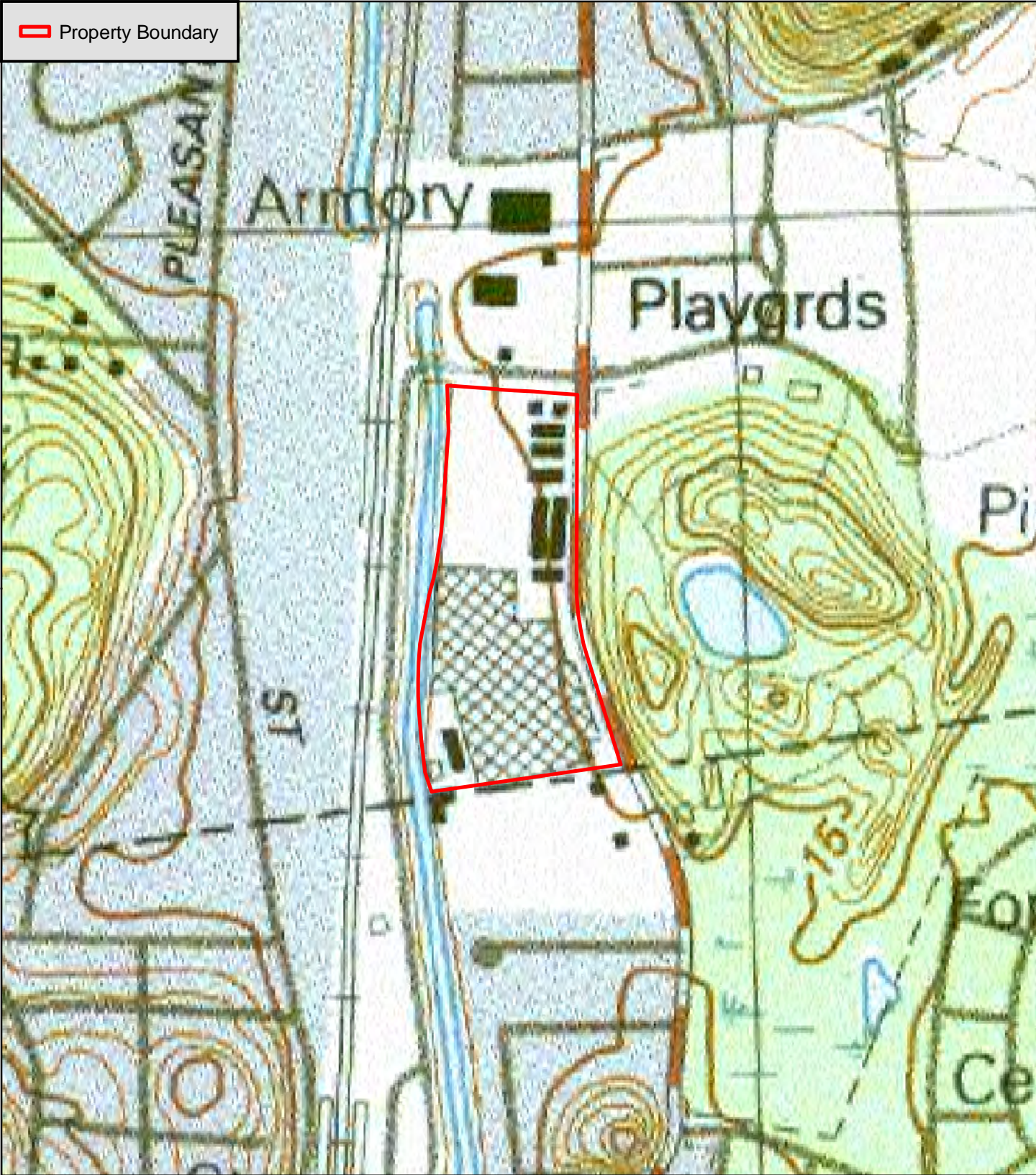
Banks Place - Melrose, MA


 0 50 100 200 Feet
 1 inch = 200 feet
 Date: 3/4/2020

GIS Data Source: "Bureau of Geographic Information (MassGIS), Commonwealth of Massachusetts, Executive Office of Technology and Security Services".




 Property Boundary

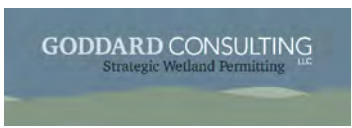


USGS Site Locus

Banks Place - Melrose, MA

 0 100 200 400 Feet
1 inch = 400 feet
Date: 3/4/2020

GIS Data Source: "Bureau of Geographic Information (MassGIS), Commonwealth of Massachusetts, Executive Office of Technology and Security Services".



Notice of Intent

Windsor at Oak Grove

12 Island Hill Avenue, Melrose MA

END OF NOTICE OF INTENT

DEVELLIS ZREIN INC.

JAMES J. DEVELLIS, PE

MA REG # 39301

DeVellis Zrein Inc.