

**135 Keyes Road
Concord, MA 01742**



DATE: August 31, 2020

MEMORANDUM

TO: Elizabeth Hughes, Town Planner
VIA: Alan Cathcart, Public Works Director
FROM: Valerie Doerrer, Public Works Engineer-Water Systems
SUBJECT: 1134 Main Street, J.P. Morgan Chase Bank- Site Plan Review,
Special Permit

The Water/Sewer Division has reviewed the revised plans, prepared by Core States, Inc., dated August 25, 2020, associated with the application for a special permit at 1134 Main Street dated June 1, 2020 which were submitted by Nikoel, LLC., and offer the following comments:

1. **Prior to commencement of any site work**, the Applicant shall submit a final draft of a complete water and sewer utility design drawing to the Water/Sewer Division for review. The final draft shall sufficiently demonstrate that the proposed scope of water/sewer utility work meets the following:
 - a. Water and sewer service infrastructure can be designed and constructed in accordance with the Water/Sewer Division's Design and Construction Standards (i.e. depth of service(s), size of service(s), standard details for installation, etc.), and
 - b. The condition of the existing sewer service is acceptable to allow for rehabilitation by lining,Further, as part of this initial review, the Water/Sewer Division will require that the Applicant demonstrate the following:
 - c. water demands can be minimized via demand management tools that may be codified in a water use impact report (conservation plan) and Water Customer Data Sheet, and
 - d. lawn irrigation system(s), if proposed, can be installed in accordance with the Town of Concord Rules and Regulations Governing Water Use and Connection. A lawn irrigation system is subject to an additional connection fee and shall be registered with the Water/Sewer Division and be operated in accordance with the Town of Concord Water Use Restriction Bylaw.
2. **Prior to commencement of any site work**, the Applicant shall submit to the Concord Board of Health a Request for Title 5 Building Review (Form S) to identify any potential increase in wastewater flow and associated Sewer Improvement Fee. Based on existing wastewater capacity constraints, flow increases over 1,000 gallons per day will be administratively denied by the Water/Sewer Superintendent. An appeal may be made to the Public Works Commission seeking relief for an increase in flow over 1,000 gallons per day.

3. **Prior to issuance of a Building Permit**, the Applicant shall submit to the Water/Sewer Division for review and approval, an application for the proposed water and sewer service installation. The application shall include the following;
 - a. Identification of a Water/Sewer Division licensed “drain layer” who will be responsible for water and sewer service installation activities.
 - b. Two full size copies of the approved water and sewer utility plan.
 - c. For each separate building proposed to be served by Town water, a plumbing plan shall be provided including;
 - i. Meter bypass detail (with allowance for Water/Sewer Division issued security lock),
 - ii. Design Data Sheets for all required cross-connection control devices. The devices shall not be installed without approval from the Water/Sewer Division.
 - d. An approved water use impact report and conservation plan which will determine sizing of the water meter and water system connection fee.
 - e. The approved Title 5 Building Review (Form S) and associated Finding - demonstrating right to connect to the municipal sewer system, and payment of any associated Sewer Improvement Fee.
4. **Prior to issuance of any Certificate of Occupancy**, the Applicant shall submit to the Water/Sewer Division a full size record drawing (Arch D), created in accordance with Division standards, for review prior to finalizing the drawing. Once the draft is approved, the Applicant shall submit to the Water/Sewer Division a full-size (Arch D) hard copy of the final record drawing along with electronic copies in the form of CAD and pdf files.
5. **Prior to issuance of any Certificate of Occupancy**, the Applicant shall enter into a Water and Sewer Service Connection Agreement with Concord Public Works for the purpose of clarifying the terms of service including ownership, operations, inspection, maintenance and future replacement provisions for related infrastructure. The agreement shall be signed by the owner, executed by the Director and recorded by the applicant.
6. **Prior to issuance of any Certificate of Occupancy**, the Applicant shall furnish to the Water/Sewer Division Water Demand Minimization Affidavit(s) to demonstrate work was performed in accordance with the approved demand mitigation measures.