

Town of Sudbury

Office of Selectmen
www.sudbury.ma.us

Flynn Building
278 Old Sudbury Rd
Sudbury, MA 01776-1843
978-639-3381
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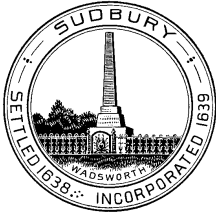
Email: selectmen@sudbury.ma.us

TO: Selectmen
FROM: Chuck Woodard
RE: Melone Redevelopment Process Outline
DATE: December 5, 2013

With the assistance of Jody Kablack and Craig Lizotte from the Planning Board, we have better defined the steps needed to assess this property for private residential development, which I submit for your consideration. The amount of funding needed has also been decreased from the original submission to the CPC.

Request \$150,000 of Community Preservation Act funds to complete tasks 2-7 below:

| TASK | Timeline | Responsibility |
|--|-----------------------|-----------------------------|
| 1. Form Steering Committee to assist in choosing a consultant for the project and guide planning process | July 2014 | BOS |
| 2. Develop an RFP and hire a consultant to complete the following tasks. Consultant should have significant and recent experience in the design, permitting and construction of multi-family housing projects in Massachusetts. | Complete in Sept 2014 | Steering Comm. |
| 3. Consultant to assist the Town in conducting a public process to involve residents and boards in deciding the best use or uses for the property, including multiple/complementary uses. a. Start with previous studies, board goals and objectives b. Consultant should commence public process with realistic options for development c. Public process to have a defined timeline with a clear end point | Oct-Nov 2015 | Consultant/ Steering Com |
| 4. Consultant to identify development constraints of the property and complete preliminary site engineering as outlined below. a. Delineate on site wetland resource areas. b. Complete an ASTM Phase I Site Investigation. c. Prepare Existing Conditions Survey including: property lines, easements and encumbrances, topography to 1' contours, locate wetland resource areas and buffer zones, depict current zoning and zoning setbacks d. Based on the outcome of public process, develop up to three massing diagrams to depict potential development scenarios. For the purposes of this outline, assume that each scenario shall include a mix of multifamily residential (rental), open space and passive and/or active public recreational use. For each of the three options estimate | Nov-Jan 2014 | Consultant |



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| <p>rental unit yield.</p> <p>e. For each of the three scenarios develop a matrix listing estimated: water consumption, wastewater generation, traffic generation, fiscal impacts.</p> <p>f. Based on estimated high and low wastewater generation for the three options, outline likely wastewater treatment and disposal requirements and potential impacts, or lack thereof to adjacent public water supply wells. Complete at least 4 field test pits and percolation tests on the Site to estimate soil permeability rate and estimated seasonal high groundwater elevations.</p> <p>g. Based on estimated traffic generation, outline likely front door and off site traffic mitigation required to support the Project.</p> <p>h. For each of the three development scenarios compile a list or matrix of zoning relief required to support the Project.</p> | | |
| 5. Consultant shall write a Zoning Overlay District Bylaw for adoption at Town Meeting which permits recommended use for site. | Jan-March 2015 | Consultant |
| 6. Town Meeting request for Overlay District Bylaw approval | May 2015 | BOS |
| 7. Consultant shall support the Town in preparation of a Request for Proposals for disposition of the land to a developer <ul style="list-style-type: none"> a. Include parameters of development b. Include payment for land, or other non-monetary arrangements/benefits for the Town c. Include any incentives to developer from Town d. Include sample Development Agreement e. Require preliminary plans in responses | June-July 2015 | Consultant/ Steering Com |
| 8. RFP Advertised/Responses reviewed | Sept 2015 | Steering Com |
| 9. Developer Chosen | Nov 2015 | BOS |
| 10. Negotiate Development Agreements, P&S (or lease), finalize design | March 2016 | BOS |
| 11. 2016 Annual Town Meeting Article for Zoning and Land Disposition w/final plans | May 2016 | BOS |
| 12. Permitting | June-Oct 2016 | Developer |
| 13. Construction | 2017 | Developer |