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**PLANNING BOARD**  
**CITY OF LEOMINSTER**

**Notice of Open Public Meeting for Subdivision Amendment**

The Leominster Planning Board will hold an **Open Public Meeting** on **Monday, April 3, 2023 starting at 6:30 P.M.** to review a proposed Subdivision Amendment. The meeting will be held in the T.A. Conference Room located on the second floor of Leominster City Hall, 25 West Street, Leominster, MA, during which they will hold an **Open Public Meeting for Subdivision Regulation Amendment.**

The Planning Board has recommended the following amendment to the Leominster, MA Subdivision Regulations:

Page 16

Section 8: Definitive Plan

1. Submission of Plan

**N. An electronic copy of the plan and all associated documents and reports in digital format.**

Explanation: Require digital submission documents.

Page 24

2. Street Trees:

- (a) The subdivider is required to plant suitable broadleaved deciduous trees along roads or ways **outside** of the roadway and the sidewalk, unless specifically exempted by the Board.

Explanation: Remove grass strip between road and sidewalk.

Page 27

**2. Cul-de-sac Plantings.** The central radius of a permanent dead-end street shall be a 10 foot radius with a Treatment BMP per the Massachusetts Stormwater Handbook (i.e. tree box filter, rain garden, etc.)

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R.1.A.3.

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d) Dead-end streets shall provided at the closed end with a turnaround having an outside roadway diameter **of at least 80 feet and a property line diameter of at least 100 feet.**

Explanation: Reduce impervious area.

Page 30

12. Width

Minor Street – Traveled Way – **28 Feet**

Explanation: This regulation is waived for most subdivisions from 34 feet to 28 feet therefore change traveled way width for a minor street to 28 feet.

Page 32

C) Street Sub-base

2. ....**Commonwealth of Massachusetts Department of Transportation Standard Specifications for Highways and Bridges, as last revised, Section 400, Subsection 401.**

Explanation: Reference correction

Page 32

D) Street Base Course

1. .... **Commonwealth of Massachusetts Department of Transportation Standard Specifications for Highways and Bridges, as last revised, Section 400, Subsection 450 and Materials section M3.06.0.**

Explanation: Reference correction

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3) Street Surface

1) .....**in accordance with Subsection 460 and materials section M3.06.0 of the above-given state specification.**

Explanation: Reference correction

Page 33

F) Sidewalks

2) Sidewalks shall be not less than five feet in width on collectors and four feet on minor streets and shall be located so that the **sidewalk abuts the curbing.**

Explanation: Remove grass strip between road and sidewalk.

Page 33

G. Curbing and Shoulders

2. ....**Section 500, Subsection 501 of the Department of Transportation Standard Specifications for Highways and Bridges and materials section M3.07.0 and shall....**

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Explanation: Reference correction

Page 33

F) Sidewalks

4) Preparation of the base shall be accomplished by removing material to a depth of **12 inches** below finished design grade.

**5) Forms shall be set to graded, then install an 8-inch gravel base and a 4-inch thickness of Class A Concrete shall be placed, except at driveways where increased thickness and reinforcement shall be used. Refer to the Department of Public Works Engineering Details.**

The Department of Public Works (DPW) installs Class A Concrete when performing sidewalk installation in the City. Therefore the DPW highly recommends that Class A Concrete be installed for all new subdivision roadways.

Page 33

G. Curbing and Shoulders

1. Curbing shall be installed along the edge of each roadway in all streets. **Granite curbing shall be installed at the roadway entrance radii, all cul-de-sac radii and adjacent to the new sidewalk.**

The Department of Public Works (DPW) installs Granite Curbing when performing sidewalk installation in the City. Therefore the DPW highly recommends that Granite Curbing be installed for all new subdivision roadways.

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G. Curbing and Shoulders

2.

**(a)..... Section 500, Subsection 501 of the Department of Transportation Standard Specifications for Highways and Bridges and materials section M9.04.1 and shall**

Explanation: Reference correction

Page 34

H. Grass Strip

1) Grass strips shall be provided on each side of the roadway **outside** the roadway and the sidewalk on the side of the street to the street sideline. Where no sidewalk is to be installed, the grass strip shall extend between the roadway and the street sideline.  
(Remove remainder of section)

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Explanation: Remove grass strip between road and sidewalk.

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Add to Section 9.R.14.M.

- 11. A common force main sewer system shall be located outside of the proposed right-of-way in a sewer easement to be held by a Home Owner's Association.**

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4. The proposed subdivision shall not increase the rates, **volumes**, concentration or velocity of runoff .....

Explanation: The applicant should control the volume of runoff as well as the other factors from leaving their site. When performing hydrologic calculations, the rate of runoff for the post development conditions can be maintained at or below the pre-development conditions but their can still be an increase in the volume of runoff therefore causing an increase in the volume of stormwater runoff leaving the site onto abutting properties. Instituting this requirement will typically increase the size of the detention basin in order to keep the volume of runoff for the post development conditions at or below pre-development conditions.

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(Add to end of paragraph)

5. ....DEP Stormwater Management Standards **and City of Leominster Zoning Ordinance Article XI, Section 22-60.**

Explanation: Add in reference to the required Deep Hole Testing at the detention basin specified in the zoning ordinance.

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19. A copy of the NPDES **Stormwater Pollution Prevention Plan (SWPPP)** and permit, if applicable, for construction.....

Explanation: Clarify the specific plan required by the NPDES permit.

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Section J. Procedures for full release of Performance Guarantee

- 1) The subdivider may, upon completion and installation of required improvement in a subdivision, **the completion of record plans and street acceptance plans submitted to the Department of Public Works in hard copy and digital format**, as specified in these rules and regulations, and the .....

Explanation: Require digital documents.

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Add to Section 14.0.

5. Functional integrity of all parts of the **water, sewer and** drainage systems.

Explanation: Include the water and sewer system.

A copy of the actual language of the proposed changes is available for review on the Planning Board page of the City's website:

[https://www.leominster-ma.gov/DocumentCenter/View/1691/Proposed-DPW-Revisions-to-the-Subdivision-Regulations\\_3April2023](https://www.leominster-ma.gov/DocumentCenter/View/1691/Proposed-DPW-Revisions-to-the-Subdivision-Regulations_3April2023). The public is invited to attend.

Respectfully, Elizabeth Wood, AICP, Planning and Development Director

To be published on March 20 & March 27, 2023.