



City Clerk Stamp

Office Use Only	Project Number	Public Hearing Date
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Property Address

Corporate Mixed-use (CMU) Site Plan Review Submission Type – In accordance with Section II.J of the Framingham Zoning Ordinance, please check all items that apply:

- All construction of a new structure or group of new structures or alterations of existing structures that results in an expansion to the structure resulting in greater than 5,000 gross square feet in the CMU
- Construction or expansion of a parking lot greater than twenty off-street parking spaces. This shall not include repaving or re-striping where no new additional pavement is added.
- Commercial Ground-Mounted Solar Installations
- Any new structure or alteration of an existing structure or change of use in any structure for an entity claiming exception under G.L. c. 40A, § 3. Site plan review shall be limited in such circumstances to the imposition of reasonable regulations concerning the bulk and height of structures and determining yard sizes, lot area, setbacks, open space, parking and building coverage requirements.

Applicant has submitted a CMU Development Impact Report* to the Planning Board Administrator and the Technical Review Team (TRT) prior to the submittal of this application.

- Yes (therefore the project is eligible for the 60 day review and permitting timeline)
- No (therefore the project will be reviewed under the 180 day timeline)

*please attach a copy of the CMU Development Impact Report that was submitted to the Planning Board Administrator, pursuant to Section II.J.3.b of the Framingham Zoning Ordinance

Zoning Information - Please refer to the Framingham Zoning Ordinance, Section IV.E. Dimensional Requirements			
	Existing	Proposed	Required
Lot Area (square feet/acres)			
Frontage of Property (feet)			
Front Setback (feet)			
Side/Rear Setback (feet)			
Minimum Landscape Open Space Surface Ratio (%)			
Building Height (feet)			
Lot Coverage (%)			

Dimensional Requirements

The Planning Board when reviewing a project may allow dimensional relief up to 25 percent, by special permit from the dimensional requirements set forth in Section IV.E.2. Table of Dimensional Regulations of these Ordinances if the Planning Board determines that the particular location benefits and improves site development and/or configuration of the proposed project and its transition into the surrounding neighborhood. A special permit for such relief may only be granted if the Planning Board finds that such

request is consistent with the public good and does not substantially deviate from the intent and purpose of the Framingham Zoning Ordinance or the intent of the Master Land Use Plan. However, this section does not authorize the Planning Board to grant a special permit for a variance or waiver in maximum height regulations.

Please provide an overview of the requested dimensional relief and information to support such request.

- No dimensional relief is required
- Dimensional relief required exceeds the allowed 25 percent, therefore requiring review of the project from the Zoning Board of Appeals
- Dimensional relief is required, information is attached

Circulation, Parking, Transportation

Projects within the CMU are required to meet the directives of the Master Land Use Plan, Bicycle and Pedestrian Plan, Transportation Master Plan, please provide the following information as requested below for compliance with Section II.J.2 of the Framingham Zoning Ordinance.

Parking and Access

- Off-street parking is located to the side and/or the rear of the structure
- Request for the Planning Board to consider allowing a limited number of off-street parking spaces to be located between the public right-of-way and the structure for the purposes of accessible off-street parking and temporary drop-off parking. Please attach a narrative and/or plan to support this request.
- Off-street parking spaces are landbanked, please provide total number of landbanked off-street parking spaces _____
- The project includes below-grade parking and structured parking

	Existing	Proposed	Required
Number of Parking Spaces			
Number of Surface Level Parking Spaces			
Number of Below-grade/Structured Parking Spaces			
Accessible Parking Spaces			
Bicycle Parking Spaces			
Loading Spaces			
Number of Loading Bay			

Curb Cuts and Access Drives

- The project has been designed with a maximum of 24 feet wide drive aisles
- The project has been designed to reduce and/or consolidate curb cuts through the use of access driveways and alleyways to connect abutting properties.
- All drive aisles, curb cuts, and access drives have been designed in accordance with the Department of Public Works (DPW) and the Fire Department’s requirements for adequate site circulation

Transportation and Complete Streets

- Sidewalks required along the frontage of projects being developed or redeveloped. The installation of sidewalks have been designed in accordance with the Department of Public Works construction standards and 521 CMR Accessibility Requirements.
- An estimated monetary contribution shall be provided to the City as determined below:

	Percent of construction value of the project (less the cost of land and construction labor cost)	construction value of the project (less the cost of land and construction labor cost)	Estimated monetary contribution
Transportation Improvement Fund	1.5percent		
Long-term Transportation Improvement Fund	1.0percent		
Streetscape and Trails Improvement Fund	0.5percent		

Please provide the following information as an attachment to this application pursuant to Section II.J.3.d of the Framingham Zoning Ordinance

- Environmental Impact Statement (EIS): A statement that outlines the impacts that the project will have on the environment, the ecology of the land, landscape, and topography of the respective CMU District. The EIS shall also include information on stormwater flows, natural resources, historical structures (if any), topography, types of soils, and water resources.
- Stormwater Management Statement (SMS): A statement that outlines how the new development and/or redevelopment will incorporate the use of Low Impact Development (LID) and Best Management Practices (BMP) to manage and infiltrate stormwater on-site. Furthermore, this shall include a statement demonstrating potential reuse of rainwater for irrigation, the use of rain gardens within parking lots, and erosion control methods to prevent erosion and reduce stormwater runoff.
- Neighborhood Impact Statement (NIS): A statement that outlines how the new development and/or redevelopment will fit in, enhance, and blend with the character of the respective CMU District. The NIS shall further outline how the project will incorporate Complete Streets concepts and how these techniques will support the pedestrian and bicycle community. Furthermore, because the project is strongly encouraged to utilize alternative energy, a statement shall be provided to show how alternative energy shall be used on-site.
- Community Impact Statement (CIS): A statement that outlines the impacts that the project will have on the community, the local schools, public parks, and open space. Any potential adverse impacts shall be mitigated by the Applicant and shall be demonstrated within the CIS.
- Common Area Impact Statement (CAIS): A statement that details the area(s) within the project that are open to the public including space within buildings that are open for public use. The CAIS shall show the connections within the respective CMU District that offer enhancements towards creating a master planned community.
- Infrastructure Impact Statement (IIS): A statement that outlines the impacts that the project will have on municipal infrastructure including specific documentation as to how the

adverse impacts to the municipal infrastructure shall be mitigated.

- **Traffic Connection Statement (TCS):** A statement that outlines the impacts on existing roadways, connections to existing and new streets, projected effects to the flow of vehicles on newly created streets and possible consolidation of curb cuts and driveways.
- **Fiscal Impact Statement (FIS):** A statement that outlines both the positive and negative fiscal impacts of the project on the City and specifically includes projected tax revenues, the number of expected jobs created (e.g. construction, part-time, and full time jobs) as well as the need for any new infrastructure or municipal buildings, staff or facilities.

Design Standards for the CMU District

Projects within the CMU shall be exempt from the requirements set forth in Section IV.F.5 of these Ordinances. Projects shall be designed to the standards set forth in Section II.J of these Ordinances, unless relief is otherwise granted by the Planning Board. Please review project design for compliance with the requirements set forth in the CMU. Below is a checklist that will be utilized by the Planning Board to ensure compliance with Section II.J.4 of the Framingham Zoning Ordinances.

Building Design

- New and/or redeveloped buildings shall be designed to blend and create a transitional balance between the proposed project and existing development to create a master planned community.
- Buildings shall be designed to utilize architectural styles that are modern, progressive, and compatible with the existing architecture within the CMU District while incorporating current state-of-the-art construction design and technology.
- Buildings shall be designed to use multiple complementary exterior materials that promote creativity and individuality while ensuring that the building blends with the respective CMU District and creates an overall impression of a master-planned community.
- The massing of the building shall be designed to correspond to a pedestrian scale and to ensure that the building is incorporated into a walkable campus.
- Large-scale buildings are encouraged to vary the heights of building sections to provide interest in design and practical utility particularly at building entrances and lobby areas to enable, enhance and encourage pedestrian use.
- Buildings should be designed with adequate views of the exterior site for building occupants. Windows that create transparency on the ground floor near pedestrian areas and roadways are strongly encouraged.
- Multiple structures may be located on one lot with more than one allowed principal use. Such structures shall be spaces a minimum of 20 feet apart and comply with the regulations set forth by the State Building Code and the State Fire Code.

Landscaping

- Projects within the CMU District shall create a landscape amenity area that is a minimum width of 50 percent of the distance between the public right-of-way and the building. This area shall be landscaped with street trees, pedestrian amenities, outdoor seating, and similar improvements for the purposes of creating usable open space. Sidewalks and pathways may be incorporated into the landscape amenity area.
- CMU District projects are encouraged to incorporate creatively designed plazas, courtyards, and/or terraces to enhance the attractiveness, connectivity and pedestrian environment of the project.
- The use of public art within landscaped areas is strongly encouraged.

- Lighting within the CMU District is required to enhance the pedestrian experience and provide additional well-lit walkways for the safety of all users.
- Projects shall be designed to comply with the required Open Space requirement set forth in Section IV.E.2 of the Framingham Zoning Ordinance. A project may increase the lot coverage from 70 percent to 80 percent in the CMU if the project's open space immediately abuts at least 50 percent of the required landscaped area of the adjoining project for a distance of at least 50 feet. The intent of this increase is to allow for connectivity to usable open space areas.

Loading Bays and Service Docks, Rooftop Equipment, Infrastructure, and Mechanical Equipment

- Service bays and loading areas, dumpsters, ground-mounted mechanical equipment, and utilities shall be located on the side or rear of a building and shall not be visible from roadways or open space areas. Such features shall be screened from the public view by using architectural forms, fencing, and/or landscaping materials.
- All utilities are required to be placed underground to minimize the visual impact on the district. Where transformers, switchboxes, and other utility cabinets are required, the applicant shall locate these and other such mechanical components away from the front of the building. The use of bollards, fencing, and landscaping shall provide screening and protection for these features.
- Rooftop equipment shall be screened and shall not be visible from the ground or adjacent buildings.
- Rooftop accessories and equipment shall not exceed 20 feet above the ceiling of the last permitted floor level and shall meet current high efficiency energy and low noise industry standards.
- Pedestrian Connections
 - Projects shall be designed for all users including pedestrians and bicyclists by incorporating outdoor community places while utilizing the permitted high density within the respective CMU District.
 - Projects within a CMU District shall be designed as an urban, walkable campus environment where the streets and sidewalks create connections between employment, commercial, and recreational facilities within the CMU District.
 - The use of catwalks is strongly encouraged to provide optimum physical connections between buildings and parking within the CMU District.
 - Outdoor dining areas are encouraged but shall not impede pedestrian traffic flow. A minimum unobstructed pathway of 5 feet shall be maintained for pedestrian traffic on sidewalks. Outdoor dining areas shall be separated by fencing to provide separation from pedestrian sidewalks.

Solar and Alternative Energy

- The use of rooftop gardens, green roofs, solar carports, rooftop solar, etc. is strongly encouraged to be incorporated into all projects within the CMU District.
- Projects should strive to incorporate alternative energy and energy efficient features, technologies and solar infrastructure within the design and construction of all new and redeveloped buildings within the CMU District.
- Structures shall be constructed to be solar ready in accordance with state building code.

Stormwater Improvements and Infrastructure Improvements

- Stormwater drainage systems shall comply with the MS4 regulations and incorporate LID techniques and best management practices to achieve sustainability objectives outlined in the Master Land Use Plan.
- The placement of electric, telephone and other utility lines and equipment, such as water, sewer or gas, shall be coordinated together and placed underground and located to eliminate all adverse impacts on the groundwater levels. The proposed method of sanitary sewage disposal and solid waste disposal from all buildings shall be precisely indicated on the plans.

Waiver Requests from Section II.J.4 of the Framingham Zoning Ordinances

All projects within the CMU District shall comply with Sections II.J of these Ordinances. The Planning Board may waive the requirements of Section II.J.4 of these Ordinances, by a four-fifth vote where such waivers will allow for better design and/or improved protection of resources. Such waiver requests shall be taken up as first order of business during the opening public hearing.

Please provide an overview of the waivers requested and information to support such request.

- No waivers are requested for this project
- Waivers are requested and information is attached

Request for Waivers

Site Plan Review Application Checklist

Applicants are responsible for ensuring that provided site plans and supporting documentation comply with the Planning Board’s requirements for project review. Applications are reviewed for completeness and will not be scheduled for a Planning Board public hearing until an application is deemed complete. To expedite the review process, please ensure that the submitted site plans conform to the following requirements.

Site Plan Requirements - In accordance with Section 3.1.1 of the Planning Board Project Review Guidelines (Article 21: Site Plan Review Requirements of the Planning Board Rules and Regulations) cover sheets shall contain the following information:

- Address(es) of the proposed project
- Identification of parcel by Parcel ID
- Project Title
- Prepared by/Prepared for:
- Professional Civil Engineer and/or Land Surveyor licensed in the Commonwealth of Massachusetts stamp and signature

- Registered Architect licensed in the Commonwealth of Massachusetts stamp and signature
- Zoning Table showing the existing, required, and proposed dimensions in accordance with Section IV.E, Dimensional Regulations of the Framingham Zoning Ordinance
- Parking Table, showing the existing number of parking spaces, required number of parking spaces, and the proposed number of parking spaces. This Table shall include the dimensions of the proposed parking spaces, number and dimensions of the handicap accessible spaces, and number and dimensions of loading spaces
- Maximum seating capacity, number of employees, or hotel/motel/other like uses units if applicable
- Locus Map to allow adequate consideration of the surrounding neighborhood; a plan of adjacent properties shall be presented at a scale of not less than one inch equals 100 feet or at the same scale as the proposed site plan if practical. This plan shall show the general characteristics of all lands within 300 feet of the proposed site or such other distance as may be reasonably required, including all building structures, parking areas, driveways, pedestrian ways, and natural topographical characteristics. Any structures or significant change in topography within 50 feet of the lot line shall be located precisely on said plan. All elevations are required to be surveyed using NAVD 1988.

Site Plan Requirements - Section 3.1.2 of the Planning Board Project Review Guidelines (Article 21: Site Plan Review Requirements of the Planning Board Rules and Regulations), requirements for plan sheets:

- Site Plan Requirements
 - Address(es) of the project,
 - Identification of parcel by Parcel ID
 - Project Title
 - Planning Board Signature Block
 - North arrow
 - Scale of drawings
 - Date of plan and revision box
- Detail Sheet Requirements
 - Address(es) of the project,
 - Identification of parcel by Parcel ID
 - Project Title
 - Planning Board Signature Block
 - Date of plan and revision box
- Plan sets shall be accurately drawn to a scale of one-inch equals 20 feet to one inch equals 60 feet, where practical and appropriate to the size of the proposal.

- Location of the following circulation shown on the site plans
 - Pedestrian areas
 - Walkways
 - Flow patterns
 - Access points
 - Provisions for handicapped parking and access
 - Bicycle accommodations
- Circulation and dimensions shown on the site plans
 - Total ground coverage
 - All driveways
 - Maneuvering spaces and aisles
 - Parking stalls
 - Loading facilities
 - Circulation of traffic

Site Plan Requirements - Content and Scope of Applications: Section 3.1.3 of the Planning Board Project Review Guidelines (Article 21: Site Plan Review Requirements of the Planning Board Rules and Regulations).

- Existing Conditions site plan sheet showing the locations of all infrastructure on and off- site, including both public and private sidewalks and roadways, square footage and dimensions of all existing buildings on-site, existing off-street parking areas with dimensions of landscaped areas.
- A landscape plan sheet shall be at the same scale as the site plan, showing the limits of work, existing tree lines, and all proposed landscape features and improvements including planting areas with size and type of stock for each shrub and/or tree.
- A photometric plan sheet showing both the intensity of illumination expressed in foot-candles at ground level to the property's boundaries and the location, orientation, height, wattage, type, style, and color of outdoor luminaire(s) for all existing and proposed lighting. Photometric plan and details are required to be designed in accordance with Article 22: Site Plan Review Lighting Requirements, located in the Planning Board's Rules and Regulations, herein.
- Dimensions of proposed buildings and structures, including gross floor area, floor area ratio, total lot coverage of building, and breakdown of indoor and outdoor floor area as to proposed use. Area dimensions to include Lot Coverage of Building, Paved Surface Coverage, and Landscaped Open Space and Other Open Space, with percentages of these items to be provided and to total 100 percent of the lot area.
- Color architectural renderings of new and redevelopment building projects.
- Parking Plan showing drive aisle widths, turning radius dimensions, parking stall heights and widths, locations of pedestrian and bicycle racks/amenities, and landscaping.

Waiver Requests for Submittal Items

The Planning Board, at its discretion, may waive technical and/or submittal requirements of Section for a project where such technical and/or submittal requirements are not appropriate or relevant to the project. All Applicants seeking waiver request shall provide a detailed description of the need and rational for relief from the technical and/or submittal requirement.

Please provide an overview of the waivers requested and a brief statement for such request.

- No waivers are requested for this project
- Waivers are requested and information is attached