



MEMORANDUM

TO: Town of Marlborough Planning Board

FROM: Patricia P. Brooks, L.S.

RE: Aldrich Subdivision  
Our file #12-230105-00

DATE: April 24, 2025

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The following information is submitted to the Town of Marlborough Planning Board for review and consideration in connection with the application of Jeffrey Aldrich for a Subdivision and are in response to the comments received from MHE Engineering dated March 14, 2025 and meetings held March 17, 2025 and April 21, 2025:

The project proposes a 6-lot subdivision with 4 of the lots accessing off a proposed private roadway. The applicant is seeking relief from the Town Board regarding ownership to the center line of the private road. Status of the Town Boards approval of the request should be addressed.

**The applicant is constructing a Town Road so this waiver is no longer required.**

The applicant's representatives are requested to review the private road versus Town Road specifications. Any plans for future Town Roadway would require installation of curbing consistent with the Town of Marlborough's roadway standards. Applicants' representatives should evaluate whether a proposed town road should be constructed at this time.

**The consensus at the April 21<sup>st</sup> meeting was that a Town Road would be constructed at this time without necessity of curbing or sidewalks. Future subdivision may require those amenities at the discretion of the Planning Board per Town Code Section 130-12 D. and E.**

The Planning Board previously requested an ultimate build out plan for the project.

**A potential ultimate build out is included with this submission. It is for long term planning purposes only and is not anticipated in the near future. His ultimate plan is for information only and is not currently submitted for review or approval.**

Highway Superintendent's approval of road location on single driveway is required.

**The highway superintendent will be recontacted now that a Town Road will be constructed.**

We believe the Town Board should be added as an applicant for the lot line portion.

**The Town Board was added as an applicant for this application.**

Health Department approval for subsurface sanitary sewer disposal systems is required.

**Comment noted.**

A Stormwater Pollution Prevention Plan must be submitted as project will disturb greater than 1 acre and construct a roadway.

**Comment noted**

Roadway design, details, stormwater management and roadway profiles should be provided.

**Comment noted.**

The Planning Boards Attorney comments regarding modification of the special use permit for the solar farm should be received.

**Please provide a copy of the special use permit so we may ensure compliance.**

The Planning Board may wish to assume lead agency for review of the project. A Notice of Intent for Lead Agency should be circulated if the Board declares its intent.

**We request the Planning Board to declare intent to assume lead agency and circulate notice of intent at this time.**

A cursory review of the Common Access Agreement does not include Lot 6, the balance parcel. Noted that Lot 6 could apply for construction of a single-family residence at some time in the future. In addition, the agreement may want to address potential future conversion of the roadway to a public street. Conversion of the roadway to a public street must address Town Code Street Specifications in place at that time. See comment above regarding curbing

**The common access agreement is no longer required as a Town Road will be constructed.**

Plans should be submitted to the jurisdictional Fire Department for review and comment.

**The jurisdictional fire department noted at the April 21<sup>st</sup> meeting they are satisfied with access as long as the road is built to Town specification. They prefer the cul-de-sac and always encourage the expansion of the municipal water district.**

**Thank you for your continued review of this application.**