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## DEPARTMENT OF PUBLIC WORKS

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Chelmsford, MA 01824

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Director

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### MEMORANDUM

Date: March 23, 2026

To: P. Cohen, Town Manager

From: C. Clancy, DPW Director

Subject: DPW Review of Proposed Chelmsford Arms Residences – 1 Smith Street

DPW conducted a review of the preliminary documents provided for Chelmsford Arms Residences proposed at 1 Smith Street and provides the following comments:

#### Site Plan Comments

1. A full site plan review was not conducted. No site plan was submitted. DPW reserves the right to perform a full site plan review including stormwater management conditions, sewer connections, traffic impacts, crosswalk locations, and ADA accessibility etc.
2. A Preconstruction meeting should be held with DPW after the full plan set has been submitted.
3. Provisions for an enclosed dumpster pad and dumpster shall be depicted upon the plan sets. The long term and perpetual care of the dumpster, including the emptying, and the enclosure will be the responsibility of the property owner.
4. All existing and/or proposed utilities shall be clearly and accurately labeled (size, material, existing/proposed, rim, invert, etc.) on the site plans, reflecting the most updated utility connections and sizing.
5. Snow storage zones have been designated (cover letter page 5 of 6), locations of the snow storage areas shall be shown on the site plan for approval.

#### Sewer Comments

1. Per the Town's Sewer Capacity Restriction Policy there is an ability for developments to purchase additional capacity, however, that capacity is limited to commercial and municipal needs. One of the Town's Master Plan is to utilize Community Preservation Act funds to address the community's affordable housing needs through an ongoing partnership with the Housing Authority.
2. On November 28, 2023, the Chelmsford Housing Authority submitted a letter to DPW acknowledging

the fee associated with adding 32 bedrooms for a proposed redevelopment project at 1 Smith Street. This was submitted to move forward with the planning and design demonstrating that the Housing Authority had secured the necessary utilities and service. Based on this letter, DPW does not believe that the waiver of the sewer fees should be waived.

The proposed application is requesting an additional 32 total bedrooms.

Title V: Family Dwelling, Single is 110 GPD per bedroom.

Proposed sewer use =  $32 \times 110 = 3520$  GPD

2:1 ratio at \$35.00/ gallon

$3520 \text{ GPD} \times 2 \times \$35.00 = \$246,400.00$  sewer capacity fee.

If you have any questions, please do not hesitate to contact me. Thank you.