

DESIGN REVIEW BOARD
Monday September 8, 2025
7:30 p.m.

Virtual Meeting using Zoom
Meeting ID: 837 5422 1747
(Instructions for accessing below)

Under Governor Baker's Act "Extending Certain COVID-10 Measures Adopted During the State of Emergency", extending the "Executive Order Suspending Certain Provisions of the Open Meeting Law G.L. c. 30A, S20," issued June 16, 2021, and extended several times again through 2027, meeting of public bodies could be conducted virtually provided that adequate access is provided to the public.

To view and participate in this virtual meeting on your phone, download the "Zoom Cloud Meetings" app in any app store or at www.zoom.us. At the above date and time, click on "Join a Meeting" and enter the following Meeting ID: 837 5422 1747 Link: [https://us02web.zoom.us/j/837 5422 1747](https://us02web.zoom.us/j/83754221747)

To view and participate in this virtual meeting on your computer, at the above date and time, go to www.zoom.us click "Join a Meeting" and enter the following ID: 837 5422 1747

HEARINGS:

None

APPLICANTS:

Gary McCoy, Poyant Signs Inc., representing Hyannis Port Research located at 400 First Avenue, Needham, MA, and applying for signage.

Joe Garber, Riverside Community Care located at 237 Highland Avenue, Needham, MA, and applying for exterior alterations.

Kayla Sepulveda, Sullivan & Comerford, P.C. representing Chabad Lubavitch Jewish Center to be located at 1195 Central Avenue and applying for site plan review.

Tim Sullivan, Goulston & Storrs representing Greystar Development East, LLC applying for redevelopment of 100 West Street and site plan review.

REVIEW

Minutes of 8/11/2025 meeting.

Next Public Meeting – September 29, 2025 at 7:30pm



TOWN OF NEEDHAM

DESIGN REVIEW BOARD

Public Service Administration Building
500 Dedham Avenue
Needham, MA 02492

Application and Report

Property Location: 400 1st Avenue, Needham, MA 02494 **Date:** 08/20/25

Owner: HPR

Address: 400 1st Avenue Needham MA 02494
Street City State Zip
Telephone: 339-933-1338

Applicant: Poyant Signs/ Gary McCoy

Address: 125 Samuel Barnet Boulevard New Bedford MA 02745
Street City State Zip
Telephone: 508-328-1457

Designer/Installer: Poyant Signs

Address: 125 Samuel Barnet Boulevard New Bedford MA 02745
Street City State Zip
Telephone: 508-328-1457

Type of Application
☒ Sign
☐ Minor Project
☐ Exterior Alterations
Major Project (Site Plan Review)
☐ - preliminary
☐ - final
☐ Flexible Subdivision
☐ Planned Residential Development
☐ Residential Compound

Brief description of sign or project:

Install new tenant sign - (1) Halo Illuminated Channel Letters (99.5 Sq Ft)

Sign #1 on Site Plan

Please email completed application to elitchman@needhamma.gov

Hyannis Port Research | 400 First Ave, Needham, MA | Design Development | May 22, 2025



A Site Plan - Plan View
Not to Scale

Sign Type Key	
1	Advisor 360 Sign - Page 1A



125 Samuel Barnet Boulevard
New Bedford, MA 02745
800.544.0961 | poyantsigns.com

Hyannis Port Research

400 First Ave
Needham, MA

Project: 26188
Advisor 360

Sales: Gary McCoy
Date: 05.22.25
Designer: EB

Note:
This is an original unpublished drawing created by Poyant Signs, Inc. It is submitted for your personal use in connection with a project being planned for you by Poyant Signs, Inc. It is not to be shown to anyone outside your organization, nor is it to be reproduced, copied or exhibited in any fashion until transferred.

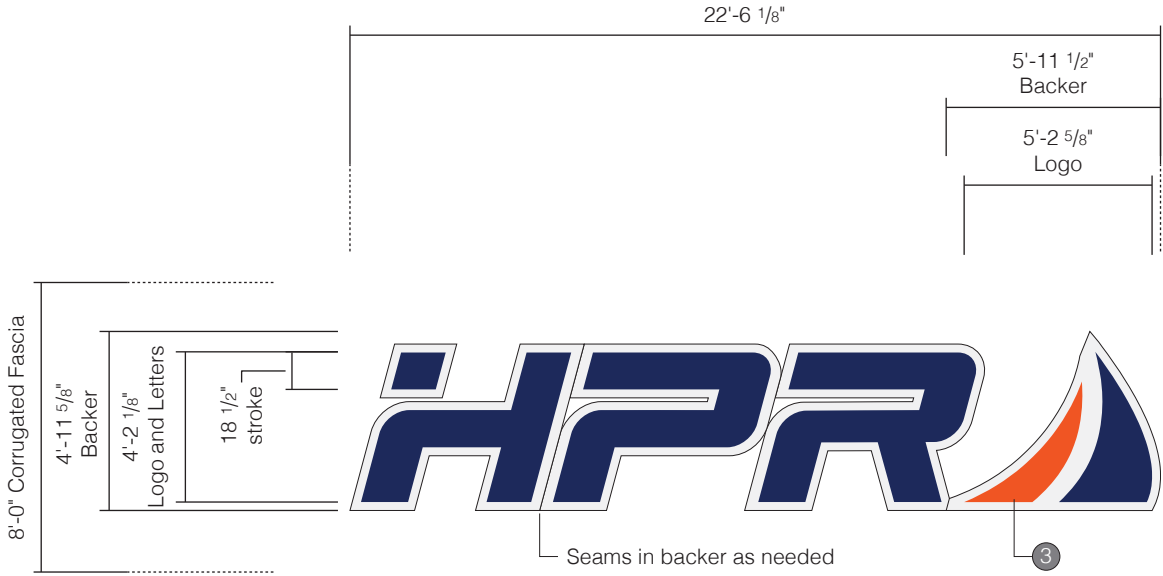
Revisions:

 This sign is intended to be installed in accordance with the requirements of Article 600 of the National Electrical Code and / or other applicable local codes. This includes proper grounding and bonding of the sign.

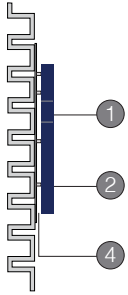
Approved By:

Date:

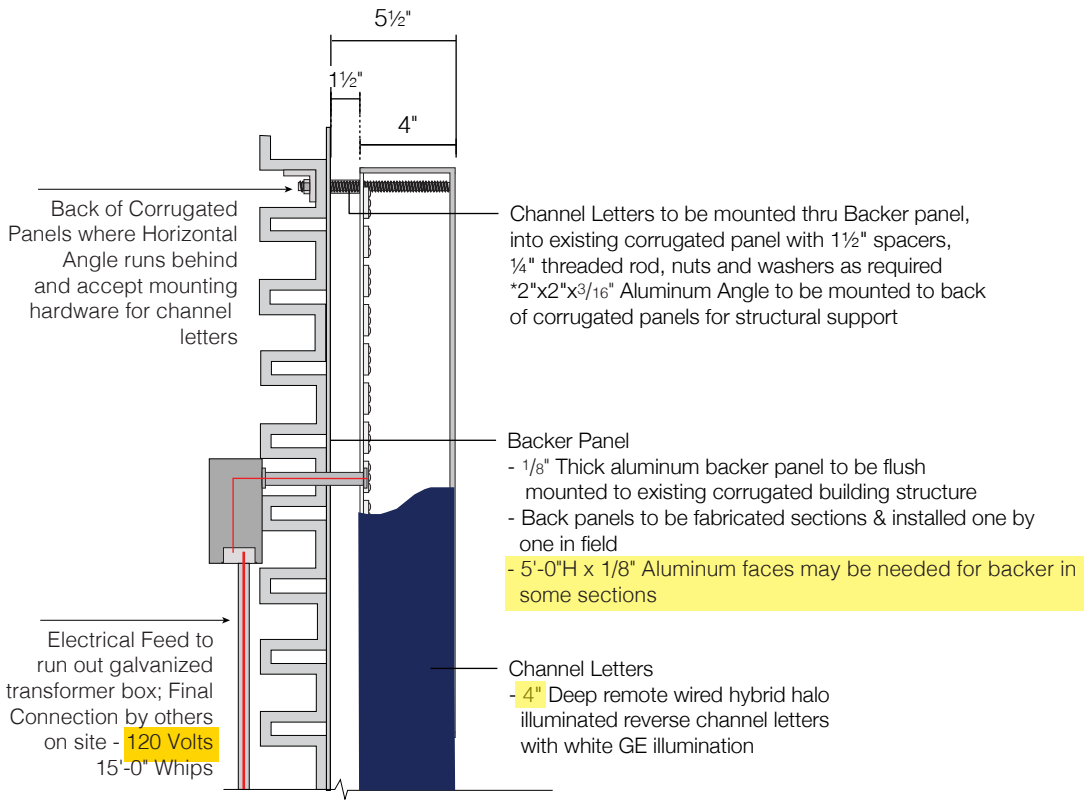
Site Plan



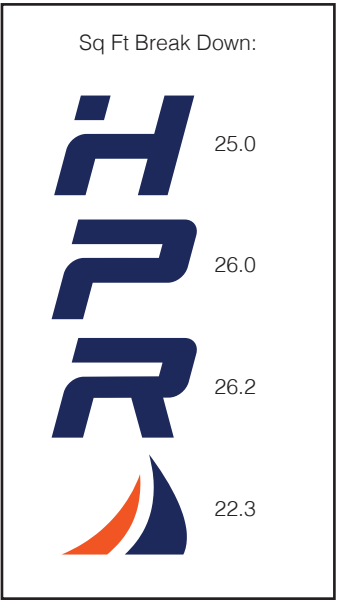
A Sign Elevation - Front View
Scale: 3/16"=1'-0"



B Sign Elevation - Side View
Scale: 3/16"=1'-0"



C Sign Elevation - Side Section View
Not to Scale



Specifications

Qty = 1 99.5 Sq Ft

Halo Illuminated Channel Letters

- Flush mount to corrugated panel
- Power supplies to be concealed within galvanized transformer box contained behind corrugated fascia
 - *All secondary wires to be concealed within liquid tight
- (Qty:2) Horizontal rows of 2"x2"x3/16" aluminum angle mounted to back of corrugated panels to accept mounted hardware from channel letters
 - *Aluminum Angle Supports may have to be trimmed in field due to unknown measurements
- Channel Letters to have a dimmer switch to allow client to dim brightness of letters if needed later on

Provided By Others - All below to be provided by others

- Primary electrical connection by others

- Verify in Field (VIF)
- Confirm Measurements of Fascia
 - Confirm building has not changed at our install areas since the last install
 - Confirm voltage requirements, electrical location & access

Colors & Materials

- | | |
|---|---|
| 1 | Paint
Blue; Satin Finish - Pantone 2757C
Logo/Letters Faces & Returns |
| 2 | Paint
Orange; Satin Finish - Pantone 021C
Logo Face & Returns |
| 3 | Paint
White; Matte Finish
Backer Panel |
| 4 | Spacers
Silver - Aluminum Mill Finish |

Poyant
Building Your Brand

125 Samuel Barnet Boulevard
New Bedford, MA 02745
800.544.0961 | poyantsigns.com

Hyannis Port Research

400 First Ave
Needham, MA

Project: 26188
Advisor 360

Sales: Gary McCoy
Date: 05.22.25
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Revisions:



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Approved By:

Date:

Halo Lit Channel Letters

KOM Requested/Similar Sign: 17598.1B-R4

Option A

Sign Type 26188.1A

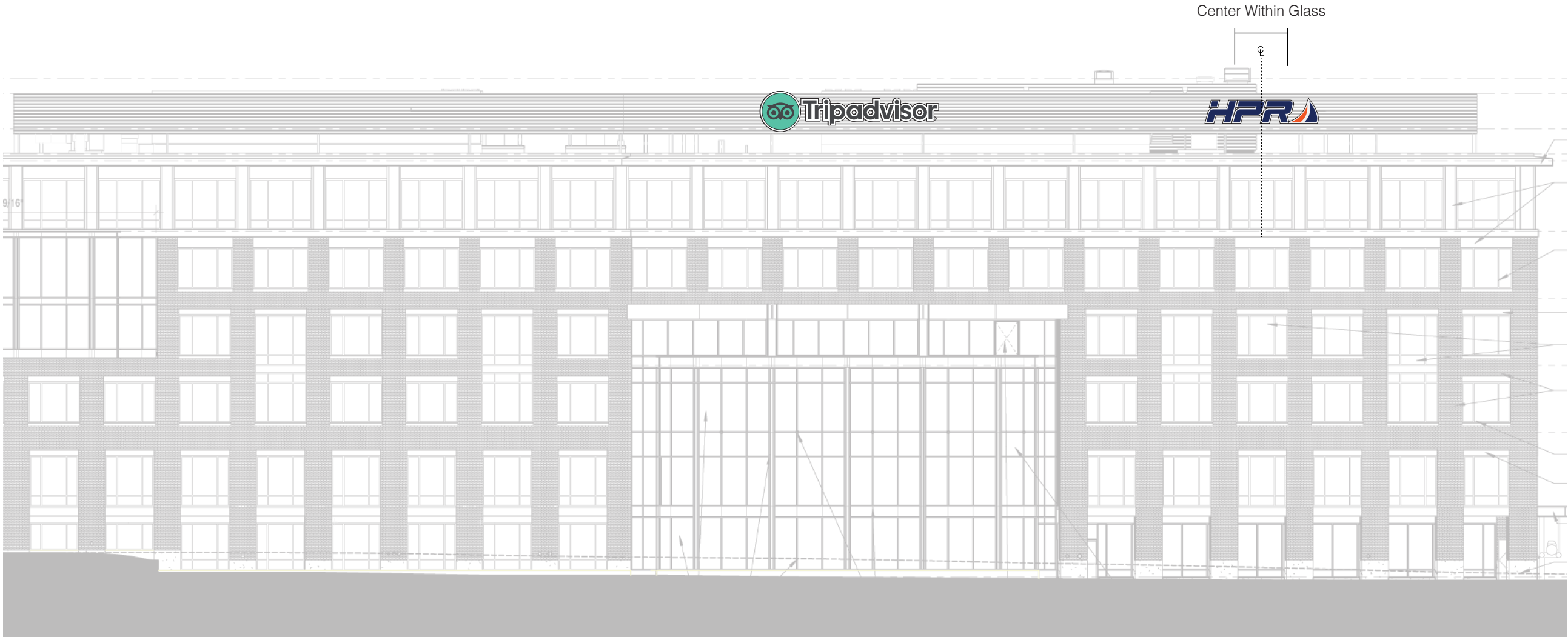
1A.1
1 of 3



A Photo Comp - Existing
Not to Scale



B Photo Comp - Proposed
Not to Scale



C Elevation - 1st Avenue
Not to Scale

Hyannis Port Research

400 First Ave
Needham, MA

Project: 26188
Advisor 360

Sales: Gary McCoy
Date: 05.22.25
Designer: EB

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Revisions:



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Approved By:

Date:

Halo Lit Channel Letters
KOM Requested/Similar Sign: 17598.1B-R4

Option A



A Elevation - First Avenue Approach
Not to Scale



125 Samuel Barnet Boulevard
New Bedford, MA 02745
800.544.0961 | poyantsigns.com

Hyannis Port Research

400 First Ave
Needham, MA

Project: 26188
Advisor 360

Sales: Gary McCoy
Date: 05.22.25
Designer: EB

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Revisions:



This sign is intended to be installed in accordance with the requirements of Article 600 of the National Electrical Code and / or other applicable local codes. This includes proper grounding and bonding of the sign.

Approved By:

Date:

Halo Lit Channel Letters
KOM Requested/Similar Sign: 17598.1B-R4

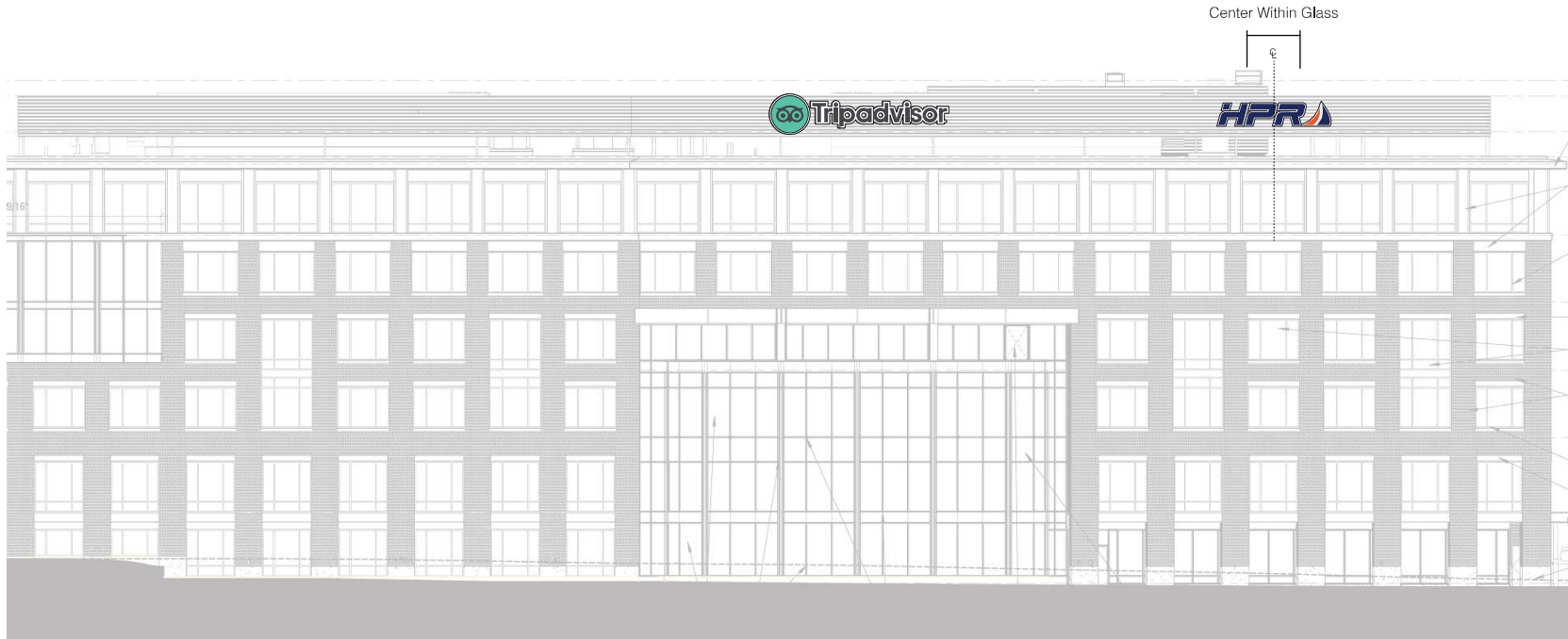
Option A



A Photo Comp - Existing
Not to Scale



B Photo Comp - Proposed
Not to Scale



C Elevation - 1st Avenue
Not to Scale

Poyant
Building Your Brand

125 Samuel Barnett Boulevard
New Bedford, MA 02745
800.544.0961 | poyantsigns.com

Hyannis Port Research

400 First Ave
Needham, MA

Project: 26188
Advisor 360

Sales: Gary McCoy
Date: 05.22.25
Designer: EB

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Revisions:

UL
This sign is intended to be installed in accordance with the requirements of Article 600 of the National Electrical Code and / or other applicable local codes. This includes proper grounding and bonding of the sign.

Approved By:

Date:

Halo Lit Channel Letters
KOM Requested/Similar Sign: 17598-1B-R4

Option A

Sign Type 26188, 1A

1A.2
2 of 3



TOWN OF NEEDHAM

DESIGN REVIEW BOARD

Public Service Administration Building
500 Dedham Avenue
Needham, MA 02492
Application and Report

Property Location: 237 Highland Ave **Date:** 09/02/2025

Owner: Riverside Community Care

Address: 270 Bridge St. Suite 301 Dedham MA. 02026
Street City State Zip
Telephone: 978-989-1138

Applicant: Joe Garber- Facilities Manager Riverside Community Care

Address: jgarber@riversideecc.org
Street City State Zip
Telephone: 978-989-1138

Designer/Installer: Means Pre-Cast

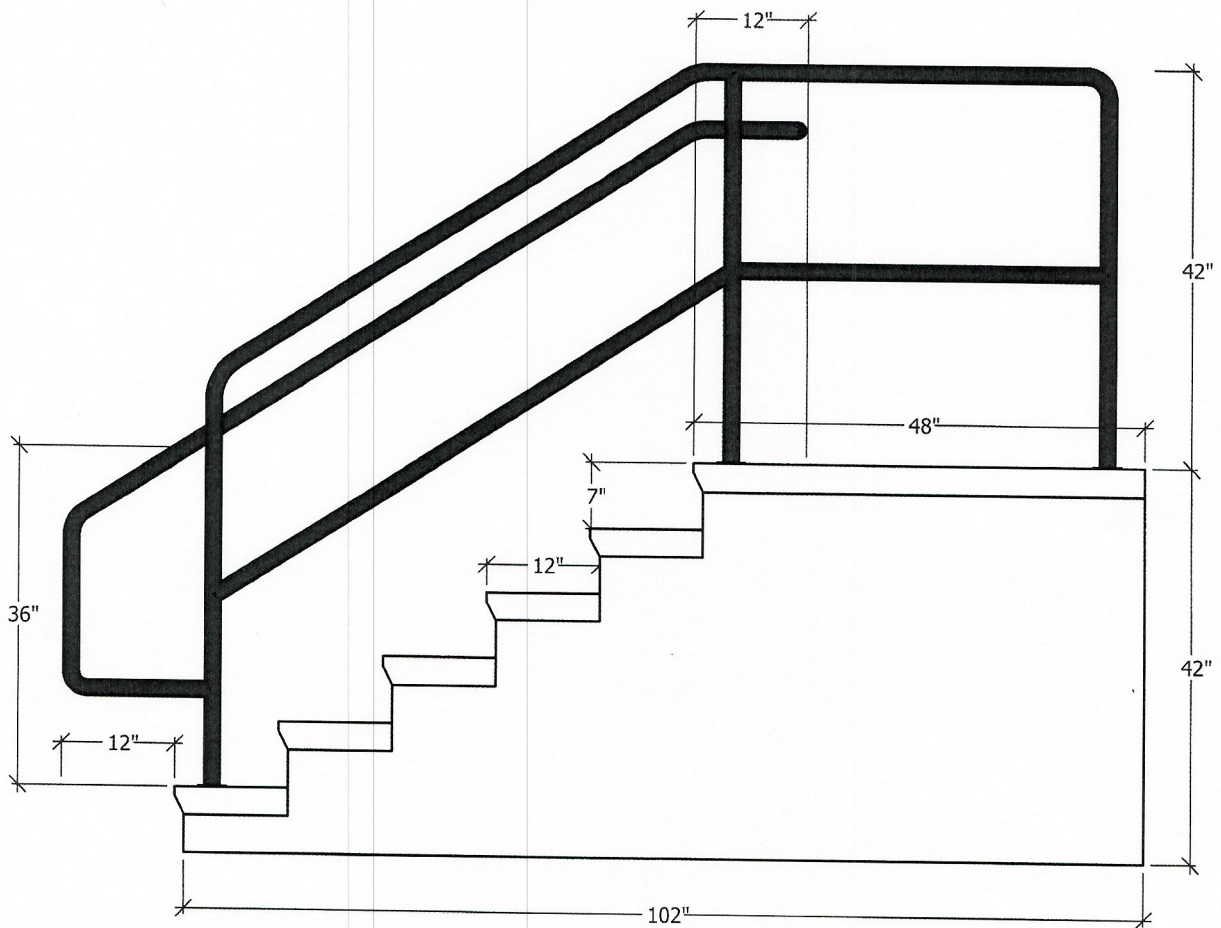
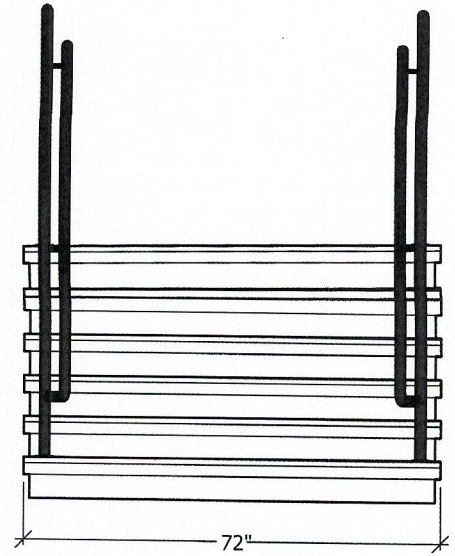
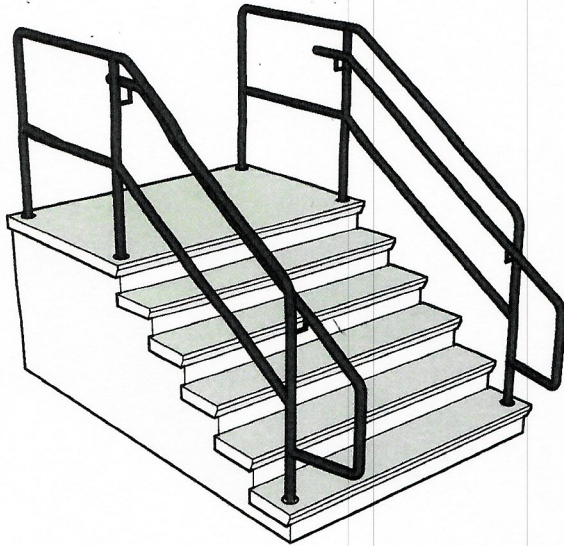
Address: 151 Adams St. Quincy MA. 02184
Street City State Zip
Telephone: 781-843-1909

Type of Application
☐ Sign
☐ Minor Project
☒ Exterior Alterations
Major Project (Site Plan Review)
☐ - preliminary
☐ - final
☐ Flexible Subdivision
☐ Planned Residential Development
☐ Residential Compound

Brief description of sign or project:

In the front of 237 Highland we have a elevated concrete walkway that spans across the three entry doors
of our building the concrete is deteriorating so we are going to remove it and replace it with three
individual pre-cast concrete stairways with metal tubular railings that meet current code. We will have
to do some asphalt work on our existing sidewalk to meet all our new stairways.

Please email completed application to elitchman@needhamma.gov



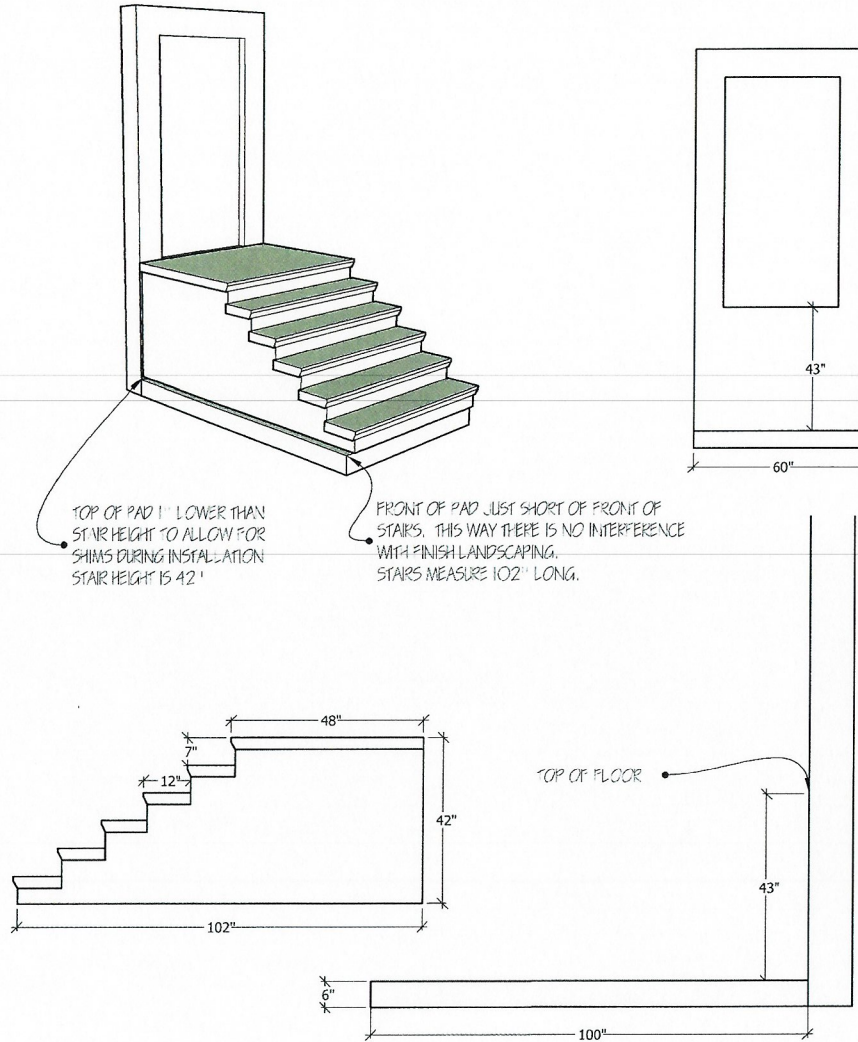
MEANS
Pre-Cast

PRODUCT TITLE:

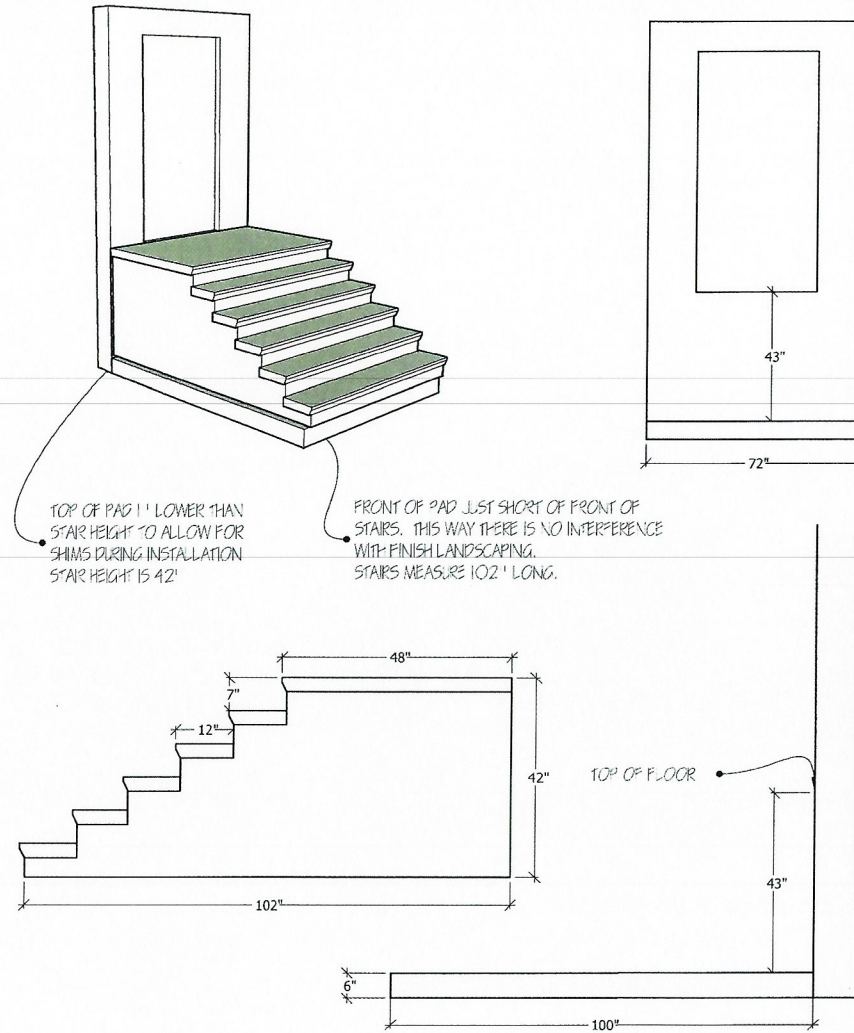
6' WIDE, 6 RISER, 48" PLATFORM
WITH 7" RISE

DATE: 8/16/2023

WEIGHT:



 MEANS Pre-Cast	PROJECT NO. 170 170 SPLCS FOR A 5' WIDE, 6 RISE, 43" PLATFORM WITH 7" RISE	DATE 4/15/2025 WEIGHT AUTHOR ERICCIARDI
151 ADAMS ST. BRANTREE, MA 02184 PHONE 781-843-1909 (FAX) 781-843-1911 WWW.MEANSPRECAST.COM SALES@MEANSPRECAST.COM		



 MEANS Pre-Cast	PRODUCT TITLE: PAD SPECS FOR A 6' WIDE, 6' RISE, 48" PLATFORM WITH 7" RISE	DATE 4/15/2025 WEIGHT: APPROX: RICCICARDI
191 ADAMS ST. BRAintree MA 02184 PHONE 781-843-1309 (FAX) 781-843-1311 WWW.MEANS-PCAST.COM SALES@MEANS-PCAST.COM		





NO SOLICITING
THANK YOU







TOWN OF NEEDHAM

DESIGN REVIEW BOARD

Public Service Administration Building
500 Dedham Avenue
Needham, MA 02492

Application and Report

Property Location: 1195 Central Avenue **Date:** _____

Owner: CHABAD LUBAVITCH JEWISH CENTER OF NEEDHAM, INC.

Address: 472 High Rock Street Needham MA 02492
Street City State Zip

Telephone: _____

Applicant: CHABAD LUBAVITCH JEWISH CENTER OF NEEDHAM, INC.

Address: 472 High Rock Street Needham MA 02492
Street City State Zip

Telephone: _____

Designer/Installer: Josie Scarponi, KSID, LLC

Address: 1749 Central Street, Suite 2 Stoughton MA 02072
Street City State Zip

Telephone: 781-886-6973

Type of Application
☐ Sign
☐ Minor Project
☐ Exterior Alterations
☒ Major Project (Site Plan Review)
☒ - preliminary
☐ - final
☐ Flexible Subdivision
☐ Planned Residential Development
☐ Residential Compound

Brief description of sign or project:

Two buildings currently located at 1195 Central Avenue are to be razed and Applicant proposes
to construct a 5,845 s.f. Chabad and 3,135 s.f. house.

Please email completed application to elitchman@needhamma.gov



NEEDHAM CHABAD
1195 CENTRAL AVENUE
NEEDHAM, MA

ARCHITECTURAL
REVIEW BOARD
SUBMISSION

Revisions:

[illegible]

Scale: AS NOTED

Date: AUGUST 4, 2025

Drawing Title:

EXTERIOR
RENDERING

Sheet No.:

A402

SEED MIX 1 Non-Mowed/ Annual Mowing Area Seed Mix:	
Showy Northeast Native Wildflower & Grass Mix	
Seed specification from Ernst Seeds mix: ERNMX-153, or equal	
31.5%	Little Bluestem, Fort Indiantown Gap-PA Ecotype (Schizachyrium scoparium, Fort Indiantown Gap-PA Ecotype)
20%	Sideoats Grama, 'Butte' (Bouteloua curtipendula, 'Butte')
18%	Virginia Wildrye, PA Ecotype (Elymus virginicus, PA Ecotype)
4%	Tall White Beardtongue, PA Ecotype (Penstemon digitalis, PA Ecotype)
4%	Partridge Pea, PA Ecotype (Chamaecrista fasciculata (Cassia f.), PA Ecotype)
3%	Purple Coneflower (Echinacea purpurea)
2.5%	Marsh (Dense) Blazing Star (Spiked Gayfeather) (Liatris spicata)
2%	Butterfly Milkweed (Asclepias tuberosa)
2%	Lanceleaf Coreopsis, Coastal Plain NC Ecotype (Coreopsis lanceolata, Coastal Plain NC Ecotype)
2%	Oxeye Sunflower, PA Ecotype (Helianthus annuus, PA Ecotype)
2%	Blackeyed Susan, Coastal Plain NC Ecotype (Rudbeckia hirta, Coastal Plain NC Ecotype)
1.5%	New England Aster (Aster novae-angliae (Symphyotrichum n.))
1.5%	Smooth Blue Aster, NY Ecotype (Aster laevis (Symphyotrichum laevis), NY Ecotype)
1.5%	Ohio Spiderwort, PA Ecotype (Tradescantia ohioensis, PA Ecotype)
1%	Autumn Bentrass, Albany Pine Bush-NY Ecotype (Agrostis perennans, Albany Pine Bush-NY Ecotype)
0.8%	Brown-eyed Susan, WV Ecotype (Rudbeckia triloba, WV Ecotype)
0.5%	Wild Senna, VA & WV Ecotype (Senna hebecarpa (Cassia h.), VA & WV Ecotype)
0.5%	Wild Bergamot, Fort Indiantown Gap-PA Ecotype (Monarda fistulosa, Fort Indiantown Gap-PA Ecotype)
0.5%	Maryland Senna (Senna marilandica (Cassia m.))
0.5%	Blue False Indigo, Southern WV Ecotype (Baptisia australis, Southern WV Ecotype)
0.5%	Early Goldenrod, VA Ecotype (Solidago juncea, VA Ecotype)
0.2%	Hoary Mountainmint, MD Ecotype (Pycnanthemum incanum, MD Ecotype)
Total: 100%	

Conservation Seed Mix:	
Showy Northeast Native Wildflower & Grass Mix	
Seed specification from Ernst Seeds mix: ERNMX-153, or equal	
31.5%	Little Bluestem, Fort Indiantown Gap-PA Ecotype (Schizachyrium scoparium, Fort Indiantown Gap-PA Ecotype)
20%	Sideoats Grama, 'Butte' (Bouteloua curtipendula, 'Butte')
18%	Virginia Wildrye, PA Ecotype (Elymus virginicus, PA Ecotype)
4%	Tall White Beardtongue, PA Ecotype (Penstemon digitalis, PA Ecotype)
4%	Partridge Pea, PA Ecotype (Chamaecrista fasciculata (Cassia f.), PA Ecotype)
3%	Purple Coneflower (Echinacea purpurea)
2.5%	Marsh (Dense) Blazing Star (Spiked Gayfeather) (Liatris spicata)
2%	Butterfly Milkweed (Asclepias tuberosa)
2%	Lanceleaf Coreopsis, Coastal Plain NC Ecotype (Coreopsis lanceolata, Coastal Plain NC Ecotype)
2%	Oxeye Sunflower, PA Ecotype (Helianthus annuus, PA Ecotype)
2%	Black-eyed Susan, Coastal Plain NC Ecotype (Rudbeckia hirta, Coastal Plain NC Ecotype)
1.5%	New England Aster (Aster novae-angliae (Symphyotrichum n.))
1.5%	Smooth Blue Aster, NY Ecotype (Aster laevis (Symphyotrichum laevis), NY Ecotype)
1.5%	Ohio Spiderwort, PA Ecotype (Tradescantia ohioensis, PA Ecotype)
1%	Autumn Bentrass, Albany Pine Bush-NY Ecotype (Agrostis perennans, Albany Pine Bush-NY Ecotype)
0.8%	Brown-eyed Susan, WV Ecotype (Rudbeckia triloba, WV Ecotype)
0.5%	Wild Senna, VA & WV Ecotype (Senna hebecarpa (Cassia h.), VA & WV Ecotype)
0.5%	Wild Bergamot, Fort Indiantown Gap-PA Ecotype (Monarda fistulosa, Fort Indiantown Gap-PA Ecotype)
0.5%	Maryland Senna (Senna marilandica (Cassia m.))
0.5%	Blue False Indigo, Southern WV Ecotype (Baptisia australis, Southern WV Ecotype)
0.5%	Early Goldenrod, VA Ecotype (Solidago juncea, VA Ecotype)
0.2%	Hoary Mountainmint, MD Ecotype (Pycnanthemum incanum, MD Ecotype)
Total: 100%	

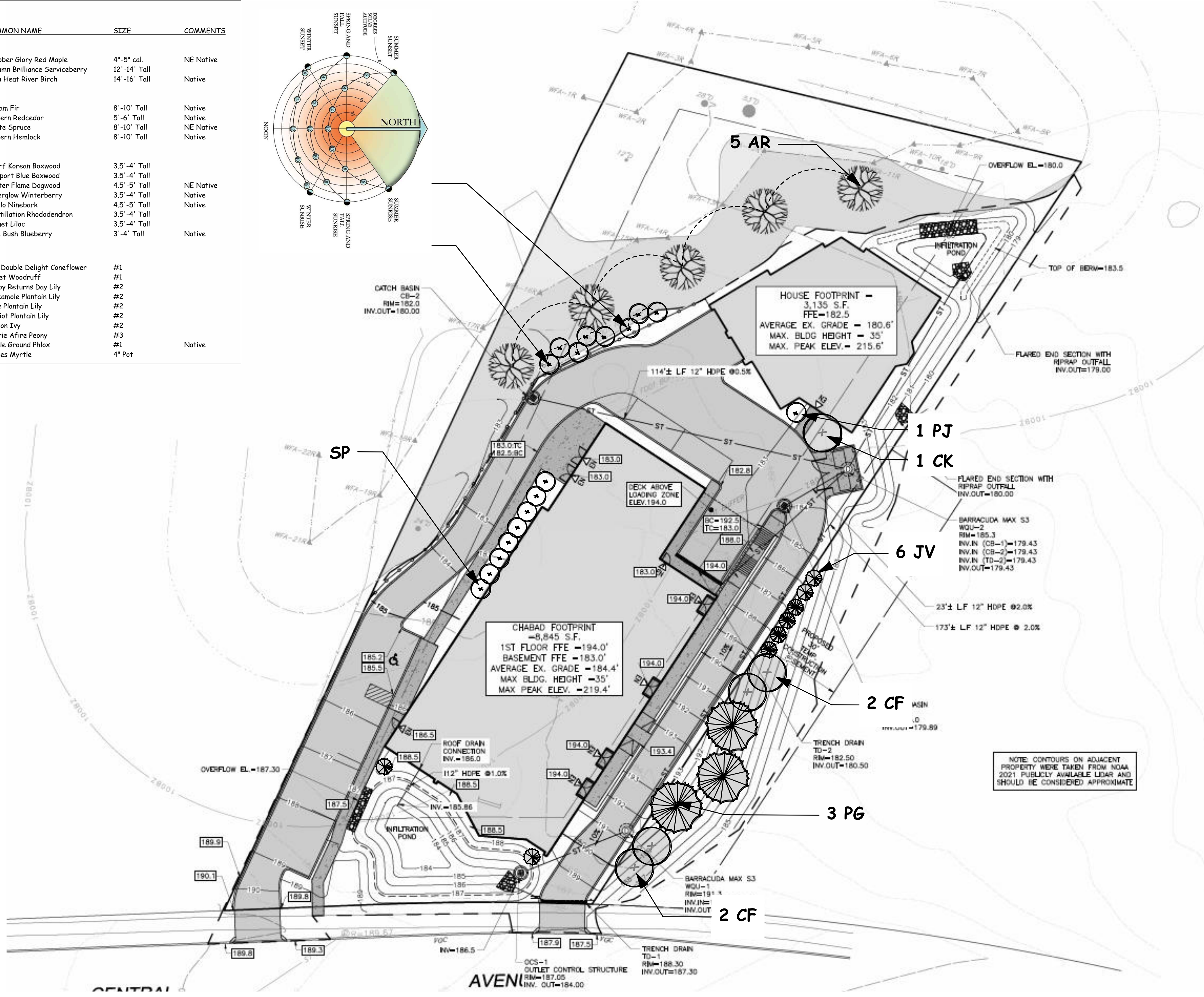
Planting Notes	
1.	The Contractor is responsible for the legal removal and disposal of all debris from the site and as may be directed by the Owner
2.	Coordinate final locations of Site Improvements with the Civil and Architectural plans.
3.	The Contractor shall notify DIG-SAFE (1 888-344-7233) to verify the location of any underground utilities prior to any digging.
4.	All plant material and planting procedures shall conform to the "American Standard for Nursery Stock" as published by the American Nursery and Landscape Association.
5.	Contractor to stake proposed locations of all new plant material for LA review prior to planting.
6.	Plant List governs: Contractor to provide plants on list. Locations and quantities in planting areas are subject to change under the discretion of the LA.
7.	The Contractor shall supply all plant materials in quantities sufficient to complete the shown on all drawings.
8.	All plant materials are subject to the approval of the Landscape Architect at the Nursery and at the site. All trees shall have single leader unless otherwise noted. No unapproved substitutions will be accepted. Plants species and cultivar, size and quantity shall not change without the approval of the Landscape Architect.
9.	Location of all trees and shrubs shall be marked for the approval of the Landscape Architect the day prior to commencement of planting.
10.	All plants shall bear the same relationship to finished grade as original grade before digging. Plants to be transplanted shall be carefully dug, with adequate root balls and surrounding soil and pruned according to ANA standard practices. Trees with root flare covered by more than 1 1/2" of soil will be rejected prior to installation. Set plants plumb.
11.	All trees and shrubs shall be balled in burlap or containerized, unless otherwise noted. No root bound container grown stock will be accepted. All plastic root wrapping and metal wire baskets shall be carefully removed at the time planting. Wire directly under root ball can remain.
12.	The planting soil mixture shall be a sandy loam modified with organic components of 4-8% organic matter, dry weight, PH range of 5.5 to 6.5 and no coarse fragments over 2". A soil sample from the proposed planting medium shall be sent to the UMass Extension Service, University of Massachusetts, West Experiment Station, Amherst, MA 01003, tel: 413.545.2311, fax: 413.545.1931 to be analyzed for organic matter, acidity, soluble salts, buffer PH, potassium and silt and clay content.
13.	Contractor shall place 3" of fine shredded dark brown, aged two years, pine bark mulch in all bed areas. Submit sample to Landscape Architect.
14.	All evergreen plant material shall be sprayed in the first Fall after planting with an anti-desiccant the first week of November.
15.	Provide temporary irrigation system for all plant material. System to be functional for a spring and a fall planting season. Flood plants thoroughly once immediately after planting and twice during the first 24 hour period after planting.
16.	Extreme care shall be taken not to disturb existing plant materials unless the plant is specifically noted to be transplanted or removed. Any plant injured, removed or destroyed without permission, shall be replaced with plant material of equal size and species at the Contractor's expense.
17.	Do not wrap trunk of trees.
18.	Stake only deciduous trees on windy exposures or steeper slopes. Evergreen trees may be staked at the discretion of the Landscape Architect. Consult with Landscape Architect.
19.	Contractor shall maintain the trees for a minimum of 60 days following preliminary acceptance of Landscape Architect. After 6 days, provide Owner with written maintenance instructions.
20.	Contractor shall guarantee all plant material for a minimum of one (1) year from the date of final acceptance of the Landscape Architect. The Contractor shall replace any dead or horticulturally damaged trees at his expense during the 1 year guarantee period.
21.	Contractor shall provide Tute netting on steep slopes as directed by Civil Engineer to control soil erosion and loss.

PLANT LIST					
QTY	SYM.	SCIENTIFIC NAME	COMMON NAME	SIZE	COMMENTS
Deciduous Trees					
3	AR	Acer rubrum 'October Glory'	October Glory Red Maple	4"-5" cal.	NE Native
2	AC	Amelanchier grandiflora 'Autumn Brilliance'	Autumn Brilliance Serviceberry	12"-14" Tall	
3	BP	Betula nigra 'Dura Heat'	Dura Heat River Birch	14"-16" Tall	Native
Evergreen Trees					
3	AB	Abies balsamea	Balsam Fir	8'-10' Tall	Native
44	JV	Juniperus virginiana	Eastern Redcedar	5'-6' Tall	Native
4	PG	Picea glauca	White Spruce	8'-10' Tall	NE Native
1	TC	Tsuga canadensis	Eastern Hemlock	8'-10' Tall	Native
Shrubs					
21	BM	Buxus microphylla 'Koreana'	Dwarf Korean Boxwood	3.5'-4' Tall	
20	BSN	Buxus sempervirens 'Newport Blue'	Newport Blue Boxwood	3.5'-4' Tall	
9	CS	Cornus sericea 'Winter Flame'	Winter Flame Dogwood	4.5'-5' Tall	NE Native
11	IV	Ilex verticillata 'Afterglow'	Afterglow Winterberry	3.5'-4' Tall	Native
5	PO	Physocarpus opulifolius 'Diablo'	Diablo Ninebark	4.5'-5' Tall	Native
3	RS	Rhododendron 'Scintillation'	Scintillation Rhododendron	3.5'-4' Tall	
14	SP	Syringa prestoniae 'Minuet'	Minuet Lilac	3.5'-4' Tall	
6	VC	Vaccinium corymbosum	High Bush Blueberry	3'-4' Tall	Native
Perennials/Ground Cover					
25		Echinacea 'Pink Double Delight'	Pink Double Delight Coneflower	#1	
75	GO	Galium odoratum	Sweet Woodruff	#1	
50		Hemerocallis 'Happy Returns'	Happy Returns Day Lily	#2	
50		Hosta 'Guacamole'	Guacamole Plantain Lily	#2	
50		Hosta 'June'	June Plantain Lily	#2	
50		Hosta 'Patriot'	Patriot Plantain Lily	#2	
200	HH	Parthenocissis tricuspidata	Boston Ivy	#2	
20		Paeonia 'Prairie Afire'	Prairie Afire Peony	#3	
100		Phlox subulata 'Purple'	Purple Ground Phlox	#1	Native
300		Vinca minor 'Bowles'	Bowles Myrtle	4" Pot	

Invasive Species Management Plan	
Invasive Shrubs	
1)	Winter: Treat all invasive shrubs with trunk penetrating herbicide during this winter. Use Dow Chemical Garlon 4 Ultra, with a methylated seed oil carrier following the product label instructions. This formulation can be used effectively whenever the bark is dry and the temperature is near freezing or above.
2)	Spring: Wait until spring when treated plants are clearly "dead" for removal to ensure maximum translocation of the herbicide from the trunk to the root tissues. At this point the plants can be removed for disposal at an approved invasive plant material disposal site. Please note that spring ground conditions might delay removal operations. The ground is sufficiently firm to avoid unnecessary soil compaction. Use hand tools and only remove dead plants to avoid any species misidentification problems (native plants).
3)	When weather and ground conditions permit a second basal bark application (Dow Chemical Garlon 4 Ultra, with a methylated seed oil carrier following the product label instructions) will be made to any surviving target plants with sufficiently large bark area to be practical. This will include the intact plants that were missed in the first application and are "in leaf" and cut stumps that have significant sprouting.
4)	In combination with the basal bark application with suitable weather (dry and low wind) and ground conditions, begin foliar applications on small plants (knee height or less). This will include seedlings and also any sprouting clumps that produce a wide "flore". Foliar spray should be Garlon 4 Ultra, mixed with water and applied with a backpack sprayer, again following label instructions. Note that most of these treated plants from the 2nd and 3rd applications can be left to decay in place.
5)	Repeated foliar applications will be made at regular intervals as needed within the target area to bring invasive plant populations as close to zero as practical as soon as possible. This zero tolerance approach is the best way to minimize overall chemical use. Maintenance will be required every year.

Landscape Water Use Management	
New Installations of Trees, Shrubs, and Flowers	
1.	Provide temporary irrigation to all new plantings. Water with 2" of water to thoroughly soak the soils every day for two weeks following installation.
2.	Thereafter, water at 1" two times per week to maintain a moist soil through the first summer into fall.
3.	Water well one final time in late November before the ground freezes to improve the plant's ability to tolerate winter desiccation.
New Installations of Conservation Seed and Wild Flower Mixes	
1.	Water with 2" of water (30 mins of aerial irrigation) to thoroughly soak the soils every other day for two weeks following installation.
2.	Water at 1" two times per week to maintain a moist soil through the first summer into fall.

Recommended Planting Seasons: Zone 5 and 6		
Spring Planting	Season Begins	Season Ends
Lawns	April 1-15	May 15-30
Evergreens	April 1-15	May 15-30
Deciduous Plants	April 1-15	May 15-30
Fall Planting	Season Begins	Season Ends
Lawns	August 1-15	September 15-30
Evergreens	September 1-15	November 1-15
Deciduous Plants	October 1-15	November 15-30



NEEDHAM CHABAD
1195 CENTRAL AVENUE
NEEDHAM, MA



fisher design group	
www.fisher-designgroup.com	
Concord, MA 01742 978.666.0713	
Site Planning Permitting Landscape Architecture Urban Design	
Rev. 3:	
Rev. 2:	
Rev. 1:	
Scale: 07/21/2025	
Date: 1"=20'	

Sheet L-1.01
Landscape Plan

Project #: 22410

NEEDHAM CHABAD
1195 CENTRAL AVENUE
NEEDHAM, MA

ARCHITECTURAL
REVIEW BOARD
SUBMISSION

Revisions:

No.:	Issue:	Date:

Scale: AS NOTED

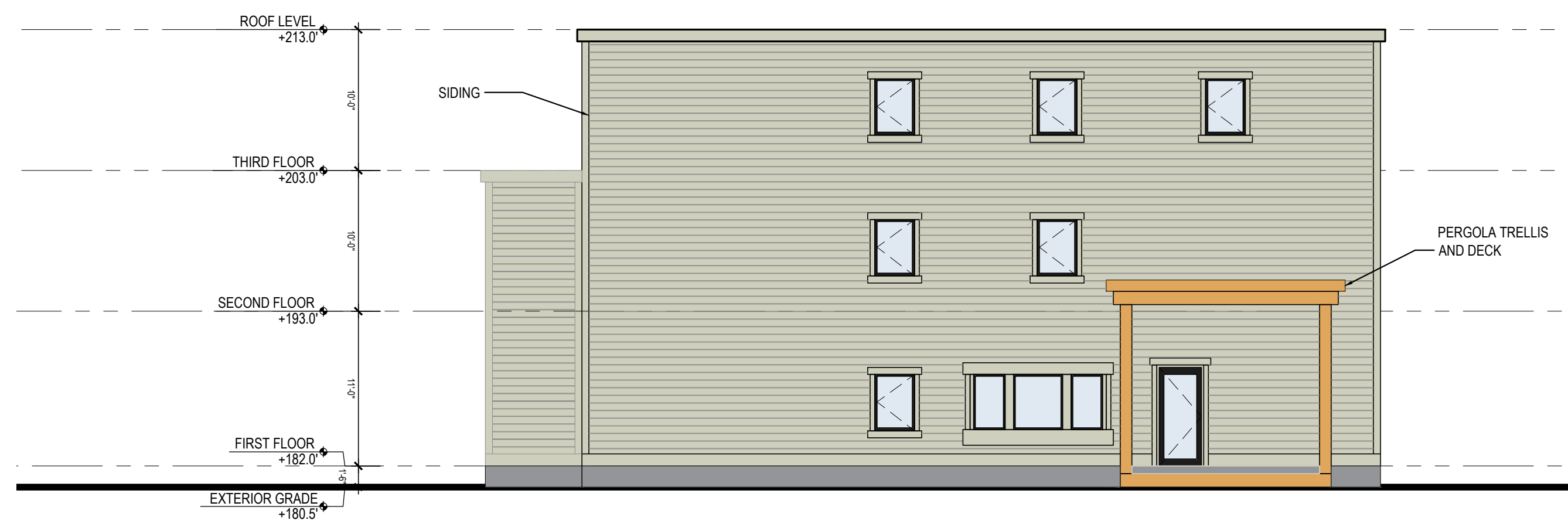
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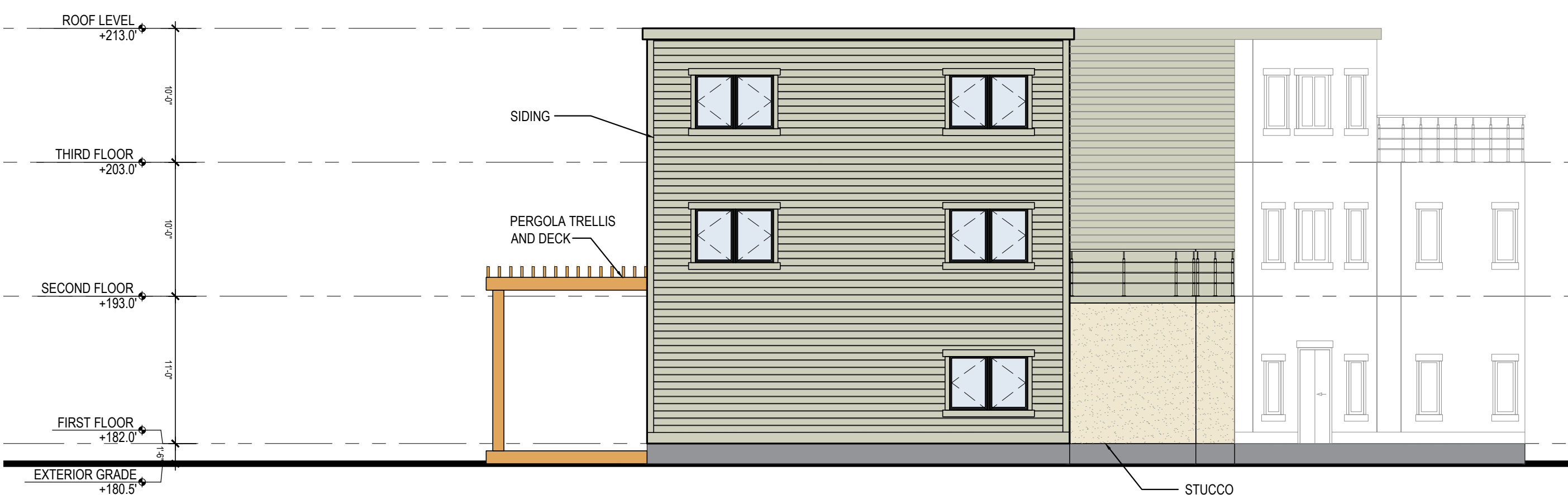
EXTERIOR
ELEVATIONS:
RESIDENCE

Sheet No.:

A400



4 NORTH ELEVATION
A400 SCALE: 1/8" = 1'-0"



3 WEST ELEVATION
A400 SCALE: 1/8" = 1'-0"



2 SOUTH ELEVATION
A400 SCALE: 1/8" = 1'-0"



1 EAST ELEVATION
A400 SCALE: 1/8" = 1'-0"

Project #: 22410

NEEDHAM CHABAD
1195 CENTRAL AVENUE
NEEDHAM, MA

ARCHITECTURAL
REVIEW BOARD
SUBMISSION

Revisions:

No.:	Issue:	Date:

Scale: AS NOTED

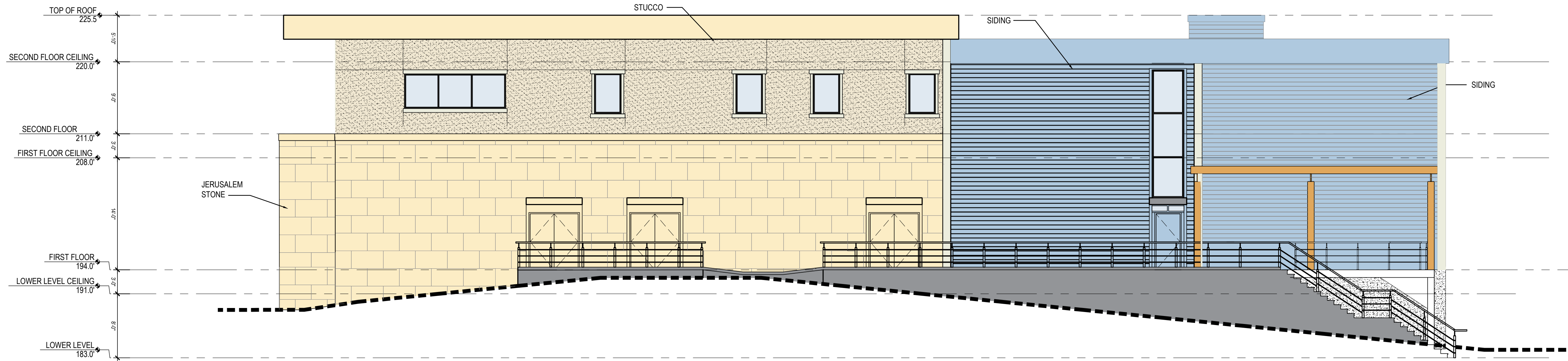
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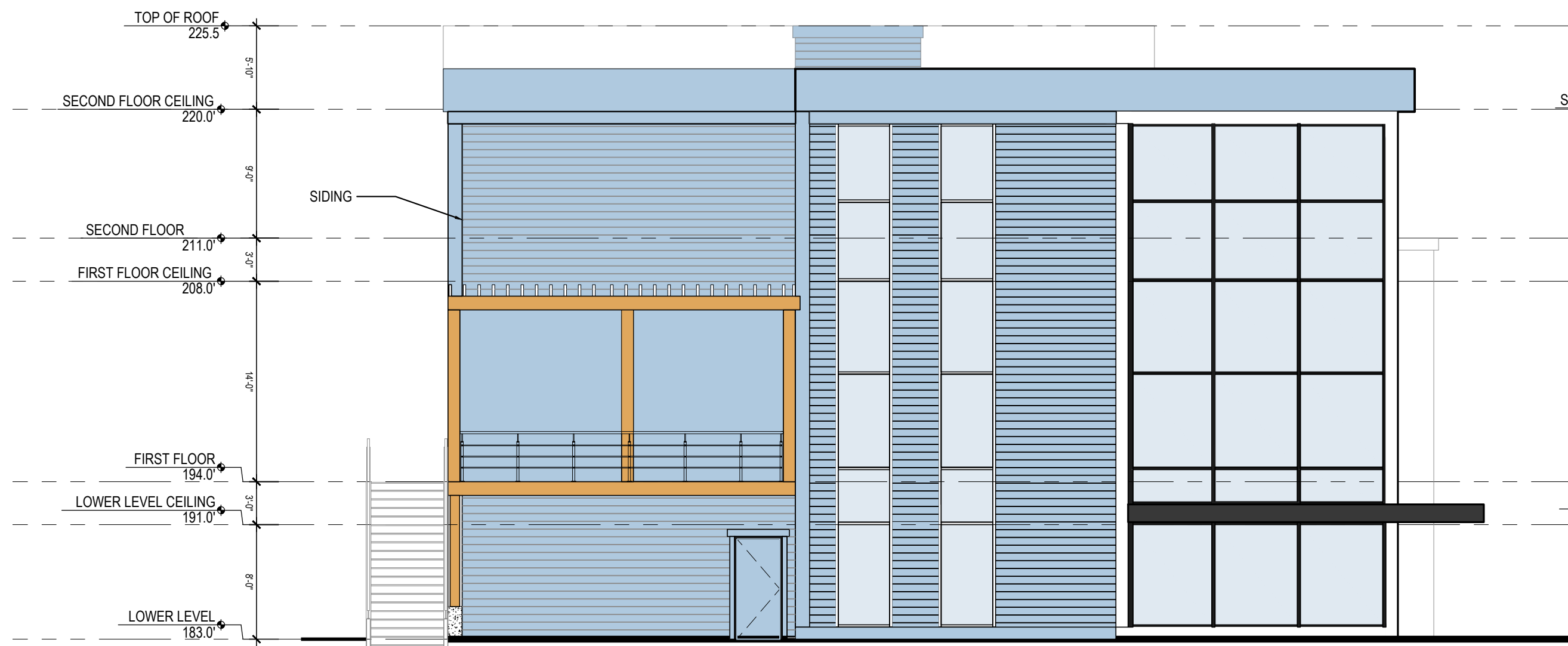
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ELEVATIONS:
CHABAD

Sheet No.:

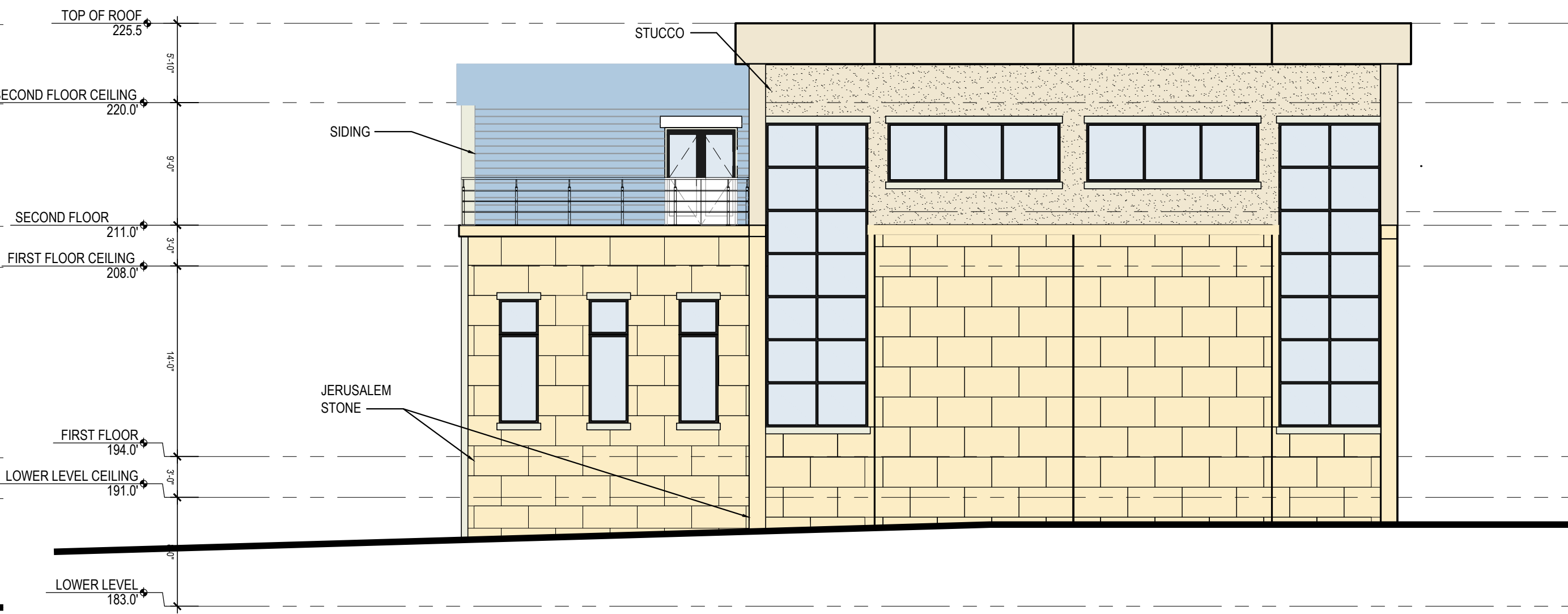
A401



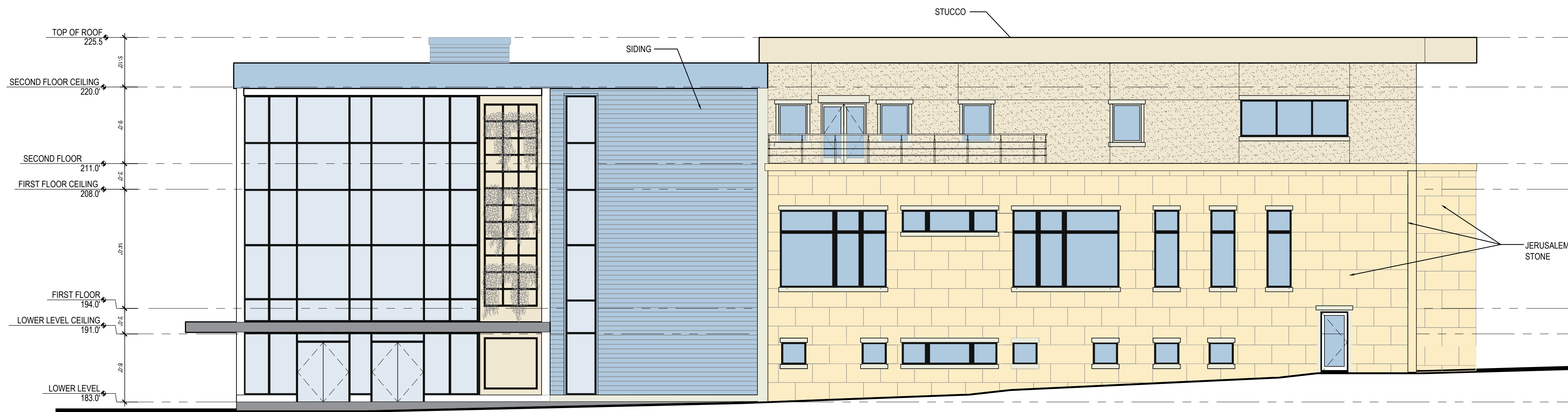
4 NORTH ELEVATION
SCALE: 1/8" = 1'-0"



3 WEST ELEVATION
SCALE: 1/8" = 1'-0"



2 EAST ELEVATION
SCALE: 1/8" = 1'-0"



1 SOUTH ELEVATION
SCALE: 1/8" = 1'-0"

A large glass door and window unit with black frames, installed in a building. The glass reflects the interior and exterior surroundings.

A photograph of a modern building's exterior corner. The wall is constructed from large, rectangular, light-colored stone or concrete blocks with a rough, textured surface. Two large, dark-framed glass doors are set into the wall, one on the left and one on the right. The building is situated on a light-colored paved area. In the background, other modern buildings and a clear blue sky are visible.

A close-up view of a wooden deck with a railing, showing the texture of the wood and the shadows cast by the railing.

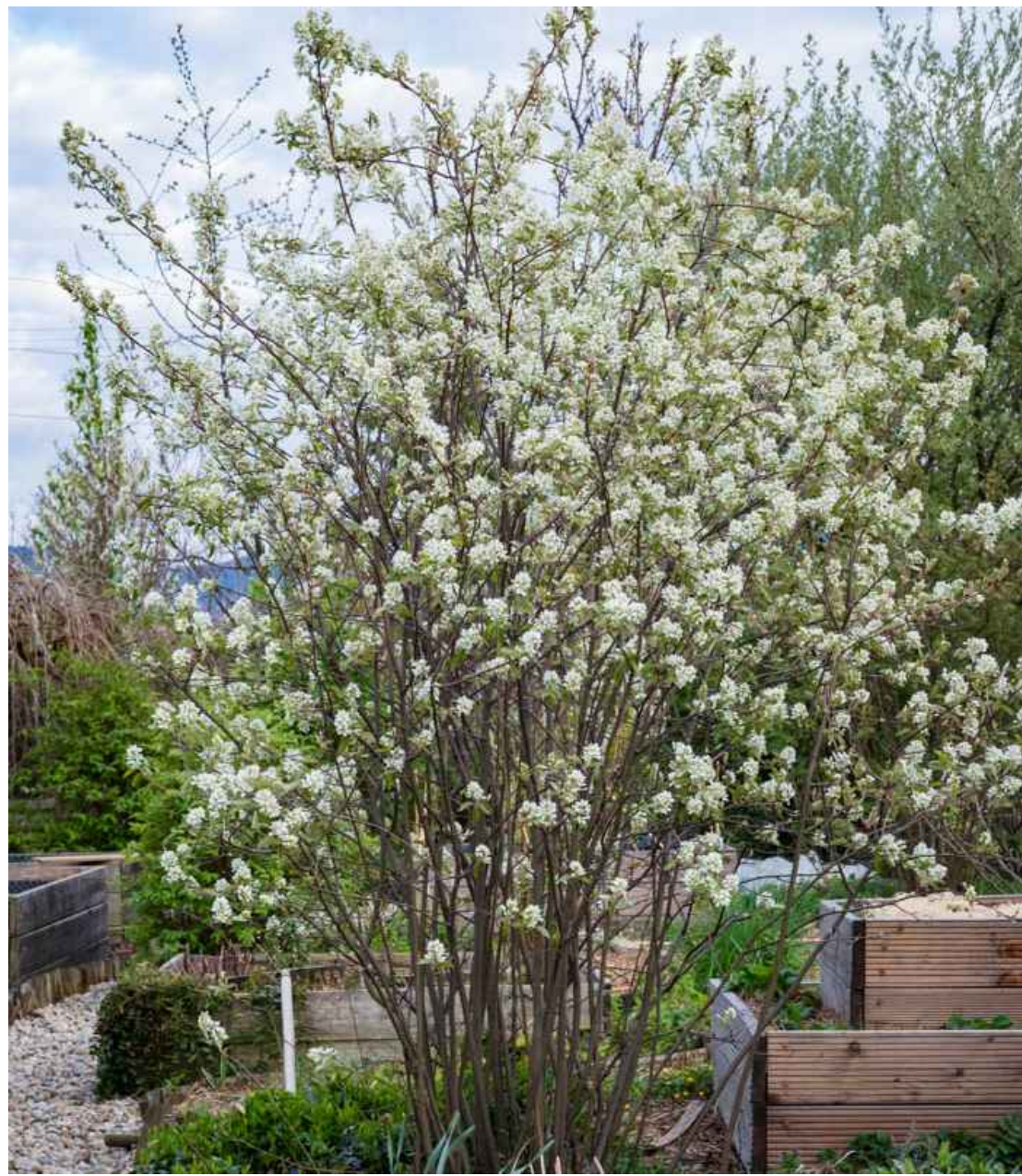
A large glass door with a black frame and a striped awning, reflecting the street scene outside. A wooden bench is visible in the foreground.

DECIDUOUS TREES

DURA HEAT RIVER BIRCH



AUTUMN BRILLIANCE SERVICEBERRY



OCTOBER GLORY RED MAPLE



PERENNIALS/ GROUND COVER

BOWLES MYRTLE



PURPLE GROUND PHLOX



SWEET WOODRUFF



PATRIOT PLANTAIN LILY



JUNE PLANTAIN LILY



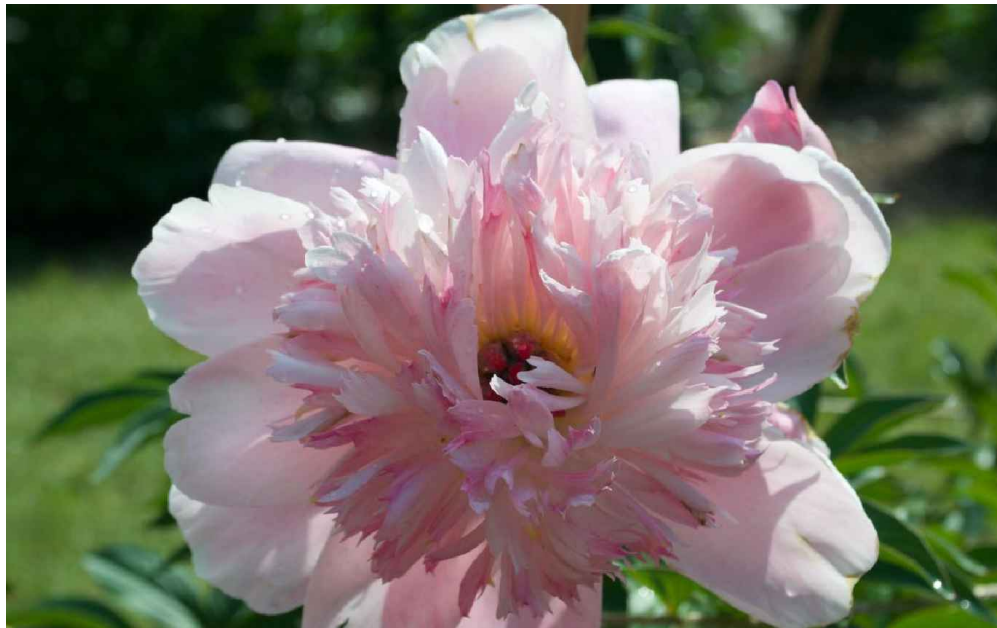
BOSTON IVY



PINK DOUBLE DELIGHT
CONEFLOWER



PRAIRIE AFIRE PEONY



HAPPY RETURNS DAY LILY



GUACAMOLE PLANTAIN LILY



EVERGREEN TREES

WHITE SPRUCE



BALSAM FIR



EASTERN REDCEDAR



EASTERN HEMLOCK



SHRUBS

DWARF KOREAN BOXWOOD



DIABLO NINEBARK



HIGH BUSH BLUEBERRY



WINTER FLAME DOGWOOD



SCINTILLATION RHODODENDRON



MINUET LILAC



NEWPORT BLUE BOXWOOD



AFTERGLOW WINTERBERRY



KSID

1749 CENTRAL STREET, SUITE 2
STOUGHTON, MA TEL: 781.866.6973

Project #: 22410

NEEDHAM CHABAD

1195 CENTRAL AVENUE

NEEDHAM, MA

ARCHITECTURAL
REVIEW BOARD
SUBMISSION

Revisions:

No.:	Issue:	Date:

Scale: AS NOTED

Date: AUGUST 4, 2025

Drawing Title:

EXTERIOR
LANDSCAPE
BOARD

Sheet No.:

A901



TOWN OF NEEDHAM

DESIGN REVIEW BOARD

Public Service Administration Building
500 Dedham Avenue
Needham, MA 02492
Application and Report

Property Location: 100 West Street, Needham, MA 02494 **Date:** 8/28/25

Owner: HCRI Massachusetts Properties Trust II

Address: 4500 Dorr Street Toledo OH 43615
Street City State Zip

Telephone: _____

Applicant: Greystar Development East, LLC

Address: 1 Federal Street, Suite 1804 Boston MA 02110
Street City State Zip

Telephone: (857) 254-1329

Designer/Installer: Cube3 Studio LLC

Address: 56 High Street North Andover MA 01845
Street City State Zip

Telephone: (978) 989-9900

Type of Application
☐ Sign
☐ Minor Project
☐ Exterior Alterations
☒ Major Project (Site Plan Review)
☒ - preliminary
☐ - final
☐ Flexible Subdivision
☐ Planned Residential Development
☐ Residential Compound

Brief description of sign or project:

Proposed redevelopment of the property by demolishing the existing building and constructing a three-story multifamily residential

building containing a total of 189 residential units and associated amenities (the "Project"). The Project also

includes 186 surface parking spaces

Please email completed application to elitchman@needhamma.gov

August 29, 2025

BY OVERNIGHT MAIL & ELECTRONIC MAIL

Town of Needham Design Review Board Members
Public Service Administration Building
500 Dedham Avenue
Needham, MA 02492
Attn: Mark Gluesing, Chair

Re: 100 West Street, Needham Heights, Massachusetts (the “Property”)

Dear Design Review Board Members:

We are counsel to Greystar Development East, LLC (the “Applicant”) in connection with the redevelopment of 100 West Street. The Applicant is proposing to redevelop the Property by demolishing the existing building and constructing a three-story multifamily residential building containing a total of 189 residential units and associated amenities (the “Project”).

The Applicant filed an application for Site Plan Review for the Project on August 11, 2025. In anticipation of the Planning Board meeting scheduled for September 16, 2025, and pursuant to the Needham Zoning By-Law, enclosed is an Application for Design Review for the Project (the “Application”). In support of the Application, the Applicant is submitting the following materials and information (*one large format hard copy of the Site Development Plan Set and the Architectural Plan Set will be mailed to the Planning and Community Development Department*):

1. Design Review Board Application
2. Site Development Plan Set titled “Site Development Plans for Greystar Proposed Residential Development” prepared by Bohler Engineering, which includes the following, all dated August 12, 2025:
 - a. Sheet C-101 – Cover Sheet
 - b. Sheet C-102 – General Notes and Legend
 - c. Sheet C-301 – Site Plan
 - d. Sheet C-401 – Grading and Drainage Plan
 - e. Sheet C-501 – Utility Plan
 - f. Sheet C-801 – Erosion and Sediment Control Plan

Design Review Board Members
August 29, 2025

- g. Sheet C-802 – Erosion and Sediment Control Notes and Details
 - h. Sheets C-901 and C-902 – Construction Details
 - i. Sheet L-100 – Landscape Plan
 - j. Sheet L-200 – Lighting Plan
 - k. Sheets L-300, L-301, and L-302 – Landscape Details
3. Architectural Plan Set prepared by Cube 3 Studio LLC, which includes the following, all dated August 8, 2025:
- a. Floor Plans
 - b. Building Elevations
 - c. Building Elevations and Sections
4. Existing Conditions Photographs Set

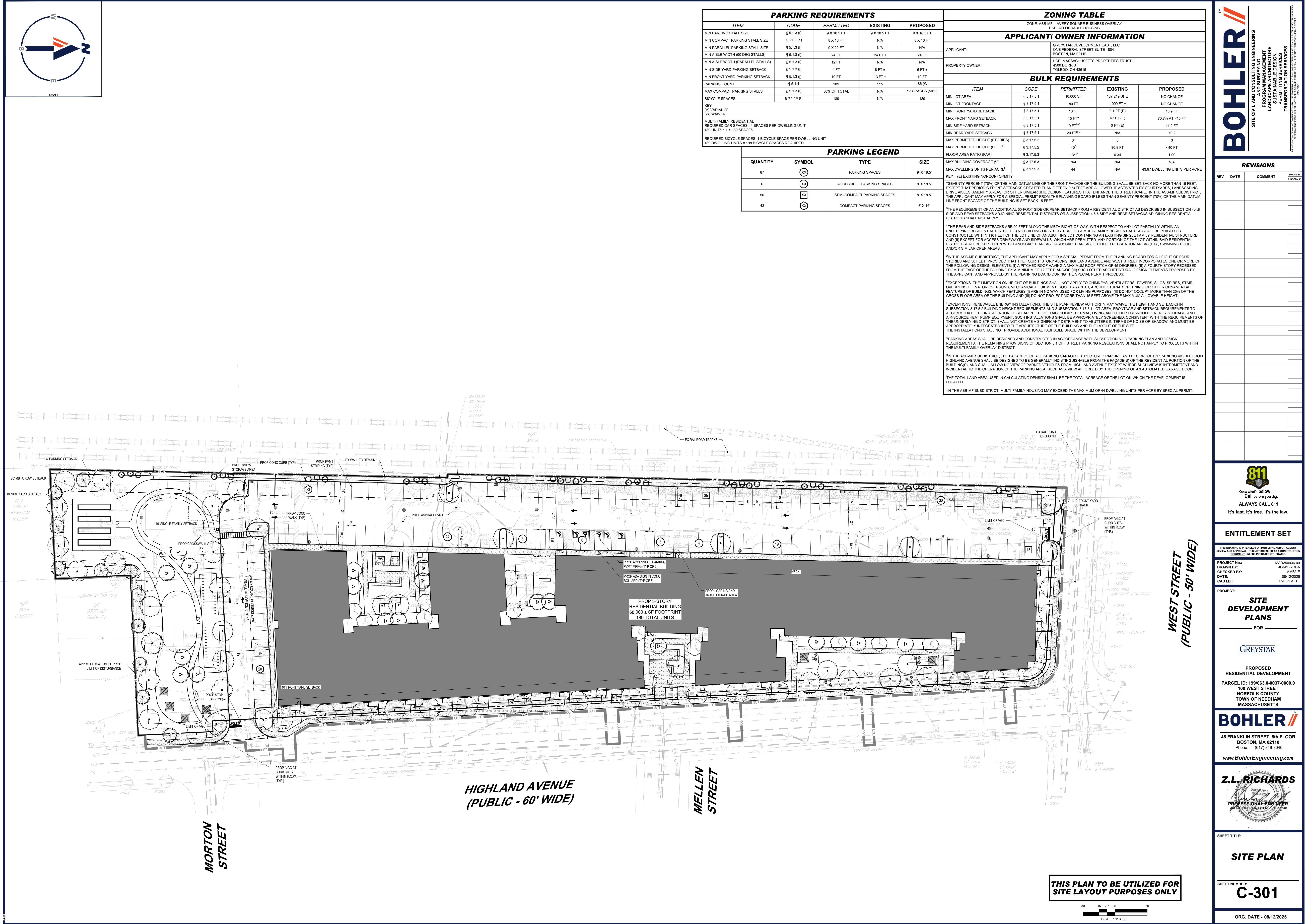
We appreciate your attention to this matter. The Applicant and the entire Project team look forward to meeting with you and discussing the Project on September 8, 2025.

Very truly yours,

/s/ Timothy Sullivan

Timothy W. Sullivan
Attorney for Applicant

Enclosures



PARKING REQUIREMENTS					ZONING TABLE				
ITEM	CODE	PERMITTED	EXISTING	PROPOSED	ZONE: ASB-MF - AVERY SQUARE BUSINESS OVERLAY USE: AFFORDABLE HOUSING				
MIN PARKING STALL SIZE	§ 5.1.3 (f)	9 X 18.5 FT	9 X 18.5 FT	9 X 18.5 FT	APPLICANT/ OWNER INFORMATION				
MIN COMPACT PARKING STALL SIZE	§ 5.1.3 (g)	8 X 16 FT	N/A	8 X 16 FT	APPLICANT: GREYSTAR DEVELOPMENT EAST, LLC ONE FEDERAL STREET SUITE 1804 BOSTON, MA 02110				
MIN PARALLEL PARKING STALL SIZE	§ 5.1.3 (h)	9 X 22 FT	N/A	N/A	PROPERTY OWNER: HCM MASSACHUSETTS PROPERTIES TRUST II 4500 DORR ST TOLEDO, OH 43615				
MIN AISLE WIDTH (90 DEG STALLS)	§ 5.1.3 (i)	24 FT	24 FT ±	24 FT	BULK REQUIREMENTS				
MIN AISLE WIDTH (PARALLEL STALLS)	§ 5.1.3 (j)	12 FT	N/A	N/A	ITEM	CODE	PERMITTED	EXISTING	PROPOSED
MIN SIDE YARD PARKING SETBACK	§ 5.1.3 (k)	4 FT	8 FT ±	6 FT ±	MIN LOT AREA	§ 3.17.5.1	10,000 SF	187,219 SF ±	NO CHANGE
MIN FRONT YARD PARKING SETBACK	§ 5.1.3 (l)	10 FT	13 FT ±	10 FT	MIN LOT FRONTAGE	§ 3.17.5.1	80 FT	1,000 FT ±	NO CHANGE
PARKING COUNT	§ 5.1.4	189	115	186 (W)	MIN FRONT YARD SETBACK	§ 3.17.5.1	10 FT	9.1 FT (E)	10.9 FT
MAX COMPACT PARKING STALLS	§ 5.1.3 (i)	50% OF TOTAL	N/A	93 SPACES (50%)	MAX FRONT YARD SETBACK	§ 3.17.5.1	15 FT ^A	67 FT (E)	70.7% AT <15 FT
BICYCLE SPACES	§ 3.17.8 (f)	189	N/A	189	MIN SIDE YARD SETBACK	§ 3.17.5.1	10 FT ^{B,C}	0 FT (E)	11.2 FT
KEY					MIN REAR YARD SETBACK	§ 3.17.5.1	20 FT ^{B,C}	N/A	70.2
(V) VARIANCE					MAX PERMITTED HEIGHT (STORIES)	§ 3.17.5.2	3 ^D	3	3
(W) WAIVER					MAX PERMITTED HEIGHT (FEET) ^{E,F}	§ 3.17.5.2	40 ^D	30.8 FT	<40 FT
MULTI-FAMILY RESIDENTIAL REQUIRED CAR SPACES = 1 SPACES PER DWELLING UNIT 189 UNITS * 1 = 189 SPACES					FLOOR AREA RATIO (FAR)	§ 3.17.5.3	1.35 ^H	0.34	1.09
REQUIRED BICYCLE SPACES = 1 BICYCLE SPACE PER DWELLING UNIT 189 DWELLING UNITS = 189 BICYCLE SPACES REQUIRED					MAX BUILDING COVERAGE (%)	§ 3.17.5.3	N/A	N/A	N/A
					MAX DWELLING UNITS PER ACRE ^I	§ 3.17.5.3	44 ^I	N/A	43.97 DWELLING UNITS PER ACRE
PARKING LEGEND					KEY = (E) EXISTING NONCONFORMITY				
QUANTITY	SYMBOL	TYPE		SIZE	*SEVENTY PERCENT (70%) OF THE MAIN DATUM LINE OF THE FRONT FACADE OF THE BUILDING SHALL BE SET BACK NO MORE THAN 15 FEET, EXCEPT THAT PERIODIC FRONT SETBACKS GREATER THAN FIFTEEN (15) FEET ARE ALLOWED IF ACTIVATED BY COURTYARDS, LANDSCAPING, DRIVE AISLES, AMENITY AREAS, OR OTHER SIMILAR SITE DESIGN FEATURES THAT ENHANCE THE STREETScape. IN THE ASB-MF SUBDISTRICT, THE APPLICANT MAY APPLY FOR A SPECIAL PERMIT FROM THE PLANNING BOARD IF LESS THAN SEVENTY PERCENT (70%) OF THE MAIN DATUM LINE FRONT FACADE OF THE BUILDING IS SET BACK 15 FEET.				
87	⊗	PARKING SPACES		9' X 18.5'	*THE REQUIREMENT OF AN ADDITIONAL 50-FOOT SIDE OR REAR SETBACK FROM A RESIDENTIAL DISTRICT AS DESCRIBED IN SUBSECTION 4.4.8 SIDE AND REAR SETBACKS ADJOINING RESIDENTIAL DISTRICTS OR SUBSECTION 4.6.5 SIDE AND REAR SETBACKS ADJOINING RESIDENTIAL DISTRICTS SHALL NOT APPLY.				
6	⊗	ACCESSIBLE PARKING SPACES		8' X 18.5'	*THE REAR AND SIDE SETBACKS ARE 20 FEET ALONG THE MBTA RIGHT-OF-WAY, WITH RESPECT TO ANY LOT PARTIALLY WITHIN AN UNDERLYING RESIDENTIAL DISTRICT. (i) NO BUILDING OR STRUCTURE FOR A MULTI-FAMILY RESIDENTIAL USE SHALL BE PLACED OR CONSTRUCTED WITHIN 110 FEET OF THE LOT LINE OF AN ABUTTING LOT CONTAINING AN EXISTING SINGLE FAMILY RESIDENTIAL STRUCTURE AND (ii) EXCEPT FOR ACCESS DRIVEWAYS AND SIDEWALKS, WHICH ARE PERMITTED, ANY PORTION OF THE LOT WITHIN SAID RESIDENTIAL DISTRICT SHALL BE KEPT OPEN WITH LANDSCAPED AREAS, HARDCAPED AREAS, OUTDOOR RECREATION AREAS (E.G., SWIMMING POOL) AND/OR SIMILAR OPEN AREAS.				
50	⊗	SEMI-COMPACT PARKING SPACES		8' X 18.5'	*IN THE ASB-MF SUBDISTRICT, THE APPLICANT MAY APPLY FOR A SPECIAL PERMIT FROM THE PLANNING BOARD FOR A HEIGHT OF FOUR STORIES AND 50 FEET, PROVIDED THAT THE FOURTH STORY ALONG HIGHLAND AVENUE AND WEST STREET INCORPORATES ONE OR MORE OF THE FOLLOWING DESIGN ELEMENTS: (i) A PITCHED ROOF HAVING A MAXIMUM ROOF PITCH OF 45 DEGREES; (ii) A FOURTH STORY RECESSED FROM THE FACE OF THE BUILDING BY A MINIMUM OF 12 FEET; AND/OR (iii) SUCH OTHER ARCHITECTURAL DESIGN ELEMENTS PROPOSED BY THE APPLICANT AND APPROVED BY THE PLANNING BOARD DURING THE SPECIAL PERMIT PROCESS.				
43	⊗	COMPACT PARKING SPACES		8' X 16'	*EXCEPTIONS: THE LIMITATION ON HEIGHT OF BUILDINGS SHALL NOT APPLY TO CHIMNEYS, VENTILATORS, TOWERS, SILOS, SPIRES, STAIR OVERRUNS, ELEVATOR OVERRUNS, MECHANICAL EQUIPMENT, ROOF PARAPETS, ARCHITECTURAL SCREENING, OR OTHER ORNAMENTAL FEATURES OF BUILDINGS, WHICH FEATURES (i) ARE IN NO WAY USED FOR LIVING PURPOSES, (ii) DO NOT OCCUPY MORE THAN 25% OF THE GROSS FLOOR AREA OF THE BUILDING AND (iii) DO NOT PROJECT MORE THAN 15 FEET ABOVE THE MAXIMUM ALLOWABLE HEIGHT.				

THIS PLAN TO BE UTILIZED FOR SITE LAYOUT PURPOSES ONLY

SCALE: 1" = 30'

ENTITLEMENT SET

PROPOSED RESIDENTIAL DEVELOPMENT

PARCEL ID: 199/063.0-0037-0000.0

100 WEST STREET

NORFOLK COUNTY

TOWN OF NEEDHAM

MASSACHUSETTS

BOHLER

45 FRANKLIN STREET, 5th FLOOR

BOSTON, MA 02110

Phone: (617) 849-8040

www.BohlerEngineering.com

Z.L. RICHARDS

PROFESSIONAL ENGINEER

MASSACHUSETTS

SHEET TITLE:

SITE PLAN

SHEET NUMBER:

C-301

ORG. DATE: 08/12/2025

**HIGHLAND AVENUE
(PUBLIC - 60' WIDE)**

**MELLEN
STREET**

**WEST STREET
(PUBLIC - 50' WIDE)**



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DOCUMENT UNLESS INDICATED OTHERWISE.

PROJECT No.:	MAB2500
DRAWN BY:	JGM/DS
CHECKED BY:	AM
DATE:	08/12
CAD I.D.:	P-CIVL

— FOR —

GREYSTAR

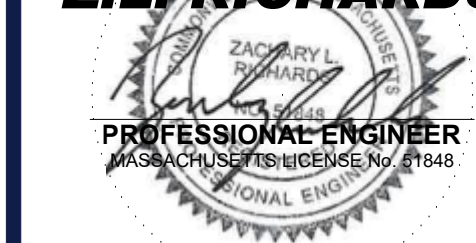
**PROPOSED
RESIDENTIAL DEVELOPMENT**
PARCEL ID: 199/063.0-0037-0000
100 WEST STREET
NORFOLK COUNTY
TOWN OF NEEDHAM
MASSACHUSETTS

BOHLER

45 FRANKLIN STREET, 5th FLOOR
BOSTON, MA 02110
Phone: (617) 849-8040

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Z.L. RICHARDS



SHEET TITLE:

SHEET NUMBER:

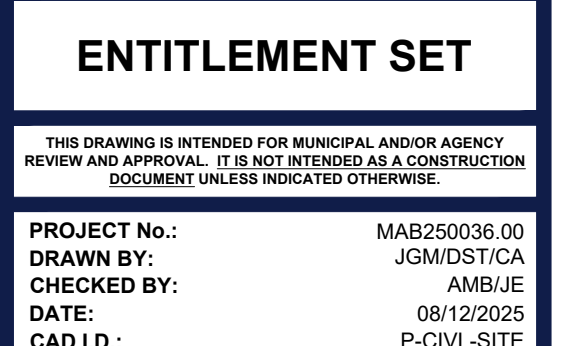
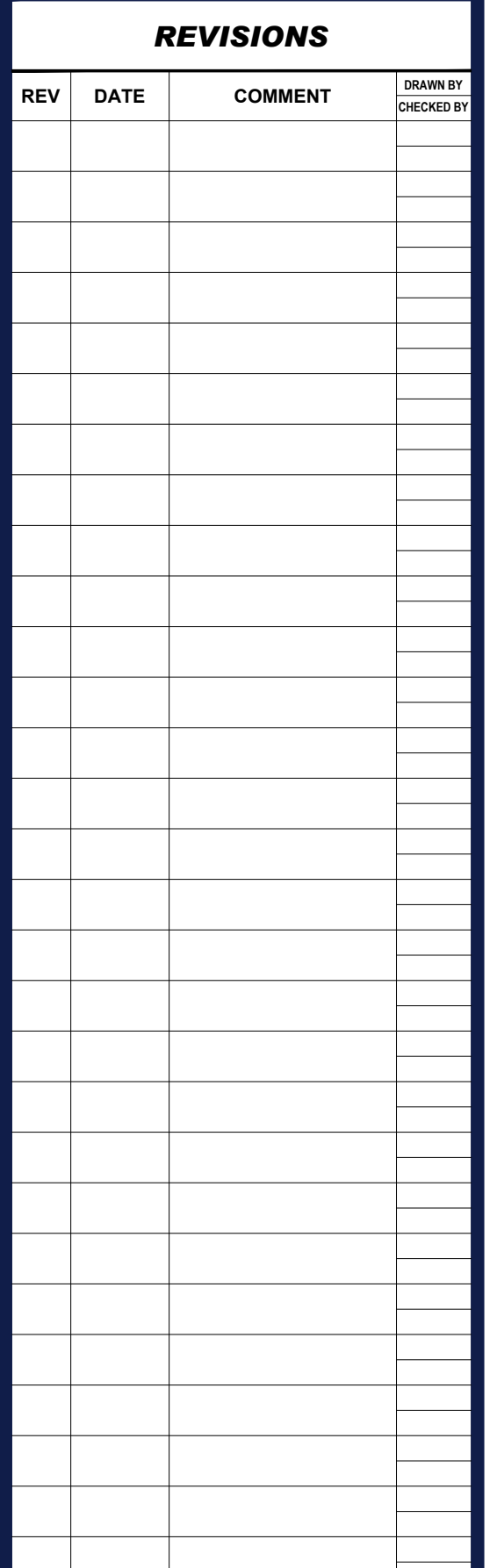
C-401

ORG. DATE - 08/12/2025

Aug 08, 2025
\\1-1\2025\MAB25003\PLAN SETS\CIVIL SITE PLANS\PLAN SETS\MAB250036.09-60----->LAYOUT: C-401 GRDR



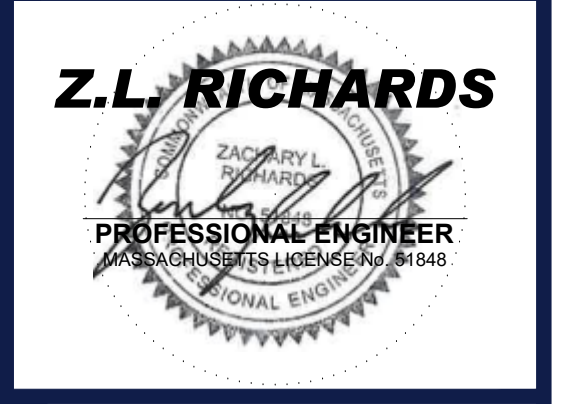
**WEST STREET
(PUBLIC - 50' WIDE)**



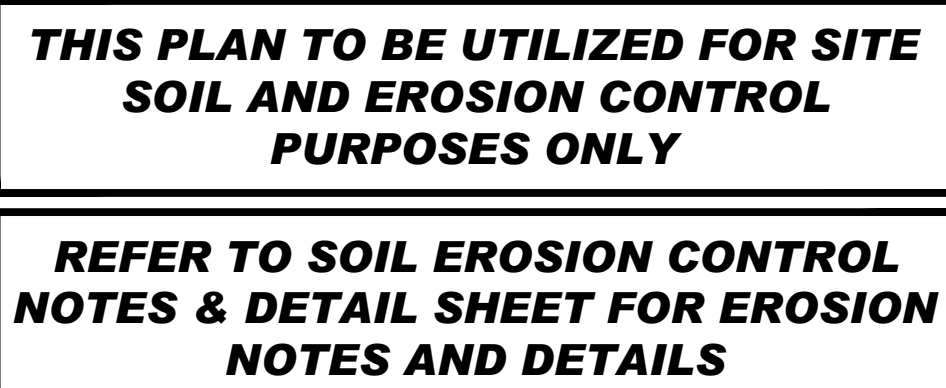
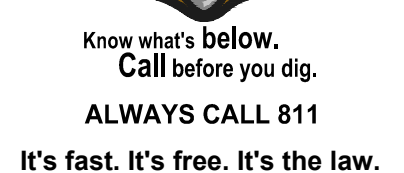
GREYSTAR

**PROPOSED
RESIDENTIAL DEVELOPMENT**

PARCEL ID: 199/063.0-0037-0000.0
100 WEST STREET
NORFOLK COUNTY
TOWN OF NEEDHAM
MASSACHUSETTS



SHEET TITLE:	
<i>UTILITY PLAN</i>	
SHEET NUMBER:	
C-501	
ORG. DATE - 08/12/2025	

[illegible]**ENTITLEMENT SET**

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PROJECT No.:	MAB250036.00
DRAWN BY:	JGM/DST/CA
CHECKED BY:	AMB/JE
DATE:	08/12/2025
CAD ID:	R-CIVIL-SITE

PROJECT:

SITE DEVELOPMENT PLANS

• **FOR** •

GREYSTAR

**PROPOSED
RESIDENTIAL DEVELOPMENT**
ARCEL ID: 199/063.0-0037-0000.
100 WEST STREET
NORFOLK COUNTY
TOWN OF NEEDHAM
MASSACHUSETTS

BOHLERTM

45 FRANKLIN STREET, 5th FLOOR
BOSTON, MA 02110
Phone: (617) 849-8040

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Z.L. RICHARDS



SHEET TITLE

KEY TITLE:
**EROSION &
SEDIMENT
CONTROL
PLAN**

SHEET NUMBER:

C-801

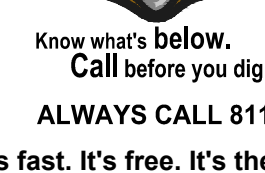
CONCLUSIONS

ORG. DATE - 08/12/2025

LIGHTING LEGEND

30' 15' 7.5' 0

SCALE: 1" = 30'



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PROJECT No.:	MAB25003
DRAWN BY:	JGM/DS
CHECKED BY:	AM
DATE:	08/12/11
CAD I.D.:	P-CIVL-L

FOR

**PROPOSED
RESIDENTIAL DEVELOPMENT**

PARCEL ID: 199/063.0-0037-000

**100 WEST STREET
NORFOLK COUNTY
TOWN OF NEEDHAM
MASSACHUSETTS**

45 FRANKLIN STREET, 5th FLOOR
BOSTON, MA 02110
Phone: (617) 849-8040

ORG. DATE - 08/12/2025

12025MAB260036.00/CAD/DRAWINGS/PLAN SETS/CIVIL SITE PLANS/SP-CIVL-LAND-MAB260036.00-0-C----->LAYOUT: L-200 LIGHT

MASSACHUSETTS LANDSCAPE SPECIFICATION

1. SCOPE OF WORK:
- a) THE LANDSCAPE CONTRACTOR SHALL BE REQUIRED TO PERFORM ALL CLEARING, FINISHED GRADING, SOIL PREPARATION, PERMANENT SEEDING OR SODDING, PLANTING AND MULCHING INCLUDING ALL LABOR, MATERIALS, TOOLS AND EQUIPMENT NECESSARY FOR THE COMPLETION OF THIS PROJECT, UNLESS OTHERWISE CONTRACTED BY THE GENERAL CONTRACTOR.
2. MATERIALS:
- a) GENERAL - ALL HARDSCAPE MATERIALS SHALL MEET OR EXCEED SPECIFICATIONS AS OUTLINED IN THE STATE DEPARTMENT OF TRANSPORTATION SPECIFICATIONS.
- b) TOPSOIL - NATURAL, FRAMBLE, LOAMY SILT SOIL HAVING AN ORGANIC CONTENT NOT LESS THAN 5%, A PH RANGE BETWEEN 4.5-7.0, IT SHALL BE FREE OF DEBRIS, ROCKS LARGER THAN ONE INCH (1"), WOOD, ROOTS, VEGETABLE MATTER AND CLAY CLODS.
- c) LAWN:
- (a) ALL DISTURBED AREAS ARE TO BE TREATED WITH A MINIMUM 5" THICK LAYER OF TOPSOIL, OR AS DIRECTED BY THE LOCAL ORDINANCE OR CLIENT, AND SEEDING WITH THE PERMANENT STABILIZATION METHODS INDICATED ON THE LANDSCAPE PLAN.
- (b) LAWN SEED MIXTURE SHALL BE FRESH, CLEAN NEW CROP SEED.
- (c) SOD SHALL BE STRONGLY ROOTED, WEED AND DISEASE-FREE WITH A UNIFORM THICKNESS. SOD INSTALLED ON SLOPES GREATER THAN 4:1 SHALL BE PEGGED TO HOLD SOD IN PLACE.
- (d) MULCH - ALL PLANTING BEDS SHALL BE MULCHED WITH A 3" THICK LAYER OF DOUBLE SHREDDED HARDWOOD BARK MULCH, UNLESS OTHERWISE STATED ON THE LANDSCAPE PLAN AND/OR LANDSCAPE PLAN NOTES / DETAILS.
- e) FERTILIZER
- (a) FERTILIZER SHALL BE DELIVERED TO THE SITE MIXED AS SPECIFIED IN THE ORIGINAL UNOPENED STANDARD BAGS SHOWING WEIGHT, ANALYSIS AND NAME OF MANUFACTURER. FERTILIZER SHALL BE STORED IN A WEATHERPROOF PLACE SO THAT IT CAN BE KEPT DRY PRIOR TO USE.
- (b) FOR THE PURPOSE OF SEEDING, ASSUME THAT FERTILIZER SHALL BE 10% NITROGEN, 6% PHOSPHORUS AND 4% POTASSIUM BY WEIGHT. A FERTILIZER SHOULD NOT BE SELECTED WITHOUT A SOIL TEST PERFORMED BY A CERTIFIED SOIL LABORATORY.
- f) PLANT MATERIAL:
- (a) ALL PLANTS SHALL IN ALL CASES CONFORM TO THE REQUIREMENTS OF THE "AMERICAN STANDARD FOR NURSERY STOCK" (ANSI Z60.1) LATEST EDITION, AS PUBLISHED BY THE AMERICAN NURSERY & LANDSCAPE ASSOCIATION (FORMERLY THE AMERICAN ASSOCIATION OF NURSERYMEN).
- (b) IN ALL CASES, BOTANICAL NAMES SHALL TAKE PRECEDENCE OVER COMMON NAMES FOR ANY AND ALL PLANT MATERIAL.
- (c) PLANTS SHALL BE LEGIBLY TAGGED WITH THE PROPER NAME AND SIZE. TAGS ARE TO REMAIN ON AT LEAST ONE PLANT OF EACH SPECIES FOR VERIFICATION PURPOSES DURING THE FINAL INSPECTION.
- (d) TREES WITH ABRASION OF THE BARK, SUN SCALDS, DISFIGURATION OR FRESH CUTS OF LIMBS OVER 1", WHICH HAVE NOT BEEN COMPLETELY CALLED, SHALL BE REJECTED. PLANTS SHALL NOT BE BOUND WITH WIRE OR ROPE AT ANY POINT AS TO DAMAGE THE BARK OR BREAK BRANCHES.
- (e) ALL PLANTS SHALL BE TYPICAL OF THEIR SPECIES OR VARIETY AND SHALL HAVE A NORMAL HABIT OF GROWTH: WELL DEVELOPED BRANCHES, DENSELY FOLIATED, VIGOROUS ROOT SYSTEMS AND BE FREE OF INSECTS, PESTS, EGGS OR LARVAE.
- (f) CALIPER MEASUREMENTS OF NURSERY GROWN TREES SHALL BE TAKEN AT A POINT ON THE TRUNK SIX INCHES (6") ABOVE THE NATURAL GRADE FOR TREES UP TO AND INCLUDING A FOUR INCH (4") CALIPER SIZE. IF THE CALIPER AT SIX INCHES (6") ABOVE THE GROUND EXCEEDS FOUR INCHES (4") IN CALIPER, THE CALIPER SHOULD BE MEASURED AT A POINT 12" ABOVE THE NATURAL GRADE.
- (g) SHRUBS SHALL BE MEASURED TO THE AVERAGE HEIGHT OR SPREAD OF THE SHRUB, AND NOT TO THE LONGEST BRANCH.
- (h) TREES AND SHRUBS SHALL BE HANDLED WITH CARE BY THE ROOT BALL.
3. GENERAL WORK PROCEDURES
- (a) BEFORE AND DURING PRELIMINARY GRADING AND FINISHED GRADING, ALL WEEDS AND GRASSES SHALL BE DUG OUT BY THE ROOTS AND DISPOSED OF IN ACCORDANCE WITH GENERAL WORK PROCEDURES OUTLINED HEREIN.
- (b) ALL EXISTING TREES TO REMAIN SHALL BE PRUNED TO REMOVE ANY DAMAGED BRANCHES. THE ENTIRE LIMB OF ANY DAMAGED BRANCH SHALL BE CUT OFF AT THE BRANCH COLLAR. CONTRACTOR SHALL ENSURE THAT CUTS ARE SMOOTH AND STRAIGHT. ANY EXPOSED ROOTS SHALL BE CUT BACK WITH CLEAN, SHARP TOOLS AND TOPSOIL SHALL BE PLACED AROUND THE REMAINING OF THE ROOTS. EXISTING TREES SHALL BE MONITORED ON A REGULAR BASIS FOR ADDITIONAL ROOT OR BRANCH DAMAGE AS A RESULT OF CONSTRUCTION. ROOTS SHALL NOT BE LEFT EXPOSED FOR MORE THAN ONE (1) DAY. CONTRACTOR SHALL WATER EXISTING TREES AS NEEDED TO PREVENT SHOCK OR DECLINE.
- (c) CONTRACTOR SHALL NOTIFY STANDING HAVE A UTILITY STAKE-OUT AND UTILITIES PRIOR TO INSTALLATION OF ANY LANDSCAPE MATERIAL. UTILITY COMPANIES SHALL BE CONTACTED THREE (3) DAYS PRIOR TO THE BEGINNING OF WORK.
4. TREE PROTECTION
- (a) CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING TREES TO REMAIN. A TREE PROTECTION ZONE SHALL BE ESTABLISHED AT THE DRIP LINE OR AT THE LIMIT OF CONSTRUCTION DISTURBANCE, WHICHEVER IS GREATER. LOCAL STATUTES THAT REQUIRE A MORE STRICT TREE PROTECTION ZONE SHALL BE HONORED.
- (b) A FORTY-EIGHT INCH (48") HIGH WOODEN SNOW FENCE OR ORANGE COLORED HIGH-DENSITY "VIS-FENCE", OR APPROVED EQUAL, MOUNTED ON STEEL POSTS SHALL BE PLACED ALONG THE BOUNDARY OF THE TREE PROTECTION ZONE. POSTS SHALL BE LOCATED AT A MAXIMUM OF EIGHT FEET (8') ON CENTER OR AS INDICATED WITHIN THE TREE PROTECTION DETAIL.
- (c) WHEN THE TREE PROTECTION FENCING HAS BEEN INSTALLED, IT SHALL BE INSPECTED BY THE APPROVING AGENCY PRIOR TO DEMOLITION, GRADING, TREE CLEARING OR ANY OTHER CONSTRUCTION. THE FENCING ALONG THE TREE PROTECTION ZONE SHALL BE REGULARLY INSPECTED BY THE LANDSCAPE CONTRACTOR AND MAINTAINED UNTIL ALL CONSTRUCTION ACTIVITY HAS BEEN COMPLETED.
- (d) AT NO TIME SHALL MACHINERY, DEBRIS, FALLEN TREES OR OTHER MATERIALS BE PLACED, STOCKPILED OR LEFT STANDING IN THE TREE PROTECTION ZONE.
5. SOIL MODIFICATIONS
- (a) CONTRACTOR SHALL ATTAIN A SOIL TEST FOR ALL AREAS OF THE SITE PRIOR TO CONDUCTING ANY PLANTING. SOIL TESTS SHALL BE PERFORMED BY A CERTIFIED SOIL LABORATORY.
- (b) LANDSCAPE CONTRACTOR SHALL REPORT ANY SOIL OR DRAINAGE CONDITIONS CONSIDERED DETRIMENTAL TO THE GROWTH OF PLANT MATERIAL. SOIL MODIFICATIONS, AS SPECIFIED HEREIN, MAY NEED TO BE CONDUCTED BY THE LANDSCAPE CONTRACTOR DEPENDING ON SITE CONDITIONS.
- (c) THE FOLLOWING AMENDMENTS AND QUANTITIES ARE APPROXIMATE AND ARE FOR BIDDING PURPOSES ONLY. COMPOSITION OF AMENDMENTS SHOULD BE REVISED DEPENDING ON THE OUTCOME OF A TOPSOIL ANALYSIS PERFORMED BY A CERTIFIED SOIL LABORATORY.
- (d) TO INCREASE A SANDY SOIL'S ABILITY TO RETAIN WATER AND NUTRIENTS, THOROUGHLY TILL ORGANIC MATTER INTO THE TOP 6-12". USE COMPOSTED BARK, COMPOSTED LEAF MULCH OR PEAT MOSS. ALL PRODUCTS SHOULD BE COMPOSTED TO A DARK COLOR AND BE FREE OF PIECES WITH IDENTIFIABLE LEAF OR WOOD STRUCTURE. AVOID MATERIAL WITH A PH HIGHER THAN 7.5.
- (e) TO INCREASE DRAINAGE, MODIFY HEAVY CLAY OR SILT (MORE THAN 40% CLAY OR SILT) BY ADDING COMPOSTED PINE BARK (UP TO 30% BY VOLUME) AND/OR AGRICULTURAL GYPSUM. COARSE SAND MAY BE USED IF ENOUGH IS ADDED TO BRING THE SAND CONTENT TO MORE THAN 60% OF THE TOTAL MIX. SUBSURFACE DRAINAGE LINES MAY NEED TO BE ADDED TO INCREASE DRAINAGE.
- (f) MODIFY EXTREMELY SANDY SOILS (MORE THAN 85%) BY ADDING ORGANIC MATTER AND/OR DRY, SHREDDED CLAY LOAM UP TO 30% OF THE TOTAL MIX.
7. FINISHED GRADING
- (a) UNLESS OTHERWISE CONTRACTED, THE LANDSCAPE CONTRACTOR SHALL BE RESPONSIBLE FOR THE INSTALLATION OF TOPSOIL, AND THE ESTABLISHMENT OF THE GRADING WITHIN THE DISTURBANCE AREA OF THE SITE.
- (b) LANDSCAPE CONTRACTOR SHALL VERIFY THAT SUBGRADE FOR INSTALLATION OF TOPSOIL HAS BEEN ESTABLISHED. THE SUBGRADE OF THE SITE MUST MEET THE FINISHED GRADE LESS THE REQUIRED TOPSOIL THICKNESS (1").
- (c) ALL LAWN AND PLANTING AREAS SHALL BE GRADED TO A SMOOTH, EVEN AND UNIFORM PLANE WITH NO ABRUPT CHANGE OF SURFACE AS DEPICTED WITHIN THIS SET OF CONSTRUCTION PLANS, UNLESS OTHERWISE DIRECTED BY THE PROJECT ENGINEER OR LANDSCAPE ARCHITECT.
- (d) ALL PLANTING AREAS SHALL BE GRADED AND MAINTAINED TO ALLOW FREE FLOW OF SURFACE WATER IN AND AROUND THE PLANTING BEDS. STANDING WATER SHALL NOT BE PERMITTED IN PLANTING BEDS.
8. TOPSOILING
- (a) CONTRACTOR SHALL PROVIDE A 6" THICK MINIMUM LAYER OF TOPSOIL FOR THE NEW ENGLAND SHOWY WILDOFLOWER MIX AREA, OR AS DIRECTED BY THE LOCAL ORDINANCE OR CLIENT. IN ALL PLANTING AREAS, TOPSOIL SHOULD BE SPREAD OVER A PREPARED SURFACE IN A UNIFORM LAYER TO ACHIEVE THE DESIRED COMPACTED THICKNESS.
- (b) ON-SITE TOPSOIL MAY BE USED TO SUPPLEMENT THE TOTAL AMOUNT REQUIRED. TOPSOIL FROM THE SITE MAY BE REJECTED IF IT HAS NOT BEEN PROPERLY REMOVED, STORED AND PROTECTED PRIOR TO CONSTRUCTION.
- (c) CONTRACTOR SHALL FURNISH TO THE APPROVING AGENCY AN ANALYSIS OF BOTH IMPORTED AND ON-SITE TOPSOIL TO BE UTILIZED IN ALL PLANTING AREAS. THE PH AND NUTRIENT LEVELS MAY NEED TO BE ADJUSTED THROUGH SOIL MODIFICATIONS AS NEEDED TO ACHIEVE THE REQUIRED LEVELS AS SPECIFIED IN THE MATERIALS SECTION ABOVE.
- (d) THE SPREADING OF TOPSOIL SHALL NOT BE CONDUCTED UNDER MUDDY OR FROZEN CONDITIONS.
- (e) CONTRACTOR SHALL TEST AND AMEND EXISTING TOPSOIL AS ADVISED BY A SOIL SCIENTIST FOR THE NEW ENGLAND CONSERVATION MIX AREA AND HYDROSEEDED LAWN AREAS.
9. PLANTING
- (a) INSOFAR THAT IT IS FEASIBLE, PLANT MATERIAL SHALL BE PLANTED ON THE DAY OF DELIVERY. IN THE EVENT THAT THIS IS NOT POSSIBLE, LANDSCAPE CONTRACTOR SHALL PROTECT UNINSTALLED PLANT MATERIAL. PLANTS SHALL NOT REMAIN UNPLANTED FOR LONGER THAN A THREE DAY PERIOD AFTER DELIVERY. PLANTS THAT WILL NOT BE PLANTED FOR A PERIOD OF TIME GREATER THAN THREE DAYS SHALL BE HEALED IN WITH TOPSOIL OR MULCH TO HELP PRESERVE ROOT MOISTURE.
- (b) PLANTING OPERATIONS SHALL BE PERFORMED DURING PERIODS WITHIN THE PLANTING SEASON WHEN WEATHER AND SOIL CONDITIONS ARE SUITABLE AND IN ACCORDANCE WITH ACCEPTED LOCAL PRACTICE. PLANTS SHALL NOT BE INSTALLED IN NECESSARY THAT IS TOO MUDDY OR TOO FROZEN.
- (c) ANY INJURED ROOTS OR BRANCHES SHALL BE PRUNED TO MAKE CLEAN CUT ENDS PRIOR TO PLANTING UTILIZING CLEAN, SHARP TOOLS. ONLY INJURED OR DISEASED BRANCHING SHALL BE REMOVED.
- (d) ALL PLANTING CONTAINERS, BASKETS AND NON-Biodegradable MATERIALS SHALL BE REMOVED FROM ROOT BALLS DURING PLANTING. NATURAL FIBER BURLAP MUST BE CUT FROM AROUND THE TRUNK OF THE TREE AND FOLDED DOWN AGAINST THE ROOT BALL PRIOR TO BACKFILLING.
- (e) POSITION TREES AND SHRUBS AT THEIR INTENDED LOCATIONS AS PER THE PLANS AND SECURE THE APPROVAL OF THE LANDSCAPE ARCHITECT PRIOR TO EXCAVATING PITS, MAKING NECESSARY ADJUSTMENTS AS DIRECTED.
- (f) PRIOR TO THE ISSUANCE OF ANY CERTIFICATE OF OCCUPANCY, THE PROPOSED LANDSCAPE, AS SHOWN ON THE APPROVED LANDSCAPE PLAN, MUST BE INSTALLED, INSPECTED AND APPROVED BY THE APPROVING AGENCY. THE APPROVING AGENCY SHALL TAKE INTO ACCOUNT SEASONAL CONSIDERATIONS IN THIS REGARD AS FOLLOWS: THE PLANTING OF TREES, SHRUBS, VINES OR GROUND COVER SHALL OCCUR ONLY DURING THE FOLLOWING PLANTING SEASONS:
- (a) PLANTS: MARCH 15 TO DECEMBER 15
- (b) LAWN: MARCH 15 TO 15 OR SEPT. 1 TO DECEMBER 1
- (c) PLANTINGS REQUIRED FOR A CERTIFICATE OF OCCUPANCY SHALL BE PROVIDED DURING THE NEXT APPROPRIATE SEASON AT THE MUNICIPALITY'S DISCRETION. CONTRACTOR SHOULD CONTACT APPROVING AGENCY FOR POTENTIAL SUBSTITUTIONS.
- (d) FURTHERMORE, THE FOLLOWING TREE VARIETIES ARE UNUSUALLY SUSCEPTIBLE TO WINTER DAMAGE. WITH TRANSPARENT SHOCK AND THE SEASONAL LACK OF NITROGEN AVAILABILITY, THE RISK OF PLANT DEATH IS GREATLY INCREASED. IT IS NOT RECOMMENDED THAT THESE SPECIES BE PLANTED DURING THE FALL PLANTING SEASON:
- (a) ACER RUBRUM PLATANUS X ACERIFOLIA
- (b) BETULA VARIETIES POPULUS VARIETIES
- (c) CARPINUS VARIETIES PRUNUS VARIETIES
- (d) CRATAEGUS VARIETIES PYRUS VARIETIES
- (e) KOELREUTERIA QUERCUS VARIETIES
- (f) LIQUIDAMBAR STYRACIFLUA TILIA TOMENTOSA
- (g) LIRIODENDRON TULIPIFERA ZELKOVA VARIETIES
- (h) PLANTING PITS SHALL BE DUG WITH LEVEL BOTTOMS, WITH THE WIDTH TWICE THE DIAMETER OF ROOT BALL. THE ROOT BALL SHALL REST ON UNDISTURBED GRADE. EACH PLANT PIT SHALL BE BACKFILLED IN LAYERS WITH THE FOLLOWING PREPARED SOIL MIXED THOROUGHLY:
- (a) 1 PART PEAT MOSS
- (b) 1 PART COMPOSTED COW MANURE BY VOLUME
- (c) 3 PARTS TOPSOIL BY VOLUME
- (d) 21 GRAMS AGRIFORM PLANTING TABLETS (OR APPROVED EQUAL) AS FOLLOWS:
- (a) 2 TABLETS PER 1 GALLON PLANT
- (b) 3 TABLETS PER 5 GALLON PLANT
- (c) 4 TABLETS PER 15 GALLON PLANT
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- (e) FILL PREPARED SOIL AROUND BALL OF PLANT HALF-WAY AND INSERT PLANT TABLETS. COMPLETE BACKFILL AND WATER THOROUGHLY.
- (f) ALL PLANTS SHALL BE PLANTED SO THAT THE TOP OF THE ROOT BALL, THE POINT AT WHICH THE ROOT FLARE BEGINS, IS SET AT GROUND LEVEL AND IN THE CENTER OF THE PIT. NO SOIL IS TO BE PLACED DIRECTLY ON TOP OF THE ROOT BALL.
- (g) ALL PROPOSED TREES DIRECTLY ADJACENT TO WALKWAYS OR DRIVEWAYS SHALL BE PRUNED AND MAINTAINED TO A MINIMUM BRANCHING HEIGHT OF 7' FROM GRADE.
- (h) GROUND COVER AREAS SHALL RECEIVE A 1/2" LAYER OF HUMUS RAKED INTO THE TOP 1" OF PREPARED SOIL PRIOR TO PLANTING. ALL GROUND COVER AREAS SHALL BE WEDED AND TREATED WITH A PRE-EMERGENT CHEMICAL AS PER MANUFACTURER'S RECOMMENDATION.
- (i) NO PLANT, EXCEPT GROUND COVERS, GRASSES OR VINES, SHALL BE PLANTED LESS THAN TWO FEET (2') FROM EXISTING STRUCTURES AND SIDEWALKS.
- (j) ALL PLANTING AREAS SHALL BE WATERED IMMEDIATELY UPON INSTALLATION IN ACCORDANCE WITH THE WATERING SPECIFICATIONS AS LISTED HEREIN.
10. TRANSPLANTING (WHEN REQUIRED)
- (a) ALL TRANSPLANTS SHALL BE DUG WITH INTACT ROOT BALLS CAPABLE OF SUSTAINING THE PLANT.
- (b) IF PLANTS ARE TO BE STOCKPILED BEFORE REPLANTING, THEY SHALL BE HEALED IN WITH MULCH OR SOIL, ADEQUATELY WATERED AND PROTECTED FROM EXTREME HEAT, SUN AND WIND.
- (c) PLANTS SHALL NOT BE DUG FOR TRANSPLANTING BETWEEN APRIL 10 AND JUNE 30.
- (d) UPON REPLANTING, BACKFILL SOIL SHALL BE AMENDED WITH FERTILIZER AND ROOT GROWTH HORMONE.
- (e) TRANSPLANTS SHALL BE GUARANTEED FOR THE LENGTH OF THE GUARANTEE PERIOD SPECIFIED HEREIN.
- (f) TRANSPLANTS OF TREES AND SHRUBS LESS THAN SIX INCHES (6") DBH SHALL BE REPLACED IN KIND. TREES GREATER THAN SIX INCHES (6") DBH MAY BE REQUIRED TO BE REPLACED IN ACCORDANCE WITH THE MUNICIPALITY'S TREE REPLACEMENT GUIDELINES.
11. WATERING
- (a) NEW PLANTINGS OR LAWN AREAS SHALL BE ADEQUATELY IRRIGATED BEGINNING IMMEDIATELY AFTER PLANTING. WATER SHALL BE APPLIED TO EACH TREE AND SHRUB IN SUCH MANNER AS NOT TO DISTURB BACKFILL AND TO THE EXTENT THAT ALL MATERIALS IN THE PLANTING HOLE ARE THOROUGHLY SATURATED. WATERING SHALL CONTINUE AT LEAST UNTIL PLANTS ARE ESTABLISHED.
- (b) SITE OWNER SHALL PROVIDE WATER IF AVAILABLE ON SITE AT TIME OF PLANTING. IF WATER IS NOT AVAILABLE ON SITE, CONTRACTOR SHALL SUPPLY ALL NECESSARY WATER. THE USE OF WATERING BAGS IS RECOMMENDED FOR ALL NEWLY PLANTED TREES.
- (c) IF AN IRRIGATION SYSTEM HAS BEEN INSTALLED ON THE SITE, IT SHALL BE USED TO WATER PROPOSED PLANT MATERIAL, BUT ANY FAILURE OF THE SYSTEM DOES NOT ELIMINATE THE CONTRACTOR'S RESPONSIBILITY OF MAINTAINING THE DESIRED MOISTURE LEVEL FOR VIGOROUS, HEALTHY GROWTH.
12. GUARANTEE
- (a) THE LANDSCAPE CONTRACTOR SHALL GUARANTEE ALL PLANTS FOR A PERIOD OF 1 YEAR FROM APPROVAL OF LANDSCAPE INSTALLATION BY THE APPROVING AGENCY. CONTRACTOR SHALL SUPPLY THE OWNER WITH A MAINTENANCE BOND FOR TEN PERCENT (10%) OF THE VALUE OF THE LANDSCAPE INSTALLATION WHICH WILL BE RELEASED AT THE CONCLUSION OF THE GUARANTEE PERIOD AND WHEN A FINAL INSPECTION HAS BEEN COMPLETED AND APPROVED BY THE OWNER OR AUTHORIZED REPRESENTATIVE.
- (b) ANY DEAD OR DYING PLANT MATERIAL SHALL BE REPLACED FOR THE LENGTH OF THE GUARANTEE PERIOD. REPLACEMENT OF PLANT MATERIAL SHALL BE CONDUCTED AT THE FIRST SUCCEEDING PLANTING SEASON. ANY DEBRIS SHALL BE DISPOSED OF OFF-SITE WITHOUT EXCEPTION.
- (c) TREES AND SHRUBS SHALL BE MAINTAINED BY THE CONTRACTOR DURING CONSTRUCTION AND THROUGHOUT THE 90 DAY MAINTENANCE PERIOD AS SPECIFIED HEREIN. CULTIVATION, WEEDING, WATERING AND THE PREVENTATIVE TREATMENTS SHALL BE PERFORMED AS NECESSARY TO KEEP PLANT MATERIAL IN GOOD CONDITION AND FREE OF INSECTS AND DISEASE.
- (d) LAWNS SHALL BE MAINTAINED THROUGH WATERING, FERTILIZING, WEEDING, MOWING, TRIMMING AND OTHER OPERATIONS SUCH AS ROLLING, REGARDING AND REPLANTING AS REQUIRED TO ESTABLISH A SMOOTH, ACCEPTABLE LAWN, FREE OF EROSION AND BARE AREAS.
13. CLEANUP
- (a) UPON THE COMPLETION OF ALL LANDSCAPE INSTALLATION AND BEFORE THE FINAL ACCEPTANCE, THE CONTRACTOR SHALL REMOVE ALL UNUSED MATERIALS, EQUIPMENT AND DEBRIS FROM THE SITE. ALL PAVED AREAS ARE TO BE CLEANED.
- (b) THE SITE SHALL BE CLEANED AND LEFT IN A NEAT AND ACCEPTABLE CONDITION AS APPROVED BY THE OWNER OR AUTHORIZED REPRESENTATIVE.
14. MAINTENANCE (ALTERNATIVE BID)
- (a) A 90 DAY MAINTENANCE PERIOD SHALL COMMENCE AT THE END OF ALL LANDSCAPE INSTALLATION OPERATIONS. THE 90 DAY MAINTENANCE PERIOD ENSURES TO THE OWNER/OPERATOR THAT THE NEWLY INSTALLED LANDSCAPING HAS BEEN MAINTAINED AS SPECIFIED ON THE APPROVED LANDSCAPE PLAN. ONCE THE INITIAL 90 DAY MAINTENANCE PERIOD HAS EXPIRED, THE OWNER/OPERATOR MAY REQUEST THAT BIDDERS SUBMIT AN ALTERNATE MAINTENANCE BID FOR A MONTHLY MAINTENANCE CONTRACT. THE ALTERNATE MAINTENANCE CONTRACT WILL ENCOMPASS ANY WORK THAT IS CONSIDERED APPROPRIATE TO ENSURE THAT PLANT AND LAWN AREAS ARE HEALTHY AND MANICURED TO THE APPROVAL OF THE OWNER/OPERATOR.

- (a) INSOFAR THAT IT IS FEASIBLE, PLANT MATERIAL SHALL BE PLANTED ON THE DAY OF DELIVERY. IN THE EVENT THAT THIS IS NOT POSSIBLE, LANDSCAPE CONTRACTOR SHALL PROTECT UNINSTALLED PLANT MATERIAL. PLANTS SHALL NOT REMAIN UNPLANTED FOR LONGER THAN A THREE DAY PERIOD AFTER DELIVERY. PLANTS THAT WILL NOT BE PLANTED FOR A PERIOD OF TIME GREATER THAN THREE DAYS SHALL BE HEALED IN WITH TOPSOIL OR MULCH TO HELP PRESERVE ROOT MOISTURE.
- (b) PLANTING OPERATIONS SHALL BE PERFORMED DURING PERIODS WITHIN THE PLANTING SEASON WHEN WEATHER AND SOIL CONDITIONS ARE SUITABLE AND IN ACCORDANCE WITH ACCEPTED LOCAL PRACTICE. PLANTS SHALL NOT BE INSTALLED IN NECESSARY THAT IS TOO MUDDY OR TOO FROZEN.
- (c) ANY INJURED ROOTS OR BRANCHES SHALL BE PRUNED TO MAKE CLEAN CUT ENDS PRIOR TO PLANTING UTILIZING CLEAN, SHARP TOOLS. ONLY INJURED OR DISEASED BRANCHING SHALL BE REMOVED.
- (d) ALL PLANTING CONTAINERS, BASKETS AND NON-Biodegradable MATERIALS SHALL BE REMOVED FROM ROOT BALLS DURING PLANTING. NATURAL FIBER BURLAP MUST BE CUT FROM AROUND THE TRUNK OF THE TREE AND FOLDED DOWN AGAINST THE ROOT BALL PRIOR TO BACKFILLING.
- (e) POSITION TREES AND SHRUBS AT THEIR INTENDED LOCATIONS AS PER THE PLANS AND SECURE THE APPROVAL OF THE LANDSCAPE ARCHITECT PRIOR TO EXCAVATING PITS, MAKING NECESSARY ADJUSTMENTS AS DIRECTED.
- (f) PRIOR TO THE ISSUANCE OF ANY CERTIFICATE OF OCCUPANCY, THE PROPOSED LANDSCAPE, AS SHOWN ON THE APPROVED LANDSCAPE PLAN, MUST BE INSTALLED, INSPECTED AND APPROVED BY THE APPROVING AGENCY. THE APPROVING AGENCY SHALL TAKE INTO ACCOUNT SEASONAL CONSIDERATIONS IN THIS REGARD AS FOLLOWS: THE PLANTING OF TREES, SHRUBS, VINES OR GROUND COVER SHALL OCCUR ONLY DURING THE FOLLOWING PLANTING SEASONS:
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- (d) FURTHERMORE, THE FOLLOWING TREE VARIETIES ARE UNUSUALLY SUSCEPTIBLE TO WINTER DAMAGE. WITH TRANSPARENT SHOCK AND THE SEASONAL LACK OF NITROGEN AVAILABILITY, THE RISK OF PLANT DEATH IS GREATLY INCREASED. IT IS NOT RECOMMENDED THAT THESE SPECIES BE PLANTED DURING THE FALL PLANTING SEASON:
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- (h) PLANTING PITS SHALL BE DUG WITH LEVEL BOTTOMS, WITH THE WIDTH TWICE THE DIAMETER OF ROOT BALL. THE ROOT BALL SHALL REST ON UNDISTURBED GRADE. EACH PLANT PIT SHALL BE BACKFILLED IN LAYERS WITH THE FOLLOWING PREPARED SOIL MIXED THOROUGHLY:
- (a) 1 PART PEAT MOSS
- (b) 1 PART COMPOSTED COW MANURE BY VOLUME
- (c) 3 PARTS TOPSOIL BY VOLUME
- (d) 21 GRAMS AGRIFORM PLANTING TABLETS (OR APPROVED EQUAL) AS FOLLOWS:
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- (e) FILL PREPARED SOIL AROUND BALL OF PLANT HALF-WAY AND INSERT PLANT TABLETS. COMPLETE BACKFILL AND WATER THOROUGHLY.
- (f) ALL PLANTS SHALL BE PLANTED SO THAT THE TOP OF THE ROOT BALL, THE POINT AT WHICH THE ROOT FLARE BEGINS, IS SET AT GROUND LEVEL AND IN THE CENTER OF THE PIT. NO SOIL IS TO BE PLACED DIRECTLY ON TOP OF THE ROOT BALL.
- (g) ALL PROPOSED TREES DIRECTLY ADJACENT TO WALKWAYS OR DRIVEWAYS SHALL BE PRUNED AND MAINTAINED TO A MINIMUM BRANCHING HEIGHT OF 7' FROM GRADE.
- (h) GROUND COVER AREAS SHALL RECEIVE A 1/2" LAYER OF HUMUS RAKED INTO THE TOP 1" OF PREPARED SOIL PRIOR TO PLANTING. ALL GROUND COVER AREAS SHALL BE WEDED AND TREATED WITH A PRE-EMERGENT CHEMICAL AS PER MANUFACTURER'S RECOMMENDATION.
- (i) NO PLANT, EXCEPT GROUND COVERS, GRASSES OR VINES, SHALL BE PLANTED LESS THAN TWO FEET (2') FROM EXISTING STRUCTURES AND SIDEWALKS.
- (j) ALL PLANTING AREAS SHALL BE WATERED IMMEDIATELY UPON INSTALLATION IN ACCORDANCE WITH THE WATERING SPECIFICATIONS AS LISTED HEREIN.

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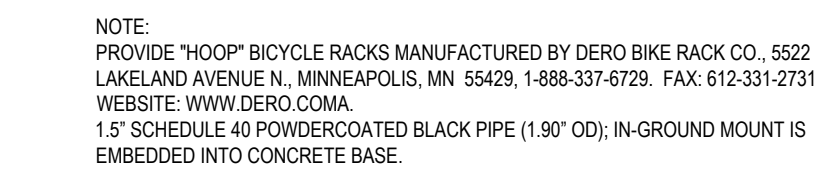
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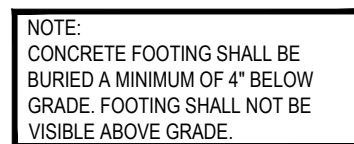
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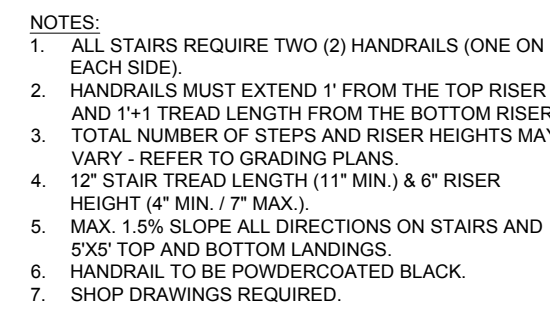
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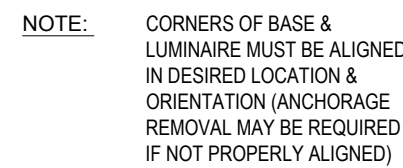
BIKE RACK
NOT TO SCALE



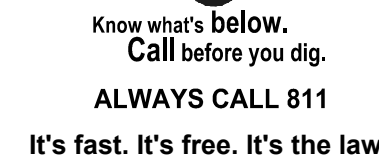
LIGHTPOLE FOOTING
NOT TO SCALE



CONCRETE STAIRS WITH HANDRAIL
NOT TO SCALE



LIGHT BOLLARD
NOT TO SCALE

[illegible]**ENTITLEMENT SET**

THIS DRAWING IS INTENDED FOR MUNICIPAL AND/OR AGENCY
REVIEW AND APPROVAL. IT IS NOT INTENDED AS A CONSTRUCTION
DOCUMENT UNLESS INDICATED OTHERWISE.

PROJECT No.:	MAB250036
DRAWN BY:	JGM/DST/K
CHECKED BY:	AMB/K
DATE:	08/12/20
CAD I.D.:	P-CIVL-LAN

PROJECT:

SITE DEVELOPMENT PLANS

_____ FOR _____

GREYSTAR

**PROPOSED
RESIDENTIAL DEVELOPMENT**
PARCEL ID: 199/063.0-0037-0000
100 WEST STREET
NORFOLK COUNTY
TOWN OF NEEDHAM
MASSACHUSETTS

**45 FRANKLIN STREET, 5th FLOOR
BOSTON, MA 02110**
Phone: (617) 849-8040

www.BohlerEngineering.com



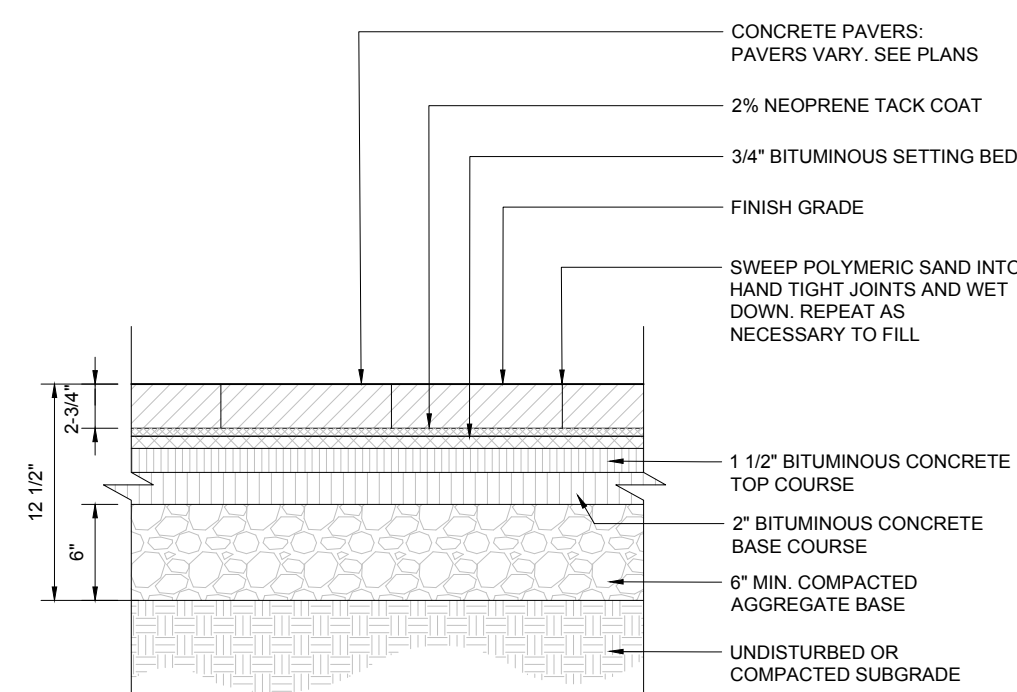
LANDSCAPE DETAILS

SHEET NUMBER:

L-301

ORG. DATE - 08/12/2025

SPECIFICATION:
1.1. TYPICAL PAVER - PRECAST CONCRETE PAVERS SHALL BE TECO BLOC SLEEK PAVER (16"x32"), PAVER COLOR SHALL BE 'SILVER GRANITE'.
1.2. ACCENT PAVER - PRECAST CONCRETE PAVERS SHALL BE TECO BLOC SLEEK PAVER (16"x32"), PAVER COLOR SHALL BE 'CHAMPLAIN GREY'.



6'

36" CLEAR TYP.

1" PICKETS WITH SQUARE CAP

1-5/8" SQUARE RAIL

4" MAX.

2-1/2" POSTS WITH SQUARE CAP

6' HT.

SCHLAGE M900
ELECTROMAGNETIC GATE
LOCK WITH FOB ACCESS

6'

1"

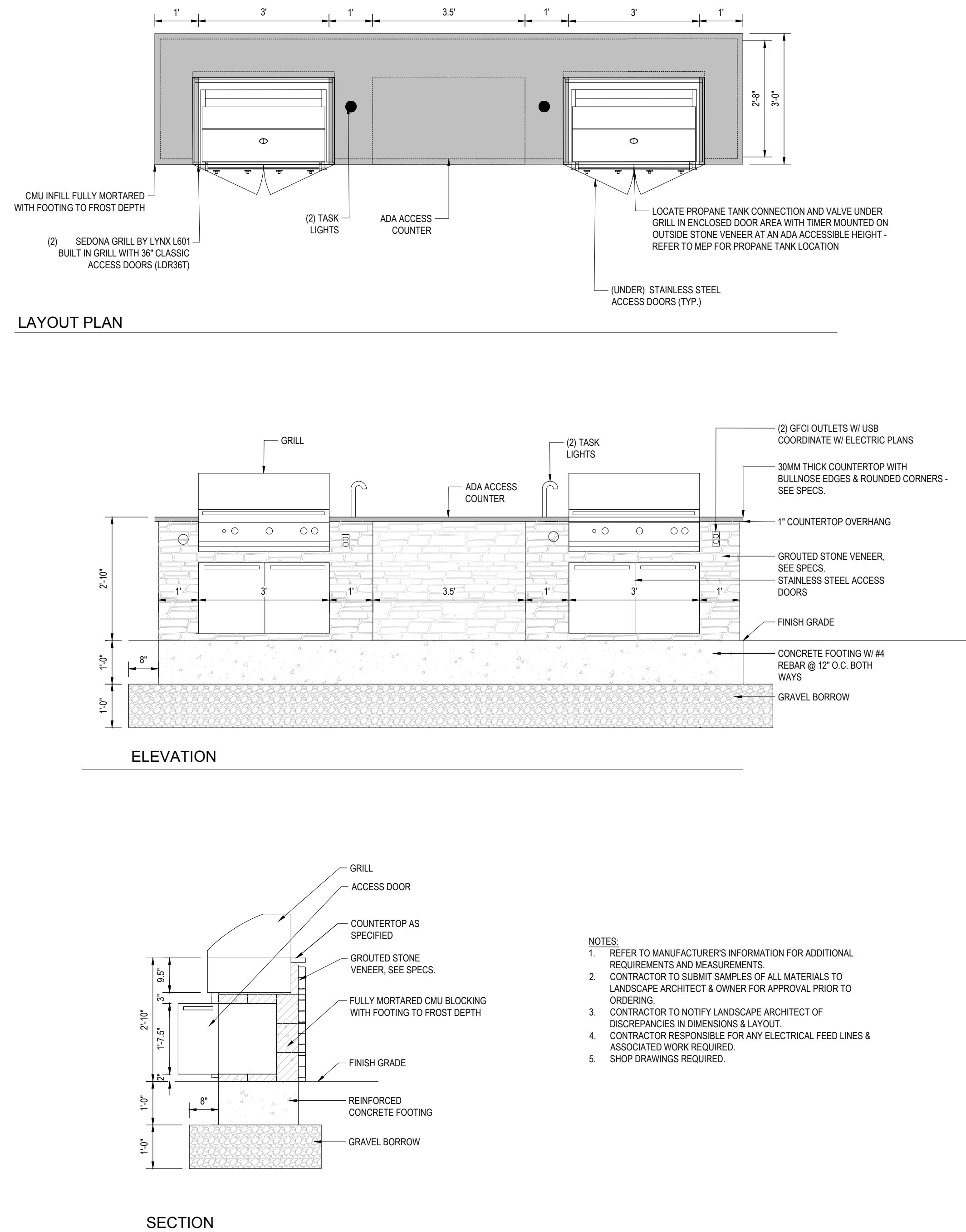
2" MAX.

CONCRETE FOR ATTACHMENT REQUIRED BY MANUFACTURE

6' HT. DECORATIVE ALUMINUM FENCE AND GATE WITH 2-1/2" SQ. FIXED ALUMINUM POSTS, LATCH SYSTEM WITH LOCK AND SELF CLOSING MECHANISM FOR EACH GATE

NOTES:
1. ALUMINUM FENCE, GATE, AND ALL HARDWARE SHALL BE BLACK IN COLOR
2. CONTRACTOR SHALL VERIFY THAT ALL FENCING MEETS APPLICABLE STATE, LOCAL, AND FEDERAL CODES

IMAGE FOR REFERENCE ONLY. REFER TO SPECIFICATIONS.



ELEVATION VIEW

12" MAX

3/8"

SY PINE NO. 1 GRADE OR EQ.
ANCHORED TO POSTS USING STAINLESS
STEEL FASTENERS

4" X 4" PT. POST, TREATED FOR
GROUND CONTACT
SY PINE NO. 1 GRADE OR EQ.

REFER TO PLAN

30"

60"

12" MIN.

PLANTING SOIL MIX (PER THE
LANDSCAPE SPECIFICATIONS)

WATER PERMEABLE
GEOTEXTILE FABRIC

6" THICK LAYER OF WASHED
DRAINAGE STONE

ADJACENT SURFACING MATERIAL

PLAN VIEW

2" X 8" PT RAIL, SY PINE NO. 1 GRADE OR EQ.
ANCHORED TO POSTS USING STAINLESS
STEEL FASTENERS

4" X 4" PT. POST, TREATED FOR
GROUND CONTACT
SY PINE NO. 1 GRADE OR EQ.

**NOTE: CONTRACTOR TO SUBMIT SHOP
DRAWINGS FOR OWNER'S APPROVAL.**

NOTES:

1. COMPLETE SHOP DRAWINGS REQUIRED PRIOR TO FABRICATION.
2. SAMPLE MOCK-UP SHOULD INCLUDE ALL OF THE PVC COMPOSITE COMPONENTS INCLUDING, BUT NOT LIMITED TO FRAMING, IE SLATS, SQUARE SLOTTED STAINLESS STEEL SCREWS, PVC COMPOSITE PLUG COLOR COMPARISON, AND PVC COMPOSITE SEALER.

6'-0" TYP.

3 FT. WIDE GATE

1/4" PVC COMPOSITE CAP

1/4" PVC COMPOSITE CLADDING (TYP.)

S.S. SCREWS PREDRILL ALL SCREWS

COUNTERSINK AND PLUG WITH 1/4" PVC COMPOSITE DOMES THAT MATCH WOOD COLOR

JOINTS (TYP.)

MITER JOINT AT CORNERS (WHERE SIZES ADJUT)

4000psi COMPACTED FOOTING TOP OF FOOTING TO BE DOWN 4" FROM FINISH GRADE

COMPACTED GRAVEL BASE

4"-0" TYP.

1'-0" TYP.

FRONT ELEVATION AT GATE

EXTERIOR LOOKING LATCH AND WHOLE SHALL MEET ALL APPLICABLE CODES

HINGES (3)

REAR ELEVATION AT GATE

1/4" SET RAYEYD ACCESS

5/8" SET SCREW SET IN W/ PANE BAR ON INSIDE OF GATE TO MEET ALL APPLICABLE CODES

4X4 PINE POSTS

2X4 PINE FRAME FASTENED WITH S.S. SCREWS



Typical Floor Plan Levels 2 & 3
1" = 30'-0"

2

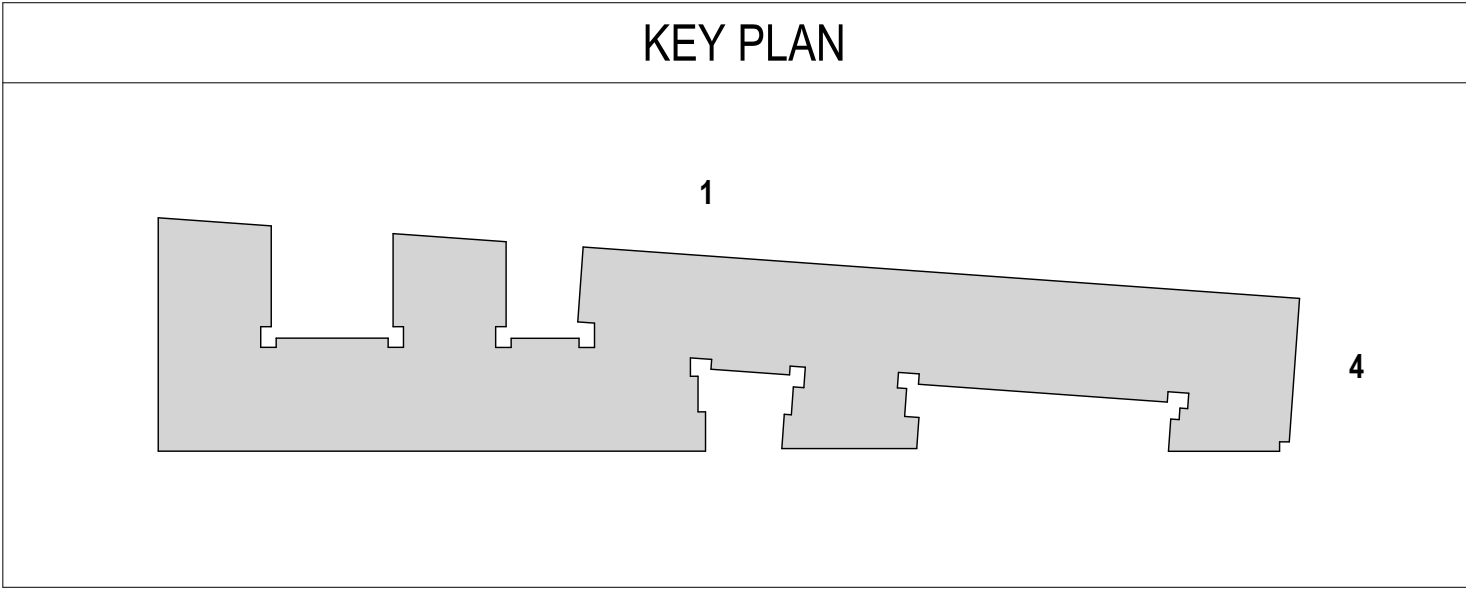
A-905



Ground Floor Plan
1" = 30'-0"

1

A-905



East Elevation

1/16" = 1'-0"

4

A-906



North Elevation Enlarged

1/16" = 1'-0"

3

A-906



North Elevation Enlarged

1/16" = 1'-0"

2

A-906



North Elevation

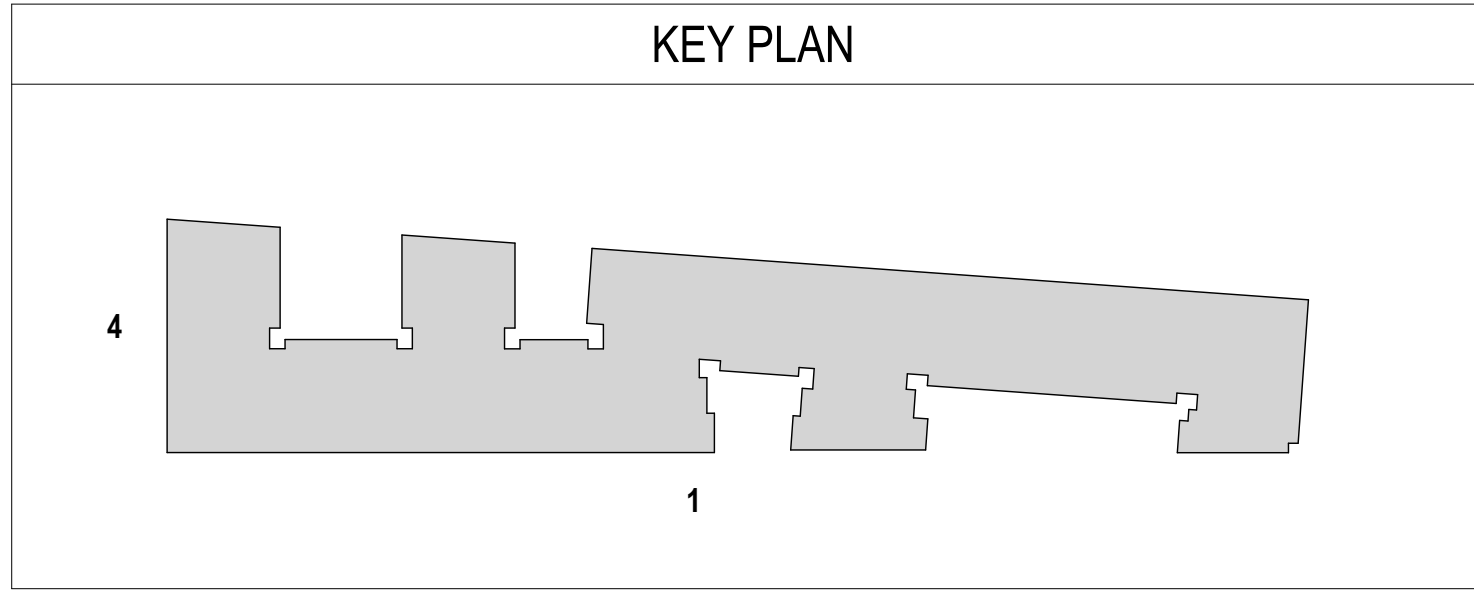
1" = 30'-0"

1

A-906

100 West
100 West Street,
Needham, MA
29 August 2025

BUILDING ELEVATIONS



West Elevation

1/16" = 1'-0"

4

A-907



South Elevation Enlarged

1/16" = 1'-0"

3

A-907



South Elevation Enlarged

1/16" = 1'-0"

2

A-907



South Elevation

1" = 30'-0"

1

A-907

100 West
100 West Street,
Needham, MA
29 August 2025

BUILDING ELEVATIONS

BUILDING ELEVATIONS AND SECTIONS



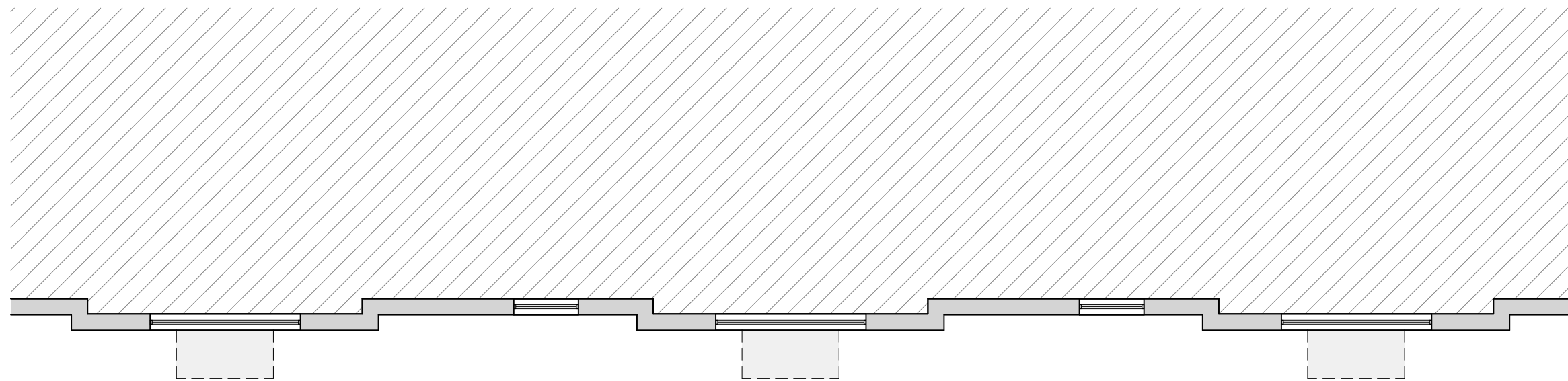
Proposed Materials Elevation
3/32" = 1'-0"

2
A-908



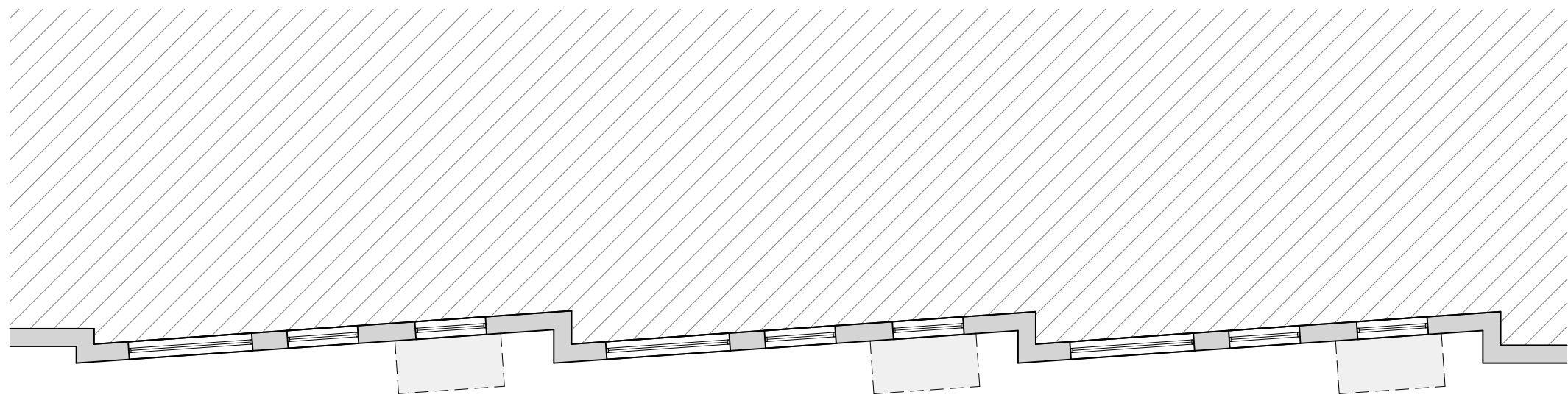
Building Section
1" = 30'-0"

1
A-908



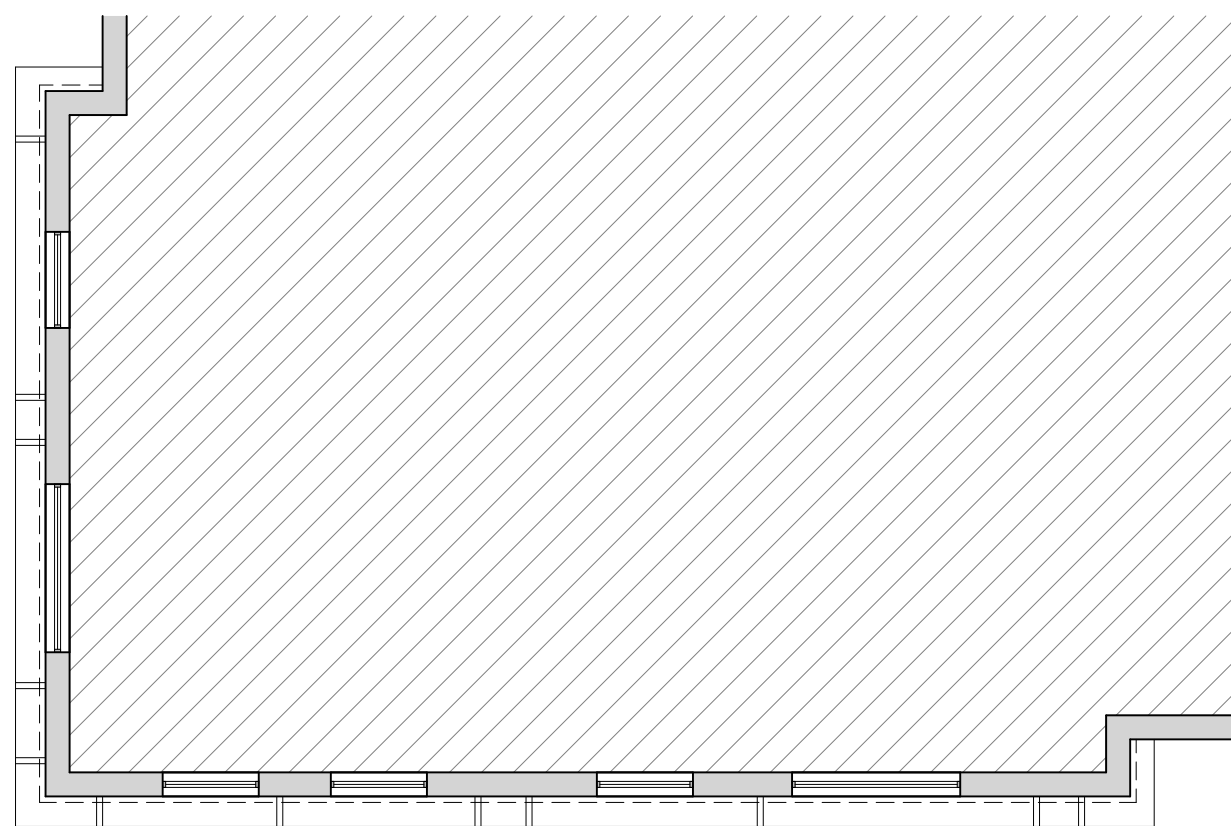
Detail View 3
3/16" = 1'-0"

3
A-909



Detail View 2
3/16" = 1'-0"

2
A-909



Detail View 1
3/16" = 1'-0"

1
A-909

100 West
100 West Street,
Needham, MA
29 August 2025

CONCEPT MASSING

CUBE 3 Studio LLC | 56 High Street | North Andover, MA 01845 | 978.989.9900 | cube3.com

Existing Site Photos

SITE - 100 WEST STREET





Design Review Board Meeting Minutes
Monday, August 11, 2025
7:30 p.m.

Board Members:

Mark Gluesing, Board Chair (P)

Steve Dornbusch, Board Member (P)

Felix Zemel, Board Member (P)

Haril Pandya, Board Member (P)

Elisa Litchman, Administrative Specialist, Planning & Community Development (P)

Mark Gluesing, Chair, called the meeting to order on August 11, 2025, at 7:30 p.m. He reviewed the remote meeting procedures.

Applicants & Attendees:

1. Annie So, owner of Highland Spa

2. Tom Taricano, FastSigns, representing Nightingale Wealth Solutions

Agenda Item 1:

Annie So, owner of Highland Spa located at 120 Highland Avenue and applying for signage and an awning.

Annie So, owner of Highland Spa, explained that the proposed sign is designed to match the plaza area. A sign is proposed on the building and a compound sign is proposed along the roadside. The size requirements for the Town have been satisfied.

Mr. Dornbusch noted that the other pylon signs for the plaza have a white background, and the proposed sign seems to have a different background. Chair Gluesing stated that some of the existing signs are faded but the proposed sign can be required to have a matching background. Ms. So stated that the background would be made to match.

Mr. Dornbusch expressed concern that the light color and whited face letters would be hard to see against the light building wall. It was noted there are other white faced signs on the building. Ms. So stated that the sign will match the signs nearby. It was suggested, but not required, that the applicant may want to use a darker letter box.

Mr. Zemel stated that the Board typically likes to see mockups from a sign company, versus an AI created image. The submitted image shows a bright white sign which could be distracting. He expressed concern regarding the brightness of the sign at this intersection. Chair Gluesing stated that sign companies photoshop in an image, similar to what was submitted. The proposed sign is internally, LED illuminated, similar to those next door.

Mr. Pandya stated that the drop shadow of the sign is not being shown in the images as it will be cast on the building. This could lead to the signs appearing to be quite bright. A filter effect could also have been used. A different rendering of these signs could address these concerns. He expressed concern regarding the use of gold and ivory colored sign, as the outline will be washed out. Depending on how bright the LED light is, the logo and lettering could become very difficult to read. The letters in the lower oval portion of the sign also do not seem centered.

Chair Gluesing stated that the letter cases on nearby signs have a darker color, which will allow them to read better during the day. He agreed that the sign may not be as visible as the applicant would like. The Board will require that the LED sign be dimmable which can then be observed once installed and dimmed if necessary.

Upon a motion duly made by Mr. Zemel and seconded by Mr. Dornbusch, it was voted to approve the parking lot sign, as submitted. Felix Zemel – aye; Haril Pandya – aye; Steve Dornbusch – aye; Mark Gluesing – aye; Motion passed 4-0-0.

Upon a motion duly made by Mr. Zemel and seconded by Mr. Dornbusch, it was voted to approve the Highland Ave sign, with the condition that the lighting be dimmable and that the lighting level be set to match the adjacent “Splash & Dash” and “Panera” signage, and that the wording in the oval box be centered. Felix Zemel – aye; Haril Pandya – aye; Steve Dornbusch – aye; Mark Gluesing – aye; Motion passed 4-0-0.

Upon a motion duly made by Mr. Zemel and seconded by Mr. Dornbusch, it was voted to approve the pylon/compound sign, with the condition that the background color match the two adjacent signs [Splash and Dash and Landry Bicycles.] Felix Zemel – aye; Haril Pandya – aye; Steve Dornbusch – aye; Mark Gluesing – aye; Motion passed 4-0-0.

Upon a motion duly made by Mr. Zemel and seconded by Mr. Dornbusch, it was voted to approve the awning design, as submitted. Felix Zemel – aye; Haril Pandya – aye; Steve Dornbusch – aye; Mark Gluesing – aye; Motion passed 4-0-0.

Agenda Item 2:

Tom Taricano, FastSigns representing Nightingale Wealth Solutions located at 1036 Great Plain Avenue and applying for signage.

Tom Taricano, FastSigns representing Nightingale Wealth Solutions, explained that the proposal is for a fabricated aluminum pan face sign with 3D text and logo icon. The letters will be painted a single color per word. The logo will have vinyl on the front. The logo icon and “Nightingale” lettering will be ½” thick, the “Wealth Solutions” lettering will be ¼” thick. The pan face will be 3” deep and mounted to the brick.

Mr. Dornbusch stated that he does not like the proposed location for the sign. This looks like a billboard on the building. He asked if one of the lower signs on the building could be moved over in order to make space for the proposed sign. Mr. Taricano stated that sometimes it is preferred to have the sign close to the actual location of the tenant, which is what is being proposed.

Mr. Pandya suggested aligning the sign in its proposed spot on the building with one of the signs below it.

Mr. Zemil stated that the precedent of installing this sign in its proposed location on the building could lead to someone requesting a sign for a tenant on the third story of the building. He asked if there is guidance in the ordinance for this. The Chair stated that there is not.

Mr. Taricano noted that moving the sign would locate it between the applicant's space and another tenant's space. Chair Gluesing stated that he would propose centering the sign over the Glamorous awning below.

Ariel Dangelo, Nightingale Wealth Solutions, stated that this space was chosen for the business due to its foot traffic but there has been confusion in finding the location in the past. The sign was chosen to help with this and keep with the branding. She would be accepting of moving the sign horizontally to the right to center it better. She noted that her lease states that if any of the other spaces in the building open up, her business has the first right to expand into that area.

Chair Gluesing stated that the proportions for 36" tall signs generally do not work well. The graphic at the end gives the height for the sign. If this was shrunk to a 30" high panel, allowing for more space between the lettering and the graphic, it might make the sign clearer. Mr. Taricano stated that the applicant went through an extensive branding setup with the proposed proportions.

Chair Gluesing suggested centering the sign above the first window of the second floor on the right of the building and placing it above the first soldier course to more strongly tie it to the architecture. The other option would be to place a smaller sign at the first floor of the building, in line with the existing signs. Mr. Dornbusch stated that he would not approve of the second floor location.

Upon a motion duly made by Mr. Zemel and seconded by Mr. Dornbusch, it was voted to approve the sign, with the condition that the vertical centering remain as proposed, but that the sign be moved to the right and centered over the first window on the second floor. Felix Zemel – aye; Haril Pandya – aye; Steve Dornbusch – nay; Mark Gluesing – aye; Motion passed 3-1-0.

REVIEW

Minutes of 7/14/2025 minutes

Upon a motion duly made by Mr. Zemel and seconded by Mr. Dornbusch, it was voted to approve the meeting minutes of July 14, 2025. Felix Zemel – aye; Haril Pandya – abstain; Steve Dornbusch – aye; Mark Gluesing – abstain; Motion passed 2-0-2.

Upon a motion duly made by Mr. Zemel and seconded by Mr. Dornbusch, it was voted to adjourn at 8:26 p.m. Felix Zemel – aye; Haril Pandya – aye; Steve Dornbusch – aye; Mark Gluesing – aye; Motion passed 4-0-0.

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