Town of Colrain
Request for a Site Plan Review

Please type or print all information and file it with the Town Clerk. A $500 fee (check or money Order payable to the Town of Colrain unless it is a joint hearing with a Special Permit) is required and must accompany this request.

1. Name of Applicant: MA Craft Cultivation Phone #: 508-479-8344

   Mailing Address: 113 George Street, Boston MA 02119

   Applicant Status: Owner __X___ Contract Purchaser _____ Lessee _____

   Other (please explain) _____

2. Property Owner: Dennis DePaolo Phone #: 607-423-7456

   Mailing Address: 108 W. Leyden Rd. 01340

3. Parcel ID: 4150-0026-00020 Map # 7252 Lot # 260

   *This information is on your tax bill or you can call the Assessors at (413) 624-3356.

4. Existing Use of Structure/Property: Cultivation

5. Summary of Proposed Work/Project: Slightly expand cultivation area

6. Lot Size: 30.28 Frontage: 1480.82 Front Setback: 600'+

   Left Side Setback: 600'+ Right Side Setback: 410' Rear Setback: 70'+

A site plan review is required for:

1. Cluster Developments (see Section VI-6);

2. Outdoor storage, sales or display associated with any retail use;

3. Construction, exterior alteration or exterior expansion of more than 1,000 square feet of, or change of use within a municipal, institutional, commercial, industrial, or multi-family structure;

4. Construction or expansion of a parking lot for a municipal, institutional, commercial, industrial, or multi-family structure;

5. Grading, clearing, or other land development activity EXCEPT for the following: single family residences, landscaping on a lot with an existing dwelling, clearing necessary for percolation and other site tests, work incidental to agricultural activity, or work in conjunction with an approved subdivision plan or earth removal permit;

6. Any use listed in the Use Regulation Schedule (Section III-2) as requiring Site Plan Review.

Site Plan Documents

The site plan must include all data, detail and supporting information as follows. All information must be included in the plan **or** a notation must be made as to the reason for its omission.

The Planning Board may waive any of the requirements for Site Plan submittal and approval if the simplicity or scale of the project warrants such action. For example, if the project is small in scale it may not be necessary to use 24" x 36" paper for the plans.

Seven copies of *each* of the site plan documents must accompany this request when filed with the Town Clerk.

Site plan requirements:

The site plan must be

- Prepared by a registered architect, registered land surveyor, registered landscape architect, or professional engineer,
- A locus map at a scale of 1" = 100 feet shall be provided showing parcels and roads within 300 feet of the property line
- Plans shall be on standard 24" x 36" sheets, with continuation on 8 1/2" x 11" sheets as necessary for narrative, and prepared at a scale of 1"=40 feet or finer.

Requirements as set forth in Section XIII of the Town of Colrain Zoning Bylaws:

1. Name of project, boundaries, locus map(s) showing site's location in Town, date, north arrow and scale of plan;

2. Name(s) and address(es) of the owner(s) of the land, the developer (if applicable), and/or their designee;

3. Name, title, and address of person(s) who prepared the plan;

4. Names and addresses of all owners of record of abutting lots and those within 300 feet of the property line;

5. All existing lot lines, easements and rights of way;

6. Location and use of buildings and structures within 300 feet of the site;

7. Location and use of all existing and proposed buildings and structures, including approximate height and floor area;

8. Location and size in acres of wetlands on the site reviewed and approved by the Colrain Conservation Commission;

9. The location and a description of all proposed septic systems, sewer connections, water supplies, storm drainage systems, utilities and other waste-disposal methods;

10. Location and date of all registered "perc" tests on the site;

11. Location of all proposed new lot lines;

12. Existing and proposed topography at a two-foot contour interval for the proposed grading and landscape plan;

13. Location of proposed public and private ways on the site;

14. Location and size of proposed parking and loading areas, driveways, walkways, access and egress points;

15. The location and a description of proposed open space or recreation areas;

16. Size and location of existing and proposed sign(s);

17. Surface drainage strategy that prevents increased drainage off-site or pollution;

18. Existing vegetation that will be left undisturbed and proposed landscape features, including the location and a description of screening, fencing and plantings using non-invasive species;

19. Design features which will integrate the proposed development into the existing landscape, maintain neighborhood character, and screen objectionable features from neighbors and roadways;

20. Estimated average daily and peak-hour vehicle trips to be generated by the site and traffic flow patterns for both vehicles and pedestrians, showing adequate access to and from the site and adequate circulation within the site.

Date: **3/13/26** Applicant's Signature: _____

Received by Town Clerk:

Date: 3/13/26 Time: _____ Town Clerk's Signature: _____

Site Plan Review Checklist

See Colrain Zoning Bylaws Section XIII for full details

Name of Applicant: _____ Phone #:_____

Parcel ID: Street _____ Map# _____ Lot # _____

1. Application Received From Applicant ◯ Application complete and signed by applicant and town clerk ◯ Application fee received ◯ Seven (7) copies of site plan and any supporting materials received	Date Application Received by Town Clerk:
2. Review by Town Boards within 45 days of filing application *Copies provided to the following boards by the Town Clerk upon receipt:* ◯ The Planning Board ◯ Zoning Board of Appeals ◯ Conservation Commission ◯ The Board of Health ◯ The Building Inspector ◯ The Highway Superintendent ◯ The Fire Chief ◯ The Police Chief *Notification by Town Clerk that a copy is available for review at the town hall:* ◯ Historical Commission ◯ Open Space Committee	
3. Public Hearing within 65 days of filing application ◯ Notice and posting of the public hearing shall comply with the provisions of M.G.L. Chapter 40A, Section 11, regarding notice for public hearings. ◯ To the extent permitted by law, the public hearing should be coordinated with any other public hearing required for a definitive subdivision plan or a Special Permit	Date of Public Hearing:
4. Final action on application within 90 days of the close of the public hearing ◯ Approval ◯ Approval subject to conditions, modifications &/or restrictions ◯ Denial	Date of final vote:
5. Written record of decision and approved plan provided to the clerk within 14 days of a final vote	Date provided to town clerk: