



O'Leary-Burke Civil Associates, PLC

CIVIL ENGINEERING | REGULATORY AND PERMIT PREPARATION | LAND SURVEYING | CONSTRUCTION SERVICES | LAND USE PLANNING

November 18, 2025

Sharon Kelley
Zoning Administrator
Town of Essex
81 Main St. Essex Jct., VT

RE: Pinewood Subdivision – Section I
Preliminary Plan Application Continuance
Responses to DPW Comments

Dear Sharon:

We are writing on behalf of Pinewood Manor, Inc. c/o Brian Marcotte in response to review comments by the Department of Public Works issued in their October 10, 2025 memo. Please see our responses in **green** font below:

General Comments:

Traffic:

1. The last traffic study was completed in 2021. The current study is greater than two years old. Per Section 212.0, bullet no. 5, of the Town of Essex Standard Specifications for Construction, the applicant must submit an updated traffic impact study. The applicant will be required to submit an updated traffic study in accordance with Section 220.0 of the Town's Specifications.

Applicants' Engineer response: An updated traffic study is attached.

Public Works comment: The applicants' engineer provided an updated traffic study, dated September 2025, which has been reviewed and accepted by Public Works.

Understood.

2. Private driveways providing access to four dwellings should be updated to meet the Type A Rural Road (Paved) detail (detail no. 100.03 on sheet A3 of Town of Essex Standard Specifications for Construction). This is to meet Essex Zoning Regulations (see Article III 3.1(G)(5)), which states when more than two dwellings or lots will be

served, access must be provided by a road that meets the Town's Public Works Specifications.

Applicants' Engineer response: Per the 11/10/22 Planning Commission meeting minutes, PUD's allow for flexibility with the Regulations and with the Public Work's Specifications, specifically Section A.11, which allows for 4 units off one drive. Public Works ultimately agreed that 4 units may be served off one drive within a PUD.

Public Works comment: Per the November 10, 2022, Planning Commission meeting minutes, PUDs allow for flexibility with the Regulations and with the Public Work's Specifications, which allows for 4 units off one drive. Public Works concurs and will accept the applicant designing the driveways in accordance with Details A-10 (Driveway – Type A) and A-11 (Driveway – Type B) of the Town's Specifications for Construction for driveways serving up to 4 units.

Understood.

Water/Sewer:

1. As stated in Section 212.0 for Preliminary Plan review, fire demand estimates and the ability of the Town's water system to meet the fire demands shall be provided. The applicant will need to hire Aldrich & Elliot to run the Town's water model to verify that there would be no significant impacts to the existing distribution system, and there is sufficient capacity and pressures within the existing system to accommodate the subdivision as proposed. Without this model provided at Preliminary Plan review, the Town cannot appropriately review the proposed subdivision and infrastructure.

Applicants' Engineer response: Aldrich & Elliot has been contracted to analyze the Town of Essex water system model for this project. The report from A&E will be provided upon receipt.

Public Works comment: Public Works has reviewed the documentation provided by Aldrich & Elliot regarding their hydraulic analysis and review for the proposed water main extension. Public Works does not have any concerns with the analysis.

Understood.

2. The applicants' narrative states that the anticipated water and sewer demand for the project is 3,600 gpd and 1,680 gpd based on the most recent version of the wastewater system and water supply rules. The applicant's engineer should use Tables 10.12.380 and Table 10.16.510 from the Essex Code of Ordinance to calculate the water and sewer demand for the single-family residences. According to these Tables, 1 EU (200 gpd) is

required per single-family residence. A total of 2,000 gpd of water and 1,600 gpd of sewer will be required. The water and sewer fees have been estimated as follows:

Water: $(2,000 \text{ gpd} \times \$5.90/\text{gal}) + (\$1,000 \times 10) = \$21,800$

Sewer: $(1,600 \text{ gpd} \times \$10.60/\text{gal}) + (\$1,000 \times 8) = \$24,960$

Total: \$46,760

Applicants' Engineer response: The previously submitted narrative has been revised to use water and sewer design flows from the Essex Code of Ordinance. See attached revised narrative.

Public Works comment: The parcels associated with this proposed PUD have a total of 96 EU's of assigned sewer allocation capacity. The proposed PUD will require 8 EU's of sewer allocation. The applicant will be required to purchase the water and sewer allocation in the amount calculated below prior to the issuance of the building permit. The sewer and water fees have been estimated as follows:

Water: $(2,000 \text{ gpd} \times \$5.90/\text{gal}) + (\$1,000 \times 10) = \$21,800$

Sewer: $(1,600 \text{ gpd} \times \$10.60/\text{gal}) + (\$1,000 \times 8) = \$24,960$

Total: \$46,760

If the water and sewer fee schedule changes, then the fee charged shall be the fee in effect at the time of the submittal for the building permit.

Understood.

3. A representative of the Town of Essex Public Works Department shall witness all connections and work performed on the existing water and sewer infrastructure.

Applicants' Engineer response: Understood. A note stating as such has been added to the revised plan set.

Public Works comment: The note added to Sheets 4, 5, and 6 should also be added to Sheet 12.

The note has been added to plan Sheet 12 as requested.

4. Public Works recommends that the DRB requires the applicant as a condition of approval to provide a letter from the State of Vermont ANR approving the onsite septic system for Lots 9 and 10.

Applicants' Engineer response: Understood.

Public Works comment: Original comment to remain in memo, as this should be included as a condition of approval.

Understood.

5. For lots 1-4 and Lots 5-8, the proposed sewer infrastructure will be privately owned and maintained by the proposed project's homeowner's association. A copy of the proposed association documents must include the following: operation and maintenance manual, sanitary sewage spill prevention plan, and a yearly inspection requirement by the Town of Essex to ensure proper system maintenance is being completed regularly.

Applicants' Engineer response: Understood.

Public Works comment: The applicant shall provide a copy of the proposed association documents with Final Plan Review.

Association documents will be provided at Final Plan Review.

6. Portions of the private forcemain for Lots 1 to 4 and Lots 5 to 8 will be within the Town right-of-way (ROW). This will require an easement from the Town to the association. The applicant shall provide a copy of the proposed easement documents.

Applicants' Engineer response: A boundary line adjustment is now proposed to adjust the Town right-of-way and locate the private drives and sewer forcemain on association property per item #1 under the Site Plan "A" and Site Plan "B" review comment sections below.

Public Works comment: The applicant shall provide a copy of the proposed boundary line adjustment documentation with Final Plan Review.

Proposed boundary line adjustment documentation will be provided at Final Plan Review.

Stormwater:

1. Public Works recommends that the DRB requires the applicant, as a condition of Final approval, to provide the approved State Stormwater Discharge Permit.

Applicants' Engineer response: Understood.

Public Works comment: Original comment to remain in memo, as this should be included as a condition of approval.

Understood.

2. Public Works recommends that the DRB requires the applicant, as a condition of Final approval, to provide the previously approved Stormwater Construction Discharge General Permit. If the permit must be amended due to the significant redesign, the applicant's engineer shall provide the approved amended permit.

Applicants' Engineer response: Understood.

Public Works comment: Original comment to remain in memo, as this should be included as a condition of approval.

Understood.

3. In previous reviews of this project, Public Works staff expressed a great deal of concern regarding stormwater run-off and site erosion both during and after construction of previous phases of the residential development known as Pinewood. Although the applicants engineer has redesigned the Planned Unit Development to significantly reduce the impact of steep slopes (>15%) inherent within Pinewood Manor and concentrate density to the flattest area contained within the project limits, Public Works staff will require additional measures to take place, up to and possibly including retaining the services of a third-party consultant to assess the site during daily construction activities to ensure conformance with the State stormwater permit requirements and the Town construction standards. Please refer to the following two excerpts from the Town of Essex Standard Specifications for Construction.
 - a. Section 270 clearly states the following: *"The Town of Essex reserves the right to require the project developer to increase the level of engineering inspection based upon the complexity of construction and/or degree of compliance by the project Contractor with the Town specifications. In the event that the Project Developer fails to provide the added level of construction inspection services, the Town of Essex shall notify the developer in writing of failure to comply with approved plans and/or the Public Works Specifications. If inadequate action is taken to correct the issues within 3 calendar days the Town of Essex shall retain the services of a third-party consultant to perform the construction inspection, and the cost of those services shall be borne by the Project Developer."*
 - b. Section 380 clearly states the following: *"The Contractor shall carry out all corrective measures issued by the Project Engineer and/or the Town Engineer. If the Contractor fails to respond to any request for corrective action, the Town of Essex will issue a Stop Work Order as specified under section §10.20.111 of the Town of Essex Storm Water Ordinance. The Town will provide the Contractor the*

opportunity to take all corrective actions to bring the site into compliance. The Town of Essex can collect fines from any person or Contractor that is in violation of the Town's Storm Water Ordinance. Section §10.20.112 Violation and Penalty, of the ordinance states: Any person violating any of the provisions of this Ordinance or a permit issued hereunder shall be subject to a civil penalty of Five Hundred Dollars (\$500.00) for each violation of this Civil Ordinance."

Applicants' Engineer response: Understood.

Public Works comment: Public Works will allow the applicant to use FlexTerra Hydroseeding as the method for stabilizing slopes for the proposed development. Any slope failures during construction will require the applicant to work with Public Works to ensure that all significant erosion on steep slopes will be mitigated immediately and to the Town's satisfaction. Public Works recommends including the language for Sections 270 and 380 of the Town's Specifications in the conditions for final approval.

Understood.

4. The narrative states that the wetlands were delineated in 2020. The Vermont Wetland Rules (VWR) were updated in 2023, and the proposed development should be evaluated under the 2023 VWR as changes were made to the classification of Class II wetlands. The applicant's engineer shall verify the wetland delineations are accurate with the State and provide confirmation from a representative of the Vermont Agency of Natural Resources.

Applicants' Engineer response: A site visit was conducted on September 10th, 2025, with Tina Heath of the State Wetland Program who confirmed there are no changes to the 2020 wetland delineation.

Public Works comment: The applicant's engineer shall submit to Public Works documentation from the State's Wetland Ecologist stating there are no changes to the 2020 wetland delineation.

Personnel from Fitzgerald Environmental Associates (FEA) visited the site on October 14, 2025 to update their previous wetland delineations in the areas of proposed development. The updated delineations showed only minor changes to the 2020 Class II and Class III delineations and the updated delineations were confirmed by the State on October 20, 2025. See attached FEA wetland delineation map and correspondence with Tina Heath of the State wetland program. Wetland boundaries and buffers have been updated in the Preliminary plan set per FEA's 2025 delineations.

5. All stormwater infrastructure will remain private. It is recommended that an inspection and maintenance plan be provided for the homeowner's association in the legal documents.

Applicants' Engineer response: A State Stormwater Discharge (9050) permit will be obtained for this project, a condition of which will be annual inspections of the stormwater infrastructure.

Public Works comment: While annual inspections are required by the State Stormwater Discharge Permit, a separate maintenance plan indicating how to conduct those inspections should be provided in the HOA documents. This shall be a condition of approval.

A description of annual stormwater system inspection and maintenance is included in the "Storm System Maintenance" specifications on plan Sheet 11. The same inspection and maintenance specifications will be included in HOA documents to be provided at Final Plan Review.

Plan Sheet Comments:

Site Plan 'A' (Sheet 4)

1. A full street cross section will be required from Sta 10±25 to the end of the Town ROW and the Town may require the construction of a hammer head turnaround. Alternatively, a Boundary Line Adjustment could be completed to adjust the Town's ROW to where the proposed private drive starts at Sta 10±25.

Applicants' Engineer response: A boundary line adjustment is now proposed to adjust the Town right-of-way and locate the private drive and sewer forcemain on association property.

Public Works comment: The applicant shall provide a paved turnaround at the transition between the Town right-of-way and the proposed private drive for snow removal operations. An easement shall be provided to the Town for the turnaround. Additionally, a 20-ft sewer easement will be required for the existing 8" SDR 35 PVC and sewer manhole (SMH #1) located within the proposed boundary line adjustment area. Similarly, a 20-ft water easement will be required for the proposed 8" watermain within the proposed boundary line adjustment area. The applicant shall provide a copy of the easements with Final Plan Review.

A turn around within a 25' easement has been provided. The requested easement documents will be provided at Final Plan Review.

2. The water service for Lot 3 crosses under the driveway of Lot 2. It is recommended that Lot 3 has an easement for access and future maintenance of the water service.

Applicants' Engineer response: A 10' water service access and maintenance easement has been added on Lot 2.

Public Works comment: The applicant shall provide a copy of the easement with Final Plan Review.

The requested easement documents will be provided at Final Plan Review.

3. The foundation drain for Lot 2 ties into the foundation drain for Lot 1. It is recommended that a shared maintenance agreement is established for Lots 1 and 2.

Applicants' Engineer response: Understood.

Public Works comment: The applicant shall provide a copy of the shared maintenance agreement with Final Plan Review.

The requested maintenance agreement will be provided at Final Plan Review.

4. The size and material for the water services for Lots 1-4 are not indicated on the plans.

Applicants' Engineer response: Leaders have been added labeling the water services as $\frac{3}{4}$ " type "k" copper.

Public Works comment: A leader was not added for Lot 4.

A labeling indicating size and type of water service has been added for Lot 4.

5. There is a leader for a stormwater easement. The applicant's engineer shall clarify who this stormwater easement will be provided to.

The stormwater easement is to the Section I HOA and is now labeled as such.

6. Lot 1 and Lot 2 will share a sewer service line. It is recommended that a shared maintenance agreement is established for Lots 1 and 2. Additionally, Lot 1 and Lot 2 shared sewer service line crosses Lot 3. It is recommended that Lot 1 and Lot 2 have an easement for access and future maintenance of the shared sewer service line on Lot 3. The applicant shall provide a copy of the shared maintenance agreement and a copy of the easement with Final Plan Review.

A sewer maintenance easement has been added to the plans and the maintenance agreement and easement documents will be provided at Final Plan Review.

7. The size of the sewer service line for Lot 3 is not identified on the site plan.

The sewer service for Lot 3 is now labeled as 4" SDR35 PVC.

8. The water service for Lot 1 travels through Lot 2. It is recommended that Lot 1 has an easement for access and future maintenance of the water service. The applicant shall provide a copy of the easement with Final Plan Review. Alternatively, the water service for Lot 1 could be located solely on the Lot 1 parcel.

The Lot 1 water service is now located entirely on Lot 1.

Site Plan 'B' (Sheet 5)

1. A full street cross section will be required from Sta 10±00 to the end of the Town ROW and the Town may require the construction of a hammer head turnaround as well. Alternatively, a Boundary Line Adjustment could be completed to adjust the Town's ROW to where the proposed private drive starts at Sta 10±00.

Applicants' Engineer response: A boundary line adjustment is now proposed to adjust the Town right-of-way and locate the private drive and sewer forcemain on association property.

Public Works comment: The applicant shall provide a paved turnaround at the transition between the Town right-of-way and the proposed private drive for snow removal operations. An easement shall be provided to the Town for the turnaround. Additionally, a 20-ft sewer easement will be required for the existing 8" SDR 35 PVC and sewer manhole (SMH #2) located within the proposed boundary line adjustment area. The applicant shall provide a copy of the easements with Final Plan Review.

A turn around within a 25' easement has been provided. The requested easement documents will be provided at Final Plan Review.

2. The foundation drain for Lot 7 ties into the foundation drain for Lot 8. It is recommended that a shared maintenance agreement is established for Lots 7 and 8.

Applicants' Engineer response: Understood.

Public Works comment: The applicant shall provide a copy of the shared maintenance agreement with Final Plan Review.

The requested maintenance agreement will be provided at Final Plan Review.

3. The size of the sewer service line for Lot 8 is not identified on the site plan.

The sewer service for Lot 3 is now labeled as 4" SDR35 PVC.

4. The gravel wetland should include the same hatch as Sheet 4.

The gravel wetland is now hatched as requested.

5. The proposed stormwater easement should have a leader and identify who the stormwater easement is to be granted to.

The easement around gravel wetland #2 was originally an easement to the Town of Essex as it collected runoff from a public right-of-way. The easement has been removed as gravel wetland #2 now only treats water from a private driveway and is located on common land owned by the Section I HOA.

6. Lot 5, 6, and 7 will have a shared gravity sewer service line. It is recommended that a shared maintenance agreement specifically for the shared gravity sewer service line is established for Lots 5, 6, and 7. The applicant shall provide a copy of the shared maintenance agreement with Final Plan Review. Additionally, the shared gravity sewer service line for Lot 5, 6 and 7 travels through Lot 8. A gravity sewer service easement for access and future maintenance of the shared gravity sewer service line should be provided from Lot 8 to Lot 5, 6 and 7. The applicant shall provide a copy of the shared sewer service easement with Final Plan Review.

The pump station serving Lots 5-8 has been relocated to be centered on the property line between Lots 7 and 8 so that the shared sewer collection line for Lots 5-7 is not located on Lot 8.

Site Plan 'C' (Sheet 6)

1. The water service for Lot 10 will cross Lot 9. It is recommended that an easement is provided to Lot 10 for access and future maintenance of the water service.

Applicants' Engineer response: A 10' water service access and maintenance easement has been added on Lot 9.

Public Works comment: The applicant shall provide a copy of the service access and maintenance easement with Final Plan Review.

The access and maintenance easement will be provided with Final Plan Review.

2. At the Windridge Road and Timberlane Drive intersection, the applicant's engineer is to include new curbing to encompass the proposed curb cut for the shared drive.

Applicants' Engineer response: New curbing has been added to encompass the proposed curb cut.

Public Works comment: A detail for the curb should be included in the plan set. Additionally, the new curb line should have a minimum curve radius of 25'.

The proposed curb at the shared drive for Lots 9 and 10 has been revised to have a radius of 25' and a curb detail has been added to plan Sheet 7.

3. The leader for the deep sump catch basins include the invert for a 4" pipe, however the Stone Infiltration Trench detail on Sheet 11 (Stormwater Details) shows a 6" perforated SDR35 pipe. The applicants' engineer shall confirm the size of the perforated pipe.

The detail on plan Sheet 11 has been revised to show 4" perforated pipe.

4. It is recommended that a shared maintenance agreement is established between Lot 9 and Lot 10 regarding the shared on-site wastewater disposal system. Additionally, it is recommended that an easement is provided to Lot 9 for access and future maintenance of the sewer service line within Lot 10. The applicant shall provide a copy of the shared maintenance agreement, as well as a copy of the service access and maintenance easement with Final Plan Review.

A sewage access and maintenance easement over the Lot 9 sewer service within Lot 10 has been added to revised plan Sheet 6. A shared maintenance agreement for the shared sewage system will be provided with Final Plan Review.

5. The applicant shall provide a copy of the sewer easement associated with the shared on-site wastewater disposal system with Final Plan Review.

A copy of the shared sewage system access and maintenance easement will be provided with Final Plan Review.

Sewer Details (1 of 2) (Sheet 9)

1. The Pump Station detail shows a 6" SDR 35 entering the pump station from the septic tank in the profile view and a 4" SDR 35 entering the pump station from the septic tank in the plan view. On Sheet 10 (Sewer Details 2 of 2), it shows a 6" SDR 35 entering the pump station from the septic tank. This needs to be revised.

Applicants' Engineer response: This detail has been revised to more accurately depict the grinder pump stations that will serve units 1-3 and units 5-8.

Public Works comment: The side view of the detail states "6" or 4" pipe from homes (see site plans)". The site plans do not show 4" pipes. The details and site plans should be updated to clarify the size of sewer service lines. Additionally, be sure to revise the Plan View of the Pump Station (Lot 1-3 and 5-8) detail and Sanitary Sewer Service Connection detail as needed based on the sewer service line sizes. The Plan View shows a 6" SDR 35 PVC into the pump station and the Sanitary Sewer Service Connection states "6" minimum service SDR 35 PVC connection".

The plan view and profile view pump station details and site plans have been revised to clarify the size and type of the private sewer services for Lots 1-10. The Sanitary Sewer Service Connection detail has been removed from plan Sheet 9 as that detail pertains to service connections to a public municipal main. As the gravity sewer services for Lots 1-10 will be private, they will be sized per the State Wastewater System and Potable Water Supply Rules.

Sewer Details (2 of 2) (Sheet 10)

1. The plan view of the Private Pump Station (Lot 9 & 10) detail shows a 6" SDR 35 PVC pipe inletting into the pump station. Based on the Shared System Layout, this pipe should be identified as a 4" SDR 35 PVC pipe. Additionally, the plan view of the Private Pump Station (Lot 9 & 10) details shows the outlet as going "to gravity SMH". The outlet is to a 2" SDR26 FM.

The Private Pump Station detail on plan Sheet 10 has been revised to correct the inlet pipe size and the note on the 2" forcemain outlet.

Storm Details (Sheet 11)

1. The Site Plan 'C' (Sheet 6) and the Stone Infiltration Trench detail do not have the same invert elevation for the perforated pipe. The applicants' engineer shall correct this discrepancy. Additionally, the applicants' engineer shall revise the elevations provided for the 2-ft wrapped stone included in the Stone Infiltration Trench detail.

The Stone Infiltration Trench detail elevations have been revised to match plan Sheet 6.

2. It is not necessary to include the 24" sump (minimum) on the Catch Basin detail, as there is only deep sump catch basins proposed for this project.

The '24" Sump (Minimum)' note on the Catch Basin detail has been removed.

3. Elevation G in the Gravel Wetland Schedule for Gravel Wetland #1 (POI A) is identified as 390.00', however Sheet 4 (Site Plan 'A') shows the bottom of the forebay as 388.00'. The applicants' engineer shall review and revise the Gravel Wetland Schedule or Site Plan 'A' as needed.

The Gravel Wetland Schedule has been revised as requested.

4. It appears that Elevation A in the Gravel Wetland Schedule for Gravel Wetland #2 (POI B) should be 384.50'. The applicants' engineer shall review and revise the Gravel Wetland Schedule as needed.

Elevation A in the Outlet Structure Schedule (6" Solid PVC Pipe invert) has been revised to 384.50' as it is 6" higher than the 384.00' Elevation A in the Gravel Wetland Schedule (Bottom of Crushed Stone layer).

5. It appears that Elevation F in the Gravel Wetland Schedule for Gravel Wetland #2 (POI B) should be 391.25'. The applicants' engineer shall review and revise the Gravel Wetland Schedule as needed.

Elevation F in the Gravel Wetland Schedule (Top of Pond) has been revised to 391.5 for both gravel wetlands. Elevation F in the Outlet Structure Schedule is one foot below Top of Pond or 390.50' for both gravel wetland outlet structures.

6. Similarly, the outlet structure schedules do not match the elevations for the proposed gravel wetlands.

The Outlet Structure Schedule and Gravel Wetland Schedule have been revised as necessary.

7. The applicant's engineer provided two sets of elevations for the drywells. Please clarify the second set of elevations.

The drywell detail has been revised to include only one set of elevations.

8. Sheet 5 (Site Plan 'B') shows the drywells as being connected via a pipe. There is no pipe included in the detail on Sheet 11. Please clarify.

The drywell bank shown on plan Sheet 5 includes four (4) drywells that are connected by 6" SDR35 PVC pipes. The drywell detail has been revised to show the 6" pipe.

Site Plan – Water Main Extension (Sheet 12)

1. This site plan references to the water main as a "water service line" in multiple locations (leaders and legend), this should be updated to "water main".

The labels on plan Sheet 12 have been revised as requested.

2. A water line easement exists along the path, this easement should be included on the site plan (Local Land Records vol. 699, page 328).

Plan Sheet 12 has been revised to include the 20' water main easement to Town of Essex along the rec path.

Landscaping & Lighting Plan 'West' (Sheet L1)

1. There are two leaders calling out "Proposed Street Light", however it appears the new street light fixture symbols have been removed, along with the levels of light intensity across the site. The Town strongly recommends that the applicant considers lighting along the private driveways that adhere to the requirements and guidelines of the current version of the Outdoor Lighting Manual for Vermont Municipalities.

As the driveways are private no lighting is proposed. The "Proposed Street Light" labels were left over from previous versions of this project that included public roads and rights-of-way. These labels have been removed from revised plan Sheet L1.

Landscaping Details (Sheet L2)

1. The Shrub Planting Detail and Deciduous Tree Planting Detail do not need to be included on this sheet since there are no shrubs or deciduous trees to be planted as part of this project.

The Shrub Planting Detail and Deciduous Tree Planting Detail have been removed from plan Sheet L2.

2. The lighting details have been removed from this detail sheet. If the applicant intends to provide lighting along the private driveways, lighting details should be included on this sheet.

As the driveways are private no lighting is proposed.

EPSC Details (Sheet E5)

1. A significant portion of the slopes will be stabilized using Flexterra HP-FGM Hydroseeding, yet there is no information on the product in the plans. Include product details that are applicable to the proposed project on the plans.

Applicants' Engineer response: A data sheet for Flexterra HP-FGM has been added to plan Sheet E5 and a product brochure is attached.

Public Works comment: The applicant shall provide additional information about application procedures and application rate.

A note providing more detail about application procedure and rate has been added to plan Sheet E5.

Subdivision Plat of Pinewood Manor Inc. & Pinewood Holdings Inc. (Sheet PL2)

1. The following easements should be included on this Plat:
 - a. Turnaround easement to Town within the area to be conveyed to Pinewood Section I HOA (as described in the Plan Sheet Comments for Site Plan 'A', Sheet 4, comment #1).

The 25' turnaround and sewer access/maintenance easement has been added to plat Sheet PL2.

- b. Sewer easement to Town within the area to be conveyed to Pinewood Section I HOA (as described in the Plan Sheet Comments for Site Plan 'A', Sheet 4, comment #1).

The 25' turnaround and sewer access/maintenance easement has been added to plat Sheet PL2.

- c. Water main easement to Town within the area to be conveyed to Pinewood Section I HOA (as described in the Plan Sheet Comments for Site Plan 'A', Sheet 4, comment #1).

The 20' waterline easement has been extended through the ROW area to be conveyed to the Section I HOA on plat Sheet PL2.

- d. Shared sewer service line easement from Lot 3 to Lot 1 and Lot 2 (as described in the Plan Sheet Comments for Site Plan 'A', Sheet 4, comment #6)
A 20' sewer access/maintenance easement from Lot 3 to Lots 1 and 2 has been added.
- e. Clarify who the "Stormwater Easement" will be deeded too.
The stormwater easement is now labeled "Benefitting Lots 1-4".
- f. Clarify that the "Access Easement" is a water main easement to the Town.
The easement is now labeled "20' Water Easement to the Town of Essex".
- g. Clarify that the "Waterline Easement" is to Lot 3.
The easement is now labeled "10' Waterline Easement Benefitting Lot 3".
- h. Waterline easement to Lot 1 (as described in the Plan Sheet Comments for Site Plan 'A', Sheet 4, comment #8) unless the water service is relocated to avoid crossing Lot 2.
The water service for Lot 1 has been relocated to avoid crossing Lot 2.

Subdivision Plat of Pinewood Manor Inc. & Pinewood Holdings Inc. (Sheet PL3)

1. The following easements should be included on this Plat:
 - a. Turnaround easement to Town within the area to be conveyed to Pinewood Section I HOA (as described in the Plan Sheet Comments for Site Plan 'B', Sheet 5, comment #1).
The 25' turnaround and sewer access/maintenance easement has been added to plat Sheet PL3.
 - b. Sewer easement to Town within the area to be conveyed to Pinewood Section I HOA (as described in the Plan Sheet Comments for Site Plan 'B', Sheet 5, comment #1).
The 25' turnaround and sewer access/maintenance easement has been added to plat Sheet PL3.
 - c. Clarify who the "Stormwater Easement" will be deeded too.
The stormwater easement has been removed as the proposed gravel wetland no longer handles runoff from public roads and is located entirely on Section I HOA common land.
 - d. Clarify that the "Access Easement" is a water main easement to the Town.
The easement is now labeled "20' Water Easement to the Town of Essex".
 - e. Shared gravity sewer service line easement for Lot 5, 6 and 7 through Lot 8 parcel (as described in the Plan Sheet Comments for Site Plan 'B', Sheet 5, comment #6).
The shared gravity sewer easement for Lots 5, 6, and 7 has been added to plat Sheet PL3.

Subdivision Plat of Pinewood Manor Inc. & Pinewood Holdings Inc. (Sheet PL4)

1. The following easements should be included on this Plat:
 - a. Clarify that the "Access Easement" is a water service line easement to Lot 10 from Lot 9.

The easement is now labeled "10' Waterline Easement Benefitting Lot 10".

- b. Clarify that the "Sewer Easement" is between Lot 9 and Lot 10.

The sewer easements between Lot 9 and Lot 10 are now more clearly labeled.

- c. An easement to Lot 9 from Lot 10 for the sewer service line (as described in the Plan Sheet Comments for Site Plan 'C', Sheet 6, comment #4).

A sewer service easement to Lot 9 from Lot 10 has been added to plat Sheet 4.

Please find the following information attached:

- 1) Six (6) sets of revised plans and survey plats:
 - a. Three (3) full size (24" x 36") sets
 - b. Three (3) reduced (11" x 17") sets
- 2) Revised Narrative;

If you have any questions or need additional information, please let me know.

Sincerely,



Graham Tidman, P.E.