



February 21, 2023

Ms. Susan E. Affleck-Childs
Medway Planning and Economic Development Coordinator
Medway Town Hall
155 Village Street
Medway, MA 02053

**Re: Minor Site Plan Review
Medway Commons - Chipotle & Starbucks
67C Main Street
Medway, Massachusetts**

Dear Ms. Affleck-Childs:

Tetra Tech (TT) has performed a review of the proposed Site Plan for the above-mentioned Project at the request of the Town of Medway Planning and Economic Development Board (PEDB). The proposed Project is located in the Medway Commons Plaza at 67C Main Street in Medway, MA. The Project consists of renovating the existing building (formerly McDonalds) to accommodate two tenants, one of which being a franchised Chipotle and other not yet decided upon. In addition to the necessary building improvements, the site will be modified to accommodate additional parking, a rerouted drive through for the abutting Starbucks, sanitary sewer improvements, landscaping, and improved travel lanes for entering traffic.

TT is in receipt of the following materials:

- A plan (Plans) set titled "Minor Site Plan for Chipotle & Starbucks, Medway Common, 67C Main Street Medway, Massachusetts, Permit Drawings", dated December 22, 2022, prepared by Tighe & Bond (T&B).
- An application (Application) package for minor site plan titled "Application for Special Permit Minor Site Plan Review", dated January 19, 2023, prepared by Charter Realty & Development Corp. (Charter).

The Plans and accompanying materials were reviewed for conformance with the following regulatory documents:

- Town of Medway Planning & Economic Development Board Rules and Regulations, Chapter 200 – Site Plans, Rules & Regulations for Submission, Review and Approval of Site Plans. (Amended October 8, 2019)

The Project was also reviewed for good engineering practice, overall site plan efficiency and general traffic overview. Review of the Project for zoning related matters is being conducted by Town personnel and is excluded from this review.

SITE PLAN REVIEW

Site Plan Rules and Regulations (Chapter 200)

1. The Applicant has proposed in their Project narrative operating hours from 10am-10pm, 7 day per week. The PEDB should confirm if these hours are consistent with operating hours at other facilities in Medway Commons and whether the proposed hours will be a nuisance to the surrounding properties. (Ch. 200 §205-3.C.6)
2. All existing and proposed elevations are drawn with the National Geodetic Vertical Datum of 1929 (NGVD29) which is inconsistent with the required North American Vertical Datum of 1988 (NAVD88). The Applicant has requested a Waiver from this Regulation. (Ch. 200 §204-4.C)
3. The Applicant has not included the list of requested waivers on the cover sheet. (Ch. 200 §205-5.A)

4. The Applicant has not included the Assessor's Map and Parcel number, or zoning district on the cover sheet. However, this information can be found on the provided survey sheets. TT recommends these items be included on the cover sheet to easily be identified along with the zoning compliance table. (Ch. 200 §205-5.A)
5. A dedicated existing conditions sheet was not provided in the plan set. However, required information can be found on the survey sheets, overall site plan, and demolition plan. (Ch. 200 §205-5.C)
6. The Applicant shall provide the total square footage for both tenants on the Plans. (Ch. 200 §205-5.E.4)
7. Horizontal site distances are not provided on the Plans. (Ch. 200 §205-5.E.8)
8. The Applicant has not provided electrical vehicle (EV) charging stations in the Project scope. (Ch. 200 §207-12.I)

General Site Plan Comments

9. We recommend "do not block" pavement markings or similar in the drive thru lane for the length of the parking stalls along the Starbucks/Orange Theory Fitness building. Signage is proposed but addition of pavement markings may help mitigate potential issues in that area.
10. The Applicant proposed wheel stops in the standard spaces adjacent to the Starbucks/Orange Theory Fitness building. We expect this may cause the rear of larger vehicles to extend into the drive-thru lane.
11. The proposed 75° parking stalls on the northeast side of the site may cause vehicles reversing from those stalls to enter the proposed drive-thru lane (particularly the western-most spaces). We expect this may be an issue during peak periods.
12. The east end stalls of the 75° parking may conflict with cars parked in the 90° stalls at the east side of the site. We recommend the Applicant consider relocating the Starbucks dumpster to this location and replacing the current dumpster (across from central driveway) location with relocated parking stalls.
13. We recommend lane striping at the Chipotle side of the Project consistent with the proposed Starbucks striping. The pavement is wider than usual along the north and south part of the site and may become an issue during peak periods if cars aren't properly directed.
14. A stop sign and pavement markings should be proposed at the east Chipotle exit. Additionally, we recommend "Do Not Enter" pavement markings at the west thru-traffic Starbucks exit for consistency with other proposed one-way exits.
15. Limits of proposed paving should be shown on the Plans. Additionally, the Applicant should clarify how existing parking spaces will be removed.
16. The Applicant has proposed wood fencing around the proposed dumpster in the northwest corner of the site. However, a detail for the fencing is not provided on the Plans.
17. We recommend detectable warning plates be proposed at either end of the pedestrian refuge.
18. The proposed stamped crosswalk at the main Medway Commons driveway may not match the existing. We recommend both existing crosswalks be removed, repaved and restamped to ensure consistency.

STORMWATER REVIEW

General Stormwater Comments

19. The Applicant is proposing minimal additional impervious coverage (1,191 sf) as part of the Project. As the Applicant noted in the Stormwater Summary Memo included in the Application package, the runoff from this additional area is distributed across the site to multiple catchments and we do not anticipate any stormwater related issues with the Project.

TRAFFIC REVIEW

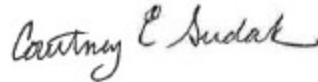
20. We recommend the Applicant conduct a truck turning analysis of delivery, trash and emergency vehicles to ensure that the largest vehicles anticipated can be adequately accommodated on-site without impeding site access and circulation. We also recommend the Applicant review the site access and circulation with the Fire Department. These figures were shown during the February 14, 2023 PEDB hearing but recommend they be submitted for review.
21. We recommend the Applicant describe anticipated delivery operations and demonstrate that deliveries will not interfere with site access and circulation.
22. The site plans note that proposed pavement markings will be consistent with the Manual on Uniform Traffic Control Devices (MUTCD). We agree with this note and recommends that the Applicant add a note to the site plan that proposed regulatory traffic signs (i.e., stop signs, Do Not Enter signs, etc.) be compliant with the MUTCD as well.
23. We recommend the Applicant evaluate the feasibility of installing a Stop sign to supplement the proposed Stop bar pavement markings for vehicles exiting the north side of Starbucks. Since pavement markings fade, supplementing with signage is critical.
24. The circulation area to the west of the former McDonald's building consists of an open paved area. To enforce the one-way circulation pattern, we recommend the Applicant consider extending the landscaped island adjacent to the building further west to reduce the circulation aisle width which can currently accommodate two vehicles side by side. This will also help offset increase in impervious coverage.
25. We recommend the Applicant evaluate the sidewalk on the east side of the westerly driveway which does not connect to any sidewalk on-site.
26. We recommend a Condition requiring the Applicant provide the Town information on the second tenant, once identified, to determine whether or not review of additional transportation-related elements is warranted.
27. The Applicant based the trip generation estimates for the historical and proposed uses at the Project site on industry-standards trip rates published by the Institute of Transportation Engineers (ITE). We generally agree with this methodology but recommend that the Applicant provide the backup calculations for the trip generation estimates to the Town for document completeness.
28. The Applicant conducted queueing observations at the existing Starbucks at the Plaza. We generally agree with this methodology but recommend the Applicant provide the observed queueing count data to the Town for document completeness.
29. We recommend the Applicant estimate the anticipated peak queueing for the Chipotle drive-through based on anticipated site operations and/or queueing data from another similar Chipotle location to confirm that adequate vehicle queue storage is provided at the Project site.
30. We recommend the Applicant show the peak queueing on the proposed Starbucks drive-through layout to demonstrate that the Starbucks queues can be adequately accommodated on the proposed site layout modification.
31. We recommend the Applicant estimate the peak parking demands associated with the Project to ensure that adequate parking will be provided. Although overflow parking is anticipated in the other sections of the Plaza, adequate parking immediately adjacent to the Project site would minimize the number of vehicles circulating unnecessarily through the Plaza.
32. The Applicant proposes improvements to the intersection of the main Plaza driveway and the central, full-access driveway serving Chipotle and Starbucks traffic. The modifications have been designed to discourage vehicles traveling eastbound from turning into the first Shaw's parking aisle from this intersection. However, there are concerns that the intersection may not operate as intended (for example, turning right and taking an immediate left into the first Shaw's aisle potentially blocking the all-way stop intersection or turn left from the channelized right turn and take an immediate right into the first Shaw's aisle). We recommend the Applicant address this element of the proposed design.

These comments are offered as guides for use during the Town's review and additional comments may be generated during the course of review. The Applicant shall be advised that any absence of comment shall not relieve them of the responsibility to comply with all applicable local, state and federal regulations for the Project. If you have any questions or comments, please feel free to contact us at (508) 786-2200.

Very truly yours,



Steven M. Bouley, PE
Project Manager
(Site Plan Review)



Courtney E. Sudak, PE
Project Manager
(Traffic Review)

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