

RONALD TIBERI P.E.

9 Mass Avenue
Natick MA 01760
Ph: (508) 361-5077

December 27, 2021

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

Steven M. Bouley, PE
Project Manager
Tetra Tech

**Re: Cutler Place Major Site Plan Review
6 Cutler Street
Medway, Massachusetts**

Dear Ms. Affleck-Childs / Steven M. Bouley:

We are in receipt of your comments from 12-14-21, Please see our applicant response in *italicized text* for each item, also with considerations from comments received at the Planning Board Public Hearing of 12-14-21.

The Project was also reviewed for good engineering practice and overall site plan efficiency. 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 not provided a Project Narrative. (Ch. 200 §204-3.C)
The applicant has provided a revised Project Narrative (attached).
2. A list of parties located within 300-feet of the proposed site is not provided. Names and addresses of abutting properties can be located within the plan, however, a complete list of residents within the 300-foot radius of the site shall be provided. (Ch. 200 §204-3.D)
The applicant has provided a certified abutters list (attached), and direct abutters are shown on site plan.
3. The Applicant has not provided approvals or land use permits issued from other Town boards. We assume these documents are not relevant to this Project, however, any related *documents* should be provided. (Ch. 200 §204-3.E)
All known relevant documents are provided.
4. A Development Impact Statement was not provided which should outline traffic, environmental, neighborhood, and parking impacts. (Ch. 200 §204-3.F)
The applicant has provided a revised Impact Statement (attached).

5. A Construction Management Plan (CMP) is provided and can be located on the Erosion Control and Construction Plan Sheet. However, the Applicant has not provided a timetable or hours of the day in which construction and deliveries will occur. (Ch. 200 §204-3.H)

The applicant anticipates hours to be within the requirements of the building department. Construction and deliveries will occur Monday through Saturday (no work on Sunday's) from 7am to 5pm.

6. The Applicant has not provided any earth removal calculations. We understand the site is relatively flat and no major excavation is required, however, the rain garden area and the addition foundation will require a degree of earth removal. (Ch. 200 §204-3.I)

Anticipated earth work is as follows:

Clear & grub, sub grade prep - 1100±cys

Slab Excavation -170±cys

Utilities -75±cys

Rain Garden -125±cys

Total estimated excavation -1470±cys

7. The Applicant has not provided any earth fill estimations. We understand the site is relatively flat, however, regrading will require a degree of earth fill. (Ch. 200 §204-3.J)

No fill materials are anticipated, site grading is proposed to match existing grading as close to existing as possible and maintain drainage flows.

8. The Applicant has not included the list of requested waivers on the Site Plan cover sheet. The set of waiver requests has been provided and a list of these requests should be included within the Site Plan. (Ch. 200 §204-5.A)

A list has been added has been added to cover sheet.

9. The Applicant has provided an abutters locus map with nearby residents, however, only the abutting property Names and Addresses are provided in the Plan. All names and addresses of residents within 300-feet of the site should be provided. (Ch. 200 §204-5.B.2)

The applicant has provided a certified abutters list (attached).

10. The Existing Conditions Sheet should include the existing tree line on the northern and western property border. (Ch. 200 §204-5.C.3)

Existing tree canopy lines have been added.

11. The Applicant does not provide a signage plan for the development site. The sign located near the rain garden should be included in the detail sheet along with any other signs proposed for the property. (Ch. 200 §204-5.D14)

Final Signage and details will be provided as part of signage approval submission.

12. The Applicant does not provide horizontal site distances for either entrance/exit onto the public road. Calculations for distances should be completed and provided in the Plan. (Ch. 200 §204-5.D.16)

Stopping site distance has been added to layout sheet and landscape plan has been adjusted accordingly.

13. Pursuant to Section 5.5.4.I.c of the Zoning Bylaw, sidewalks shall be provided along the entire frontage of the subject property along existing public ways. (Ch. 200 §207-9.B.3)

Applicant is requesting wavier, due to lack of neighborhood sidewalks and roadway with constrictions.

14. Site entrance and exit driveways shall have an unobstructed paved width of at least 20 feet, front driveway appears to be less than the required width. (Ch. 200 §207-11.A.3)

One way drive has been removed and waiver requested to reduce isle width to 22' due to site constraints.

15. Width of two-way drive aisles shall be 24 feet wide. (Ch. 200 §207-11.B.3)

Waiver requested due to site constrictions and request for additional parking.

16. Provisions shall be made for fire and emergency apparatus to turn around as drive aisle exceeds 150 feet in length. (Ch. 200 §207-11.B.7)

Parking Aisles has been revised and limited to 150'

17. Pavement cross section is 2 inches of binder course and 1 inch of top course. This does not meet the 3.5-inch minimum requirement. (Ch. 200 §207-12.E)

Detail has been revised accordingly

18. Provisions for sanitary sewage disposal is not provided on the Plans. (Ch. 200 §207-15.B)

The existing sewer line is shown on plans will require inspection.

19. Fire hydrant is not proposed for the project. We recommend the Applicant to coordinate with Medway Fire officials to determine the location, quantity, and type of fire hydrants for the site. (Ch. 200 §207-15.C)

No Hydrant is proposed – there is an existing Hydrant at corner of Phillips Street within 50' of project.

20. Locations for electric, telephone, and cable TV utilities shall be provided on the plans and shall be located underground. (Ch. 200 §207-16.A)

Electric, telephone and cable are proposed as existing form existing pole at southwest corner of property.

21. Internal landscape planted divisions (islands and peninsulas) shall be constructed within all parking areas containing 10 or more parking spaces to provide visual relief from expanses of pavement and vehicles and provide shade. (Ch. 200 §207-19.C.1)

Due to site restrictions and requests for additional parking, waiver is requested.

22. A minimum of 10 percent of the total internal parking area shall be provided as landscaped island areas, exclusive of perimeter landscaping. (Ch. 200 §207-19.C.1.a)

Due to site restrictions and requests for additional parking, waiver is requested to reduce overall impervious areas.

23. At least one deciduous shade or canopy tree of a minimum 3 inches caliper with a height of not less than 12 feet above grade shall be provided for every 6 parking spaces. Only trees providing shade to the parking area shall be counted as meeting this requirement, one proposed tree appears to provide shade for the parking area. (Ch. 200 §207-19.C.1.d)

Additional trees added, see revised landscape plan.

24. Provisions for watering on-site landscaping should be provided on the Plans. On-site wells, cisterns to capture rainfall, or private watering service is required to maintain landscaping installations. The Town does not permit connection to the Town's water service for landscape irrigation. (Ch. 200 §207-19.K)

No site irrigation is proposed – drought resistant plantings will be used.

General Site Plan Comments

25. The proposed water main extension in Cutler Street is shown in gray. The valve and main extension should be coordinated with Medway DPW since we believe it proposes unnecessary bends.

Applicant reviewed water service with water department on site for pipe extension and connection configuration.

26. TT recommends relocating the handicap parking stall directly across from the sidewalk entrance instead of at the end of the parking aisle. Handicap stall and adjacent loading area should be dimensioned on the Plans.

Handicap space moved up as recommended.

27. The applicant should provide a detail for the proposed dumpster pad and associated screening used for the dumpster enclosure.

Dumpster enclosure detail added to detail sheet.

28. The Plans should include a "One Way" and "Do Not Enter" sign for the front driveway.

Front driveway has been removed.

29. The Plan Set references the North American Vertical Datum of 1988 (NAVD88); however, this is not explicitly noted on the plans. TT suggests adding this note to the General Site Notes section.

Note added to existing conditions sheet.

30. Proposed lighting on the site plans and photometric data do not correlate. The Plan shows a lamp pole near the dumpster pad, but the photometric sheet shows two lamp pole near the parking lot with another in front of the building. Please confirm which design is correct and represent that design on all relevant sheets.

Adjustments have been made accordingly to coordinated plans.

31. The proposed layout and materials are difficult to identify, linework is formatted in a similar style to the existing conditions. We recommend the design be updated to ensure proposed site conditions are clearly discernable from existing conditions.

Plot adjustments have been made.

32. The Applicant is expanding the limit of the parking lot closer to the east property line or the abutting Mullaney Irrevocable Trust property.

Due to site restrictions and requests for additional parking, waiver is requested of the board, the site provides 11.5 feet and abutters fence line averages an addition 10 feet behind their property line allowing for 20+ feet separation.

STORMWATER REVIEW

MA DEP Stormwater Standards/Handbook

33. Soils present on-site, specifically within the limit of the rain garden, are categorized as HSG-A with an infiltration rate at 8.27 inches per hour. In areas with a rapid infiltration rate (greater than 2.4 inches per hour), at least 44% of the TSS must be removed prior to discharge to infiltration BMPs. (Standard 4)

Infiltration trench filter and grass filter strip prior to rain garden added, and rain garden also is above infiltration area. Please see revise TSS Calculation sheets.

34. An Illicit Discharge Compliance Statement has not been submitted. As mentioned in the Report, the applicant will submit the Compliance Statement prior to the discharge of stormwater runoff to the post-construction stormwater BMP and prior to the issuance of a Certificate of Compliance. (Standard 10)

Applicant shall submit under separate cover, prior to COC

35. The proposed rain garden is within the required 10-foot setback from the site's southern property line. (Volume 1, Chapter 1, Page 32)

Rain Garden moved and reconfigured

36. The proposed rain garden does not provide the required three inches of freeboard for the 25-, 50-, or 100-year storm. It appears the top of berm elevation for the rain garden is proposed at 192.00, and weir elevation is proposed at 192.15. (Volume 2, Chapter 2, Page 27)

Berm height increased to 4"+ at 192.15 due to site reconfiguration.

Town Stormwater Management and Land Disturbance Bylaw (Article 26)

37. We anticipate this Project will require a Land Disturbance permit. The Project appears to disturb at least 20,000 square feet and removes/alters at least 10,000 square feet of impervious surface. (§26.5.1)

Applicant submitted permit request.

38. The Applicant has supplied an Erosion Control and Construction Plan in the Plans. However, the plan requires additional information such as area within the limit of work, earth work calculations, etc. We recommend the Applicant coordinate this Plan with the requirements of the Bylaw. (§26.5.6)

Additional information including earth work calculations have been provided and limit of work noted on plans

39. The signature of the owner(s) responsible for the Long-Term Operation and Maintenance Plan until the Project's Condominium Association is established has not been provided. (§26.5.9.2.b.5)

Signature provided on Plan Cover sheet

Medway Site Plan Stormwater Regulations (Ch. 200 §207-14)

40. We recommend the Applicant propose a roof drain system to directly discharge roof runoff to the proposed rain garden. Additionally, we recommend the Applicant include the existing downspout locations on the plan. (Ch. 200 §207-14.E)

Downspouts shown, downspout spreaders will be employed throughout and infiltration trenches and landscaping will be used along other roof drip edges where possible.

General Stormwater Comments

41. We recommend the applicant show on the Proposed Drainage and Grading Plan the 3-foot wide rip-rap weir, rain garden drain, and 8-inch wide stone diaphragm as shown in the construction detail on Sheet S-5 and the HydroCAD analysis. If a drain is proposed for the rain garden, this orifice should be modeled in the HydroCAD analysis and should be shown on the Plans.

Detail Adjusted accordingly, 8" diaphragm employed as a filter strip only along pavement edge prior to grass filter Strip before the rain garden, the filter strips impact on runoff we are considering de minimis.

Any further questions or comments please feel free to call out office.

Very truly yours,



Ronald Tiberi P.E.

CUTLER PLACE PROJECT DESCRIPTION

6 Cutler St, Medway, MA 02053

Applicant: Cutler Place LLC.

6 Cutler St currently consists of a 4,800 square foot building which was, most recently, the Medway American Legion. A portion of the existing structure also served as Medway's first schoolhouse pre-1900. We are proposing a renovation of the existing building which will accommodate 3 dwelling units and a 50'x30', 3,000 square foot addition which will accommodate 2 additional dwelling units. The addition will be adjacent and connected to the existing structure, it does not stand alone.

The largest proposed unit will be roughly 2,200 sq. ft. and the smallest will be roughly 1,500 sq.ft. We are anticipating 3 of the units having a 1st floor master with an additional 2 bedrooms on the second floor. 2 of the units will have 2 bedrooms on the second floor. The basement will have common exterior access and will consist of private storage areas and the mechanical & sprinkler rooms.

The project does not include an affordable unit as we are only proposing 5 units. Under the multifamily density bylaw, no more than 5 units can be proposed given the size of the parcel.

The design intent is to maintain some characteristics of the existing, historical nature of the property while using modern construction materials and design standards to create a great place to live in Medway.

Based on ITE Trip Generation Table (8th Edition) the project would produce an average of 5.81 daily trips (pre-COVID). With the 5 units a total of some 29 vehicle trips per day would be generated headed the short distance to Cottage Street and not producing significant impact to local traffic.

DEVELOPMENT IMPACT STATEMENT

6 Cutler St, Medway, MA 02053

Applicant: Cutler Place LLC.

Cutler Place will have no negative impact on the Town of Medway or the immediate neighborhood and its abutters. With only five proposed single-family units, the site is more than adequate for required parking and impervious area/stormwater management standard.

Based on ITE Trip Generation Table (8th Edition) the project would produce an average of 5.81 daily trips (pre-COVID). With the 5 units a total of some 29 vehicle trips per day would be generated headed the short distance to Cottage Street and not producing significant impact to local traffic. To the immediate North is Rt.109 and to the immediate South is Village St – both are main roads in Medway and very short trip from 6 Cutler St, reducing the amount of neighborhood driving that is required.

Cutler Place lies outside both the 200' Chicken Brook buffer and outside the 100' wetlands delineation buffer. The impact to the immediate environment will be affected in a positive way because of the reduction of impervious area being proposed. The existing impervious area is 72% of the total lot area – far greater than the 40% maximum allowed in this zone. At the end of the project, less than 28% of the current lot will consist of impervious area. This is a drastic reduction in impervious area, which reduces the amount of runoff into abutting properties and Medway's public drainage system.

Cutler Place is proposing 13 parking spaces in a row on the East side of the property, including a handicap and future electric vehicle charging location. With a minimum requirement of 10 spaces, this amount is adequate to service the 5 units and is enough to help prevent extra parking on the street.