



May 23, 2022

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

**Re: Milford Regional Medical Center
Major Site Plan Review
86 Holliston 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 at 86 Holliston Street in Medway, Massachusetts. The Project consists of construction of a 21,900 square-foot medical building with associated driveways, parking lot containing 102 parking spaces, utilities, and drainage infrastructure.

TT is in receipt of the following materials:

- A plan (Plans) set titled "Site Plan, 86 Holliston Street, Medway, Massachusetts" dated April 14, 2022, prepared by Guerriere & Halnon, Inc. (GHI).
- A Stormwater Report (Report), containing the Project Narrative and other required submittals for Major Site Plan Review, titled "Stormwater Report for Medway Medical Building, 86 Holliston Street, Medway, MA" dated April 14, 2022, prepared by GHI.
- A Transportation Impact Assessment (TIA), dated April 2022, prepared by Vanasse & Associates, Inc. (VAI).
- Architectural Renderings, dated February 11, 2021, prepared by HPA Design, Inc. (HPA).
- A Photometric Plan, dated April 15, 2022, prepared by Holbrook-Associated, Inc. (HAI).
- An Application for Major Site Plan Approval, dated April 14, 2022, prepared by GHI.
- An Application for Approval of Special Permit, dated April 13, 2022, prepared by the Applicant.

The Plans and accompanying materials were reviewed for conformance with the following Regulations and Bylaws:

- 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 and overall site plan efficiency. The Project's TIA has been reviewed for conformance with standard professional practices in the state of Massachusetts for the preparation of traffic impact and access studies for Projects of the size and nature of the proposed development. Review of the Project for zoning and stormwater 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. An Environmental Impact Assessment has not been provided. (Ch. 200 §204-3.F.2)
2. A Neighborhood Impact Assessment has not been provided. (Ch. 200 §204-3.F.3)
3. A Parking Impact Assessment has not been provided. (Ch. 200 §204-3.F.4)
4. Earth removal calculations have not been provided. (Ch. 200 §204-3.I)
5. Earth fill estimates have not been provided. (Ch. 200 §204-3.J)
6. Wetlands adjacent to the site have been identified and displayed on the Plans. However, a copy of an Order of Resource Area Delineation (ORAD) from the Medway Conservation Commission depicting the approved wetland resource affecting the proposed Project has not been provided. (Ch. 200 §204-3.K)
7. A Site Context Sheet has not been provided. However, a Vicinity Map providing parcels with 2,000 feet of the site is provided on the Cover Sheet and an Abutter Sheet is also included in the Plans. A waiver has been requested from this Regulation. (Ch. 200 §204-5.B)
8. The Applicant has not included proposed setback lines on the Plans. (Ch. 200 §204-5.D.1)
9. A Landscaping Plan has been provided. However, it is not stamped by a Registered Professional Landscape Architect. A waiver has been requested from this Regulation. (Ch. 200 §204-5.D.8)
10. Floor plans with the use of all interior areas have not been provided. (Ch. 200 §204-5.D.11)
11. A Master Signage Plan has not been provided. (Ch. 200 §204-5.D.14)
12. The Applicant has requested a waiver to provide 5-foot-wide sidewalks between the parking area and the building entrance. However, it appears the sidewalks on the Plans exceed 5 feet throughout. Applicant or GHI to advise and update as needed. (Ch. 200 §207-9.B.1)
13. The Applicant has included a large portion of the proposed parking along the street frontage. We recommend the Applicant consider relocating the building closer to the frontage with all parking to the side and rear of the Project. This condition would also help alleviate potential issues with the south entrance/egress and the anticipated queue at the traffic signal. If parking is required along the frontage, we recommend removing parking facing the roadway and including one-way circulation (egress) at the south drive aisle to incentivize parking in the northerly portions of the site. (Ch. 200 §207-12.B)
14. The parking lot layout has several spaces adjacent to building entrances. Parking spaces shall not be located within 20 feet of building entrances, building exits, and emergency access points. A waiver has been requested from this Regulation. (Ch. 200 §207-12.G.3.a)
15. It appears the proposed parking may be within 15 feet to a property line at the north side of the Project. The Applicant should show dimensioning from the property lines to the closets parking space. (Ch. 200 §207-12.G.3.b)
16. The Applicant has not included curb radius throughout the site. All curbing shall have a minimum radius of three feet. (Ch. 200 §207-12.H.2)
17. Provisions for the installation of underground telephone and cable TV have not been provided on the Plans. Additionally, electric runs to proposed lighting and the proposed electric vehicle charging has not been provided. (Ch. 200 §207-16.A)
18. The Applicant should confirm if two 6-foot square dumpsters are sufficient to serve the proposed building. The dumpster area appears to be undersized for the use. The narrative shall also elaborate on medical waste disposal and how that will occur. (Ch. 200 §207-17)

19. The Applicant has provided a Landscaping Plan with evergreen landscape buffers only located at the rear property line. Perimeter landscaping with evergreens are required between the site and all adjoining properties. A waiver has been requested from this Regulation. (Ch. 200 §207-19.B.2)
20. Shade trees are required for every 6 parking spaces. It does not appear the site provides enough shade trees adjacent to parking areas in the Landscaping Plan. A waiver has been requested from this Regulation. (Ch. 200 §207-19.C.1.d)

General Site Plan Comments

21. We recommend the Applicant consider land banking the southernmost parking aisle to reduce overall impervious area on the site which is currently at approximately 74% impervious coverage. The Applicant is providing 29 additional parking spaces as compared to required spaces calculated by the use.
22. The Applicant should provide narrative on potential modification of the striping on the existing driveway to accommodate the new development. Additionally, stop bars are recommended at stop signs for consistency.
23. The waiver list on the Cover Sheet is inconsistent with the waiver requests provided in the Major Site Plan Application and should be coordinated.
24. The Applicant should provide detail on the proposed generator pad and any additional required screening.

TRAFFIC REVIEW

Project Study Area Intersections

25. The traffic impact assessment (TIA) evaluated two existing, signalized intersections including the Route 109/Holliston Street intersection and the Route 109/Walgreens/Medway Commons intersection. The Project proposes to share access to the site with the Walgreens driveway on Route 109. Town of Medway Planning & Economic Development Board Rules and Regulations require TIA's to include all intersections within one-quarter mile of a site which would include the Route 109/Richard Road intersection for the proposed medical office building Project. Although not specifically evaluated as part of the TIA, the traffic study estimates that the proposed medical office building will generate approximately 15 to 23 vehicle trips through this intersection during peak hours. This represents an additional vehicle trip every 2 to 4 minutes which would not be expected to materially impact operations at the Route 109/Richard Road intersection. Therefore, the study area presented in the TIA is appropriate for a Project of this size and land use.

Study Time Periods

26. The study includes an impact analysis of the weekday morning (7am-9am) and weekday evening (4pm-6pm) peak periods. The proposed medical office building is anticipated to also provide outpatient emergency care (in addition to women's health and wellness and pediatric care). Therefore, the study also includes an impact analysis of the Saturday midday (11am-2pm) peak periods. The time periods chosen for detailed analysis are appropriate for this type of medical office use.

Traffic Volumes

27. The turning movement counts (TMCs) and automatic traffic recorder (ATR) counts were conducted on Thursday, February 17, 2022 and Saturday, February 19, 2022 at the study intersections. The traffic volumes were increased by 12.5 percent for seasonality (February was determined to be a below-average traffic month) based on MassDOT historical traffic count data. The study also reviewed historical count data at the Route 109/Walgreens/Medway Commons intersection from October 2018. The study determined that no adjustments to the observed February 2022 traffic volumes were warranted as a result of the ongoing COVID-19 pandemic. Tetra Tech generally concurs with this methodology.

Public Transportation

28. The TIA states that the Greater Attleboro-Taunton Regional Transit Authority (GATRA) provides Dial-a-Ride paratransit services to eligible persons in the community. However, regularly scheduled public transportation is not provided in the immediate vicinity of the site, with the closest GATRA bus stop located more than 10 minutes away. Therefore, the TIA did not reduce the estimate vehicle trip generation for the proposed medical office building as a result of area public transportation services. Tetra Tech agrees with this methodology.

Sight Distance

29. The TIA evaluated available sight distances at the existing Walgreens driveway on Route 109 since this driveway is also proposed to support access to the site. The sight distance evaluation was based on procedures outlined in the American Association of State Highway and Transportation Officials' (AASHTO) A Policy on Geometric Design of Highways and Streets, 7th Edition (2018). The sight distance evaluation was based on the posted speed limit of 35 miles per hour (mph). The observed 85th percentile travel speeds on Route 109 were not included in the evaluation as they were lower than the posted speed limit. Tetra Tech generally concurs with this methodology.
30. Tetra Tech identified discrepancies between the tabular summary of the sight distance analysis presented in the TIA and the supporting calculations provided in the attachment materials. However, the discrepancies do not change the overall conclusion reported in the TIA that the available stopping sight and intersection sight distance on Route 109 at the shared access way with the site/Walgreens exceeds minimum AASHTO requirements for the posted speed limit.

Safety Analysis

31. The TIA provided a crash analysis for the existing study intersections between 2015 and 2019 (the most recent complete year of MassDOT data) based on MassDOT crash data which is generally consistent with industry standard methodology. During the five-year study period, intersection improvements were implemented by others at the Route 109/Holliston Street intersection to address safety issues identified in the 2014 Road Safety Audit (RSA) prepared for the intersection. The TIA did not provide the crash data in the appendix material. Tetra Tech recommends the MassDOT crash data be provided for completeness.
32. The TIA reported a total of 36 crashes at the Route 109/Holliston Street intersection and 25 crashes at the Route 109/Medway Commons Driveway intersection during the five-year study period, resulting in crash rates consistent with or below the MassDOT Statewide (0.78) and Districtwide (0.89) averages for signalized intersections. Tetra Tech generally concurs with the crash rate calculations provided.
33. Although not discussed in the TIA, VAI has completed an RSA for the Route 109/Medway Commons/Walgreens driveway intersection (Dated April 2022) as part of the nearby multifamily residential development Project to be located at 39 Main Street in Medway. The April 2022 RSA identified numerous potential short-term and long-term improvements to enhance safety at the Route 109/Medway Commons/Walgreens driveway intersection. Given that this intersection will serve as the de facto access to the 86 Holliston Street site, Tetra Tech recommends that the Applicant work with the Town to identify which, if any, of the safety improvements identified in the April 2022 should be implemented as part of the proposed medical office building Project.

Study Time Horizon

34. The TIA utilized a seven-year planning horizon from the year the traffic study was submitted (2029 Future Year condition) which is consistent with MassDOT traffic study guidelines.

Future No-Build Traffic Volumes

35. A one percent annual growth rate was applied for seven years from the 2022 Existing peak hour traffic volumes to estimate peak hour traffic volumes in the planning year 2029. This growth rate was based on MassDOT continuous count station data. The TIA also considered traffic associated with specific area development Projects based on consultation with the Medway Planning and Economic Development Department. Tetra Tech generally concurs with this methodology.

Trip Generation

36. Trip Generation Land Use Code (LUC) 720 – Medical-Dental Office trip rates from the Institute of Transportation Engineers (ITE) Trip Generation Manual, 11th Edition were applied. This methodology is reasonable for the proposed medical office building use.

Trip Distribution/Trip Assignment

37. The distribution of Project trips through the study intersections is based on existing travel patterns adjacent to the site during peak commuting periods. Tetra Tech recommends that the Applicant provide the supporting trip distribution calculations for review.

Intersection Operational Analysis

38. The TIA utilized Highway Capacity Manual (HCM) methodology for the signalized intersections using Synchro software to conduct the intersection capacity analyses. This is consistent with industry-standard methodology.
39. The TIA indicates that the study intersections operate at overall levels of service (LOS) D or better operations during the peak hours under existing conditions and future year conditions (with or without the Project). Industry standards suggest that LOS D or better operations during peak hours are generally considered acceptable for most intersections. The TIA also reports that all movements at the intersection will operate at LOS D or better operations with or without the Project. The exception is the Holliston Street southbound movement at Route 109 which is expected to operate at longer delays (LOS E) during the weekday morning peak hour. However, this LOS E condition will occur independently of the proposed medical office building use, with a Project-related delay increase to this movement of less than 2 seconds. Project-related vehicle queues at the study intersections are shown to increase by up to 7 vehicles during peak hours. Additionally, field observations conducted by Tetra Tech during the weekday evening peak hour indicate that existing vehicle queues on Route 109 westbound at Holliston Street extend back through the Route 109/Medway Commons Walgreens driveway intersection at times. Tetra Tech recommends that the Applicant consider evaluating traffic signal timing modifications at the study intersections to determine if improved vehicle queueing can be achieved.

Parking

40. Per the parking summary provided in site Layout Plan Sheet 5, the total proposed parking supply of 102 spaces exceeds the Town requirement of 73 spaces (1 space per 300 sf applied to a 21,900-sf medical office building). Therefore, preparation of a parking analysis is not warranted for the Project. However, please see prior comments regarding parking in the Site Plan Review section.

Site Access/Emergency Access

41. The TIA recommended numerous Project access improvements including a minimum internal circulation aisle width of 24 feet, compliance with Manual on Uniform Traffic Control Devices (MUTCD) standards for all proposed signage and pavement markings, compliance with American with Disabilities Act (ADA) standards for all proposed crosswalks and wheelchair ramps, maintenance of proposed signage and landscaping so as not to restrict sight lines at the site driveway and the timely removal of snow accumulations (windrows) within site driveway sight line triangles. Tetra Tech generally concurs with these recommendations.

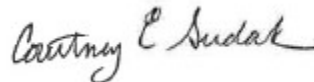
42. The Project is committed to implementing a Transportation Demand Management (TDM) program aimed at reducing single-occupancy vehicle usage at the site. Tetra Tech agrees with the implementation of a TDM program for the site and recommends that the Applicant work with the Town to finalize the specific elements of the program including the location and number of proposed bicycle parking.
43. Queues from vehicles waiting to exit the shared access way onto Route 109 could block vehicles from entering the front (south side) of the proposed medical office building site due to the close proximity of the southerly site driveway and the Route 109 signal. Tetra Tech recommends that the Applicant evaluate the feasibility of restricting the southerly driveway to exit-only movements or implementing alternative traffic guidance/control at the internal southerly intersection with Walgreens (i.e., Do Not Block pavement markings and signage, all-way Stop control, etc.) to minimize vehicle conflicts on the north leg of the Route 109/Walgreens driveway intersection.
44. The Project proposes to install Stop signs at the Project driveway approaches to the shared access way with Walgreens. Tetra Tech recommends that MUTCD-compliant Stop bar pavement markings also be installed at these locations.
45. The Project proposes to locate the medical office building's trash pick-up/drop-off area at the intersection with the proposed northerly site driveway and the shared access way with Walgreens. Although this is a low-volume intersection, the location of the proposed trash area will require a trash truck to pull in and/or back out in the intersection causing a potentially unsafe condition. Tetra Tech recommends that the Applicant explore the feasibility of relocating the proposed trash area so that a trash truck can safely maneuver in and out of the trash area with minimal impacts to vehicles traveling through this area.
46. Tetra Tech recommends that the Applicant provide information on the proposed loading/delivery operations and ensure that proposed loading activity will not impede access and circulation for patients, staff or emergency vehicles.
47. Tetra Tech recommends that the Applicant provide AutoTurn analyses to ensure that the largest emergency vehicle, delivery vehicle and trash truck can adequately access the site. The emergency circulation should be reviewed with the Medway Fire Department.
48. The proposed snow storage location in the northeast portion of the site could block the sight line of the trash area for vehicles entering the rear part of the site at this location.
49. The proposed snow storage in the southwest corner of medical office building could block the views of oncoming traffic and vehicles pulling in or backing out of parking spaces in this area of the site.

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 him/her 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 (Site Review)
Project Manager



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

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