



February 5, 2024

Attn: Susan Glauben  
Planning Board Assistant  
Town of Pembroke  
100 Center Street  
Pembroke, Massachusetts 02359

**RE:** AQV Site Plan Review  
Pembroke Country Club  
Pembroke, Massachusetts

Dear Ms. Glauben and Board Members;

This letter is being submitted in response to the peer review letter provided by Merrill Engineering and Land Surveyors, via email on January 22, 2024 regarding the proposed Age Qualified Cluster Development. Crocker Design Group, LLC (CDG) offers the following responses to each comment below. In addition to the following revised and supporting documents are enclosed:

- Enclosure 1: Updated Site Plan Set Dated February 5, 2024
- Enclosure 2: Photo's of Home Lighting

Merrill's original comments are in normal text and the current review comments are indicated below in *italic* text with CDG's responses in **bold text**.

**Section V. Special Provisions, Standards and Procedures**

4. *Off Street Parking Access & Loading Requirements: A loading area for the Clubhouse/Function Hall is shown as the driveway down to the basement. There are two retaining walls on either side of the driveway. Please verify that there is enough room for loading services. There is also a basement access door shown on the Architectural Design plans that is not shown on the site plans and would conflict with the proposed retaining wall along the basement drive.*  
*There are 280 parking spaces shown on the plans for the Golf Course and Clubhouse uses. There are 12 additional spaces provided at the proposed meeting/mail building with 9 additional future spaces if needed. There should be at least seven (7) accessible parking spaces provided for the Golf Course/Clubhouse parking area and at least one at the Meeting/Mail Building.*

**CDG Response:** The building footprint has been revised to reflect the architectural plans that have been submitted. Based on this change the loading zone was revised to provide a 20' wide entrance down to a 28' wide pavement width at the garage door/ building entrance.

**Summary of Waivers:**

Following waivers should be requested:

- Bituminous Concrete Curbing



- *Encroachment within the 50 ft buffer to 15 ft in specific locations as noted.*
- **A waiver from section 13.3.E has been requested which includes allowing a reduced perimeter setback of not less than 15' in specific locations as reflected on the revised Site Plan Set. A note has been added to the Cover Sheet (C-0) as well as labels indicating the locations where the waiver is requested on the Zoning Plan (Z-1) as well as additional labeling and dimensions which can be found on the Layout Sheets.**

#### **Section IV. Site plan Content:**

*4.5. Please add a signature line and date on Cover Sheet for Town Clerk.*

**CDG Response: The signature line and date for the Town Clerk has been added to the Cover Sheet (X-1).**

*4.9 The open space area calculations has been added. Please provide the closest perimeter setback of 15 ft as indicated and the specific locations per waiver request.*

**CDG Response: A note has been added to the Cover Sheet (C-0) as well as the Zoning Sheet (Z-1).**

*4.11& 13 Please indicate where accessible spaces will be provided. There should be a minimum of 7 accessible parking spaces.*

**CDG Response: The plans previously showed 2 handicap parking spaces the plans now show 8 total handicap accessible parking spaces at the club house.**

*4.12 It is indicated that the project will have approximately 29.3 ac total impervious area with approximately 10.9 ac being proposed building. Please provide the building coverage and total impervious coverage on the Zoning Table.*

**CDG Response: The total impervious coverage and building coverage has been added to the Zoning Sheet (Z-1).**

*4.18 General footprints have been shown for all the buildings with approximate footprint dimensions. Comment addressed. Please add the carport overhang for the Clubhouse/Function Hall*

**CDG Response: The carport overhang at the entrance of the Clubhouse has been added to match the proposed architectural drawings.**

*4.19 It has been indicated that the hydrant location layout has been sent to the Water and Fire Departments for review. Please provide confirmation that the layout is acceptable or if any revisions are requested please update the plan set accordingly.*

**CDG Response: We received the comments from the Water Department today February 5<sup>th</sup> as we were preparing this submittal, some technical comments have been addressed but we request comments related to construction be a condition of approval.**

*4.21 A photometric plan has not been provided for the proposed development. The Planning Board should determine if a photometric plan is necessary for this development.*



**CDG Response:** The Applicant can provide a photometric plan if the board deems it necessary.

## **Section V Requirements:**

*5.1 Comment addressed. The sidewalk layout around the clubhouse area on the Landscape Plans conflicts with the Site Plans. Please update the Site Plans with current building footprints and sidewalk layout.*

**CDG Response:** The sidewalk around the clubhouse area has been updated to match the proposed Landscape Plan. These updates were mainly between the office building and clubhouse and can be seen on Sheet C-3.10.

*5.2 It is noted that the homes will be provided with typical single-family home lighting. Please provide a typical home lighting layout.*

**CDG Response:** Typically, lights are provided on either side of the garage door as well as porch lights. A photo of the typical home layouts have been provided, if more information is needed The Applicant requests it be a condition of approval.

*5.1 Stormwater Management Design Calculations indicate that the overall stormwater management system will attenuate the post development stormwater flows to a level not exceeding the existing conditions. We offer the following comments regarding the drainage design and analysis:*

- *We recommend that confirmatory soil testing be performed within Basin 1-B and Basin 10-B to verify soil conditions and groundwater elevations will support the design of an infiltration basin within this location. There is significant excavation proposed within basin 1-B and the adjacent golf course hole #5 of approximately 10 to 20 ft. Confirmatory soil testing prior to construction could be a condition of approval.*

**CDG Response:** The Applicant is amenable to this condition.

- Please review infiltration basin grading. Many of the infiltration basins do not provide adequate berm access around the basin. There should be at least a 15 ft wide access route including berm width to the forebay areas and outlet control structures and 10 ft minimum access around the basins. The main access to the outlet control structure should not cross the emergency spillway area. Additional spot grades would be helpful along the berm elevations. *Stormwater basin grading has been updated although berm and access routes for several basins continue to need review:*
- *Basin 2-A – Please clarify the retaining wall at the property line and how this will be constructed. The slope of the access route looks to be very steep.*  
**CDG Response:** The grading for the maintenance access path between Units 106 and 107 has been revised in order to provide a 10%+/- slope to the Basin.
- *Basin 2-B – The berm width should be expanded one foot to 15 ft.*

**CDG Response: The berm has been extended to one foot to 15 as required.**

- *Basin 15-A – Please show access route.*

**CDG Response: A 15' maintenance access way has been provided between Units 159 and 160.**

- *Basin 2-D – Berm width and access route should be provided.*

**CDG Response: A 15' Maintenance access way has been provided between Units 126 and 127 and provided around the basin. The outlet control structure is intended to be accessed from the roadway.**

- *Basin 2-E – The access route seems too steep. Could this basin be accessed from the cart path?*

**CDG Response: The maintenance access path to Basin 2-E is accessible through the proposed golf cart path with a 15' access path provided off the cart path to the basin.**

- *Basin 6-A – 15 ft berm width should be maintained to the forebay area and should not cross proposed swales.*

**CDG Response: The berm around Basin 6-A has been updated from 10' to 15' behind Unit 66.**

- *Basin 7-A – Please show access route.*

**CDG Response: A proposed maintenance access path has been provided from the cart path by Hole 18 to Basin 7-A.**

- *Basin 12-A – Please provide 15 ft berm along forebay area, behind Building 27.*

**CDG Response: A access path was added between Units 25 and 26 to access Basin 12-A.**

- Please provide access routes to each basin for maintenance. *Partially addressed. Refer to comment above.*

**CDG Response: 15' wide maintenance access paths have been provided for each basin.**

- How is the Maintenance shed driveway pretreated prior to flowing towards the stone trench (Sportsedge) infiltration system? *The maintenance shed driveway has been regraded to direct surface stormwater flow towards Weathervane Drive closed drainage system. FES-DR discharges on a slope with no outlet protection. A level spreader outlet should be considered for this outlet to maintain the sheet flow condition. The FES-DR outlet is still located on a steep slope, how would the plunge pool be graded?*

**CDG Response: The plunge pool has been regraded to provide a constant elevation**



of 90.08 through and then 3 to 1 down to the proposed turf field. See Sheet C-4.12 for the revised grading.

Will there be an inlet, outlet or inspection ports for this system? *Additional information has been provided for the sportsedge design. Further design details shall be determined during construction. Comment partially addressed.*

**CDG Response: The Applicant Acknowledges the comment and is amendable to a condition.**

- Please provide water quality volume and rain garden sizing calculations. *The rain garden detail should be updated to match the proposed grading elevations. The rain garden elevations were updated but the driveway elevations still needs to be updated. Partially Addressed.*

**CDG Response: The detail has been updated on Sheet C-8.4.**

- There are several basins with continuous slopes surrounding the basin storage area. Will there be any fencing or other barrier to protect the surrounding homes and/or golf course. *It is indicated that the Applicant is proposing to install split rail or chain link fencing along driveways or parking areas. Fencing should be indicated on the site plans. There are areas along the roadway that may require guardrail protection, specifically along Fairway Landing and Weathervane Drive (entrance area to around bend at driving range). Partially addressed.*

**CDG Response: Guardrail has been provided along both sides of the roadway at Fairway Landing. In addition, guardrail has been provided along Weathervane Drive in several locations including the driving range, along the left edge of the roadway by Unit 42 as well as between Units 76 and 88.**

- Where basins and or larger slopes are proposed close to driveways, parking areas or homes, guardrail or fencing protection should be provided. *Refer to comment above, partially addressed.*

**CDG Response: Additional fencing has been added the revised Site Plan Set.**

It is general practice to design sites to comply with Massachusetts DEP Stormwater Management Regulations. The following section describes the 10 Standards for compliance with Stormwater Management Regulations and the status of the submittal relative to each standard.

#### Standard 8 – Erosion/Sediment Control

Soil Erosion & Sediment Control information has been provided. Please label the temporary sedimentation basins/dewatering areas, soil stockpiling and construction staging on the plans, C-2. There is a reference for a plan C-2.2 but is not provided. Additional inlet protection for any existing



catch basins along West Elm St, Dwelley St and Hazelwood Drive near the proposed entrances should be added. The project will likely be constructed in phases. Please provide a construction phasing plan including erosion and sediment controls for each phase. This standard is partially met. *The demolition & erosion Control Plan, C201 has been updated to provide additional detail for the erosion and sediment control during construction. Comment addressed. We would recommend a Construction Phasing Plan be provided to the Town prior to construction.*

**CDG Response: The Applicant acknowledges and agrees to submit a Construction Phasing Plan prior to construction.**

The project will require to file for a Construction General Permit (CGP) with the US EPA and implement a Stormwater Pollution Prevention Plan (SWPPP). We recommend a copy of the CGP and SWPPP be provided to the Town prior to the start of construction.

**CDG Response: The Applicant acknowledges and will submit a copy of the CGP and SWPPP prior to construction.**

5.4 Parking and Loading – Please identify loading areas for the Country Club facilities. *Loading area for the Country Club has been identified as the driveway sloped toward the basement of the Clubhouse/Function Hall with limited space. This loading area should be further evaluated for adequate access and use.*

**CDG Response: As stated above the loading area has been widened and to provide a larger loading area for vehicles.**

5.5 Please provide documentation that the Water Department has reviewed the proposed water distribution system. *It is recommended that the analysis performed by Environmental Partners on behalf of the Water Department is provided and any plan revisions necessary are incorporated into the site plans.*

**Additional Comments:**

1. It was previously stated that the internal access drive shall be controlled by a gate system that allows residents and visitors to access the residential portion of the development and the Applicant shall coordinate with the Town Fire and Police departments for a lock box or key. Also, the multi-use path between the pocket neighborhoods shall serve as emergency access connections with fire gates. Please provide information on the location and details for these gated controls. *Gate locations are shown on the plans. It is recommended a condition be required to obtain approval from the Fire and Police Department on the gate type/system prior to installation.*

**CDG Response: The Applicant is amendable to this condition.**

4. Please provide roadway geometry including roadway stationing. Roadway Plan and Profiles should be provided. *Comment Addressed. Please provide datum elevation for the Weathervane Drive and Eagle Way road profiles.*

**CDG Response: Datum elevation has been provided the proposed profile sheets (C-9.-C-9.14) for Weathervane Drive and Eagle Terrace.**

7. Stop signs and any other required directional signage should be provided. Crosswalks

should be provided at intersections and at cart path crossings. *Comment addressed. A crosswalk detail should be provided.*

**CDG Response: A crosswalk detail has been added to Sheet C-8.1, titled Painted Crosswalk Detail.**

13. Please label slopes greater than 3:1 and verify proper finished grade conditions and provide protection such as guardrails or fencing when these slopes are near the proposed roadways or sidewalks. There are retaining walls proposed greater than 4 ft in height. Will there be fence or guardrail protection provided? *Please provide notation for retaining walls that will be provided with protection on the site plans. Please provide top of wall and bottom of wall elevations for the retaining walls around the Clubhouse/Function Hall and residential building.*

**CDG Response: Top of wall and bottom of wall elevations have been added to the retaining walls surrounding the Club House and Multifamily. Fencing has been added to retaining walls that are over 4' in height and will be required to be certified by a Structural Engineer.**

14. Please review the grading along the cart path as it enters onto Par Place. The proposed swale to the west is intended to drain across the path towards Basin 6-A. Should there be a culvert in this location? *Comment addressed. Please provide additional information for the retaining wall that is proposed along this cart path.*

**CDG Response: Fencing has been added to the landscape retaining wall along the cart path by Unit 60. As well as on the wall behind Unit 15 and located along the cart path.**

16. Please provide further details on what will be happening to the existing parking lot. Will it be replaced in its entirety, repaired, and repaved or portions being replaced or repaired etc. *It has been indicated that the parking lot will be repaired as needed depending on the extent of the wastewater leaching field improvements. Please provide a note on the Grading Plans indicating that the parking lot will be repaired as needed for the wastewater system and utility improvements.*

**CDG Response: A note has been added to the Grading Plans on Sheet C-4.11 indicating that the parking lot will be repaired as needed for the wastewater system.**

21. Please provide a vehicle turn around path for dwelling units 85 and 86. Please provide the vehicle profile used for the vehicle turning movements. *Vehicle turn around path for dwelling units 85 and 86 has been provided but the vehicle profile used has not been provided. Partially addressed.*

**CDG Response: The profile for the Pierce Velocity (provided by the Pembroke Fire Department) Vehicle profile has been added on Sheet X-1.**

22. *The Proposed driveway for dwelling unit 148 drains untreated towards the adjacent wetlands treatment of the driveway should be addressed. A rain garden or similar best management practice would be possible to address untreated runoff.*

**CDG Response: A small raingarden and 2' wide stone diaphragm has been added off of the driveway of Unit 149 to capture any untreated runoff see Sheet C-4.4.**

23. *There are several driveways that are longer than 100 ft. such as dwelling units 146 and*



*147 etc. Would this driveway configuration lend itself to a turnaround area?*

**CDG Response: A small turnaround area has been added to the driveways of Units 146 and 147 See Sheet C-3.4.**

*24. Please provide missing cul-de-sac radii.*

**CDG Response: Additional cul-de-sac radii's have been added to the Layout Sheets, see Sheets C-3.0 thru C-3.13.**

*25. Please provide a cross walk detail.*

**CDG Response: A crosswalk detail has been provided on Sheet C-8.1.**

*26. The parking aisles should be a minimum of 24 ft wide. This will only extend the parking area 4 ft. to provide adequate aisle widths.*

**CDG Response: The parking lot configuration has been revised to provide 24' wide aisle's, see Sheet C-3.10.**

*27. Please provide a spot elevation at the entrance to Fairway Landing at the Hazelwood Drive cul-de-sac to clarify that the proposed road will drain towards the proposed catch basins.*

**CDG Response: The catch basins have been shifted to the existing Hazelwood cul-de-sac and two spot grades have been provided to show that no new flow will head towards Hazelwood.**

Should you have any questions or require any further information, please do not hesitate to contact Taylor Corsano. at [taylorcorsano@crockerdesigngroup.com](mailto:taylorcorsano@crockerdesigngroup.com) or 781-919-0808.

Sincerely,  
Crocker Design Group LLC

A handwritten signature in black ink, appearing to read 'Taylor Corsano', with a stylized, flowing script.

Taylor Corsano  
Project Manager