



November 20, 2018

Ref: 14239.00

Rebecca Coletta, Chairman  
Town of Pembroke Planning Board  
100 Center Street  
Pembroke, MA 02359

Re: Proposed Urgent Care Facility - 296 Old Oak Street  
Site Plan Approval Application

Dear Ms. Coletta,

On behalf of D and C Real Estate Trust, CTS Fiduciary LLC, Trustee (the "Applicant"), VHB respectfully submits the enclosed Site Plan Approval application package for the construction of a 5,230-square-foot urgent care facility and associated parking, utilities, and stormwater management system (the "Project") on the existing developed retail site at 296 Old Oak Street in Pembroke, Massachusetts (the "Site").

The Site is comprised of an existing 20,500-square-foot retail building (on two levels) and associated paved parking, loading areas, utilities and stormwater detention basin. The majority of the site is impervious with limited landscaping provided within the pavement areas.

The Project proposes to construct a 5,230-square-foot urgent care facility in the northeastern portion of the site, adjacent to the Old Oak Street/Church Street intersection. The proposed building will replace existing pavement and will require the removal of the existing detention basin in this area. This portion of the Site will be redeveloped with a new parking layout and new landscaped areas to accommodate the new building. The existing front parking lot will be improved as part of the Project; landscaped islands will be constructed, and pavement will be resurfaced. The Project also includes the reconfiguration of the existing building's loading area. The rear parking lot of the existing building will not be altered as part of the Project.

On November 5, 2018, the Town of Pembroke Zoning Board of Appeals heard a request by the Applicant for variances to the front yard setback, parking and loading requirements of the Zoning Bylaws for the Project. The hearing was continued to November 26, 2018.

The Applicant requests that the Planning Board review the enclosed Site Plan Approval submission and Site Plans titled "Proposed Urgent Care Facility" dated November 15, 2018 with respect to the following requested waivers of the Town of Pembroke Planning Board Rules and Regulations Governing the Issuance of Site Plan Approval dated August 29, 2005:

Union Station, Suite 219  
2 Washington Square  
Worcester, Massachusetts 01604  
P 508.752.1001  
F 508.752.1276

**Engineers | Scientists | Planners | Designers**



#### **Section IV - Site Plan Content**

- 4.4** Other features including: slope, geological features, unique vegetation, existing; (six (6') trunk diameter or greater measured four (4) feet above grade) trees, stone walls, easements, fencing, cemeteries, buildings (including historic background if any), septic systems, rock outcroppings, vistas and other natural features
- 4.6** Existing and proposed topography contour lines at one (1) or two (2) foot intervals... within fifty (50)' thereof
- 4.8** Information on... size and capacity of existing and proposed on-site and abutting utilities (water, sewer, drainage, electrical, cable, etc.)
- 4.10** A listing of building materials to be used
- 4.15** A Development Impact Statement will be required in accordance with Section 6
- 4.20** Existing and proposed signs; noting height, size, location and manner of lighting

#### **Section V - Requirements**

##### **5.1 Site Landscaping**

- 5.1.1 Every effort shall be made to retain and protect existing (6" trunk diameter or greater measured 4 feet above grade trees, shrubs and other landscape features on a site.
- 5.1.2 A three (3) foot wide landscaping strip shall be provided along the foundation walls to soften their appearance for all non-residential building(s). The landscape strip may be staggered in order to vary the landscape design for a site. The landscape strip shall provide screening to the portion of the foundation above grade.
- 5.1.5 Parking lots containing ten (10) or more parking spaces shall have at least one tree per six (or fractions of six) parking spaces. Such trees to be located within the paved parking area. Such trees shall be at least four (4)" trunk diameter measured twelve (12)' to eighteen (18)' above the ground with a minimum of sixty (60) square feet of seeded or landscaped permeable surface area per tree. When parking areas contain twenty-five (25) or more spaces... the parking area shall be maintained with landscaping (within the interior of the parking area), including trees as above, in plots of at least ten (10) feet in width. Trees and landscaped plots shall be so designed and located as to provide visual relief and sun and wind screening within the parking area, and to assure safe patterns of internal circulation. Planting areas are required along parking area perimeters to prevent off-site glare onto the public or private way(s). Parking lot plantings shall not block motorists line of sight upon entering and exiting a site. Any landscaped area described above can be used to meet the open space requirement of this section for new sites.



#### **5.4 Parking and Loading**

Parking shall be prohibited between buildings and street layout, except for handicap access.

#### **5.7 Access**

- 5.7.6 A leveling area shall be provided having a minus one percent (-1%) grade for a distance of thirty (3) feet measured from the nearest exterior line of the intersection street, to the point of vertical curvature.

#### **5.9 Architectural/Building Design**

All items.

### **Section VI - Development Impact Statement**

#### **6.0 Development Impact Statement**

All items.

#### **6.1 & 6.2 Environmental Impact Assessment & Standards Required**

All items.

#### **6.3 & 6.4 Fiscal Impact Assessment & Standards**

All items.

#### **6.5 & 6.6 Community Impact Assessment & Impact Standards**

All items.

#### **6.7 Traffic Impact Assessment**

- 6.7.2 Generally, such data shall be presented for all streets and intersections adjacent to or within 1,000 feet of the project boundaries.

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If you require any additional information or have any questions regarding this submission, please contact me at 617-607-2163 or at [kstaffier@vhb.com](mailto:kstaffier@vhb.com). On behalf of the Applicant, VHB thanks you for your time and attention to this matter.

Sincerely,

Vanasse Hangen Brustlin, Inc.

A handwritten signature in black ink, appearing to read "Kenneth A. Staffier".

Kenneth Staffier, PE

Senior Project Manager  
[kstaffier@vhb.com](mailto:kstaffier@vhb.com)

CC: Ed Mullin, Jeffrey Bilezikian Turtle Rock LLC

Enclosures:    Town of Pembroke Application for Site Plan Approval  
                    Check for Filing Fee  
                    Check for Administrative Review Fee  
                    Check for Engineering Review Deposit  
                    Site Plans titled "Proposed Urgent Care Facility", dated November 20, 2018  
                    Stormwater Management Memorandum  
                    Traffic Impact Study Memorandum  
                    Abutter Envelopes