

**COLLINS CIVIL ENGINEERING GROUP, INC.**

**225 South Main Street**

**West Bridgewater, MA 02379**

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July 10, 2020

Pembroke Planning Board  
100 Center Street  
Pembroke, MA 02359

**Reference: A request for determination of adequacy of a way under The Town of  
Pembroke Zoning Bylaws, Section 9D. Improvements to Private Ways or  
Paper Streets, for the proposed improvements to Crescent Ave.**

Dear Board Members:

On behalf of the applicant / owner, Roger Warren, Collins Civil Engineering Group, Inc. hereby submits the following items for the request of a determination of adequacy of a way for the proposed improvements to Crescent Avenue.

1. Submittal requirements: Applicants seeking to improve private ways/paper streets shall submit the following items to the Planning board:
  - a. The applicant shall submit eight (8) sets of Street Construction Plans showing proposed improvements to the way at a scale of one (1) inch = forty (40) feet or greater in plan and profile view signed by a professional engineer.

Please find enclosed eight (8) sets of Street Construction Plans for the above referenced project. All plans are at a one (1) inch = forty (40) feet including a plan and profile view signed by a professional engineer.

- b. An estimate of the number of potential lots that could be served by the way based on existing zoning if a positive way determination were issued.

There are currently three (3) homes off Crescent Avenue. With a positive way determination, one home will be razed and re-built and two homes will be added for a total number of houses accessed off of Crescent Avenue to five (5). There will be no more future homes on Crescent Avenue in the Town of Pembroke as the last lot is on the Halifax town line.

- c. A \$500 check payable to the "Town of Pembroke" for administrative fees.

A check for \$500 is submitted herein to the "Town of Pembroke" for administrative fees.

- d. A \$2,000 check payable to the "Town of Pembroke" for engineering review by the Board's consultant.

A check for \$2,000 is submitted herein to the "Town of Pembroke" for engineering review by the Board's consultant.

- e. A certified list of all abutters to the way that is being developed. If two ways are being improved, all abutters to both ways must be notified.

A certified list of abutters within three hundred (300) feet to Crescent Ave is submitted herein.

- f. A statement whether or not the applicant intends to have the way accepted by the town.

The applicant intends to keep Crescent Avenue a private way.

Please let me know if I may be of any further assistance regarding this submittal.

Sincerely,

A handwritten signature in blue ink, appearing to read "George R. Collins", with a stylized flourish at the end.

George R. Collins, P.E.  
Chief Engineer/President