

March 18, 2024

Pembroke Planning Board  
Town Hall  
100 Center Street  
Pembroke, MA 02359

ATTN: Sue Glauben, Planning Board Assistant

**RE: Site Plan Review  
108 Old Church Street  
Pembroke, Massachusetts**

Dear Sue and Board Members:

As requested, Merrill Engineers and Land Surveyors has performed a site inspection and reviewed the submission for consistency with the Pembroke Zoning Bylaws and the Planning Board Rules and Regulations Governing the Issuance of Site Plan Approval for the above-referenced project. The information submitted to this office and reviewed is as follows:

TITLE:	Site Plan 345 Washington Street Pembroke, Massachusetts
APPLICANT:	345 Washington Street, LLC
OWNERS:	345 Washington Street, LLC
SITE PLANS:	Site Plan 345 Washington Street Pembroke, Massachusetts Engineer: Grady Consulting, LLC Dated: February 15, 2024 (3 sheets)
DRAINAGE CALCULATIONS:	None
ADDITIONAL DOCUMENTS:	Application for Site Plan Approval Project Summary Memorandum Development Impact Statements

The site is located on the western side of Washington Street (Route 53) north of the intersection with Route 14. The property is located within Business B, Residential A and Historic Zoning Districts and consists of approximately 196,020 square feet or 4.5 acres. There are wetland resources identified on the site to the north and west associated with Pudding Brook. The proposed building addition is located within the jurisdiction of the Conservation Commission. The site is currently developed with two commercial buildings and associated parking and infrastructure.

The project proposes the construction of a 3,830 square-foot addition to the western side of Building #2. The project also includes removing some parking spaces and relocation of dumpsters on site. The stormwater management system for this site consists of catch basins which will direct stormwater to an

existing detention basin. The proposed addition is located on existing impervious surface area, therefore it is anticipated that there will be no increase in impervious area. No stormwater improvements are proposed. It is anticipated that there will be no increase in septic flows with the addition and the existing septic system will be maintained. Access to site is proposed from the existing curb cuts along Washington Street.

The following report summarizes our review with respect to the Zoning Bylaws and the Planning Board Rules and Regulations Governing the Issuance of Site Plan Approval. The format of this report will follow the format and sections outlined in the Zoning Bylaw and the Planning Board Rules and Regulations Governing the Issuance of Site Plan Approval.

## **ZONING BYLAWS**

### **Summary of Requested Variances**

The proposed addition will continue the existing light industry use under Section IV.4.A.5 and no variances have been requested from the Zoning By-laws.

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

1. Signs: No signage is proposed.
2. Floodplain Protection Overlay District (FPOD): Although no work is proposed beyond the existing developed area, the flood zone AE associated with Pudding Brook should be shown on the plans.
- 4.B. Access: Two existing driveways provide access to the site. No curb cut changes are proposed.
- 4F. Procedure: The approved site plans shall be recorded with the Plymouth County Registry of Deeds within 30 days of the expiration of the appeal period. Proper recording information should be provided on all plans meeting recording requirements.
5. Nonconforming Uses: The Applicant should confirm with the Building Inspector that a finding from the Board of Appeals is not required for the proposed addition as both buildings on the site are pre-existing nonconforming structures for setback. The proposed addition conforms to the required setbacks.

## **RULES AND REGULATIONS GOVERNING SITE PLAN APPROVAL**

### **Summary of Requested Waivers**

Several waivers have been requested.

- Section 4.22 – Traffic Study
- Section 4.7 – Landscape Plan
- Section 5.3 – Stormwater Management Design
- Section 5.6.2 – Cape Cod Berm
- Section 5.9 – Architectural Plans

The requested waivers are shown on the cover sheet of the Site Plans.

#### **Section IV. Site Plan Content**

- 4.4 The floodplain associated with Pudding Brook should be provided on the site plan.
- 4.7 A waiver has been requested for the preparation of a Landscape Plan.
- 4.8 It is proposed to utilize the existing utility services although limited information on existing utilities are shown on the plans. The existing closed drainage, water service, septic system and septic services should be provided on the plan.
- 4.9 A Zoning Table is presented on sheet 1 of the plans as required.
- 4.10 A waiver has been requested for the preparation of Architectural plans. It is indicated that the addition will be similar architecture as the existing building.
- 4.11 & 4.13 Please verify/locate all parking spaces to remain including size and type of parking, loading, storage, and service areas. The application and plans have conflicting information on the number of parking spaces to remain. With 52 parking spaces required, there should be at least 3 accessible parking spaces provided with the required access aisle and signage.
- 4.15 A Development Impact Statement has been submitted as required. If acceptable to the Planning Board the statement should be updated with the correct number of parking spaces proposed.
- 4.17 Please provide a north arrow on the Site Plan, sheet 2.
- 4.18 Please provide the existing building square footage on the plans. Please note the height of the addition on the plans.
- 4.19 An existing fire hydrant is located along Washington Street at the southern property corner.
- Please show where the dumpsters will be relocated as they may reduce the number of parking spaces.
- A silt sock erosion control barrier and detail has been provided on the plans. Erosion controls are noted at the limit of work. Additional erosion controls along the front of the stormwater basin should be provided to protect the existing basin from sediment during construction.
- 4.20 No signage is proposed.
- 4.21 A photometric plan has been provided in the Site Plan Review application. The building lighting should be shown on the plans and maximum height referenced.
- 4.22 A waiver has been requested for the preparation of a Traffic Impact Study.

## **Section V. Requirements**

- 5.1 A waiver has been requested for the preparation of a Landscaping Plan. No clearing of vegetation is proposed.
- 5.2 The location of the proposed lighting is presented on a photometric plan but should be added to the Site Plan as well. The wall pack lighting fixtures are proposed to be shielded. Please provide mounting height on the plans and should not exceed 20 ft in height.
- 5.3 A waiver has been requested for the preparation of Stormwater design. It is indicated that the existing onsite stormwater systems were completed in 2020 and permitted through the Conservation Commission. The proposed addition will not increase the impervious surface on site and would not impact the current stormwater facilities. A cape cod berm is proposed along the downgradient edge of pavement to direct surface runoff to the existing stormwater basin.
- 5.4 The site shall maintain the two existing curb cuts. No change is proposed.
- 5.5 The two existing dumpsters are noted to be relocated but the new locations have not been noted on the plan. Please provide the relocation location for the dumpsters and if necessary, provide an enclosure for screening. We recommend a detail of the enclosure be provided.

## **Section VI. Development Impact Statement**

A Development Impact Statement has been submitted as required. The Planning Board should determine if it is acceptable.

We would be happy to discuss these comments with the design engineer and or the applicant at their earliest convenience. Should you have any questions or need additional information, please do not hesitate to contact this office.

Very truly yours,

MERRILL ENGINEERS AND LAND SURVEYORS



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Deborah W. Keller, P.E.  
Director of Engineering

cc: