



Town of Northborough

Office of the Town Engineer

63 Main Street

Northborough, Massachusetts 01532-1994

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April 11, 2024

Kerri Martinek, Chairman
Northborough Planning Board
63 Main Street
Northborough, MA 01532

RE: 61-65 West Main Street, Map 63, Parcels 7, 9 and 10

Dear Ms. Martinek,

I have reviewed the Site Plan Review Application as submitted by Pare Corporation on behalf of the Town of Northborough for the purpose of constructing a new 30,000 +/- SF Fire Station at the above referenced property. The application includes the following:

- Plans prepared by Pare Corporation consisting of nineteen (19) sheets dated March 18, 2024 which are unstamped.
- Architectural Plans prepared by HKT Architects, Inc. consisting of nine (9) sheets dated March 18, 2024 which are unstamped.
- Exiting Conditions Plans prepared by Chappell Engineering Associates, LLC. Consisting of three (3) sheets dated September 1, 2023 and stamped by William Tirrell, PLS.
- A Stormwater Management Report prepared by Pare Corporation dated March 2024, which is unstamped.
- A Stormwater Operation and Maintenance Plan and Long Term Pollution Prevention Plan prepared by Pare Corporation dated March 2024.

This application requires Site Plan Approval in accordance with 7-03-050 Site Plans, Section A (1) (a) & (c). I would like to offer the following comments:

1. The application package also included a list of Requested Waivers and there is only one item I would recommend not be granted which is the locus map at a scale of 1" = 100' showing the entire project, the location and use of any buildings within 300 feet of the project boundary. The point of requiring this item is to have a comprehensive discussion during the public hearing regarding potential conflicts with existing driveways in the area. While I understand the emergency vehicles will have priority over all other vehicles it is the entering and exiting of the non-emergency vehicles that should be discussed to minimize conflicts.

2. The Stormwater Management Report appears to be appropriately designed for this site; however, the Site Plans and the Stormwater Management Report are not stamped by a Professional Engineer and should be.
3. The plans indicate the proposed building is to be connected to the town sewer and town water systems. Therefore, the project will be required to pay a Sewer Privilege fee in the amount of \$27,300 and a Water Privilege fee in the amount of \$7,000 prior to obtaining the building permit or shall obtain waivers from the Water and Sewer Commissioners.
4. All existing driveway openings which are not being utilized shall be removed and replaced with a concrete sidewalk.
5. The proposed plan indicates the existing crosswalk is to be removed and disposed of. I recommend the crosswalk be re-installed near the intersection of Monroe Street and an additional crosswalk could be installed at the westerly end of the property. Both crosswalks should be similar to the existing imprinted crosswalk for continuity in the downtown area.
6. The project requires a State Highway Access Permit to be issued by Mass DOT and a copy of that permit shall be submitted to the Town prior to the start of any construction on site. MassDOT will have input into the location of the relocated crosswalk and must also approve the connection of the proposed drainage system.
7. The project will require new preemption signals to be installed in West Main Street in front of the proposed Fire Station and once this is accomplished the existing preemption equipment in Church Street, installed for the benefit of the existing Fire Station should be removed. The removal of the preemption equipment in Church Street will also allow for a reevaluation of the intersection of Church Street, Pierce Street and West Main Street by MassDOT.
8. The application indicates there are approximately 30 public parking spaces to be provided. These spaces should be labelled on the plan and on site.
9. A minimum of two permeability tests shall be performed within each of the areas to be utilized for infiltration, to verify all assumptions made in the design of the drainage system. The Town shall be provided with an opportunity to witness the testing. The permeability tests shall be performed with the results submitted to the Town Engineer prior to the issuance of the building permit.
10. The flow of water exiting each of the underground infiltration systems shall be at the opposite end of the system from where the flow enters to avoid short circuiting of the flow.
11. The plans indicate buoyancy calculations of the underground concrete vault detention system are to be provided by the contractor and I recommend these calculations be provided by the design engineer as a condition of approval.
12. A Land Disturbance Permit from the Conservation Commission is required upon approval by the Planning Board and prior to the start of any construction.

13. The Stormwater Operation and Maintenance Plan and Long Term Pollution Prevention Plan should be revised to include annual reporting to the Town. The Operation and Maintenance Plan includes some equipment requiring maintenance and/or replacement products which is not easily accomplished by the Public Works Department with their available equipment and staff. Therefore, I recommend the Public Works Director be part of a discussion to determine some alternate water quality devices and a more appropriate maintenance schedule which is more practical for the DPW to perform. In the event some alternatives are not available, then the Fire Department may need to hire an independent contractor to perform the long term operation and maintenance of the proposed drainage system.
14. A completed Operation and Maintenance inspection report shall be submitted with the as-built plan prior to the issuance of an occupancy permit.
15. Once all comments from all approvals have been incorporated onto a final set of plans with the same revision date, the plans shall be reviewed and approved by Town Staff prior to the start of any construction.
16. An as-built plan of the entire site which is to be drawn at the same scale as the approved plan shall be submitted to the Town for approval prior to the issuance of a certificate of occupancy. The as-built plan for the entire site shall include, at a minimum and as applicable to the project, a permanent benchmark, elevation of all utilities, pipe inverts and outlets, pipe sizes, materials, slopes; all drainage structures; limits of clearing, grading and fill; all structures, pavement; contours; and all dates of fieldwork. The drainage system shall also be certified by a Professional Engineer stating the drainage system was built substantially in accordance with the design and will perform as designed. Upon approval by the Town one (1) mylar and three (3) paper copies of the as-built plan shall be submitted in addition to an electronic copy compatible with the Town's GIS system. The as-built plan shall be based on the Town's vertical datum (NAVD 88) and the horizontal datum (NAD 83).

Please feel free to contact me with any questions you may have.

Sincerely,



Fred Litchfield
Town Engineer

Cc: James Jackson, P.E. Pare Corporation
David Parenti, Fire Chief
Laurie Connors, Town Planner
Bob Frederico, Zoning Enforcement Officer/ Building Inspector
Scott Charpentier, Public Works Director
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