

W-1157102
January 28, 2022

Tracy Murphy, Director of Planning and Development
Town of Winchendon
109 Front Street
Winchendon, MA 01475

Re: **Proposed Pharmacy with Drive-Thru Peer Review Services**

Dear Tracy and Members of the Planning Board:

Tighe & Bond has been retained by the Town of Winchendon to provide Peer Review Services to the Planning Board in their review of the Site Plan Review Application for the development of the proposed Pharmacy with Drive-Thru at 290 Central Street (Route 202) (the Project). The property is located within the R10 – Neighborhood Residential and R80 – Rural Residential zoning districts, according to the latest Zoning Map, dated October 2019. The Applicant, FIDC 153 LLC, has provided the following documents for review:

- Cover letter, prepared by Stonefield Engineering and Design (Stonefield), dated October 29, 2021.
- Site Plan Set for FIDC 163 LLC, prepared by Stonefield, dated October 29, 2021.
- Application for Site Plan Approval.
- Impact Statement, prepared by Stonefield, dated October 29, 2021.
- Architectural Plans, prepared by Lingle Design Group, Inc., dated August 6, 2021.
- Truck Turn Exhibit, prepared by Stonefield, dated October 8, 2021.
- Survey drawings, prepared by Merrimack Engineering Services, dated June 19, 2021.
- List of Abutters.
- Phase I Site Assessment, prepared by The Edge Group LLC, dated May 31, 2021.
- Application fees.

The documents were reviewed for compliance with industry-standard engineering practices, the Winchendon Zoning Bylaw, Rules and Regulations for the Review and Approval of Site Plans and Site Development (Site Plan Rules and Regulations), Stormwater Management Bylaw and Town of Winchendon Stormwater Management Regulations, and the Massachusetts Stormwater Management Standards.

Tighe & Bond provided initial peer review findings in a letter dated December 7, 2021. In response, the Town provided the Applicant's Engineer's (Stonefield) a response with supporting documentation via email on January 27, 2022. The following letter presents the outstanding comments of the 12/7/2021 letter, followed by additional discussion on the revisions and additional information provided. The Applicant, FIDC 153 LLC, has provided the following supporting documents for review:

- Site Plan Set for FIDC 163 LLC, prepared by Stonefield, dated January 26, 2022
- Stormwater Pollution Prevention Plan (SWPPP), dated January 26, 2022
- Earthwork Exhibit, dated January 26, 2022.
- Architectural Plans, dated January 26, 2022.



Winchendon Zoning Bylaw

1. Per Section 8.8 (Driveway Standards) of the Zoning Bylaw, no non-residential driveway slope shall be greater than 10% at any point and the apron shall not exceed 4% positive slope. Based on manual computation, the slope of each driveway apron is in the vicinity of 12-14%.

Stonefield Response: A portion of the proposed driveway within the subject property line is 10.5% slope, which exceeds the maximum 10% slope for any non-residential driveway; therefore, the development is seeking a waiver based on site constraints. Existing electrical equipment along the Northwest property line will remain and be protected, which prevents the site from being setback any farther from Central Street. Additionally, there is a grade change of 6.9 FT across the site and the Central Street gutter slope is 4.3%. To maintain the right of way grades, previous design included steps from the public right of way to the main building entrance to meet the driveway slope requirements. Based on feedback from the Planning Board, the current design was pursued with a ramp up from the sidewalk which results in a small portion of the driveway exceeding the slope requirement. The proposed design will provide ADA access from the Central Street public right of way and from the ADA parking space on-site. The proposed driveway design waiver will not have an impact on the pedestrian access to the site.

T&B Response: As discussed with the Applicant's Engineer during a December 30, 2021 virtual meeting, it does not appear that the slope of the driveway can be reduced due to existing infrastructure and constraints. We support a waiver of this requirement as the maximum exceedance of the slope requirement is limited to a discrete portion of the driveway only. We recommend the Applicant formally request the waiver at the next Planning Board meeting for the Board to consider.

2. Section 9.10.1 (Signs Allowed in the C-2 & PD Districts) outlines sizing requirements for ground signs. Proposed pylon sign dimensions are not indicated on the Site Plans, and no detail is provided.

Stonefield Response: The pylon sign previously indicated was a placeholder. A draft signage package has been included as part of this submission for preliminary review by the Planning Board.

T&B Response: The comment has been addressed, as a separate signage permit will be sought through the Town.

Site Plan Rules and Regulations

3. The following requirements under Section 3.3.3 (Form and Contents of Site Plan) of the Site Plan Rules and Regulations were not included on the site plans:

- a. The seal, signature, and date of signing of the registered professional engineer or registered land surveyor as appropriate to the data per Section 3.3.3(A)(3).

Stonefield Response: The plans included in this submission package are signed, sealed, and dated by the registered professional engineer.

T&B Response: The comment has been addressed.

- b. Space for signatures of the members of the Board with the required note per Section 3.3.3(A)(7). We note the signature block provided references the "Winchendon Development Plan Review Committee".

Stonefield Response: The signature block on Cover Sheet (Sheet C-1) has been revised to reference "Winchendon Planning Board".

T&B Response: The comment has been addressed.

4. The following requirements under Section 3.3.4 (Supplemental Plan Information Required) of the Site Plan Rules and Regulations were not included on the site plans:
 - a. The volume of "earth" as defined in the Winchendon Zoning Bylaw to be removed, if applicable, or a statement indicating that "no earth is to be removed" per Section 3.3.4(D).

Stonefield Response: An Earthwork Plan is included as part of this submission package.

T&B Response: The comment has been addressed.

- b. Provisions for off-street loading and unloading. A detailed description of the loading/unloading needs of the proposed use should be provided and include the number of deliveries expected per day; size and type of vehicles loading/unloading at the site; type of goods, materials, etc. being loaded/unloaded. The location of loading/unloading areas at the site and access/egress to/from the site shall be shown on the plan per Section 3.3.4(M).

Stonefield Response: A box truck will deliver merchandise and supplies once a week. As indicated on the previously submitted truck turn exhibit, a WB-40 can navigate the site and exit through the bypass lane. Loading will be during off-hours and from the site or along central street.

T&B Response: The comment has been addressed.

- c. If any previous licenses, permits, orders of conditions, or other approvals have been issued in connection with this site development, copies of such documents should be submitted per Section 3.3.4(R).

Stonefield Response: No other licenses, permits, orders of conditions, or other approvals have been issued in connection with this site development.

T&B Response: The comment has been addressed.

- d. Each plan sheet should show the seal of a Registered Professional Engineer, Registered Land Surveyor, Registered Landscape Architect, Registered Professional Architect, or some combination of these as appropriate to the data on the sheet per Section 3.3.4(U).

Stonefield Response: The plans included in this submission package are signed, sealed, and dated by the registered professional engineer.

T&B Response: The comment has been addressed.

5. The following requirements under Section 3.3.5 (Impact Statement) of the Site Plan Rules and Regulations were not included as part of the application materials:
 - a. A list of all permits—Federal, State, and Local required for the proposed development per Section 3.3.5(E)(2)(a).

Stonefield Response: No additional entitlements or permits required for the proposed development. Permits with the Building Department will be handled by the contractor in advance of construction.

T&B Response: The comment has been addressed.

- b. Area dedicated to drainage and other utilities in the proposed area tabulation table per Section 3.3.5(E)(2)(b)(iii).

Stonefield Response:

Proposed Area Tabulation	
Site Area	24,679 SF (0.56 acres)
Distance to Wetlands	> 700 FT (Whitney Pond Wetlands)
Proposed impervious area	15,071 SF (0.35 acres)
Total Area of Disturbance	27,258 SF (0.63 acres)
Area Reserved for recreation, parks, and open land	9,857 SF (0.23 acres)

The existing and proposed drainage areas are tabulated and provided in Sections 2 and 3 of the SWPPP report included in this submission.

T&B Response: The comment has been addressed.

- c. An Estimated Construction Schedule including phasing, clearing schedule, hours of operation, and exposure time, per Section 3.3.5(E)(4)(a).

Stonefield Response: A sequence of construction has been added to the Soil Erosion & Sediment Control Plan (Sheet C-8).

T&B Response: The comment has been addressed.

- d. Estimates of the cost of performing the various items of required work per Section 3.3.5(E)(4)(b).

Stonefield Response: A cost estimate will be provided in advance of construction for the Town's use in calculating the performance bond.

T&B Response: The comment has been addressed. We recommend the Board consider a condition of approval to require the cost estimate prior to the Building Permit application.

- e. The average weekly demand; expected contents; recycling potential; on-site incineration, reduction or compaction; and method of disposal including the ultimate destination for solid waste produced at the proposed development per Section 3.3.5(E)(5)(d).

Stonefield Response: Recyclables and Solid Waste will be generated by the pharmacy and stored in a designated exterior enclosure. Materials will be moved manually by employees from the proposed Pharmacy to the trash enclosure. A trash enclosure is in the rear of the building which is for employee use only. Additionally, customers are responsible for removing anything that is brought onto the premise and are prohibited from disposing of furniture of any kind. Storage of hazardous materials within the units is also prohibited. The trash enclosure shall be screened with an 8-foot-high board on board fence as indicated by the detail on the Construction Details (Sheet C-13) of the site plan set that was submitted as a part of this package. The enclosure will be screened with landscaping consisting of a mix of evergreen and deciduous plantings.

T&B Response: The comment has been addressed.



- f. Water quality impact from run-off on adjacent and downstream surface water bodies and subsurface ground water and the water table per Section 3.3.5(E)(6)(a).

Stonefield Response: The proposed improvements on-site will increase the pervious coverage by 4,976 SF (0.10 acres), thus improving the stormwater quality. The project is not producing discharge with higher potential pollutant loading and is not located in an environmentally critical area. Water quality is further discussed in Section 5 of the SWPPP report included in this submission.

T&B Response: The comment has been addressed.

Winchendon Stormwater Management Regulations

6. An application for a Land Disturbance Permit was not provided as required per Section 6 (Formal Land Disturbance Permit and Procedure). The Land Disturbance Permit should include, but not limited to:

- a. Stormwater Management Plan meeting the requirements of Section 8(A).

Stonefield Response: The application was accepted and stamped on November 3, 2021. The new stormwater regulations were adopted on November 16, 2021. As confirmed by the Planning Board and the Town Planner, the application is exempt from the new stormwater regulations.

T&B Response: The comment has been addressed.

- b. Erosion and Sedimentation Control Plan meeting the requirements of Section 9(A).

Stonefield Response: The application was accepted and stamped on November 3, 2021. The new stormwater regulations were adopted on November 16, 2021. As confirmed by the Planning Board and the Town Planner, the application is exempt from the new stormwater regulations.

T&B Response: The comment has been addressed.

- c. Operation and Maintenance Plan meeting the requirements of Section 10(A).

Stonefield Response: The application was accepted and stamped on November 3, 2021. The new stormwater regulations were adopted on November 16, 2021. As confirmed by the Planning Board and the Town Planner, the application is exempt from the new stormwater regulations.

T&B Response: The comment has been addressed.

7. The following comments pertain to the project's compliance with the Massachusetts Stormwater Standards and Stormwater Handbook:

- a. **Standard 1** – The Standard is not yet met. The Applicant should demonstrate that flows discharging through breaks in curbing and down vegetated slopes will not produce erosive velocities.

Stonefield Response: A rip-rap-rap pad sizing detail has been provided on Construction Details (Sheet C-12, Detail #16).

T&B Response: The detail provided shows the sizing of the pad but does not confirm that the discharge velocities will not cause erosion. While it is not anticipated that the proposed flow through each curbing break will be erosive as the project site is small, water will flow downhill onto the adjacent property. We recommend the Board

consider a condition of approval that the Applicant provide monitoring and documentation to the Board during the first year post-construction to insure that erosion is not occurring at these locations.

- b. **Standard 2** – The standard is met. Due to the reduction in impervious ground coverage, peak rate attenuation is met without detention/infiltration measures.

Stonefield Response: Acknowledged.

T&B Response: The comment has been addressed

- c. **Standard 3** – The standard is met. The project does not require groundwater recharge as the proposed conditions reduces impervious ground cover.

Stonefield Response: Acknowledged.

T&B Response: The comment has been addressed

- d. **Standard 4** – The standard is met as it applies to the MA Stormwater Standards. However, as a redevelopment, the project must also include a Long-Term Pollution Prevention to comply with Standard 4.

Stonefield Response: The Long-Term Pollution Prevention Plan has been provided within the SWPPP report included in this submission.

T&B Response: The comment has been addressed.

- e. **Standard 5** – The project is not considered a Land Use with Higher Potential Pollutant Loads; therefore, the Standard does not apply.

Stonefield Response: Acknowledged.

T&B Response: The comment has been addressed

- f. **Standard 6** - The Applicant does not indicate whether the Site is located within critical areas as identified in the Massachusetts Stormwater Handbook and Stormwater Standards. The Standard has not been met.

Stonefield Response: The site is not located within critical areas as identified in the Massachusetts Stormwater Handbook and Stormwater Standards. This is reiterated in Section 5 of the SWPPP report.

T&B Response: The comment has been addressed.

- g. **Standard 7** – The project is considered a redevelopment. While Standards 2, 3 and the pretreatment and best management practices of Standard 4 can be met to the maximum extent practicable, the project must fully comply with the remaining Standards and to improve existing conditions. In order to comply Standard 7, additional information is required, as discussed within this section.

Stonefield Response: The application was accepted and stamped on November 3, 2021. The new stormwater regulations were adopted on November 16, 2021. As confirmed by the Planning Board and the Town Planner, the application is

exempt from the new stormwater regulations. All the remaining Standards have been met as required per the Stormwater Handbook.

T&B Response: The comment has been addressed

- h. **Standard 8** - A Construction Period Pollution Prevention and Erosion and Sedimentation Control Plan was not included in the application. The Applicant should provide this information as outlined in Standard 8.

Stonefield Response: The Erosion and Sediment Control Plan has been provided in Section 6 of the SWPPP report included in this submission.

T&B Response: The comment has been addressed

- i. **Standard 9** - A Long-Term Operation and Maintenance Plan was not included in the application. The Applicant should provide this information as outlined in Standard 9 and include the required information detailed in the Massachusetts Stormwater Handbook and the Massachusetts Stormwater Checklist.

Stonefield Response: The Long-Term Operation and Maintenance Plan has been provided in Sections 7 through 12 of the SWPPP report included in this submission.

T&B Response: The comment has been addressed.

- j. **Standard 10** - An illicit discharge compliance statement was not included in the application. The Applicant should provide this information as outlined in Standard 10.

Stonefield Response: The proposed drainage system will not produce any illicit discharges. The contractor shall submit additional documents as required in advance of construction as a condition of approval.

T&B Response: The comment has been addressed. We recommend the Board consider a condition of approval for the Applicant to provide a signed Illicit Discharge compliance statement prior to construction.

General Engineering Practice

8. The following comments pertain to the project's conformance with general engineering practice:
- a. Storm drainage piping at changes in direction or confluence with other piping, should include storm drain manholes. Sheet C-5 does not specifically call out proposed storm drain manholes.

Stonefield Response: Proposed manholes have been added to the Grading & Drainage Plan (Sheet C-5) where piping changes direction or confluence with other piping.

T&B Response: Proposed stormwater cleanouts indicates (4-TYPICAL); however, only 2 are graphically depicted on the drawings. We recommend the Board consider a condition of approval that the Applicant provide a final revised set of drawings prior to construction indicating the missing information.

- b. The proposed storm drainage system discharges to an abutting property. A drainage easement is required and should be shown on the site plans for both the discharged piped to the municipal system as well as surficial flows.

Stonefield Response: The Applicant will obtain approval from the adjacent property owner for the proposed connection to the stormwater system improvements to be completed by 2 Juniper application as a condition of approval.

T&B Response: The comment has been addressed. We recommend the Board consider a condition of approval that the Applicant provide documentation of the drainage agreement between the Applicant and the adjacent property owner prior to construction.

- c. Proposed grading along the northern property line creates a swale conveying upstream runoff around the site. The Applicant should confirm that runoff from adjacent properties concentrated by this informal swale will not result in erosive velocities as runoff flows around the site.

Stonefield Response: The proposed drainage area captured by the swale is approximately 4,000 SF. As discussed with the Town Engineer, this is a small tributary area. As per the Section 9.5 of the SWPPP report, the swale will be monitored and maintained to prevent erosion.

T&B Response: The comment has been addressed.

- d. Sheet C-5 does not call out the size of the roof leader piping.

Stonefield Response: The size of the proposed roof leader piping has been added to the Grading & Drainage Plan (Sheet C-5).

T&B Response: The comment has been addressed.

- e. The Applicant should include precipitation data, test pit data, soil boring data, and any other data used in preparation of hydrologic analyses.

Stonefield Response: The proposed improvements will increase the pervious coverage by 4,976 SF (0.10 acres), thus improving stormwater quality and reducing runoff. In addition, infiltration practices are not required to meet stormwater requirements. The soil on site is Type C/D, which is not good for infiltration. Any additional information required by the Building Department will be handled by the contractor in advance of construction.

T&B Response: The comment has been addressed.

- f. The size of the proposed electrical service is not listed in the Plan Set.

Stonefield Response: The size of the proposed electric service has been added to the Utility Plan (Sheet C-6). Any change to the proposed connection size based on requirements by the local utility provider will be submitted to the Town of Winchendon for review.

T&B Response: The comment has been addressed.



- g. The detail sheets do not include a catch basin detail. We note that catch basin frame and grate detail has been included. The Applicant should confirm that the proposed catch basin will include a hooded outlet.

Stonefield Response: The details for the catch basin and hood have been added to the Construction Details (Sheet C-16, Details #1-#2).

T&B Response: The comment has been addressed.


- h. The Doghouse Style Drain Manhole includes proposed concrete with reinforcement beneath the existing pipe. Typically, we have seen doghouse style manholes propose concrete up to the outside edge of the pipe as the support necessary to protect the integrity of the existing pipe to place concrete below it can be challenging. The Applicant should confirm the proposed method of construction is appropriate.

Stonefield Response: The Doghouse Sanitary Manhole Detail on Construction Details (Sheet C-14, Detail #9) has been revised accordingly.

T&B Response: The detail has been edited from the original design, however still shows new concrete and stone base extending under the existing pipe. In our experience, this is not typical construction method for such a sanitary sewer connection as excavation below the existing pipe will put the integrity of that infrastructure into question. However, we defer to the Applicant's Engineer to determine if this method is appropriate. The Board may wish to consider a condition of approval that this connection method be discussed with the Winchendon Department of Public Works prior to installation/connection.

We trust this information will be satisfactory for the Board in your review of the Central Street Proposed Pharmacy with Drive-Thru Site Plan Approval Permit Application. Please do not hesitate to contact me should you have any questions or need additional information at 413.572.3238 or jchristy@tighebond.com.

Very truly yours,
TIGHE & BOND, INC.


Jean E. Christy, PE
Senior Engineer

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