

Ref: 8591

November 13, 2020

Ms. Mary F. Savage Dunham, AICP, CFM
Director of Community Planning
Town of Hingham
210 Central Street
Hingham, MA 02043

Re: Follow-Up Information Required
Proposed Package Delivery Station – 100 Industrial Park Road
Hingham, Massachusetts

Dear Mary:

In advance of the November 16, 2020 Planning Board hearing, we are providing a summary of the additional materials that have been requested from the Applicant in support of the proposed package delivery station to be located at 100 Industrial Park Road (hereafter referred to as the “Project”) that remain outstanding and are required in order for us to complete our review. This information has been discussed with the Applicant’s representatives and includes the following:

1. Reconciliation of the various submissions that have been made that describe the operation of the facility including: i) number of employees by job function and shift; ii) number of delivery service partner (DSP) and flex drivers; iii) number of semi tractor-trailer deliveries; iv) time of arrival and departure of employees, DSP vans, flex drivers and semi tractor-trailers; and v) public counter or secure pick-up service availability at the Project site.
2. Description of impacts to local roadways, including, but not limited to, Cushing Street and Gardner Street.
3. Truck turning analysis for a WB-67 tractor semi-trailer combination that illustrates that the subject vehicle can maneuver to/from Commerce Road and enter/exit the Project site with consideration of vehicles parked along Commerce Road. The plan should clearly depict the existing curblines along both sides of Industrial Park Road and Commerce Road, and all existing pavement markings. Use of an aerial photograph as a background image is encouraged.
4. Site Plan modifications to reflect the changes required to the Project site driveway to accommodate WB-67 tractor semi-trailer combination turning maneuvers with on-street parking along Commerce Road.
5. Conceptual improvement plan for the intersection of Industrial Park Road at Commerce Road depicting the modifications required to improve the intersection geometry using the truck turning analysis as a guide and with consideration of on-street parking.

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In addition, we have requested that the Applicant prepare a Request for Advisory Opinion (RAO) for submission to the Massachusetts Environmental Policy Act (MEPA) Office in order to determine if the Project is subject to a filing under MEPA. Resolution of MEPA jurisdiction is important as it will allow the Planning Board and the Town to understand any requirements that may be placed on the Project by MassDOT or other State agencies as the Project moves through the State permitting process.

If you should have any questions, please feel free to contact me.

Sincerely,

VANASSE & ASSOCIATES, INC.



Jeffrey S. Dirk, P.E., PTOE, FITE
Managing Partner

Professional Engineer in CT, MA, ME, NH, RI and VA

JSD/jsd

