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### Department of Planning, Housing & Community Development

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# STAFF REPORT

#### REPORT DATE

June 17, 2019

#### PLANNING BOARD MEETING

June 18, 2019

**Case #19-18: SITE PLAN REVIEW**  
8 Washburn Street  
Map: 86 Lots: 16

**Applicant/** MA New Bedford & Washburn, LLC  
**Owners:** 786 Redford Drive  
Provo, UT 84604

**Agent:** Bracken Engineering  
49 Herring Pond Road  
Buzzards Bay, MA 02532

#### Overview

Request by applicant for a **Special Permit** under the Hicks- Logan- Sawyer Interim Planning Overlay District (HLS IPOD) for a rehabilitation and expansion of an existing commercial building into a 53,706 SF self-storage facility; located at **8 Washburn Street** (Map: 86 Lot: 16) on a 1.59± acre site in an Industrial B [IB] zoned district and Hicks- Logan- Sawyer Interim Planning Overlay District (HLS IPOD). Owner/Applicant: MA New Bedford & Washburn, LLC.

#### **Hicks Logan Sawyer Interim Planning Overlay District (HLS IPOD)**

The HLS IPOD is a temporary overlay zoning district that supersedes all underlying zoning regulations, except when a development is an expansion of an existing use and does not exceed 500 SF or if the proposed development is located within another overlay district adopted prior to this overlay; or for projects that were issued permits prior to codification of this overlay.

#### **8 Washburn Street**

Looking east from Washburn St. at Belleville Ave.



#### **8 Washburn Street**

Looking southeast from Washburn St. at Belleville Ave.



The HLS IPOD is a flexible district allowing for the mix of compatible land uses, such as residential, commercial, and light manufacturing through a Special Permit process.

**HSL IPOD allows for:**

- Dimensional regulations to be reviewed and reduced on a case by case basis by the Planning Board. This includes but is not limited to: building height, building-to-lot coverage, total lot coverage by impervious surfaces, building-to-lot setbacks;
- A reduction in parking requirements.

**Each project proposed under the HLS IPOD Special Permit process are evaluated for conformance with the HLS district mater plan design policies, principals, and goals:**

- Relationship to Public Spaces
- Relationship to the Waterfront
- Economic Development Goals
- Historic Context
- Environmental Goals
- Master Plan

**Existing Conditions**

The project site is a 1.59± acre, corner lot, with 449.87'± of frontage on Washburn Street and 151.24'± on the adjacent Belleville Avenue. The site has a vacant, 36,789± SF, single story, L-shaped building. The roof has collapsed in a portion of the building (southeast corner). This area has become overgrown with vegetation. The exterior walls and a concrete slab remain in the portion with the roof collapse. A concrete wall also surrounds a parking lot and loading area located along the Washburn Street frontage.



Rear and East sides of the building



Parking Area (interior of site)



The southeast portion of the site is in FEMA Special Flood Hazard Zone AE.

The surrounding neighborhood is a mixture of commercial and residential properties. Directly across Washburn Street from the site are the on and off ramps for I-195 eastbound and a city park area. To the east is Kyler's Catch Seafood Market. To the west are residential and commercial properties.

**Proposed Conditions**

The proposal is to rehabilitate the existing building into a self-storage facility including façade improvements to visually improve the building frontage with a painted mural treatment and false window wells . The rehabilitation will include enclosing the section of the building where the roof collapsed. The proposal also includes a redesign of the parking area including green infrastructure in additional landscaped areas and upgrades to utilities and drainage.

**Demolition and Site Preparation.**

The demolition and site preparation includes removing the overgrowth vegetation in the portion of the building with roof collapse and the sidewalks along the property frontages. Removing the parking lot pavement and concrete walls adjacent to the loading ramp. Interior demolition work will also take place to allow for the reconfiguration of the space into storage units.

**Parking & Loading.** The application state the proposal is to provide thirteen (13) parking spaces and two (2) loading space. Under ordinance (which does not provide a parking standard specific to self-storage units) this proposal requires one-hundred and forty-two (142) parking spaces and two loading space. The applicant therefore seeks a reduction in the parking and loading requirement.

As shown on plans submitted, the applicant proposes thirteen (13) parking space along the Washburn Street frontage behind the concrete wall; this includes one handicapped parking space. Two (2) at grade loading spaces are proposed on an improved ramp area adjacent to two loading dock bays proposed. It does not appear vehicles will be able to enter the building via the ramps.

No bicycle parking facilities are proposed.

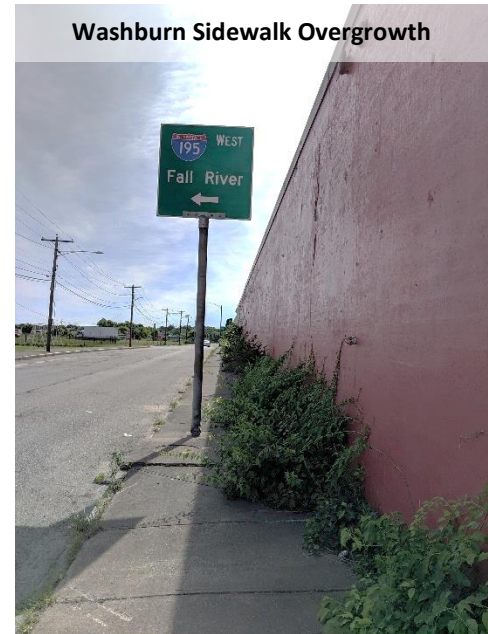
USE	PARKING REQUIREMENTS	LOADING REQUIREMENTS						
Businesses engaged in retail sale of goods and services, not elsewhere enumerated herein	One (1) space per each 200 sq. ft. of gross floor area, but not less than two (2) spaces for each business use intended to occupy the premises. After 20,000 sq. ft. gross floor area, one space per 400 sq. ft.	One loading space for each building containing more than 5,000 and less than 10,000 sq. ft. of gross floor area. Thereafter, one (1) additional loading space shall be required for each additional 25,000 sq. ft. of gross floor area						
<b>Parking Calculations</b> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black;">100 parking spaces retail (1 per 200 GFA: 20,000SF/200)</td> <td style="width: 50%; border-bottom: 1px solid black;">2 Loading spaces</td> </tr> <tr> <td style="border-bottom: 1px solid black;">42 parking spaces restaurant (1 per 400 GFA: 16,789SF/400)</td> <td></td> </tr> <tr> <td style="border-top: 1px solid black;"><b>142 Total parking spaces required</b></td> <td style="border-top: 1px solid black;"><b>2 Total Loading spaces required</b></td> </tr> </table>			100 parking spaces retail (1 per 200 GFA: 20,000SF/200)	2 Loading spaces	42 parking spaces restaurant (1 per 400 GFA: 16,789SF/400)		<b>142 Total parking spaces required</b>	<b>2 Total Loading spaces required</b>
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**Traffic Impact & Access Study.** A traffic impact and access study has not been submitted with the application. However, trip generation calculations have been provided. The trip generation calculations are based on land use of “mini-warehouse”. The calculations predict an AM peak of 4 trips (2 enter and 2 exit) and a PM peak of 6 trips (3 enter and 3 exit), with a weekday total of 54 trips (27 enter, 27 exit) and a Weekend (Saturday) total of 48 trips (24 enter, 24 exit). The anticipated traffic volumes are anticipated to be low.

**Circulation.** Vehicles will access the site via one bi-directional driveway off Washburn Street and enter the parking area. Vehicles unloading materials may utilize one of two loading spaces in the southwest corner of the parking area. Otherwise, customers will park in the lot and utilize two at grade doors which lead into the facility located along the north wall of the building.

No directional signage or pavement markings are shown on the plan. The board may wish to inquire if the applicant intends to have directional signage or markings.

The DPI comments require the applicant to replace the sidewalks along both Washburn Street and Belleville Avenue. The sidewalks are required to be 4'-6" wide concrete, with a 3' grass ribbon. Ten (10) street trees are to be planted along Washburn Street and three (3) street trees are to be planted along Belleville Avenue. Staff notes that this exterior circulation is especially desired given the HLS IPOD districts' goals to provide walkability and connectivity.



An entrance to the main office is provided along the street frontage for pedestrian access from the sidewalk.

**Operations.**

According to the Site Plan application, the proposed site is expected to have 54 customers per day, 2 employees, hour of operation from 6am-10pm Sunday through Saturday. The application notes two employees are six days a week. **The board may wish to clarify what this means will employees be on site only six days a week or work overlapping shifts of six days each person?**

**Landscaping.** The proposal includes a landscaped areas around the perimeter of the parking lot. The applicant does not provide a planting schedule and notes that "Landscape Design is yet to be finalized".

**The board should require the applicant submit a final landscape plan and planting schedule detailing the proposed planting species and locations.**

A chain-link fence is shown on the site plan across the driveway entrance. Unidentified fencing is also shown in the elevation drawings in window cutouts in the concrete wall along the parking area. No details have been provided about the either type of fence. **The board should inquire about the details of the site fencing.**

**Snow Storage & Waste Receptacles.** Snow storage areas are identified in the landscaped areas around the parking lot. A screened dumpster area (10'x11') is proposed in the east edge of the parking. The dumpster will be screened by a 6' high fence of unknown materials.

**Stormwater.** The parking lot stormwater runoff will be captured in groundwater recharge with additional runoff directed through "focal point" biofiltration systems. The board may wish to inquire as to what this area will be planted with, to follow the DEP best practices of the MA Stormwater handbook. The roof runoff of the proposed addition (the area to be enclosed where the roof collapsed) will be conveyed to a subsurface infiltration system.

DPI comments note the applicant is to review the City Stormwater Management rules and regulation for compliance with redevelopment projects.

**Signage.** Wall signage is shown on the architectural elevations; however, no specifications have been submitted.

**Lighting.** A lighting plan nor lighting specification have been submitted with the application. Wall park lights are noted on the building to provide lighting for the parking area. **The board should require the applicant to submit lighting specifications and identify any other area where lighting may be proposed on the building or site.**

### **HLS IPOD Review Criteria**

As previously noted, the HLS IPOD overlay zoning district allows the Planning Board, through the Special Permit process, to allow a reduction in dimensional and parking requirements on a case by case basis.

Each project proposed under the HLS IPOD Special Permit process are evaluated for conformance with the HLS district mater plan design policies, principals, and goals as outlined below. The applicant has provided a detailed project narrative that addresses these goals.

**Relationship to Public Spaces.** The applicant notes that the ordinance requires property lines to be defined by buildings, street walls, or fences; petitioning that this site lines the entire frontage. Blank walls are discouraged by the ordinance; therefore, the applicant is making improvements to eliminate the existing blank façade. The block system is being maintained as required. One building entrance is provided along the street frontage to provide pedestrian access to the facility. Awanings, facades treatments, and window displays are to be compatible with surrounding uses. The applicant petitions that windows will be installed along a portion of the building and cutouts will be made in the parking lot walls to create “green space windows” to the interior landscaping. Parking and trash management will occur on the interior of the site and shielded from public spaces.

**Historic Context.** The existing structure is not a historic mill, but the applicant notes it will be saved, rehabbed and reused as a storage facility.

**Relationship to the Waterfront.** The applicant petitions that sidewalk improvements will improve pedestrian access to the waterfront areas and preserve existing views to the waterfront.

**Environmental Goals.** The applicant did not provide a comment on environmental goals. It should be noted that a portion of the site exists in an AE Flood zone, where predicted flood water elevations above mean sea level have been established. Properties in Zone AE are considered to be at high risk of flooding under the National Flood Insurance Program. The board may wish to inquire about mitigation measures to avoid risk and loss of property.

**Economic Development Goals.** The applicant notes the proposed land use as “commercial” is a desired use type in the overlay district.

**Master Plan.** The applicant petitions that the self-storage facility will support the potential development of the HLS district by providing off property storage for residents living in the condominium buildings.

### **Review Comments**

As required under city ordinance, the case submittal documents were distributed to City Clerk, City Solicitor, Health Department, Inspectional Services, Engineering, Public Infrastructure, Conservation Commission, Fire Department and School Department.

The Department of Public Infrastructure provided a letter dated June 10, 2019. The letter has a list of 18 items to be addressed.

Sarah Porter, Conservation Agent, provided a letter, indicating that “The property is located with Land Subject to Coastal Storm Flowage. The applicant has filed a Request for Determination of Applicability with the Conservation Commission and the project will e on the June 18 Conservation Commission Agenda.”

No other comments were not received as of the publication of this report; any comments received will be made available at the public meeting.

**Master Plan Goal**

The proposal is consistent with the master plan’s goal to expand workforce opportunities and communicates a positive message for business development.

**Materials for Consideration**

The engineered plan submission is shown as “Proposed Self-Storage Facility at #8 Washburn Street New Bedford, Massachusetts Assessors Map 86 Parcel 16” dated May 9, 2019. Plans were prepared by Bracken Engineering Inc, in Buzzards Bay, MA and stamped by Alan M. Grady, PLS and Donald F. Bracken Jr., PE. The plan set consists of the following sheets:

- Sheet 1           Cover Sheet
- Sheet 2           Existing Conditions
- Sheet 3           Demolition and Erosion Control
- Sheet 4           Layout and Landscaping
- Sheet 5           Grading, Drainage and Utilities
- Sheet 6           Construction Notes and Details

The architectural plan submission is shown as “Planning Board Submittal Self Storage Facility 8 Washburn Street New Bedford, Mass.” dated March 7, 2019. Plans were prepared by Di’velept Design LLC, stamped by Jaron Hall, RA. The plan set consists of the following sheets:

- Sheet G01        Planning Cover Sheet
- Sheet G300       3D Views
- Sheet A001       Architectural Site Plan
- Sheet A110.1     Level 1 Demo – West Side
- Sheet A110.2     Level 1 Plan – West Side
- Sheet A111.2     Level 1 Plan – East Side
- Sheet A200.2     Exterior Elevations
- Sheet A201.2     Exterior Elevations

In addition to the foregoing submitted materials, the Planning Board may also wish to consider:

**Waivers.** The applicant has not requested any waivers.

## **Site Plan Approval**

In considering Site Plan Approval for the proposed project, the Board must find that the plan meets a number of objectives identified in Section 5470 of the City's (c.9) Zoning Ordinance including:

- **Adequate access to each structure for fire and service equipment;**
- **Adequate provision for utilities and stormwater drainage;**
- **Site alteration shall be designed after considering the qualities of the specific location, proposed land use, the design of building form, grading, egress points and other aspects of the development so as to:**
  - Minimize cut/fill volumes, removal of 6" caliper trees and larger, removal of stone walls, displacement of wetland vegetation, extent of stormwater flow increase from the site, soil erosion and the threat of air/water pollution;
  - Maximize pedestrian/vehicular safety to/from the site;
  - Minimize the obstruction of scenic views from publicly accessible locations;
  - Minimize visual intrusion by controlling layout/visibility of parking, storage and outdoor service areas viewed from public ways and residential areas;
  - Minimize glare from vehicle headlights and lighting fixtures;
  - Minimize unreasonable departure from the character, materials and scale of buildings in the vicinity;
  - Minimize contamination of groundwater from on-site wastewater disposal systems or operations on the premises involving the use, storage, handling or containment of solid/liquid wastes and hazardous substances;
  - Ensure compliance with the Zoning Ordinance;
  - Minimize damage to existing adjacent public ways;
  - Promote orderly and reasonable internal circulation within the site so as to protect public safety.

## **Special Permit Criteria (general)**

Additionally, under section 5300 of the zoning ordinance the Board must take into account the characteristics of the site and of the proposal in relation to that site, the determination shall include consideration of each of the following:

- **Social, economic, or community needs which are served by the proposal.**
- **Traffic flow and safety, including parking and loading.**
- **Adequacy of utilities and other public services.**
- **Neighborhood character and social structures.**
- **Impacts on the natural environment**
- **Potential fiscal impact, including impact on City services, tax base, and employment**

## **Staff Recommendations**



**Site Plan Approval.** Having reviewed the submitted materials, planning staff offers the following recommendations for conditions to the Planning Board should it act favorably on the requested site plan approval for the project:

- That the following specific conditions be applied to this decision:
  1. Final landscape plan to be submitted and reviewed by the Chair for a determination whether it may be administratively approved or would require review by the full board.

2. Fencing specifications are to be provided for the areas of fencing shown along the frontage and for the dumpster enclosure.
  3. Lighting specifications are to be submitted and reviewed by the Chair for a determination whether it may be administratively approved or would require review by the full board.
- That the following general conditions also be applied to this decision:
4. The project shall be completed according to the plans, notes, reports, and specifications submitted for consideration and final approval by the Planning Board.
  5. The project shall be undertaken in a manner consistent with the Memorandum from the Department of Public Infrastructure received and placed on file and the Planning Board incorporates the DPI memo as part of these conditions.
  6. The applicant shall submit final plan revisions to the Planning Division in the following formats: one (1) -11" x 17" Plan Set and one (1) CD or USB with Plan Set in PDF format and shall ensure that these same plans are properly submitted to the Department of Inspectional Services.
  7. The applicant shall ensure that a copy of the Notice of Decision, bearing the certification of the New Bedford City Clerk signifying no appeal has been made against the project's approval, be provided for the Planning Division Case file folder.
  8. That the applicant shall ensure a copy of the Notice of Decision bearing the certification of the city of New Bedford City Clerk, signifying no appeal has been made against the project's approval, be recorded at the Registry of Deeds.
  9. The applicant shall ensure that a copy recorded decision be provided for the Planning Division Case file folder.
  10. The applicant shall present any proposed modification from the approved plans for consideration to the City Planner for determination as to whether the modified plan must return before this Board for further review.
  11. The rights authorized by the granted approval must be exercised by issuance of a Building Permit by the Department of Inspectional Services and acted upon within one year from the date the decision was granted, or they will lapse.
  12. The developer and site contractor must schedule a pre-construction meeting with the Department of Public Infrastructure prior to the start of construction.

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**Materials Provided by the Applicant** are available at: <https://www.newbedford-ma.gov/planning/planning-board-agenda-info-2019/>.



# 8 Washburn Street Map: 86 Lots: 16

NOTE: Property line is approximate; for discussion purposes, only. Aerial map is oriented north.

