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### Department of Planning, Housing & Community Development

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# STAFF REPORT

#### REPORT DATE

June 6, 2019

#### PLANNING BOARD MEETING

June 12, 2019

**Case #19-16: SITE PLAN REVIEW**  
2104-2110 Acushnet Avenue &  
859 Belleville Avenue  
Map: 119 Lots: 46 & 258

**Applicant:** Farland Corp.  
401 County Street  
New Bedford, MA 02740

**Owners:** Coastline Elderly Services, Inc.  
1646 Purchase Street  
New Bedford, MA 02740



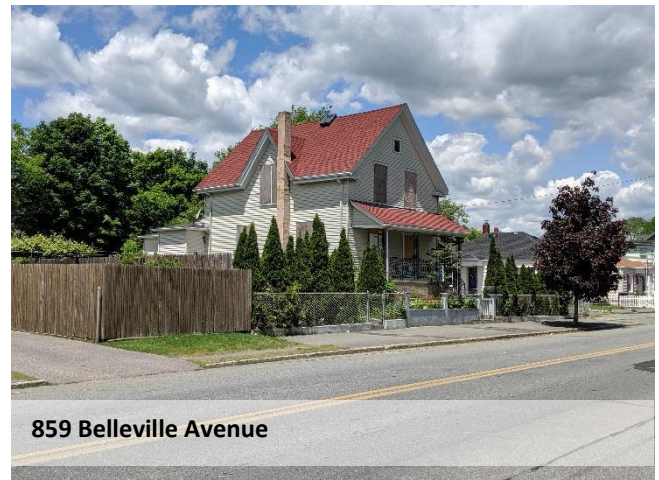
#### Overview

Request by applicant for **Site Plan** approval for the rehabilitation of a 38,300 SF commercial building and parking lot expansion; located at **2104-2110 Acushnet Avenue & 859 Belleville Avenue** (Map: 119, Lot: 46 & 258) on a 1.6± acre site in a Mixed-Use Business [MUB] & Residential B [RB] zoned district.

**Note:** The proposal also requires a **Special Permit** from the Zoning Board of Appeals for commercial parking in a residential district. The Zoning Board hearing is scheduled for July 19, 2019.

#### Existing Conditions

The project site consists of two adjacent parcels with a combined total of 1.57 acres of land. The first parcel, located at 2104-2110 Acushnet Avenue, has a 38,300 SF vacant commercial office style building and is in a Mixed-Use Business Zoned District. The second parcel, located directly behind the first, is at 859 Belleville Avenue. This parcel has a 3,600 SF vacant residential dwelling and is in a Residential B zoned district.



The commercial office building is surrounded by a bituminous concrete parking area with eighty-eight (88) parking spaces. The property was an abandoned tax title property. Chain link fencing surrounds the building to keep people off the site. Vehicular access to the site is provided via easements across the adjoining parking lots of two other commercial properties (CVS Pharmacy and Wash World). The property therefore has driveway access from Acushnet Avenue and Harwich Street. See aerial image at the end of this report for reference.

The residential property has 97'± of frontage along Belleville Avenue. The property currently has the dwelling, a driveway, two sheds, lawn areas, and fencing.

The combined site slopes down eastward from 23 on the west side of the site to 17 at the east side of the site.

The surrounding neighborhood is a mixture of commercial and residential uses. Commercial uses are predominantly present on the Acushnet Avenue and Harwich Street side of the site. While, residential properties are predominant on the Belleville Avenue side of the site.

**Proposed Conditions**

The proposal is to rehabilitate the existing commercial building into the headquarters for Coastline Elderly Services. According to their website: “Coastline Elderly Services, Inc. (Coastline) is a private, non-profit corporation which develops, provides, and coordinates a range of home care services designed to support and maintain the independent living of older adults within the community.”<sup>1</sup>

The residential dwelling would be demolished, and the parcel would become an additional twenty (20) space parking area with an underground stormwater infiltration system and landscaped areas. There would also be new driveway access from Belleville Avenue to the site through this parcel. The existing parking area around the commercial building will be repaved with a new parking layout and added landscaped areas.

The commercial building will be made handicapped accessible. The main entrance will be located on the south elevation.



<sup>1</sup> Who We Are. Coastline website: <https://coastlinenb.org/about-us/>. Accessed 6/4/19.

**Parking & Loading.** The application state the proposal is to provide one hundred and thirteen (113) parking spaces; however, the site plan depicts one hundred and eleven (111) parking spaces. Under the zoning ordinance this proposal requires seventy-nine (79) parking spaces and one (1) loading space.

USE	PARKING REQUIREMENTS	LOADING REQUIREMENTS
Offices: General, professional, business, banks, medical clinics and laboratories, radio and television stations; office of non-profit educational, cultural, or charitable organizations	One (1) space per each 200 sq. ft. of gross floor area but not less than two (2) spaces for each business unit intended to occupy the premises. After 10,000 sq. ft. of gross floor area, one space for every 1,000 sq. ft. of gross floor area	One (1) loading space for each building containing 10,000 sq. ft. or more of gross floor area. Two (2) loading spaces for 100,000 sq. ft. or more of gross floor area
<b><u>Parking Calculations</u></b>		
50 parking spaces (1 per 200 GFA: 10,000/200)		
+ 29 parking spaces (1 per 1,000 GFA 28,300/1000)		1 Loading spaces
<hr/> 192 Total parking spaces required		<hr/> 1 Total Loading spaces required

As shown on plans submitted, the applicant proposes fifty-seven (57), including five (5) handicapped accessible parking spaces on the west side of the building; sixteen (16) on the north side; eighteen (18) on the south side of the building; and twenty (20) in the new parking area proposed.

**Traffic Impact & Access Study.** A traffic impact and access study has not been submitted with the application. A traffic impact and access study is not required unless requested by the board. The board may wish to inquire of the applicant why a traffic study would not be warranted for this proposal.

**Circulation.** Vehicles will access the site primarily via a proposed bi-directional driveway off Belleville Avenue. Additionally, vehicles will be able to access the site via easement access from driveways on adjacent properties at Harwich Street and Acushnet Avenue.

Pavement markings shown on plans indicate directional arrows throughout the site. Bi-directional access will be available through the eastern 20 space parking lot. One-way traffic patterns are proposed on the south, north, and east sides of the commercial building. All vehicles exiting via the Belleville Avenue exit from the western portion of the site will need to travel clockwise around the building to exit; or utilize the exits via easements across the other properties to Harwich Street or Acushnet Avenue.



**2104-2110 Acushnet Avenue**  
Looking southeasterly from the rear of WashWorld

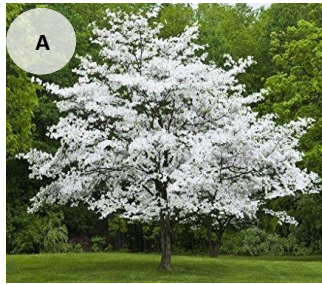
The applicant should provide the easement information for the file.

**Operations.**

According to the Site Plan application, the proposed business is expected to have 113 employees, with hours of operation 8am-5pm, Monday-Friday. Regular deliveries are not anticipated for the office use. Representatives of the petitioner have informed staff that many of the client services are provided off-site. The nature of their work is often done through visiting clients at home. Many employees have varying schedules and visit headquarters at

various times throughout their day. Therefore, there is no anticipated high demand vehicular entrance or exit periods as shifts change.

**Landscaping.** The proposal includes a grassed landscaped area surrounding the eastern parking area and new landscaped beds to be added throughout the existing parking lot and around the commercial building. The proposed plantings include: (A) 7 – White Dogwood Trees; (B) 8 – Japanese Lilac trees; (C) 12 Inkberry shrubbery, (D) 55 Blue Star juniper shrubs, (E) 24 Nikko Blue Hydrangea; and (58) Autumn Anthem grass.



To reduce impacts to abutters, the applicant should clarify if areas between the parking lot curb and property line along the southern edge and northeast corner are to be landscaped or grassed areas. The applicant should clarify if the landscape beds have grass, mulch, or other material.

Additionally, DPI comments require the applicant to plant four (4) street trees. Two each on Belleville Road and Harwich Street.

Existing fencing along the perimeter of the site will remain.

**Snow Storage & Waste Receptacles.** Snow storage and removal areas are not identified on the plans. A dumpster is proposed on a concrete slab in the northeast corner of the site. The dumpsters will be enclosed by a 6' tall chain-link fence with privacy slats. The dumpster location may be blocked as a parking spot is located directly in front of the opening gates.

**Stormwater.** A new culvert subsurface recharge system is proposed to collect the stormwater runoff from the proposed new parking lot area. In the existing parking lot area two catch basins will be cleaned of debris and the third catch basin will be removed and replaced with a water quality inlet. The existing site drainage will remain tied into the city system.

DPI comments note that per the stormwater bylaw, if the building is to receive a new roof, all roof leaders must be tied into a site-contained infiltration unit, not the City system.

**Signage.** The applicant has included the location of a proposed ground sign without any sign details. The location as shown along Bellville Avenue is not allowed under zoning ordinance. It is located within a Residential B zoned district. Signage is not allowed in residential districts, except for small signs for home-based occupations.

The board should note the ground sign is not approved as part of site plan review.

**Lighting.** The site plan includes proposed parking lot lights with a height of fifteen feet (15') and LED fixtures. Two light poles are proposed for the new parking lot. Four are proposed for in the landscape bed areas on the west side of the building.

The applicant has not provided a photometric plan nor lighting specifications for the proposed site lighting. The board may wish to request this information be provided.

### **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 May 30, 2019. The letter has a list of 19 items to be addressed.

Sarah Porter, Conservation Agent, indicated the project is not in or within 100' of any state or local wetland resource areas.

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 "Site Plan 2104-2110 Acushnet Ave. & 859 Belleville Ave. Assessors Map 119 Lots 46 & 258 New Bedford, Massachusetts" dated May 10, 2019, and date stamped received by City Clerks' Office May 10, 2019. Plans were prepared by Farland Corp, in New Bedford, MA and stamped by Christian Albert Farland, PE. The plan set consists of the following sheets:

- Sheet C0.0 Cover Sheet
- Sheet C1.0 Notes & Legend
- Sheet C2.0 Existing Conditions
- Sheet C.30 Layout
- Sheet C4.0 Grading & Drainage
- Sheet C5.0 Utilities
- Sheet C6.0 Landscape
- Sheet C7.0 Erosion Control
- Sheet C8.0 Construction Details
- Sheet C8.1 Construction Details

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

- **Waivers**

The applicant has requested the following waivers:

- Topography & Drainage Plan
  - The applicant petitions that a structure and pavement currently exist on site. No excavation of the site is proposed. Topography and drainage will not be altered.
  - Staff concur the project does not significantly alter the site topography or drainage.
- Development Impact Statement (DIS)
  - The applicant petitions that the project is a redevelopment of an existing use and will not have any negative impact on the neighborhood or city.

- A DIS is not required unless requested by the board.
- Construction Completion Sequence
  - The applicant petitions that the project involves relatively minor development plans.
  - Staff concurs that the site construction work is limited in nature. A detailed sequence of construction activities may not be warranted. The board may wish to inquire about the anticipated start and end dates however.

### **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.

### **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. The ground sign is not approved.
  2. Easement documentation is to be provided for the case file.
  3. A photometric plan and lighting specification information is to be provided for review by the 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: <http://www.newbedford-ma.gov/planning/planning-board/planning-board-agenda-info-2018/>).

# 2104-2110 Acushnet Avenue & 859 Belleville Avenue Map: 119 Lots: 46 & 258

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

