



**TOWN OF BROOKLINE**  
*Massachusetts*

**DEPARTMENT OF PUBLIC WORKS**  
Engineering & Transportation Division

*Erin Chute Gallentine*  
Commissioner

**Interoffice Memorandum**

To: Maria Morelli, AICP - Senior Planner, Regulatory Planning  
From: Dan O'Donnell, Engineering & Transportation Division  
Date: 11/19/2020  
Re: 500 Harvard Street (40B) – Preliminary Site Plan Review  
cc: Erin Gallentine, Commissioner of Public Works  
Fred Russell, P.E., Director of Water & Sewer  
Jay Hersey, P.E., Engineering & Transportation Division

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Please see the following comments to the plans dated October 13, 2020:

General

1. Planning should issue conditions similar to the ones that have been issued in the past. Please reference [1180 Boylston 40B Decision with conditions](#). Schedule 3A: Modified Conditions 8, 10, 14, 16, 17, 19, 43-46, 59 pertain to Engineering. Condition 43 (excerpted below) was crafted for the 1180 Boylston Street project and the runoff issue specifically. This includes the requirement for the applicant to formally submit a site plan for review and approval by the Public Works Department before issuing a building permit.
2. Engineering & Transportation should also review this plan for access and egress to the site, adequacy of on & off street parking for the project, signage, and lighting.
3. Applicant will need a Construction Management/Traffic Plan that will require approval by the Department. We understand that the Transportation Division has been engaged in this process.
4. Most of the above probably exist in the typical conditions issued by the Town. Engineering & Transportation requests the opportunity to review them once they are drafted and prior to Planning Board approval.
5. The plans need to show/label all utilities in both Harvard Street and Kenwood Street on all applicable pages. This is only shown on the existing conditions survey.
6. There is no erosion control or demolition plan showing construction access.

7. More construction details are needed:
  - a. erosion control
  - b. utility trenches for water and sewer
  - c. sewer service
  - d. Town standard water details
  - e. pavement restoration details
  - f. concrete sidewalk/driveway restoration
  - g. construction entrance
  - h. oil/water separator

#### Drawing No. 1 of 1 (Existing Conditions Plan)

8. Missing sewer and drain manhole inverts and rims on Kenwood and Harvard. These are needed to calculate invert connections at the main.
9. There is a missing street tree on Kenwood Street that needs to be added to the plan. It appears this tree will be in conflict with the new driveway. Removal of the tree will require consultation with the Town Tree Warden.

#### Sheet (Erosion Control & Demo Sheet – Missing)

10. Need to show cut and caps of existing water, sewer, and drain services.

#### Sheet C-102

11. As the site is nearly all impervious, consider creation of a green roof on the new building.
12. Consider use of pervious materials for the walkways or other pavement on the property outside of the building envelope.
13. It appears that one of the internal roof drains (RD-1) by-passes the OCS-1 and discharges directly to the Town drain in Kenwood Street. Reroute this roof drain to the infiltration system.
14. Consider adding tree(s) to Kenwood and/or Harvard Street.
15. Show existing spot grades along the property line. It appears the walkway on the east side pitches towards the abutter's property. There can be no increase in runoff to abutting properties.
16. The infiltration system within the building footprint requires a special permit via state plumbing code. Confirm with Building Department.
17. The ESHGWT calls to verify in field. Test pits shall be completed to determine ESHGWT and perc rates prior to a building permit is issued.

#### Sheet C-103

18. There is a proposed sewer connection on Kenwood Street, yet there is no mention of discontinuing the existing sewer service on Harvard Street.
19. There appear to be two water services on Harvard St. Or, are they being cut/capped at the main? It appears the fire protection was cut off in 2005 per Town records so fire protection for this building is a concern.
20. Sewer connection in Kenwood Street to be made with inserta-tee if factory wye is not available (see requirement on Site Plan Checklist).
21. Provide sewer profile with depths and crossings of other utilities.
22. Note 3 states fire and domestic water service to be confirmed by MEP Engineer. Provide these calculations to confirm adequate sizing.

23. Label the existing utilities on the plan. Include size and type.
24. The proposed water (fire & domestic) services are too close to the property line and appear to be too close to the electric, communications, and gas services. It looks like there is 6' from the building to the property line.
25. Sewer inverts cannot be determined, but need to be indicated on the plan. Verify in field or check record drawings and add to plan.
26. Need to supply sewer flow calculations for the proposed development.

#### Stormwater Report

27. A minimum of 35% voids should be used, rather than 40%.
28. See comment 17.