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PLANNING BOARD

SUPPLEMENTAL STAFF MEMO*

REPORT DATE
October 6, 2022

MEETING DATE
October 12, 2022

Case #22-39: Site Plan Review
NS & 195 Kempton Street
Map: 58 Lots: 424 & 428

Owner/Applicant: Humphrey, Covill &
Coleman Insurance
Agency, Inc.
195 Kempton Street
New Bedford, MA 02740

Zoning District: Mixed-Use Business
(MUB)

Site Area: 15,222± square feet

Overview: New construction of a
commercial parking lot
and associated site
improvements.



***Memo**

This memo is a supplement to the previous Staff Report for Case #22-39 dated September 9, 2022. It addresses the applicant's revised plans and response to comments from the Department of Public Infrastructure.

Overview

Revised plan including site layout with vehicle maneuvers, photometrics, and grading for drainage. Additional notes have been included on page 3 of the plan set.

REVISED PLANS

The applicant submitted revised materials on 10/5/22. Planning staff have reviewed the revisions and provide the following comments for the Board's consideration ahead of the October 12, 2022, meeting:

1. The applicant has submitted revised Site Plans dated 10/4/22, prepared by Prime Engineering, Lakeville, MA, and stamped by Richard Rheame, PE. Revisions include the following:
 - Site Layout plan revisions include a reduced size traffic island with striping to the west of the accessway opening at the south of the building. Pavement markings and DO NOT ENTER signage has been added. Fencing with footwall has been extended east to the existing curb cut on Kempton Street. Curbing to the north of the accessway opening has been revised.

- New vehicle maneuvers have been provided and the width of the drive aisle south of the building has not been adjusted to reflect the new fence/wall proposed. **The Board may wish to discuss revised vehicle maneuvers with the applicant and determine the width of the drive aisle relative to the proposed fence/wall and bollards at the southwest corner of the building.**
- There are two less parking spaces in the revised plans. One space is eliminated in the existing parking lot and one space in the proposed lot layout.
- Proposed Grading & Drainage Plan indicates that regrading has been revised per DPI memo dated 9/13/22. **The revisions do not include the relocation of the existing catch basin at the proposed curb cut.** Per DPI, all existing utilities must be shown and labeled, revised plans do not indicate this.
- Proposed Utility & Lighting Plan revised to show photometric analysis, lighting details included.

RESPONSE TO DPI COMMENTS

The applicant provided a written response dated 10/4/22 to DPI's September 13, 2022, memorandum. **The Board may wish to review correspondence on file.**

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 applicant shall coordinate with the Department of Public Infrastructure to resolve all comments in their September 13, 2022, memorandum prior to the issuance of a building permit.
2. The applicant shall submit revised plans to the Department of City Planning for administrative review with the following revisions prior to the issuance of a building permit:
 - a. relocation of the soil stockpile area away from the residential abutters to the north;
 - b. straw & wattle erosion controls around the soil stockpile;
 - c. temporary construction fencing.

That the following **general conditions** also be applied to both decisions:

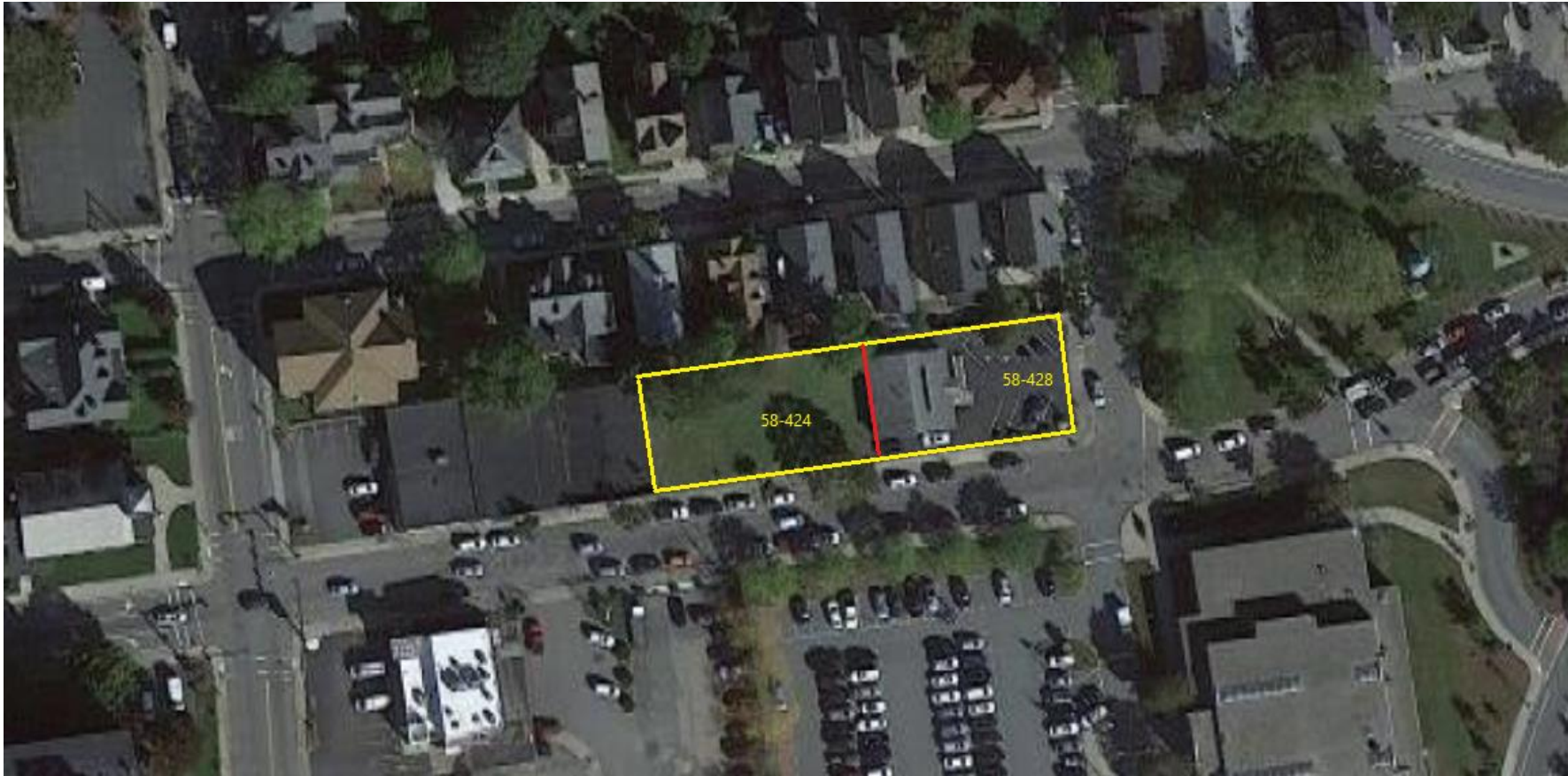
3. The project shall be completed according to the plans, notes, reports, and specifications submitted for consideration and final approval by the Planning Board.
4. The project shall be undertaken in a manner consistent with any departmental memos received in relation to plan and placed on file for Planning Board consideration. The conditions of such memos shall be considered to be part of these conditions.
5. The applicant shall submit final plan revisions to the Department of City Planning 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.
6. 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 Department of City Planning case file folder.
7. The applicant shall present any proposed modification from the approved plans for consideration to the Director of City Planning for determination as to whether the modified plan must return before this Board for further review.
8. 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.

9. The developer and site contractor must schedule a pre-construction meeting with the Department of Public Infrastructure prior to the start of construction.

Materials Provided by the Applicant are available at: <https://www.newbedford-ma.gov/planning/planning-board-agenda-info-2022/>

Staff Report prepared by: Rachel Mulroy, Staff Planner

Reviewed by: Michael McCarthy, Asst. City Planner



NS & 195 Kempton Street Map: 58 Lots: 424 & 428

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