

October 19, 2021

James Beyer, Chair
Zoning Board of Appeals
24 Perry Avenue
Bourne, MA 02532-3441

Re: Peer Review of Chase Estates
Comprehensive Permit No. 08-18
Small Project Change

Proposal

Members of the Board:

Professional Services Corporation, PC (PSC) proposes to perform a peer review of the submittals as described herein for Chase Estates Comprehensive Permit No. 08-18 Plan Submittal for a Notice of Small Project Change dated July 30, 2021 on behalf of the Zoning Board of Appeals. Our review will determine compliance with the Town of Bourne requirements, the Massachusetts Stormwater Handbook, MassDOT requirements, and standard engineering practice.

The Comprehensive Permit Project design has been updated. The stormwater management system design has been fully revised. The traffic impact information submitted in 2020 was not complete report and could not be reviewed. The traffic impact report must now be reviewed as part of the pending application. Therefore, the scope of the proposed peer review is comparable to the scope of the 2020 peer review.

Under the current submittal for Chase Estates, the number of units will increase from 16-to 24 and the number of bedrooms will increase from 48 to 68. The style of the residential development will change with 12 duplex structures being constructed.

SUBMITTAL

- A. "Site plan Chase Estates subdivision at 230 Sandwich Road in Bourne, Massachusetts" prepared by Outback Engineering dated May 18, 2021 consisting of 11 sheets.



- B. Memorandum on “Traffic Impact Assessment, Proposed Chase Estates Residential Development, 230 Sandwich Road, Bourne, Massachusetts” prepared by Vanasse & Associates dated June 9, 2021.
- C. “Drainage Report, Residential Subdivision in Bourne, Massachusetts,” prepared by Outback Engineering dated May 18, 2021.

REFERENCE

- A. “Town of Bourne Zoning Bylaw, as most recently the special town meeting, October 2019, printed February 13, 2020.
- B. “The Town of Bourne, MA, Planning Board, Subdivision Regulations, amended May 25, 2017.
- C. “Department of Environmental Protection, Massachusetts Stormwater Handbook.”
- D. MassDOT “Transportation Impact Assessment (TIA) Guidelines) (2014).

BASIC SERVICES

1. Review the First Submittal of the Memorandum on “Traffic Impact Assessment, Proposed Chase Estates Residential Development, 230 Sandwich Road, Bourne, Massachusetts” for compliance with applicable provisions of the MassDOT Transportation Impact Assessment (TIA) Guidelines and standard engineering practice.
2. Review the First Submittal of the “Drainage Report, Residential Subdivision in Bourne, Massachusetts” for compliance with standard engineering practice identifying exceptions to the Town of Bourne Bylaws and Regulations.
3. Review the First Submittal of the proposed amended Comprehensive Permits including supplemental changes.
4. Prepare a memorandum summarizing our review of the First Submittal for compliance with Town of Bourne Bylaws and Massachusetts laws, regulations, and guidance.
5. Review the Second Submittal including revised and supplemental plans, calculations, the stormwater report, and the traffic impact and access study as well as the engineer’s responses to comments provided as part of the First Submittal.



6. Prepare a report summarizing our review of the Second Submittal for compliance with Town of Bourne Bylaws and Massachusetts laws, regulations, and guidance as well as the adequacy of the engineer's responses to comments.
7. Attend one (1) sessions of the Zoning Board of Appeals continued public hearing.

FEE

Our Fee for Basic Services will not exceed Nine Thousand Dollars (\$9,000) without prior authorization.

Our Fee for Basic Services will be based upon the rates set forth below plus expenses incurred in the interests of the project. Invoices will be submitted monthly and are due and payable upon receipt. Expenses incurred in the interest of the project including the cost of plan and document reproduction and auto mileage, and other direct project expenses and will be invoiced at cost. Current rates are as follows:

Professional Engineers (PE)	\$ 165.00 per hour
Senior Project Managers	\$ 150.00 per hour
Attendance at each session of the continued public hearing in excess of the one session provided under Basic Services	\$ 660 each session

ACCEPTANCE

Please indicate your acceptance by executing our proposal in the space provided below. Alternatively, PSC is prepared to execute an Agreement in a form prepared by the Town. We



Zoning Board of Appeals
October 19, 2021
Page 4

thank you for the opportunity of submitting this proposal and we look forward to reviewing the Stormwater Management Design on behalf of the Planning Board. Please contact me should you require additional information or if I can be of assistance in any way.

Very Truly Yours,
Professional Services Corporation, PC

Thomas C. Houston, AICP, PE
President

Accepted by:
The Town of Bourne

Authorized Signature

Date



Zoning Board of Appeals
October 19, 2021
Page 5

AGREEMENT

The Applicant and the Zoning Board of Appeals acting on behalf of the Town of Bourne agree as follows. The Applicant acknowledges receipt of a copy of the proposal dated October 19, 2021 submitted to the Bourne Zoning Board of Appeals by Professional Services Corporation, PC (PSC). The Applicant agrees to pay the Town of Bourne monies sufficient to fully compensate the Town for the cost of the professional services as set forth therein.

Payment to the Town of Bourne in the amount of Nine Thousand Dollars (\$9,000) is due and payable at the time of submission of an executed copy of this Agreement. Monies will be deposited in a Town escrow account and paid to PSC upon receipt of invoices. Monies not expended will be returned to the Applicant.

Please return an executed copy of this Agreement and Payment as provided above to the Zoning Board of Appeals.

Agreement entered into on the date written below by,
Applicant,

Authorized Signature

Date

The Town of Bourne

Authorized Signature

Date