

March 11, 2024

NEX-2300312.00

Ms. Elizabeth Hughes, AICP, Town Planner  
Town of Concord  
Planning Division  
141 Keyes Road  
Concord, MA 01742

SUBJECT: NOVO Riverside Commons Comprehensive Permit Application  
292-294 Baker Avenue  
Peer Review Letter #4 – Recommended Conditions of Approval

Dear Ms. Hughes and Members of the Zoning Board of Appeals:

Greenman-Pedersen, Inc. (GPI) previously performed an initial traffic peer review of the following materials submitted to the Concord Zoning Board of Appeals for the Proposed NOVO Riverside Commons Comprehensive Permit Application at 292-294 Baker Avenue within a letter dated November 6, 2023:

- *Comprehensive Permit Application*, prepared by NOVO Riverside Commons, LLC; dated August 21, 2023.
- *PEL Submission Set*, prepared by Beals and Thomas; revised July 31, 2023.
- *Traffic Impact Assessment*, prepared by VHB; dated August 7, 2023.
- *Traffic Memorandum, Proposed Commercial Development, Elm Street, Concord, MA*; prepared by Bayside Engineering; dated September 27, 2023.

Subsequently, the Applicant's consultant team prepared the following additional documents to address GPI's comments contained in our *Peer Review Letter #1*:

- *NOVO Riverside Commons, Revised Civil, Landscape and Architectural Plans and Specifications*; dated December 18, 2023.
- *NOVO Riverside Commons, 292 & 294 Baker Avenue in Concord, Massachusetts, PEL Submission Set, Revised July 31, 2023, Notice of Intent – December 18, 2023; prepared by Beals & Thomas, Inc.*
- *NOVO Riverside Commons, Design Progress Plans*; prepared by Cube 3 Architects; Revised December 18, 2023.
- *292 & 294 Baker Avenue, Concord, Massachusetts, Zoning Board Submission Plan Set*; prepared by Hawk Design, Inc; dated December 15, 2023.
- *Stormwater Management Report, NOVO Riverside Commons*; prepared by Beals and Thomas, Inc.; dated December 18, 2023.
- *Response to Peer Review Letter #1 – Traffic Review – NOVO Riverside Commons, Ref: 15630.00*; prepared by Vanasse Hangen Brustlin, Inc. (VHB); dated January 2, 2024.
- *Traffic Impact Assessment - Revised*, prepared by VHB; dated January 2, 2024.

GPI reviewed the additional documents and provided comments related to the site plan and stormwater management report within *Site and Stormwater Peer Review Letter #1* dated January 30, 2024, and provided comments related to the traffic responses within *Peer Review Letter #2 – Traffic Review* dated February 9, 2024. The Concord ZBA has requested that GPI provide a summary of recommended conditions of approval

for the proposed development. Although GPI has not yet received responses from the Applicant's consultant team on the comments contained in these two letters, GPI is satisfied that the Applicant has adequately addressed all of GPI's comments relative to the *Traffic Impact Assessment* with the exception of the commitment to traffic mitigation. Therefore, this letter is intended to outline GPI's recommended conditions to be completed prior to the issuance of a building permit, prior to the issuance of a Certificate of Occupancy, and following occupancy of the development. This letter contains only those conditions related to the traffic circulation, access and egress, and off-site traffic impacts associated with the proposed development. Recommendations for additional conditions of approval related to the site plans and stormwater management may be provided once GPI receives the Applicant's responses to our *Site and Stormwater Peer Review Letter #1* from January 30, 2024.

**A. Prior to the issuance of a building permit, the following conditions shall be met:**

1. The Applicant shall provide a final set of site plans to the Town, which incorporates the following revisions:
  - a. Add a STOP sign and STOP line to be installed on the parking garage ramp exits to the main drive aisle;
  - b. Clear brush and trees within the public right-of-way and on the site, as necessary, to maximize sight lines to the rail crossing approaching from both directions;
  - c. Restripe the pavement markings leading to the crossing from both directions;
  - d. Extend the median leading to the crossing from the north on Baker Avenue by approximately 20 feet;
  - e. Install appropriate railroad crossing warning signage in advance of the crossing, consistent with MUTCD guidelines; and
  - f. Demonstrates the required clear zones to satisfy AASHTO's minimum recommendations for safe sight distance in both directions exiting the site driveways onto Baker Avenue.
2. The Applicant shall provide vehicle turning path diagrams to the Town that demonstrate the ability for the following maneuvers to be safely and efficiently made on the site:
  - a. Moving trucks to access the buildings, circulate through the site, and exit back onto Baker Avenue;
  - b. Fire apparatus to access the buildings and exit the site; and
  - c. Trash removal vehicles to access the trash receptacles and exit the site.

**B. Prior to the issuance of an occupancy permit, the following conditions shall be met:**

1. The Applicant shall stripe a STOP line and a 100-foot centerline on the Concord Commons Driveway approach to Baker Avenue Extension.
2. In lieu of improvements, the Applicant shall provide a fair-share monetary contribution in the amount of \$100,000 to the Town of Concord to offset the project's operations and safety impacts through the Main Street (Route 62) intersections with Cottage Street / Baker Avenue and Crest Street / Old Bridge Road.
3. The Applicant shall complete the following measures to improve sight lines between the sight driveway and the adjacent railroad crossing:
  - a. Clear brush and trees within the public right-of-way and on the site, as necessary, to maximize sight lines to the rail crossing approaching from both directions;
  - b. Restripe the pavement markings leading to the crossing from both directions;

- c. Extend the median leading to the crossing from the north on Baker Avenue by approximately 20 feet; and
- d. Install appropriate railroad crossing warning signage in advance of the crossing, consistent with MUTCD guidelines.

**C. Other:**

1. The Applicant shall implement a Transportation Demand Management (TDM) program that includes the following measures:
  - a. The property manager will be assigned as the on-site Transportation Coordinator (TC) to coordinate TDM strategies and be a resource to tenants of available alternative transportation options;
  - b. The TC will post information regarding public transportation services, maps, schedules, and fares in common areas within the Project;
  - c. The TC will provide residents information relative to available public transportation services, bicycle and walking alternatives, and commuter options;
  - d. The TC will provide information to all residents upon move-in on joining NuRide, a program which rewards individuals for making "green" trips, assists in finding ride-share matches, and offers a guaranteed-ride-home in emergency situations to those commuting via walking, bike, transit, or rideshare;
  - e. The TC shall provide educational information that encourages alternative means of travel within tenant newsletters and bulletins, which shall include information on bicycling and other green commuting events and services offered by the Town.
  - f. The Applicant shall provide a mail drop within each residential building at a central location.

Should you have any questions or require additional information, please contact me at (603) 766-5223 or [rebeccabrown@gpinet.com](mailto:rebeccabrown@gpinet.com).

Sincerely,

**GREENMAN-PEDERSEN, INC.**



Rebecca L. Brown, P.E.  
Senior Project Manager