

Memo

To: Julie D. Mercier, AICP, LEED AP, Community Development Director
From: Ryan Percival, P.E., Town Engineer
CC: CPDC Members, Attorney Brad Latham, Sullivan Engineering Group
Date: August 1, 2016
Re: 149 Van Norden Road - PRD

Documents reviewed:

- Development plans entitled “PRD – 149 Van Norden Road, Site Plan of Land”, revised July 11, 2016, prepared by Sullivan Engineering Group, LLC
- 149 Van Norden Road, PRD Drainage Design, dated July 13, 2016, prepared by Sullivan Engineering Group, LLC

The Town of Reading Engineering Division has completed its review of the July 13, 2016. The hydraulic report met all design standards and has been approved. The majority of the Engineering Division comments have been addressed, with exception of the following which should be addressed prior to endorsement:

- Additional spot grades or contours located at the low area near the front left corner of the proposed building shall be added to the plan.
- An additional note shall be added to the plan defining more clearly what the “No-Cut” Zone means.

Additionally the following is requested prior to construction or occupancy:

- Engineering Division shall be notified 72 hours in advance to mark out Town utilities.
- All site work shall be inspected by the Engineering Division. The Applicant\Owner’s contractor shall submit a construction schedule of proposed work. All inspections shall be scheduled 24 hours in advance.
- An approved site as-built shall be submitted to the Engineering Division within 60 days of certificate of occupancy. The as-built shall be submitted in mylar and electronic ACAD format.
- A stormwater Operation and Maintenance Plan shall be submitted for review and approval by the Engineering Division prior to the start of construction. The Plan shall be developed for construction and post construction procedures and shall be provided in a report separate from the construction plans. Annual O&M reports shall be delivered to the office of the Town Engineer by January 15 of each year.