



Date: May 28, 2025

TO: Rebecca Frey, Community Development Coordinator

FROM: Lisa E. DeMeo, P.E.
Assistant Public Works Director/City Engineer

RE: 26 Friend Street

Engineering/Public Works has reviewed the submission and has the following comments. Public Works reserves the right to provide further comments on the proposed modifications as additional review of the project plans/details may arise. Should additional information be required, please feel free to contact Public Works Director, Joe Buckley, or myself.

- General
- Contractor needs to apply for all city construction permits.
- Public Works must be contacted for all site inspections. This includes drainage, paving, and water and sewer services.
- As-builts are to be electronic and submitted within 90 days of issuance of occupancy permit.
- Trench permit is required for all utility work.
- Permit required for all sidewalk disruptions.
- Do bounds need to be installed or reset?
- City work hours are 7:00 AM to 4:00 PM (M-F) and 7:00 AM to 12:00 PM on Saturday. Extended hours can be arranged with DPW permission.
- All street markings and signage to be placed within the ROW MUST meet the current edition of the Manual of Uniform Traffic Control Devices (MUTCD) with the appropriate MassDOT amendments.

Lisa E. DeMeo, P.E., City Engineer/Assistant Director of Public Works
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MAKE HISTORY HERE

- The City parcel next door is used as a park but it is not documented as such. There is an access easement on this parcel for the use of 26 Friend Street.
- Any and all use of this park, beyond the area of the access easement, must be covered by a new easement to be recorded by the applicant.
- The architect's plan, sheet L-01, improperly depicts a grassy lawn area that extends into the City parking lot. This grassy area, and accompanying granite curb, CANNOT extend into the parking lot. This grassy area must be redrawn to remain within the boundary of the park and included in the easement (see above bullet).
- Wastewater
- City of Amesbury ordinance states that owner is responsible for the sewer connection all the way to the main. It is prudent to inspect the condition of your service connection now.
- Applicant must verify size and condition of the available sanitary service to the building. (i.e., CCTV inspection) Most of these old buildings were 4" clay services. If so, applicant must update to current City Standard for diameter and material. Since there will be multiple users in the building, we'll need verification of the size and condition of the existing one to make a determination.
- Water
- Applicant will need to verify size and condition of the existing water service to determine the integrity of the existing service. If Fire Department requires the building to be sprinklered,
- Sidewalks
- Curbing on city streets must be vertical granite, VA-4.
- Sidewalks impacted by the project will all be repaired or replaced. Sidewalks here are brick and will need to be reset or replaced if damaged.
- Stormwater
- Construction site entrance must be shown on plans.
- Where will construction vehicles park? Where will supplies be stored? Where will employee vehicles park? Applicant will not be able to block access to existing parking spaces.

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- Transportation/Traffic
- The three parking spaces at the back of the building can only be accessed by traveling over the city-owned Hanley parking lot. To provide this right into the future, the applicant must provide a 16' wide easement from the Main Street entrance to the Hanley lot, to their 3 private spaces.
- Any signage of the 3 private spaces specifying them as private are the responsibility of the applicant.
- Use of existing city owned spaces for their private use in the future is not an option.
- Snow and Ice
- Snow removal and disposal procedures must be submitted. Any changes to the approved process will require re-submittal to Engineering for approval.
- Snow disposal onto the city ROW is strictly prohibited. This includes the City Owned parking lot. No snow can be pushed into/onto the Hanley parking lot.

cc: File

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