



May 20, 2022

Mr. Michael B. Silveira
Senior Planner
Town of Hingham
210 Central Street
Hingham, MA 02043

Re: **Responses to Comments from Town of Hingham Reviews
Traffic Engineering Peer Review
South Shore Country Club Pool Complex – 247 South Street
Hingham, MA
(Pare Project No. 21005.00)**

Dear Mr. Silveira:

Pare Corporation (Pare) is pleased to provide the following responses to the Town of Hingham Planning Board regarding the review comments received from Vanasse & Associates Inc. on May 16, 2022 regarding the above referenced project. The review comments provided are listed below followed by a response from the Project Team.

1. **COMMENT:** Using trip-generation statistics published by the Institute of Transportation Engineers (ITE)¹ for the closest comparable land use (golf course, which includes many of the amenities that are currently provided), the South Shore Country Club is estimated to generate approximately 526 vehicle trips on an average weekday (two-way volume over the operational day of the club), with 53 vehicle trips during weekday morning peak-hour of the club and 67 vehicle trips during the weekday evening peak-hour. The peak-hour trip estimates are consistent with the observations that were provided in the April 9, 2018 Traffic Engineering Assessment prepared by Pare. When banquets and events are scheduled, typically during off-peak traffic volume periods, the daily and peak traffic volumes would be higher than the cited volumes.

RESPONSE:

Pare is in agreement with this comment.

2. **COMMENT:** Pare noted that the sight lines looking toward Fort Hill Street from the South Shore Country Club driveway do not meet the recommended minimum sight distance for safe operation based on an approach speed of 35 miles per hour (mph) (250 feet is recommended), which is 5 mph above the statutory or “prima facie” speed limit pursuant to M.G.L. c. 90 § 17 (30 mph) in the absence of the regulatory or posted speed limit.² That being said, the available sight distance meets the requirements for the statutory speed limit

¹ Trip Generation, 11th Edition; Institute of Transportation Engineers; Washington, DC; 2021.

² The statutory or “prima facie” speed is defined in M.G.L. Chapter 90, Section 17, as the speed which would be deemed reasonable and proper to operate a motor vehicle.



(200 feet is recommended) and clear line of sight is/can be provided to and from the MBTA Commuter Rail track and Fort Hill Street.

We would recommend that Signs, landscaping and other features located within sight triangle areas of the driveway be designed, installed and maintained so as not to exceed 2.5-feet in height. Snow accumulation (windrows) located within sight triangle areas that exceed 3.5-feet in height or that would otherwise inhibit sight lines shall be promptly removed. This may require modifications to the landscaped island within the driveway approaching South Street.

RESPONSE:

This comment will be addressed with regular maintenance by the SSCC maintenance department.

3. **COMMENT:** A STOP-Sign and marked STOP-line should be provided for vehicles exiting the driveway to South Street, and “Do Not Enter” and “Keep Right” signs should be installed within the island facing South Street.

RESPONSE:

Traffic plan provided in the revised plan set with features requested. Pare agrees with the addition of the Stop sign. The driveway currently has an Exit Only sign which appears to be adequate to direct traffic into the Club, Pare would request that the Do Not Enter and Keep Right signs be omitted to preserve the aesthetics of the Club entrance.

4. **COMMENT:** All Signs and pavement markings shall conform to the applicable specifications of the Manual on Uniform Traffic Control Devices (MUTCD).³

RESPONSE:

Sheet C2.1, Traffic Plan has been provided with note with this requirement.

5. **COMMENT:** A pedestrian plan that includes the location of crosswalks within the site to link the pool complex to the clubhouse and parking area should be developed. Consideration should be given to developing the identified crosswalk locations as raised crossings where these accommodations cross the main driveway.

RESPONSE:

Sheet C2.0, The general plan has been updated with a crosswalk connecting the pool complex to the clubhouse.

³ Manual on Uniform Traffic Control Devices (MUTCD); Federal Highway Administration; Washington, DC; 2009



6. **COMMENT:** Parking should be prohibited along the main driveway in order to maintain unfettered access for emergency vehicles.

RESPONSE:

Sheet C2.1, Traffic Plan includes no parking signs along both sides of the main driveway and the Traffic and Parking Management Plan also restrict parking to designated spaces only.

7. **COMMENT:** Secure bicycle parking should be provided at appropriate locations.

RESPONSE:

Sheet C2.0 General plan revised with bicycle racks.

8. **COMMENT:** A vehicle turning analysis should be provided for a trash/recycling/maintenance vehicle (SU-30/40) and the Hingham Fire Department design vehicle that illustrates that the subject vehicles can access and circulate within the parking area for the pool complex given that a structure is being added.

RESPONSE:

Turning movements have been provided in the updated plans with movements for the Hingham fire truck and for an SU-30 vehicle.

9. **COMMENT:** Parking demand data published by the ITE⁴ for a golf course that includes many similar amenities to those provided indicates a peak parking demand of 153 parked vehicles. This demand appears to be a reasonable approximation of a non-event peak condition (defined as a Saturday midday period with favorable weather conditions when the pool is open for use) with the golf course, pool, restaurant and other amenities in active use, and would indicate that the 235 parking spaces that are to be provided should be sufficient to accommodate the current and proposed uses under typical conditions.

RESPONSE:

Pare is in agreement with this comment.

10. **COMMENT:** A Traffic and Parking Management Plan (TMP) should be developed for event conditions and for those occasions when the demand for parking may exceed the available parking supply. This plan should not include the use of parking within the MBTA parking lot at West Hingham Station since the lot is not under the control of the Town and its use by non-commuters may conflict with MBTA operations and planning. The TMP should include a strategy to schedule events so as not to overlap with the peak-use periods of other facilities within the South Shore Country Club or other events, to the extent that an

⁴ Parking Generation Manual, 5th Edition; Institute of Transportation Engineers; Washington, DC; January 2019.



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event would result in overlapping peak traffic and parking demands. The use of other Town owned facilities for parking with shuttle buses or carpooling should be included as a part of the TMP. It is suggested that elements of the TMPs that were developed for the High School athletic fields and for events at the World's End Reservation be reviewed for inclusion in the TMP.

RESPONSE:

The Club has prepared a Traffic and Parking Management Plan which is attached to this letter.

Please feel free to contact us if you have any questions or need additional information.

Sincerely,

James Jackson, PE
Managing Engineer

Enclosures:

Traffic and Parking Management Plan
Photos

The Country Club Management Committee

South Shore Country Club's Traffic and Parking Management Plan

May 17, 2022

Goal: to execute a safe and efficient traffic and parking management plan for the South Shore Country Club (SSCC) to:

1. Ensure the safety of our guests to the Property, event attendees, neighbors, and the safety of the general public traveling to and into the site.
2. Create efficient flow of traffic and minimize impacts to the community.
3. Formalize the management of traffic and parking at the SSCC for all events.

Available Parking at the South Shore Country Club

The SSCC has 4 main parking lots:

Lot 1 The Upper Parking area has 43 number of spaces

Lot 2 The Pool Parking area has 74

Lot 3 The Main Golf Parking area has 118 number of spaces

Lot 4 The overflow parking area in the front field.

Additional Parking is available for Town employees and Raffael's in the maintenance yard and cart storage area. This area can be utilized once the maintenance building is completed.

Ongoing Strategies to Manage Visits and Shift the Attendance from Peak to Off-Peak Times:

The SSCC recognizes that during peak visitation periods (defined to mean 10:00 a.m. to 3:00 p.m. on Fridays, Saturdays, Sundays, and Holidays from Memorial Day through Labor Day, depending on weather) the management of traffic and visitation to the SSCC is critical in order to mitigate impacts on the community and provide a positive guest experience. To promote better mitigation, the SSCC shall utilize the following strategies:

1. SSCC staff at entrance to welcome guests and direct them on where to park.
2. Signage and wayfinding to direct guests to proper parking location. Visitors will be instructed to park based on which venue they are visiting.
3. Encourage use of carpools whenever possible including golf outings, parties and events
4. Stagger Scheduling program offerings to off peak hours whenever possible. Example (swim lessons will be prior to peak hours)
5. SSCC, Hingham Recreation and Raffael's will coordinate employee parking to create additional parking spaces for guests.

6. Weekly meetings to coordinate with Hingham Recreation and Raffael's on a parking strategy in advance of special events.
7. Use social media including the SSCC's website, and local facebook and twitter accounts to message in advance about lot closures, site updates, and challenges with parking availability.

Tiered Events:

Tier One: These are multiple events like Function events (weddings, bereavements or banquets), Swim meets or Golf Outings scheduled at same time. Weddings are scheduled outside the golf and pool peak hours of operation. There shall not be more than two events scheduled at the same time during peak hours. The parking and management strategies for all Tier One events shall be reviewed and coordinated with the Hingham Recreation and Raffael's.

Tier One Events/Programs		
Name/Description	Scale (maximum)	Frequency
Weddings/Restaurant	100 vehicles	10 to 15 per year, the times are generally outside pool peak hours
Golf Outings and Weekend Golf Operation	100 vehicles	Golf outings start at 1pm or 8am, Fridays or Mondays During Pool Operation 10 tournaments
Pool Operation Swim Meets	100 cars	2 to 3 times a year; these would be scheduled weekend mornings prior to restaurant operation

Notes: 1. There will be no parking outside the designated parking areas. In the event of a wedding SSCC staff will direct all visitors where to park throughout the day.

Tier Two: These are normal days of operation with an expected high demand for the services provided by the SSCC. Examples are warmer weather days with a full golf tee sheet, learn to swim programming at pool and a smaller event at function room.

Tier Two Events/Programs		
Name/Description	Scale (maximum)	Frequency
Bereavements	75 people/50 vehicles	2 to 3 per week M-F
Normal operation/ Learn to Swim	200 people/100 vehicles	Monday – Friday 7am-7:30pm
Golf normal operation	144 people/100 vehicles	Normal Daily Operation

1. All parking for Tier Two events shall be in the designated parking areas.

2. All buses will be required to park off site if necessary. Examples Hingham Recreation and High School Golf teams.

3. Tier Two Programs will not be scheduled concurrently or overlapping with Tier One programs.

4. Parking for Tier Two event will be designated in laid out parking areas.

Staffing: The South Shore Country Club shall bring on additional on-site staff the day of each event, scaled appropriately to the program needs. In advance of a Tier One the SSCC shall work directly with the Hingham Recreation and Raffael's at least one week prior to the event, to determine the appropriate number of SSCC personnel that are necessary based on the type of event and expected attendance level.

Prior to all events:

All notifications and announcements for the event shall include a statement on the prescribed parking arrangements appropriate to each event. This shall include:

1. Postings on the SSCC website and its social media accounts
2. Event listings will be coordinated
3. Postings on the on-site bulletin boards
4. These postings shall encourage carpooling

All notifications and announcements shall include a statement that parking is expressly prohibited outside of the property's parking facilities.

Protocols for the South Shore Country Club:

The South Shore Country Club golf course is open to the public from 6am till sunset. The Town of Hingham Pool would be open from 7 am to 7:30 pm, peak hours of operation would be between 11am to 3pm. As both the Golf Course and the Pool are weather dependent activities, communication with SSCC, Hingham Recreation and Raffael's is imperative for the parking plan to be successful. Each week the SSCC, Hingham Recreation (Pool Operator) and Raffael's will meet to review scheduled events and the weather to the develop parking and staffing needs for the following week. Parking protocols for the site shall include an on-duty parking coordinator who ensures that the visiting public has access to all of the four parking areas on the SSCC grounds. A sign shall be posted at the entrance to the property that states where visitors for each activity should park. Accommodations for the installation of security cameras shall be included with the plans for the pool construction.

Annual Review:

This traffic and parking management plan will be reviewed on an annual basis with the Hingham Police Chief or his designee and other Town Departments to review parking management procedures. Any proposed changes to the Frequency of Tier One and Tier Two events or modifications to this Traffic and Parking Management Plan shall require approval of the Planning Board and Zoning Board as applicable.

Notes:

SSCC will provide public notice through social media that visitors are expected to drive carefully to and around the South Shore Country Club and that parking within posted areas of the neighborhood may result in towing or ticketing. This shall be emphasized in special event notifications and announcements also.

SSCC
Outdoor Pool

20 Del Prete Drive

View from rear
Deck of House



SSCC
Outdoor Pool

22 Del Prete Drive

View from rear
Deck of House

