

**25% DESIGN SUBMISSION CHECKLIST**  
**EARLY ENVIRONMENTAL COORDINATION FOR DESIGN PROJECTS**

The Designer should complete this form and submit it with backup information and explanations of how each item has been addressed as a part of the 25% Design Submission. Example Coordination Letters are available on the Environmental Page of the MassHighway Website under Documents – Environmental Publications.

<b>COMMUNITY CONCERNS</b>		<b>Addressed</b>
1	Coordinate with local boards, commissions & officials to identify specific issues or concerns. Attach all written correspondence.	✓
<b>CULTURAL RESOURCES</b>		
2	Send a letter to the Local Historical Commission (LHC) with a scope & locus, seeking comments. XC (with scope & locus) the State Historic Preservation Officer (SHPO) and MHD's Cultural Resources Unit (CRU).	✓
3	For projects in MHD Districts 1 or 5: Send a letter to the appropriate Tribal Historic Preservation Officer (THPO) – the Stockbridge-Munsee THPO for District 1, the Wampanoag-Mashpee THPO for District 5 – with a scope & locus, seeking comments. XC the SHPO and MHD's CRU. No THPO letters are required for Districts 2, 3, or 4.	N/A
4	On the plans - show property lines, plus footprints and street addresses of all buildings adjacent to the project.	✓
5	On the plans - show all bridges and culverts and label with MHD BDEPT # (if structure has one). Label the waterway, RR line, street or other feature intersected by the bridge/culvert.	✓
6	On the plans – show and label the existing and proposed edge of roadway.	✓
7	On the plans – show and label all existing and proposed guardrail.	✓
8	On the plans – show and label all slope limits, proposed easements, and proposed takings.	✓
9	On the plans – show and label all walls and fences.	✓
10	On the plans – show and label all trees 14" or more at breast height proposed for removal.	✓
11	On the plans – show and label all roadside monuments, historical markers, highway bounds, etc., and show future locations if any are proposed to be moved.	✓
12	On the plans – show and label all publicly owned parks, recreational areas, and wildlife refuges (potential 4(f)).	✓
13	On the plans – show and label any proposed landscape improvements.	✓
14	Provide details, cuts, etc., of any proposed ornamental elements, such as street lighting.	✓
15	Provide copies of any written comments regarding cultural resources received by the municipality or its consultant.	✓
<b>HAZARDOUS MATERIALS</b>		
16	Identify locations of known sources of hazardous waste and hazardous material releases, provide written documentation of the findings and identify sources consulted.	✓
17	Identify sources of construction demolition materials requiring special handling & disposal (i.e., treated timber, ACM, lead based paint, mercury switches, etc.), provide written documentation of the findings & identify sources consulted.	✓
<b>WETLAND AND WATER RESOURCES</b>		
18	On the plans, show the location of all existing and proposed drainage structures and discharge points.	✓
19	On the plans, show all wetland boundaries within 100 ft of the project limits, including bordering and isolated vegetated wetlands, land under water, and ordinary high water (i.e., 1-yr flood).	✓
20	On the plans, show the location of potential wetland replacement areas.	✓
21	On a separate locus, show limits of <b>stormwater "critical areas"</b> in relationship to the project limits.	✓
22	On a separate locus, show the limits of any FEMA floodplains or floodways in relationship to the project limits.	✓
23	On a separate locus, show the limits of Priority and Estimated Endangered Species Habitat and Areas of Critical Environmental Concern (ACEC) in relationship to the project limits.	✓
24	Submit coordination letters with a scope and locus to the Mass Division of Fisheries & Wildlife, Mass Natural Heritage & Endangered Species Program and U.S. Fish and Wildlife and, where applicable, the Mass Division of Marine Fisheries. Attach all written correspondence.	✓
25	Provide photographs of any cross culverts where work is proposed.	✓
26	If a culvert has the potential to be a fish passage, make necessary accommodations (e.g. low flow channel, burying culvert bottom at streambed grade).	✓
27	Provide photographs of proposed wetland impact areas & proposed replication areas or flood compensation storage areas.	✓
<b>ITEMS NEEDED SPECIFICALLY FOR BRIDGE REHAB/REPLACEMENT PROJECTS WITH WORK IN WATER OR WETLANDS</b>		
28	Provide photographs of riverbanks in all 4 quadrants.	✓
29	Submit a <b>Navigability Survey</b> (available on MassHighway Website) to the Municipal Harbor Master where work will occur on bridges over US Coast Guard (USCG) regulated navigable waterways. Attach the completed survey. If the project will require a USCG Permit, submit to MassHighway a completed <b>USCG Public Notice Checklist</b> (found in the USCG Permit Application directions) along with plans conforming with the <b>MassHighway's Construction Plan Sheet Requirements for USCG Permit Applications</b> (found on the MassHighway Website).	✓
30	Identify any Army Corps of Engineers (ACOE) Special Aquatic Sites (e.g. Salt Marsh, Tidal Flat) &/or Essential Fish Habitat within the project limits. Note: Impacts to Special Aquatic Sites require Individual 404 ACOE Permitting.	✓
31	Where work will occur within or adjacent to a Wild and Scenic River, submit a letter to the National Parks Service with a scope and locus to initiate early coordination. Attach all written correspondence.	✓

**Stormwater "critical areas"** – Cold water fisheries, Zone IIs, public swimming beaches, shellfish growing areas, drinking water reservoir watersheds.

**CAMBRIDGE**  
**Sidewalk Reconstruction Project**  
**Broadway from Ames Street to Third Street**

**PROJECT DESCRIPTION**

The project consists of the reconstruction of Broadway from Ames Street to Third Street. The work will include cold planning and hot mix asphalt overlay of Broadway, reconstruction of sidewalks on both sides of the street, geometric improvements to improve lane configurations, increased green space, minor drainage improvements, new pavement markings and traffic signs, installation of new pedestrian signals, planting areas, bicycle parking areas, pedestrian amenities and other minor improvements.

**EARLY ENVIRONMENTAL COORDINATION RESPONSES**

1. The Cambridge Conservation Commission and Historic Commission have been contacted regarding this project (See attached correspondence). The Cambridge Department of Public Works and local businesses have been involved in the design of this project.  
Source: Weston & Sampson
2. The Cambridge Historic Commission has been contacted regarding this project (See attached response)  
Source: Weston & Sampson
3. Project is located in District 4. Therefore, it is not necessary to contact THPO  
Source: MassHighway
4. Plans show property lines and building footprints (See attached construction plans)  
Source: Weston & Sampson
5. There are no MassHighway bridges or culverts within the project limits (See attached construction plans)  
Source: Weston & Sampson
6. Plans show the existing and proposed edge of roadway (See attached construction plans)  
Source: Weston & Sampson
7. There is no existing or proposed guardrail within the project limits (See attached construction plans)  
Source: Weston & Sampson
8. Plans show limit of work and temporary easements.(See attached construction plans, preliminary right-of-way plans and forms)  
Source: Weston & Sampson
9. Plans show all existing walls and fences (See attached construction plans)  
Source: Weston & Sampson
10. Plans show all existing trees 14" or larger. Plans also identify all trees 14" or larger to be removed (See attached construction plans)  
Source: Weston & Sampson

11. Plans show all existing roadside monuments and bounds (See attached construction plans).  
Source: Weston & Sampson
12. Plans show all publicly owned land (See attached construction plans)  
Source: Weston & Sampson
13. Landscaping improvements include new trees, shrubs, loam and seeding (See attached construction plan)  
Source: Weston & Sampson
14. There have been no known plans to incorporate ornamental elements at this time.  
Source: Weston & Sampson
15. There have been no known comments received by the City of Cambridge regarding cultural resources  
Source: Weston & Sampson & City of Cambridge.
16. There are no known instances of hazardous waste and hazardous material releases within or adjacent to the project limits.  
Source: Weston & Sampson & City of Cambridge.
17. Disposal of drainage structure sediments will require special handling and are addressed through specific pay items and special provisions to the MassHighway standard specifications.  
Source: Weston & Sampson
18. Plans show location of existing and proposed drainage systems.  
Source: Weston & Sampson
19. There are no known wetland boundaries within 100 feet of the project limits. The Cambridge Conservation Commission has been contacted. (See attached letter)  
Source: Weston & Sampson
20. There are no known wetland areas within project limits. Therefore, there is no impact to wetlands and no need for replacement.  
Source: Weston & Sampson
21. There are no "critical areas" within project limits (See attached 2006 Priority Habitat & Estimated Endangered Species Habitat map taken directly from NHESP website)  
Source: NHESP
22. There are no FEMA floodplains or floodways within the project limits (See attached FEMA flood map of area)  
Source: FEMA
23. There are no Priority and Estimated Endangered Species Habitat or ACEC within project limits (See attached 2006 Priority Habitat & Estimate Habitat map taken directly from NHESP website)  
Source: NHESP

24. NHESP has been contacted regarding this project. (See attached letter). All responses will be forwarded to MassHighway.  
Source: Weston & Sampson
25. There are no cross culverts within the project limits  
Source: Weston & Sampson
26. There are no cross culverts (existing or proposed) within the project limits  
Source: Weston & Sampson
27. There are no known wetlands within project limits. The project is not within a floodplain.  
Source: Weston & Sampson & FEMA
28. There are no riverbanks within the project limits  
Source: Weston & Sampson
29. The project is not within a coastal region  
Source: Weston & Sampson
30. Project is not within or adjacent to a navigable waterway or river contributing to a watershed and therefore does not require review or coordination with Army Corps of Engineers  
Source: Weston & Sampson
31. Project does not occur within or adjacent to a Wild and Scenic River  
Source: Weston & Sampson



Broadway  
Cambridge, Massachusetts  
WSE Job Number 207116-L

September 3rd, 2009

Massachusetts Historical Commission  
220 Morrissey Boulevard  
Boston, Massachusetts 02125

Re: **Broadway  
Sidewalk Reconstruction Project  
Cambridge, Massachusetts**

Dear Massachusetts Historical Commission:

The City of Cambridge is proposing to improve Broadway, between the intersections of Third Street and Ames Street, respectively. The work includes sawcutting, cold plane and overlay, installation of new granite curb, new hot mix asphalt pavement, minor drainage improvements, new sidewalks, pavement markings, signage and other incidental work.

Broadway is currently utilized as a traffic corridor for the city of Cambridge. Beginning at the Longfellow Bridge and ending at Harvard Square, this street services both vehicular and pedestrian traffic throughout the city.

There are no historical resources located within or adjacent to the project limits according to the Cambridge Historical Commission (See Attached).

At this time, we are requesting your review of the proposed project and information for a determination if the project occurs in or adjacent to a historical resource. Attached is a location map and construction plans. If you require additional information please contact me at 978-977-0110 x7474.

Sincerely,



Gregory T. Swan  
Engineer

Cc: File  
MHD

Cambridge Department of Public Works

F:\Cambridge MA\2070116\_Phase L-Broadway Sidewalk Reconstruction\MassHighway\Correspondence\MHC.doc



## CAMBRIDGE HISTORICAL COMMISSION

831 Massachusetts Avenue, 2<sup>nd</sup> Fl., Cambridge, Massachusetts 02139

Telephone: 617 349 4683 Fax: 617 349 3116 TTY: 617 349 6112

E-mail: [histcomm@cambridgema.gov](mailto:histcomm@cambridgema.gov) URL: <http://www.cambridgema.gov/Historic>

William B. King, *Chair*, Bruce A. Irving, *Vice Chair*, Charles M. Sullivan, *Executive Director*

M. Wyllis Bibbins, Robert G. Crocker, Chandra Harrington, Frank Shirley, Jo M. Solet, *Members*

Shary Page Berg, *Alternate*

June 1, 2009

Kathy Watkins  
Department of Public Works  
147 Hampshire Street  
Cambridge, MA 02139

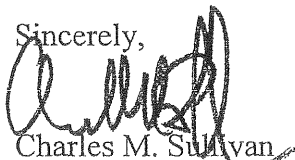
Re: Street reconstruction, Broadway, between Third and Ames streets

Dear Ms. Watkins:

Thanks for sending me notice that DPW intends to rebuild Broadway between Third and Ames streets with MHD funds.

There are no historic resources within or adjacent to the proposed project area, so no further CHC review will be required.

Sincerely,



Charles M. Sullivan  
Executive Director

950 CMR: OFFICE OF THE SECRETARY OF THE COMMONWEALTH

APPENDIX A  
MASSACHUSETTS HISTORICAL COMMISSION  
220 MORRISSEY BOULEVARD  
BOSTON, MASS. 02125  
617-727-8470, FAX: 617-727-5128

PROJECT NOTIFICATION FORM

Project Name: BROADWAY SIDEWALK RECONSTRUCTION  
Location / Address: BROADWAY, BETWEEN THIRD ST AND AMOS ST.  
City / Town: CITY OF CAMBRIDGE  
Project Proponent  
Name: DEPARTMENT OF PUBLIC WORKS  
Address: 147 HAMPSHIRE STREET  
City/Town/Zip/Telephone: CAMBRIDGE MA 02139 617-349-4751

Agency license or funding for the project (list all licenses, permits, approvals, grants or other entitlements being sought from state and federal agencies).

Agency Name

Type of License or funding (specify)

MASSACHUSETTS HIGHWAY DEPT.

CONSTRUCTION FUNDS

Project Description (narrative):

PLEASE SEE ATTACHED LETTER

Does the project include demolition? If so, specify nature of demolition and describe the building(s) which are proposed for demolition.

NO

Does the project include rehabilitation of any existing buildings? If so, specify nature of rehabilitation and describe the building(s) which are proposed for rehabilitation.

NO

Does the project include new construction? If so, describe (attach plans and elevations if necessary).

PLEASE SEE ATTACHED PLANS

950 CMR: OFFICE OF THE SECRETARY OF THE COMMONWEALTH

APPENDIX A (continued)

To the best of your knowledge, are any historic or archaeological properties known to exist within the project's area of potential impact? If so, specify. NO

What is the total acreage of the project area?

Woodland 0 acres  
Wetland 0 acres  
Floodplain 0 acres  
Open space 0 acres  
Developed 2.55± acres

Productive Resources:  
Agriculture 0 acres  
Forestry 0 acres  
Mining/Extraction 0 acres  
Total Project Acreage 2.55± acres

What is the acreage of the proposed new construction? 2.55± acres

What is the present land use of the project area?

PLEASE SEE ATTACHED LB77512.

Please attach a copy of the section of the USGS quadrangle map which clearly marks the project location.

This Project Notification Form has been submitted to the MHC in compliance with 950 CMR 71.00.

Signature of Person submitting this form: Gy An

Date: 9/3/2009

Name: GREG SWAN

WESTON & JAMPSON

Address: Suite 250, 100 Foxboro Blvd

City/Town/Zip: Foxboro MA 02035

Telephone: 508-698-3034 x7474

REGULATORY AUTHORITY

950 CMR 71.00: M.G.L. c. 9, §§ 26-27C as amended by St. 1988, c. 254.



APPROXIMATE SCALE  
 400 0 400 FEET

NATIONAL FLOOD INSURANCE PROGRAM

**FIRM**  
 FLOOD INSURANCE RATE MAP

CITY OF  
 CAMBRIDGE,  
 MASSACHUSETTS  
 MIDDLESEX COUNTY

PANEL 3 OF 3  
 (SEE MAP INDEX FOR PANELS NOT PRINTED)

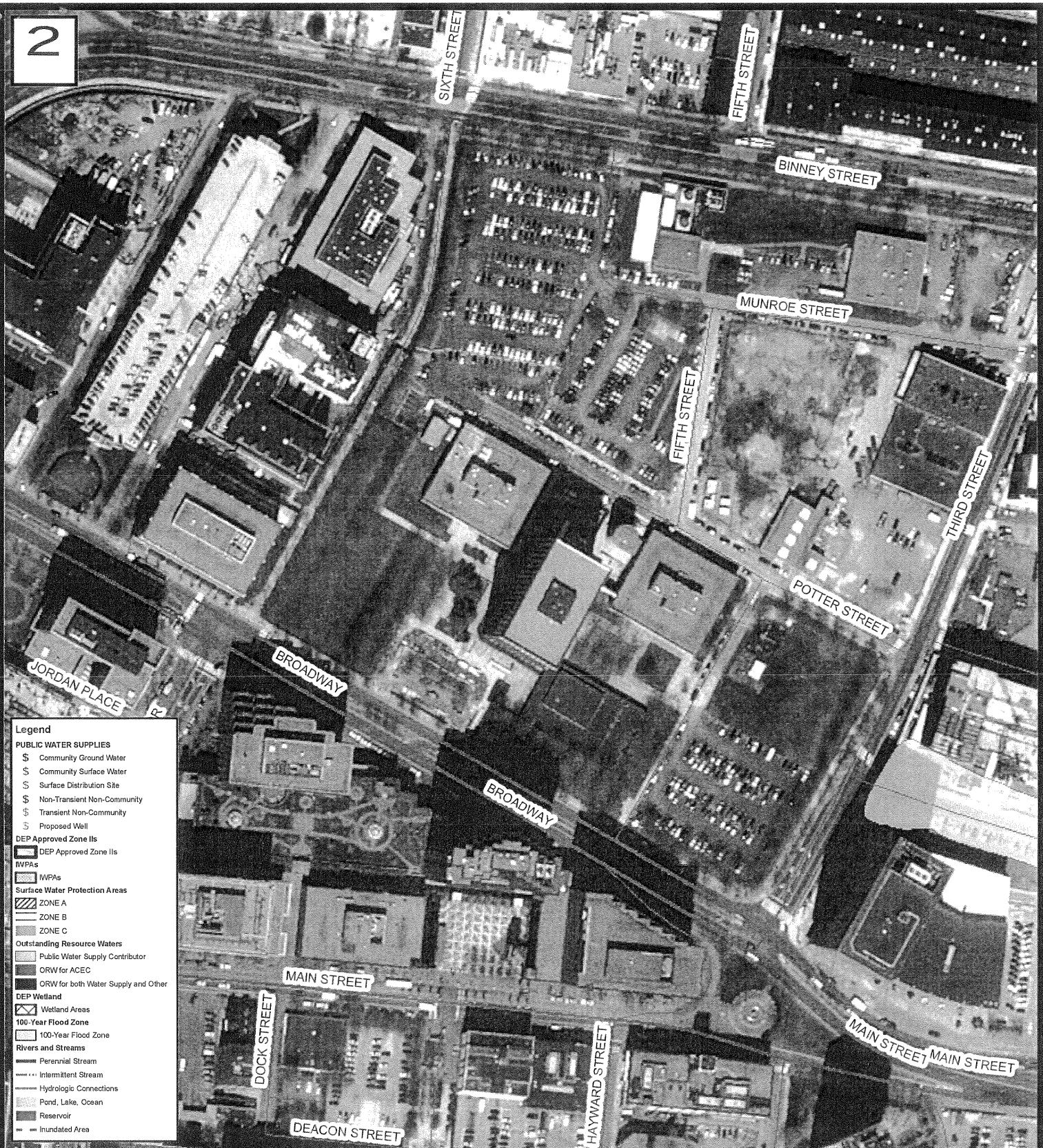
COMMUNITY-PANEL NUMBER  
 250186 0003 B

EFFECTIVE DATE:  
 JULY 5, 1982



Federal Emergency Management Agency

This is an official copy of a portion of the above referenced flood map. It was extracted using F-MIT On-Line. This map does not reflect changes or amendments which may have been made subsequent to the date on the title block. For the latest product information about National Flood Insurance Program flood maps check the FEMA Flood Map Store at [www.msc.fema.gov](http://www.msc.fema.gov)



**Figure 1**  
**Stormwater Critical Areas**  
**Broadway**  
**Cambridge MA**

**Weston & Sampson**  
 ENGINEERS, INC.

0 200 Feet

Data Source:  
 Office of Geographic and Environmental Information (MassGIS),  
 Commonwealth of Massachusetts Executive Office of  
 Environmental Affairs





**Figure 2**  
**NHESP Habitats and ACEC Locations**  
**Broadway**  
**Cambridge MA**

**Weston & Sampson**  
 ENGINEERS, INC.

0 200 Feet

Data Source:  
 Office of Geographic and Environmental Information (MassGIS),  
 Commonwealth of Massachusetts Executive Office of  
 Environmental Affairs

**Broadway  
Cambridge, Massachusetts  
WSE Job No. 2070116-L.**

September 8, 2009

Jennifer Wright  
Director  
Cambridge Conservation Commission  
344 Broadway  
Cambridge, MA 02139

Re: Broadway Sidewalk Reconstruction Project  
Cambridge, Massachusetts

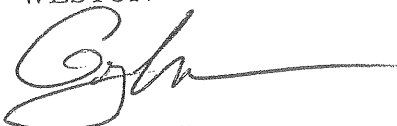
Dear Ms. Wright,

Weston & Sampson, working on behalf of the Department of Public Works of the City of Cambridge, is preparing construction documents for submittal to the Massachusetts Highway Department for the Broadway Sidewalk Reconstruction Project. The project consists of the reconstruction of Broadway from Ames Street to Third Street. The work includes cold planning and hot mix asphalt overlay of Broadway, reconstruction of sidewalks on both sides of the street, lane configuration improvements, increased green space, minor drainage improvements and other minor improvements.

To your knowledge, does Broadway, from Ames Street to Third Street within the public right of way, fall within either a wetland or 100' of a wetland boundary? Thank you in advance for your time and effort.

Very truly yours,

WESTON & SAMPSON ENGINEERS, INC.



Gregory T. Swan  
Engineer II

Attachments

cc: File  
Katherine Watkins  
MHD

Massachusetts 2070116 phase I-broadway sidewalk reconstruction mass highway correspondence 25% conservation commission letter.doc  
Cambridge, MA 02139



September 2, 2009

Wayne F. MacCallum, Director  
Natural Heritage & Endangered Species Program  
Massachusetts Division of Fisheries and Wildlife  
Field Headquarters, One Rabbit Hill Road  
Westborough, MA 01581-3337

Re: **Broadway  
Sidewalk Reconstruction Project  
Cambridge, Massachusetts**

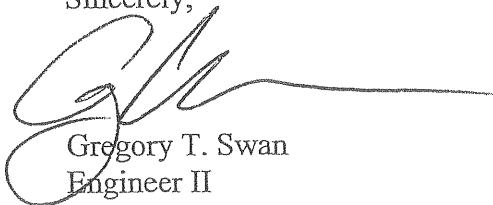
Dear Mr. MacCallum:

The City of Cambridge is proposing to improve Broadway, between the intersections of Third Street and Ames Street, respectively. The work includes sawcutting, cold plane and overlay, installation of new granite curb, new hot mix asphalt pavement, minor drainage improvements, new sidewalks, pavement markings, signage and other incidental work.

There is no outstanding resource areas located within the limit of work and according to the latest Priority Habitat & Estimated Habitat Map (2006) this project is located outside of any known habitat.

At this time, we are requesting your review of the proposed project and information for a determination if the project occurs within the actual habitat of state protected rare wildlife species. Attached is a location map and a check for \$50.00 required for the determination fee. If you require additional information please contact me at 978-977-0110 x7456.

Sincerely,



Gregory T. Swan  
Engineer II

Cc: File

F:\Cambridge MA\2070116\_Phase L-Broadway Sidewalk Reconstruction\MassHighway\Correspondence\NH&ESP.doc

September 2nd, 2009

Division of Endangered Species  
U.S. Fish and Wildlife Service  
300 Westgate Center Drive  
Hadley, MA 01035-9589

Re: **Broadway  
Sidewalk Reconstruction Project  
Cambridge, Massachusetts**

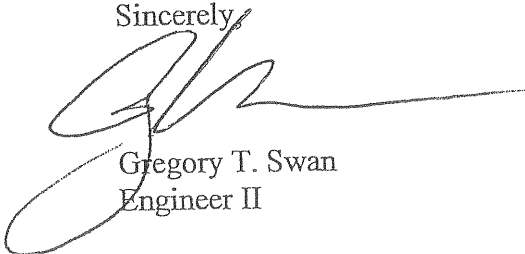
Dear U.S. Fish & Wildlife:

The City of Cambridge is proposing to improve Broadway, between the intersections of Third Street and Ames Street, respectively. The work includes sawcutting, cold plane and overlay, installation of new granite curb, new hot mix asphalt pavement, minor drainage improvements, new sidewalks, pavement markings, signage and other incidental work.

There is no outstanding resource areas located within the limit of work and according to the latest Priority Habitat & Estimated Habitat Map (2006) this project is located outside of any known habitat.

At this time, we are requesting your review of the proposed project and information for a determination if the project occurs within the actual habitat of state protected rare wildlife species. Attached is a location map and a check for \$50.00 required for the determination fee. If you require additional information please contact me at 978-977-0110 x7456.

Sincerely,



Gregory T. Swan  
Engineer II

Cc: File

F:\Northampton MA\Rte 9 Look Park 203215\Tech\100% PS&E\EEC Submission\USF&W.doc