



April 8, 2022

Littleton Planning Board  
Town Offices  
35 Shattuck Street  
Littleton, MA 01460

Re: Site Plan and Special Permit Submittal  
VMD Industries V LLC  
Monarch Drive  
Project No. 5554

Dear Board Members:

On behalf of our client, VMD Industries V LLC, this office is pleased to submit this application for Site Plan Review and Special Permits for the construction of a 98,150 s.f. industrial building on Lot 2 Monarch Drive. The site contains approximately 20.6 acres of land located at the end of Monarch Drive. The development on this site is restricted to a small portion of the site as a result of the implementation of Conservation Restrictions on the site during a previously proposed project. The Board may recall that a hotel was previously proposed for this site but was not constructed.

At this time, VMD is currently in discussions with potential tenants. In order to provide the most intensive use of this site, this application has been based on a light manufacturing use as it results in the highest traffic impact and employee counts. VMD fully understands that when a tenant is signed, they will be responsible for providing the Board with a full list of potential hazardous or toxic materials related to their use, including cleaning products etc.

This site is located in the Industrial A Zoning District as well as in the Aquifer Resource District. With this application, we are requesting Site Plan Review, a Special Permit for a Major Commercial or Industrial Use as well as Aquifer Special Permit for lot coverage, depth to water table, and parking of more than 100 space, and a Stormwater Permit. The proposed building and appurtenances will occupy approximately 6.7 acres out of the 20.6 acres. The location of this site is ideal for industrial development due to the proximity to Routes 495 and 2 and no residential abutters.

As part of this submittal, we are submitting three (3) copies of following items:

1. "Planning Board Form 1 Application", signed by the applicant and the property owners.
2. "Planning Board Special Permit Form 1A – Aquifer and Water Resources Districts.
3. "Town of Littleton Stormwater Permit Application Form SW"
4. Certified Lists of Abutters within 300' – both Littleton and Boxborough.
5. Filing Fee Check in the amount of \$ 29,787.50
  - a. Site Plan review: \$ 1500 plus 0.25 per gross s.f. over 10,000 = \$1500 + (98150 s.f.-10,000) = \$ 23,537.50
  - b. Major Industrial Use Special Permit: \$ 5,000.

- c. Aquifer District Special Permits 3@\$250 each= \$750.
- d. Stormwater Permit: \$ 500
- 6. Project Narrative
- 7. "Traffic Impact Assessment" Proposed Industrial Development in Littleton, Massachusetts by TEC, Inc. dated March 29, 2022.
- 8. Plans entitled "Special Permit and Site Plan Review Plan, VMD Industries V LLC, Monarch Drive in Littleton, Massachusetts." By Places Associates, Inc. dated April 2022, containing 15 sheets plus the cover sheet. The submittal includes 2 full size plans and 3 sets of 11x17 plans.
- 9. Architectural Drawings prepared by GMA Architects prepared for VMD Companies, 1 Monarch Drive, Littleton, MA including Preliminary Floor Plan, Preliminary Roof Plan, Preliminary Elevations and Preliminary Rendering. The submittal includes 3 sets of 11x17 plans.
- 10. Stormwater Analysis for Monarch Drive Littleton, Massachusetts prepared for VMD Industries V LLC dated April 2022 by Places Associates, Inc. Analysis includes the Stormwater O &M, Phosphorus Reduction Calculations and Soil Test Data. (one hard copy)
- 11. A complete electronic copy of all information listed above.

We look forward to presenting this plan to the Planning Board at your hearing on May 5, 2022. Please contact this office if you have any questions or need additional information.

Very truly yours,  
Places Associates, Inc.

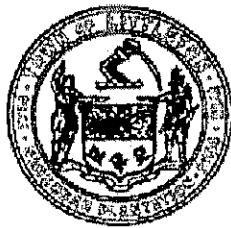
BY:



Susan E. Carter, P.E. LEED AP  
Director of Engineering, President

PLACES Associates, Inc.

256 Great Road, Suite 4, Littleton MA 01460 · (978) 486-0334 · [www.placesassociates.com](http://www.placesassociates.com)



Littleton Town Offices  
37 Shattuck Street  
Room 303  
Littleton, MA 01460  
(978) 540-2425

**TOWN OF LITTLETON  
PLANNING BOARD  
FORM 1 APPLICATION  
ADOPTED FEB. 2, 2022**

Filing Date: \_\_\_\_\_  
Planning Board: \_\_\_\_\_  
Town Clerk: \_\_\_\_\_  
Filing Fee: \_\_\_\_\_  
 Abutters List Attached

**PART I. BASIC APPLICATION**

**Project Summary & Applicant Information**

Project Name: 2 Monarch Drive

Location (Street Address): 1 and 2 Monarch Drive

Assessor's Map/Parcel (s): Map R-10 parcels 16A, 16B and a portion of 16

Applicant: VMD Industries V LLC (Kyle Raynor representative)

Address: 733 Turnpike Street, Rte 114, North Andover, MA 01845

Telephone: (440) 382-5335 Email: kraynor@vmdcompanies.com

Property Owner: see attached

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Registry: \_\_\_\_\_ Book: \_\_\_\_\_ Page: \_\_\_\_\_

**Site Information**

Total Area (Acres):	20.6 Acres	Lot Frontage (Lin. Ft):	993.04'
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Zoning District(s):	<input type="checkbox"/> Residence <input type="checkbox"/> Village Common <input type="checkbox"/> Business	<input type="checkbox"/> King Street Common <input checked="" type="checkbox"/> Industrial-A <input type="checkbox"/> Industrial-B
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All or a portion of the Site is also located in one or more overlay districts:	<input type="checkbox"/> Wetlands <input type="checkbox"/> Floodplains <input checked="" type="checkbox"/> Aquifer District <input type="checkbox"/> Adult Use Marijuana District	<input type="checkbox"/> Water Resource District <input type="checkbox"/> Littleton Village Overlay District West—Beaver Brook Area
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Supplemental Owner Information  
VMD Industries V LLC  
Special Permit Application

Map 10 Parcels 16A and 16B

Property Owner:  
CDK-MEL LLC  
410 Boston Post Road, Suite 28  
Sudbury, MA 01776-3034

Deeds:

Parcel 16A MSRD Bk. 63843 pg. 100  
Parcel 16B MSRD Bk. 63843 pg. 96

Map 10 Parcel 16:

Property Owner:  
CDK Realty Venture One, LLC  
410 Boston Post Road, Suite 28  
Sudbury, MA 01776-3034

MSRD Bk. 62584 pg. 122

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**PART II. SPECIAL PERMIT(S) REQUESTED** (check all that apply)

- Site Plan Review
- Accessory Business Uses at Active Farms (§173-57)
- Adult Uses (§173-140 - §173-142)
- Aquifer and Water Resource District (§173-61 - §173-64) *Attach Form 1A.*
- Commercial Solar Photovoltaic Installations (§173-180 - §173-184) *Attach Form 1D.*
- Conversion of Municipal Building (§173-69)
- Inclusionary Housing (§ 173-196 - § 173-205) *Attach Form 1F.*
- Littleton Village Overlay District West-Beaver Brook Area (§173-167 - §173-179)
- Major Commercial or Industrial Use (§173-86 - §173-88)
- Master Planned Development (§173-89)
- Mixed Use in Village Common FBC District (§173-166) *Attach form 1H.*
- Open Space Development (§173-93 - §173-118)
- Senior Residential Development (§173-145 - §173-152) *Attach Form 1E.*
- Shared Residential Driveways (§173-125 - §173-127)
- Vehicular Retail Sales (§173-26)
- Wireless Telecommunications Towers and Facilities (§173-128 - §173-133); *Attach Form 1B.*
- Registered Marijuana Dispensary (§ 173-85 – § 173-92) *Attach Form 1C.*
- Adult Use Marijuana Establishment (§ 173-194 – § 173-202) *Attach Form 1G.*
- Sidewalk Curb Cut (§173-224) *Attach Form 1H.*
- VC District + AWRD Lot Coverage (§173-224) *Attach Form 1H.*

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**PART III. APPLICANT AND OWNER CERTIFICATIONS**

The undersigned hereby certifies that they have read and examined this Application, including all attachments hereto, and that the proposed project is accurately represented in the statements made in this Application. The undersigned also certifies that this application has been filed both with the Planning Board and Town Clerk, and that all submission requirements in the Planning Board's Rules and Regulations have been met.

**Property Owner**

I/we hereby acknowledge that the Applicant is authorized to act on my/our behalf and that any and all representations made by the Applicant will be binding on me/us as Owners of the property.

Signature: Charles D. Katz, Manager Date: 04-07-22

Print: Charles D. Katz, Manager

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print: \_\_\_\_\_

**Applicant**

Signature: Kyle Raynor Date: 04/07/2022

Print: Kyle Raynor

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print: \_\_\_\_\_

Applicant is:  Owner  Agent/Attorney  Purchaser

## PART IV. SUBMITTAL REQUIREMENTS

### ALL APPLICATIONS

Required Materials		Notes
<input checked="" type="checkbox"/>	Application Cover Page	2 prints 1 electronic
<input checked="" type="checkbox"/>	Plans sealed by a registered professional engineer, registered architect, landscape architect, surveyor, or other design professional in their area of expertise.	1 full size print 1 reduced print (11x17) 1 electronic

### SPECIAL PERMIT APPLICATIONS

Required Information & Materials		Notes
<input checked="" type="checkbox"/>	Forms & Checklists	See Application Cover Page for required forms & checklists based on specific special permits requested
<input checked="" type="checkbox"/>	Summary Table (Required/Existing/Proposed)	Zoning District Lot Area Gross Floor Area Lot Coverage Building Height Parking Spaces Density Trip Generation Open Space
<input checked="" type="checkbox"/>	Vicinity map	all lots, streets, and driveways within 500 feet from the exterior boundary of the lot
<input checked="" type="checkbox"/>	Existing conditions plan	existing uses; inventory of natural features; all watercourses, wetlands, bogs, swamps, marshes, and boundaries of public water supply watersheds and environmentally sensitive zones; floodways and floodplain boundaries; zoning districts
<input checked="" type="checkbox"/>	Existing & proposed topography	contours at 2' intervals
<input checked="" type="checkbox"/>	Construction area plan	showing all areas to remain undisturbed
<input checked="" type="checkbox"/>	Site layout plan	showing required setbacks and other information required for zoning compliance; Location, height, and materials of all retaining walls; Location of proposed outdoor bulk trash containers or dumpsters, and screening details; Location of proposed on-site sewage disposal systems and reserve areas, and design computations
<input checked="" type="checkbox"/>	Utility plan	existing and proposed fire hydrants and sewer, water, gas, electric, and other utility lines and easements

<input checked="" type="checkbox"/>	Storm drainage plan	
<input checked="" type="checkbox"/>	Parking, loading, & access plan	parking and loading spaces and areas, including stalls, aisles, driveways, turning radii, landscaped areas and islands, and their dimensions as required; All existing and proposed points of vehicular access to the site, and clear sight triangles for corner lots; and sight lines for proposed driveways
<input checked="" type="checkbox"/>	Exterior lighting plan	
<input checked="" type="checkbox"/>	Architectural plans	Elevations of all buildings and structures. Elevations shall be drawn to scale, showing the height, location, and extent of all material; Roof top plan showing all proposed mechanical equipment and screening
<input checked="" type="checkbox"/>	Landscape plan	
<input checked="" type="checkbox"/>	Sign plan	
<input checked="" type="checkbox"/>	Drainage report (with calculations)	
<input checked="" type="checkbox"/>	Traffic impact assessment	

## SITE PLAN REVIEW APPLICATIONS

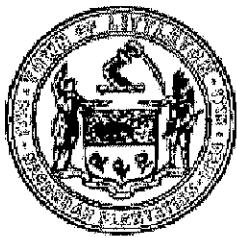
Required Information & Materials	Notes
<input checked="" type="checkbox"/> Site Plan Review Checklist	

## SITE PLAN REVIEW APPLICATIONS

(Village Common & King Street Common FBC Area)

Required Information & Materials	Notes
<input type="checkbox"/> Site Plan Review Checklist	
<input type="checkbox"/> Form 1H	
<input type="checkbox"/> VC & KSC FBC Area Checklist	

If you wish to review application requirements and/or materials with Planning Department Staff prior to submitting your application, please call or email us.



**TOWN OF LITTLETON  
PLANNING BOARD SPECIAL PERMIT  
FORM 1A  
AQUIFER & WATER RESOURCES DISTRICTS**

Littleton Town Offices  
37 Shattuck Street  
Room 303  
Littleton, MA 01460  
(978) 540-2425

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**PART IV. PROJECT SUMMARY**

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Project Name: 2 Monarch Drive

Location (Street Address): 1 and 2 Monarch Drive

Assessor's Map/Parcel Number (s): Map R-10 parcels 16A , 16B and a portion of 16

Parcel in Aquifer District or  Parcel in Water Resource District

**Submission Requirements.** Per § 173-62 (D) of the Littleton Zoning Bylaw, the following must be attached to this application for a special permit.

- Attached checklist, completed
- Complete list of potentially toxic or hazardous materials used or stored on the premises
- Description of protective and preventive measures
- Description of potentially toxic or hazardous wastes with storage and disposal method
- Evidence of DEP approval of waste system
- Evidence of qualified professional supervision of underground storage system design and installation
- Analysis by qualified engineer

**Identify the uses proposed in this Special Permit application.**

Use	Proposed	Allowed in either Aquifer Protection or Water Resource District	Allowed only in Aquifer Protection District	Allowed only in Water Resource District
<b>Principal Use</b>				
• Self-Storage Facility	n/a	X		
• Truck Terminal	n/a			X
• Sanitary landfill, junkyard, salvage yard, other solid waste disposal	n/a			X
• Motor vehicle service or washing station	n/a			X
<b>Accessory Use</b>		X		
• Manufacture, use, transport, storage or disposal of toxic or hazardous materials in excess of 5 gallons or 25 pounds dry weight of any substance or a total of all substances not to exceed 50 gallons or 250 pounds dry weight, on a site at any one time as an accessory activity for nonresidential and nonagricultural principal activities	N/A			
• Parking area with 100 or more spaces capacity	YES	X		
• Waste characteristics: Hazardous waste generation, treatment or storage in quantities not to exceed Very Small Quantity Generators (VSQGs) as defined in DEP 310 CMR 22.21(2)(a)(7) or subsequent equivalent regulation(s) currently in effect	N/A	X		
• On-site disposal of industrial waste	N/A	X		
• Grading resulting in exterior grades less than five feet	YES	X		

Use	Proposed	Allowed in either Aquifer Protection or Water Resource District	Allowed only in Aquifer Protection District	Allowed only in Water Resource District
above maximum groundwater elevation				
• Estimated sewage flow greater than 6 gallons/day per 1,000 s.f. of lot area	NO	X		
• Estimated sewage flow greater than 15,000 gallons per day	NO	X		
• Use retaining less than 30% of lot area in natural state	NO	X		
• Underground storage of gasoline or chemicals	NO			X
• Storage of heating oil or petroleum in quantities greater than 500 gallons	NO			X
• Disposal of snow from outside the district	NO			X
• Storage of sludge and/or septage not stored in accordance with DEP 310 CMR 22.21(2)(b)(1)	NO			X
<b>Impervious Surfaces</b>				
• Rendering impervious more than 20% but not less than 50% of any lot or parcel in Water Resource District	N/A			X
• Rendering impervious more than 15% or 2500 square feet of any lot or parcel but less than 30% in Aquifer District	YES			X

**Application Review  
FOR PLANNING DEPARTMENT USE ONLY**

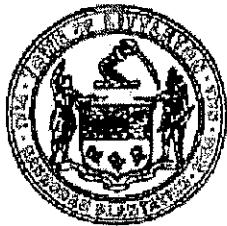
**§ 173-62(B) Special Permit Criteria**

- Groundwater quality performance rule met
- Location of water quality wells shown

**§ 173-63: Design and Operation Guidelines \***

- Safeguards against materials discharge or loss adequate
- Location of potential pollution source outside district where feasible
- Waste disposal provisions adequate
- Provision for on-site stormwater recharge or waived during site plan review\*
- Oil, grease, and sediment traps provided, if applicable\*
- Separate collection of drainage from loading areas for toxic or hazardous materials\*
- Monitoring adequate, if required
- Storage of ice control chemicals adequate

\*Provision shall be made for on-site recharge of stormwater runoff from impervious surfaces without degradation to groundwater if a special permit is to be granted for greater than 15 % coverage (but less than 30 %) in the Aquifer District and for impervious cover greater than 20% (but less than 50%) in the Water Resource District. Such recharge shall include (but not limited to) infiltration through methods as outlined in the Town of Littleton Low Impact Design/Best Management Practices Manual (latest edition) unless otherwise approved by the Planning Board during site plan review. Where dry wells or leaching basins are used, they shall be preceded by oil, grease and sediment traps. Drainage from loading areas for toxic or hazardous materials shall be separately collected for safe disposal.”



**TOWN OF LITTLETON  
STORMWATER PERMIT APPLICATION  
Form SW**

Littleton Town Offices  
37 Shattuck Street  
Room 303  
Littleton, MA 01460  
(978) 540-2425

*Please file 3 copies of this application form, application fee, and required application materials with Planning Board, in accordance with the requirements of chapter 38.*

## 1. Property Information

Street Address 2 Monarch Drive

Assessor's Map R-10      Parcel 16A, 16B and portion of 16

Deed Reference (Registry Book and Page or Land Court Certificate of Title No.):

see attached

**2. Project Title or Brief Description:** Construction of a 98,000 s.f. industrial building

**3. Property Owners:** List all property owners and their mailing addresses; for any owner that is an entity (e.g. LLC or corporation), provide the name and title of the individual authorized to sign for the entity.

see attached

**4. Applicant Information (Individual or Entity to Whom Permit Will Be Issued)**

Name: Kyle Raynor - agent

Company (if applicable): VMD Industries V LLC

Mailing Address: 733 Turnpike St, Route 114, North Andover, MA

Tel: (440)382-5335 Fax: \_\_\_\_\_ E-Mail: [kraynor@vdmcompanies.com](mailto:kraynor@vdmcompanies.com)

**5. Applicant's Authorized Representative to Planning Board (if any):**

Name: Susan Carter, P.E.

Company (if applicable): Places Associates, Inc.

Mailing Address: 256 Great Road, Suite 4, Littleton, MA 01460

Tel: (978) 486-0334 Fax: (978) 486-       E-Mail: scarter@placesassociates.com

**\*\*Communications from the Planning Department will be sent to the e-mail addresses provided for the Applicant and the Applicant's Authorized Representative.\*\***

**6. Other Planning Board Permits or Approvals Required for This Project:**

Site Plan Review, Major Industrial Project, Aquifer Protection District Special Permits

**7. Applicant's Certification:**

I hereby certify that the information contained in this application (including all required documents submitted herewith) is correct to the best of my knowledge. If I have identified an Authorized Representative above, I authorize that person to serve as my representative to the Planning Board.

Signature of Applicant: Kyle Raynor Date: 04/07/2022

Printed Name: Kyle Raynor for VMD Industries V LLC

**8. Property Owner's Authorization:**

I am the owner of the parcel identified as Littleton Assessor's Map R-10, Parcel 16A, or the authorized signatory for the entity that is the owner of that parcel. I hereby attest that I have knowledge of, and give my consent to, this application. I authorize the Littleton Planning Board and its authorized agents to enter the aforementioned parcel to verify the information contained in this application and associated documents and, if a permit is granted, to inspect for compliance with permit conditions.

Signature of Owner: Charles D. Katz, Manager Date: 04-07-22

Printed Name: Charles D. Katz, Manager

Signature of Owner: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

**9. Checklist of Materials to Be Submitted with Application:**

- Erosion and Sediment Control Plan
- Stormwater Management Plan
- Operation and Maintenance Plan
- Certified List of Abutters
- Permit Application Fee

Supplemental Owner Information  
VMD Industries V LLC  
Special Permit Application

Map 10 Parcels 16A and 16B

Property Owner:

CDK-MEL LLC  
410 Boston Post Road, Suite 28  
Sudbury, MA 01776-3034

Deeds:

Parcel 16A MSRD Bk. 63843 pg. 100  
Parcel 16B MSRD Bk. 63843 pg. 96

Map 10 Parcel 16:

Property Owner:

CDK Realty Venture One, LLC  
410 Boston Post Road, Suite 28  
Sudbury, MA 01776-3034

MSRD Bk. 62584 pg. 122

Ent	Name	Acct No	Invoice	Date	P.O. Num	Reference	Amount	Discount	Check Amt
/MDCO	VMD Companies, LL	1380-0000	SITEPLAN	3/31/2022		Site Plan Review Fee	23,537.50	0.00	23,537.50
/MDCO	VMD Companies, LL	1380-0000	SITEPLAN	3/31/2022		Maj Ind Use Permit	5,000.00	0.00	5,000.00
/MDCO	VMD Companies, LL	1380-0000	SITEPLAN	3/31/2022		Aqu Dist Spec Permit	750.00	0.00	750.00
/MDCO	VMD Companies, LL	1380-0000	SITEPLAN	3/31/2022		Stormwater Permit	500.00	0.00	500.00

Payor: Vitas Management and Development	Date	Check No.	Check Amount
Payee: Town of Littleton	3/31/2022	100004	29,787.50

Retain this statement for your records

TO VERIFY AUTHENTICITY, SEE REVERSE SIDE FOR DESCRIPTION OF THE 11 SECURITY FEATURES

**Vitas Management and Development  
Companies, LLC  
733 Turnpike St, Route 114  
North Andover, MA 01845**

HarborOne Bank

53-8137  
2113

Date  
3/31/2022 Check No.  
100004 Check Amount  
\$29,787.50

Twenty Nine Thousand Seven Hundred Eighty Seven AND 50/100 Dollars

Pay to the order of:

Town of Littleton  
Littleton Town Offices  
37 Shattuck Street  
Littleton, MA 01460

"100004" 02113813721 3561766969"



**TOWN OF LITTLETON  
BOARD OF ASSESSORS**

P.O. BOX 1305  
LITTLETON, MA 01460  
(978) 540-2410  
FAX: (978) 952-2321

**Date: 4/1/2022**

**Re: Certified List of Abutters for Planning Board – (1) 300ft and (2) 300ft to 1500ft of the subject property**

**Applicant:** V.M.D Companies, LLC  
**Name of Firm:** Places Associates, Inc.  
**Mailing Address:** 733 Turnpike Street, Andover, MA 08145

**Subject Parcel Location:** Monarch Drive  
**Subject Owner:** CDK Venture Realty, LLC  
**Subject Parcel ID:** R10-16-0

M.G.L. Chapter 40A, Section 11. "In all cases where notice of a public hearing is required notice shall be given by publication in a newspaper of general circulation in the city or town once in each of two successive weeks, the first publication to be not less than fourteen days before the day of the hearing and by posting such notice in a conspicuous place in the city or town hall for a period of not less than fourteen days before the day of such hearing. In all cases where notice to individuals or specific boards or other agencies is required, notice shall be sent by mail, postage prepaid. **"Parties in interest"** as used in this chapter shall mean the petitioner, abutters, owners of land directly opposite on any public or private street or way, and abutters to the abutters within three hundred feet of the property line of the petitioner as they appear on the most recent applicable tax list, notwithstanding that the land of any such owner is located in another city or town, the planning board of the city or town, and the planning board of every abutting city or town. The assessors maintaining any applicable tax list shall certify to the permit granting authority or special permit granting authority the **names and addresses of parties in interest** and such certification shall be conclusive for all purposes. The permit granting authority or special permit granting authority may accept a waiver of notice from or an affidavit of actual notice to any party in interest or, in his stead, any successor owner of record who may not have received a notice by mail, and may order special notice to any such person, giving not less than five nor more than ten additional days to reply." .....

**I hereby certify the attached list of abutter(s) as stated in the M.G.L. Chapter 40A, Section 11.**

Number of Abutter(s) 7 including the subject parcel(s).

Certified by:

Christine Kumar

Christine Kumar, Assistant Assessor

NOTE: This **abutters** list will be **valid** for three (3) months from the date of signature. Please be aware that per **Massachusetts** General Law (G. L. c 66, § 10) this office has up to 10 calendar days to fulfill this request.

151 TAYLOR ST R10 14 0

LUC: 404

LML LITTLETON LLC

401 EDGEWATER PLACE, SUITE 265

WAKEFIELD, MA 01880

153 TAYLOR ST R10 14 1

LUC: 404

LML LITTLETON LLC

401 EDGEWATER PLACE, SUITE 265

WAKEFIELD, MA 01880

1 MONARCH DR R10 16 0

LUC: 402

CDK REALTY VENTURE ONE LLC

410 BOSTON POST RD STE 28

SUDSBURY, MA 01776-3034

MONARCH DR R10 16 A

LUC: 440

CDK-MEL LLC

410 BOSTON POST ROAD, SUITE 28

SUDSBURY, MA 01776-3034

MONARCH DR R10 16 B

LUC: 440

CDK-MEL LLC

410 BOSTON POST ROAD, SUITE 28

SUDSBURY, MA 01776-3034

MONARCH DR R10 4 0

LUC: 601

HARVARD SPORTSMENS CLUB INC

P.O.BOX 114

HARVARD, MA 01451

OFF WHITCOMB AV R13 13 0

LUC: 601

HARVARD SPORTSMENS CLUB INC

P.O. BOX 114

HARVARD, MA 01451



**TOWN OF LITTLETON  
BOARD OF ASSESSORS**

P.O. BOX 1305  
LITTLETON, MA 01460  
(978) 540-2410  
FAX: (978) 952-2321

**Date: February 1, 2022**

**Re: Certified List of Abutters for Planning Board (300 feet - public hearings, special permits )**

**Applicant: Cathy McDonnell      Name of Firm: Places Associates, Inc.  
Mailing Address    256 Great Rd, Suite 4, Littleton, MA 01460**

**Subject Parcel Location: Monarch Drive  
Subject Owner: VMD Companies  
Subject Parcel ID: R10 16 A and R10 16 B**

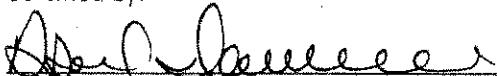
M.G.L. Chapter 40A, Section 11. "In all cases where notice of a public hearing is required notice shall be given by publication in a newspaper of general circulation in the city or town once in each of two successive weeks, the first publication to be not less than fourteen days before the day of the hearing and by posting such notice in a conspicuous place in the city or town hall for a period of not less than fourteen days before the day of such hearing. In all cases where notice to individuals or specific boards or other agencies is required, notice shall be sent by mail, postage prepaid. "Parties in interest" as used in this chapter shall mean the petitioner, abutters, owners of land directly opposite on any public or private street or way, and abutters to the abutters within three hundred feet of the property line of the petitioner as they appear on the most recent applicable tax list, notwithstanding that the land of any such owner is located in another city or town, the planning board of the city or town, and the planning board of every abutting city or town. The assessors maintaining any applicable tax list shall certify to the permit granting authority or special permit granting authority the names and addresses of parties in interest and such certification shall be conclusive for all purposes. The permit granting authority or special permit granting authority may accept a waiver of notice from or an affidavit of actual notice to any party in interest or, in his stead, any successor owner of record who may not have received a notice by mail, and may order special notice to any such person, giving not less than five nor more than ten additional days to reply." .....

**I hereby certify the attached list of abutter(s) as stated in the M.G.L. Chapter 40A, Section 11.**

Number of Abutter(s) 7 including the subject parcels + 1 Applicant Requesting Abutter's List.

Additional Abutters exist within the Town of Boxborough.

Certified by:

  
April Iannaccone, Assistant Assessor

RECEIVED

TOWN OF LITTLETON

JAN 31 2022

BOARD OF ASSESSORS  
LITTLETON, MA

**REQUEST FOR CERTIFIED LIST OF ABUTTERS**

**THE FEE FOR PREPARING THE LIST IS AS FOLLOWS:**

Within 300 feet: \$25.00	- updated list up to 6 mo.: \$10.00
Within 100 feet: \$10.00	- updated list up to 6 mo: \$5.00
Direct & across the street: \$5.00	- updated list up to 6 mo: no charge

**THE FEE MUST BE PAID AT THE TIME THE REQUEST IS MADE**

Applicant: Cathy McDonnell Name of Firm: Places Associates, Inc.

Address: 256 Great Rd, Suite 4, Littleton, MA 01460

Contact Phone #: 978-486-0334

Email Address: cmcdonnell@placesassociates.com

*Request abutters list for:*

Owner Name: VMD Companies

Property Location: Moharch Dr

Parcel ID: Map R-10: Parcels 16A and 16B (consider these two as one parcel when making lists)

Date you need the list by: Monday, February 14th, 2022

The Assessors' Office will generate & certify the requested abutters list, for the appropriate boards. Please check the appropriate departments.

Planning Board	<u>                  </u>	Ch 40A Sec 11 (300 feet)
" "	<u>                  </u>	Ch 41 Sec 81T (anr) (applicant & abutters)
" "	<u>X, 300 ft</u>	RMD Special Permit 300 feet &1500 feet
Board of Appeals	<u>                  </u>	Ch 40A Sec 11 (300 feet)
Conservation Comm	<u>X, 100 ft</u>	Ch 131 Sec 40 (100 feet) or (1000 feet)
Board of Selectmen	<u>                  </u>	Ch 138 Sec 12, 15A (abutters & 500 ft if Within school, church or hosp)
Board of Health	<u>                  </u>	310 CMR 15.000 (direct & across the street)
Other	<u>                  </u>	Specify

**We are no longer able to provide mailing labels.**

151 TAYLOR ST R10 14 0

LUC: 404

LML LITTLETON LLC  
401 EDGEWATER PLACE, SUITE 265  
WAKEFIELD, MA 01880

153 TAYLOR ST R10 14 1

LUC: 404

LML LITTLETON LLC  
401 EDGEWATER PLACE, SUITE 265  
WAKEFIELD, MA 01880

1 MONARCH DR R10 16 0

LUC: 402

CDK REALTY VENTURE ONE LLC  
410 BOSTON POST RD STE 28  
SUDSBURY, MA 01776-3034

MONARCH DR R10 16 A

LUC: 440

CDK-MEL LLC  
410 BOSTON POST ROAD, SUITE 28  
SUDSBURY, MA 01776-3034

MONARCH DR R10 16 B

LUC: 440

CDK-MEL LLC  
410 BOSTON POST ROAD, SUITE 28  
SUDSBURY, MA 01776-3034

MONARCH DR R10 16 C

LUC: 440

NBPII LITTLETON LLC  
303 Congress Street  
4th Floor  
BOSTON, MA 02210

MONARCH DR R10 4 0

LUC: 601

HARVARD SPORTSMENS CLUB INC  
P.O.BOX 114  
HARVARD, MA 01451



## TOWN OF BOXBOROUGH

Town Assessor

29 Middle Road

Boxborough, Massachusetts 01719

978-264-1720 • FAX 978-264-3127

lmcquade@boxborough-ma.gov

REQUESTER   
OFFICE   
TOWN BOARD

RECEIVED  
MAR 3 2022

### REQUEST FOR ABUTTERS

3/30/2022

DATE OF REQUEST: \_\_\_\_\_

DATE LIST NEEDED: \_\_\_\_\_

As soon as possible

PROPERTY 3 Rear Monarch Drive, Boxborough  
LOCATION: \_\_\_\_\_

MAP 02

LOT 003

BLOCK 000

PROPERTY OWNER: Gutierrez, Arturo J/John A Trust; Sweeney, Daniel G. Trustees; Taylor Street Littleton Trust

#### REASON FOR LIST

- CONSERVATION COMMISSION
- ZONING BOARD OF APPEALS
- PLANNING BOARD
  - PRELIMINARY PLAN
  - SITE PLAN
  - DEFINITIVE PLAN
  - SPECIAL PERMIT
- BOARD OF SELECTMEN
- OTHER Littleton Planning Board - Special Permit

#### RADIUS FOR ABUTTERS

300 FEET

IMMEDIATE

OTHER  \_\_\_\_\_

#### REQUESTER INFORMATION

NAME

Patrick Burke

ADDRESS

Places Associates, Inc.

256 Great Road, Littleton MA 01460

PHONE

978-486-0334

EMAIL

pburke@placesassociates.com

#### OFFICE USE ONLY

DATE LIST PREPARED:

3/30/2022

FEES CHARGED:

\$10.00

AMOUNT PAID

\$10.00

DATE PAID:

10.00

CHECK #

CASH

FEES SCHEDULE: \$1.00 PER NAME

\$10.00 MINIMUM

\$30.00 MAXIMUM

LIST IS VALID FOR SIX (6) MONTHS. TOWN ASSESSOR IS ALLOWED TEN (10) BUSINESS DAYS FROM DATE OF REQUEST TO PROVIDE CERTIFIED LIST OF ABUTTERS.

# LITTLETON

52.48

960.92

02-003

9.09 ac

3

189.00

930

940.00

02-004

13.9 ac

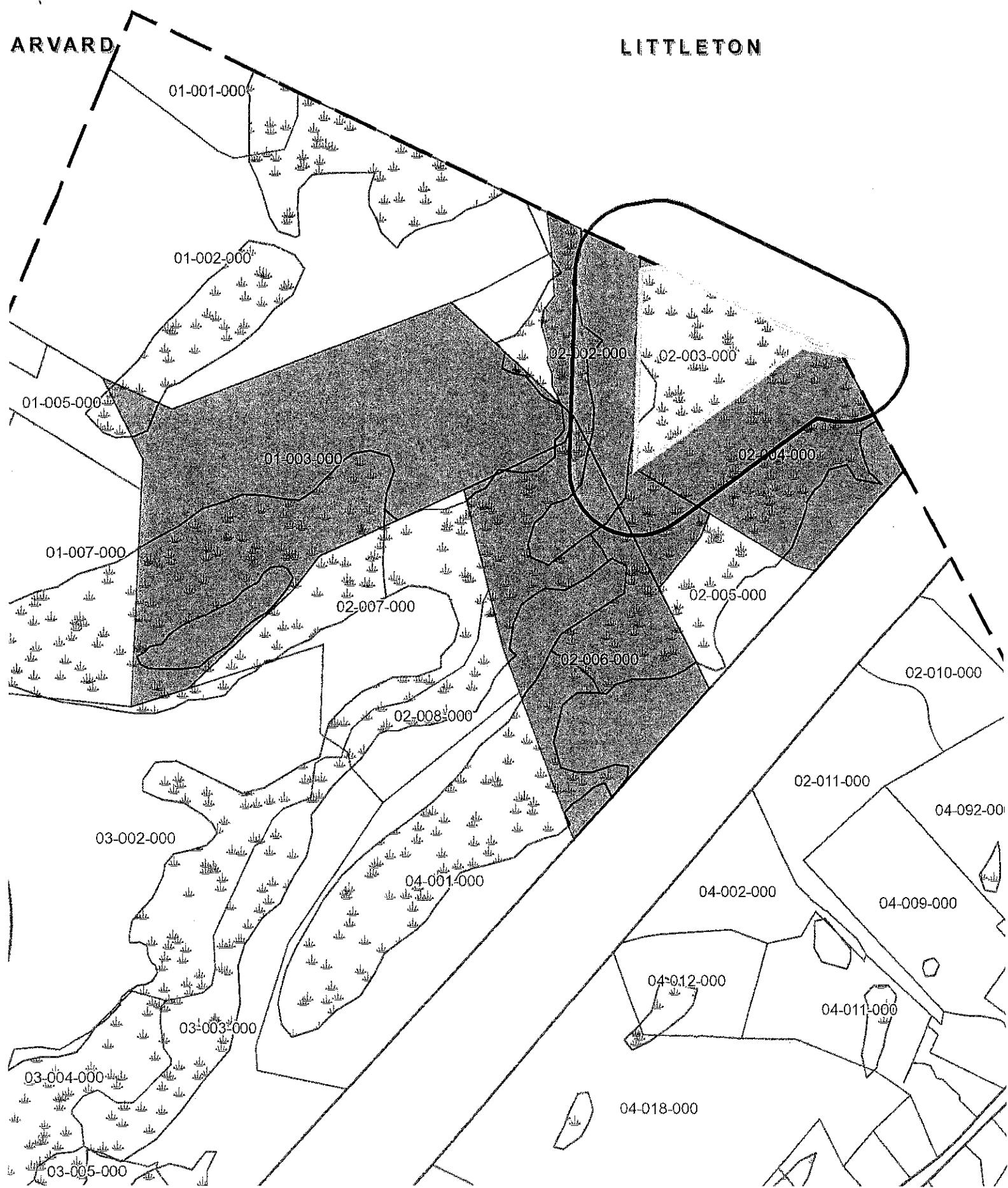
905

854.83

855

ARVARD

LITTLETON





# 300 foot Abutters List Report

Boxborough, MA  
March 30, 2022

## Subject Property:

Parcel Number: 02-003-000  
CAMA Number: 02-003-000  
Property Address: 3 REAR MONARCH DRIVE

Mailing Address: GUTIERREZ ARTURO J/JOHN A TRUS  
SWEENEY DANIEL G, TRUSTEES  
200 WHEELER ROAD  
BURLINGTON, MA 01803

Office of the Board of Assessors

Date

*Sandra McNamee 3/30/22*



## Abutters:

Parcel Number: 01-003-000  
CAMA Number: 01-003-000  
Property Address: 250 LITTLETON COUNTY ROAD

Mailing Address: HARVARD SPORTSMENS CLUB, INC  
PO BOX 114  
HARVARD, MA 01451

Parcel Number: 02-002-000  
CAMA Number: 02-002-000  
Property Address: 5 REAR MONARCH DRIVE

Mailing Address: HARVARD SPORTSMENS CLUB, INC  
PO BOX 114  
HARVARD, MA 01451

Parcel Number: 02-004-000  
CAMA Number: 02-004-000  
Property Address: 1 REAR MONARCH DRIVE

Mailing Address: HARVARD SPORTSMENS CLUB, INC  
PO BOX 114  
HARVARD, MA 01451

Parcel Number: 02-006-000  
CAMA Number: 02-006-000  
Property Address: 995B REAR BEAVER BROOK  
ROAD

Mailing Address: HARVARD SPORTSMENS CLUB, INC  
PO BOX 114  
HARVARD, MA 01451



www.cai-tech.com

3/30/2022

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are not responsible for any use for other purposes or misuse or misrepresentation of this report.

Page 1 of 1

Ent	Name	Acct No	Invoice	Date	P.O. Num	Reference	Amount	Discount	Check Amnt
/MDCO	VMD Companies, LL	1380-0000	SITEPLAN	3/31/2022		Site Plan Review Fee	23,537.50	0.00	23,537.50
/MDCO	VMD Companies, LL	1380-0000	SITEPLAN	3/31/2022		Maj Ind Use Permit	5,000.00	0.00	5,000.00
/MDCO	VMD Companies, LL	1380-0000	SITEPLAN	3/31/2022		Aqu Dist Spec Permit	750.00	0.00	750.00
/MDCO	VMD Companies, LL	1380-0000	SITEPLAN	3/31/2022		Stormwater Permit	500.00	0.00	500.00

Payor: Vitas Management and Development  
 Payee: Town of Littleton

Date 3/31/2022 Check No. 100004

Check Amount \$29,787.50

Retain this statement for your records

TO VERIFY AUTHENTICITY, SEE REVERSE SIDE FOR DESCRIPTION OF THE 11 SECURITY FEATURES

Vitas Management and Development  
 Companies, LLC  
 733 Turnpike St, Route 114  
 North Andover, MA 01845

HarborOne Bank

53-8137  
 2113

Date 3/31/2022 Check No. 100004 Check Amount \$29,787.50

Twenty Nine Thousand Seven Hundred Eighty Seven AND 50/100 Dollars

Pay to the order of:

Town of Littleton  
 Littleton Town Offices  
 37 Shattuck Street  
 Littleton, MA 01460

100004 2113813721 3561766969

# **VMD INDUSTRIES V LLC**

## **Project Narrative**

### **EXISTING CONDITIONS:**

The locus property is located at the end of Monarch Drive in Littleton, MA. The property contains 20.6 acres of land zoned Industrial A and is located in the Littleton Aquifer Protection District. This property shares a common driveway and infrastructure with the abutting property, 1 Monarch Drive containing an office building. The utility connections for 1 Monarch Drive are contained within utility easements that cross the locus property

The site is currently vacant land that previously had a gravel removal operation on it. Vegetative cover is sporadic, with grass areas adjacent to the driveway with areas of barren sand and shallow depths of topsoil further into the site. The site appears to have been graded for a future pad building site with a drainage ditch enveloping the developable portion of the lots. This drainage ditch is a bordering vegetated wetlands and there is a vernal pool, just east of the property. Soils on this site are well sorted sands with a high permeability and a fairly consistent groundwater elevation of 224.

The entire site is contained within a Priority Habitat (PH 1625) area as identified by the Natural Heritage and Endangered Species Program (NHESP). A previous development proposal for this site (2008 Hilton Hotel project) resulted in a large portion of the site being made subject to a Conservation Restriction in conjunction with the Conservation Management Permit ("CMP" #009-136.DFW) issued for that project. The project never went forward but the Conservation Restrictions were put in place, duly recorded, and the Littleton Conservation Commission was made the beneficiary of the Restrictions under their Article 97 authority.

### **PROPOSED PROJECT:**

VMD Industries V LLC is proposing to construct a 98,150 s.f. industrial building on this site (aka Lot 2). The use of the building will be consistent with the uses allowed in both the Industrial A zoning as well as within the Aquifer Protection District. At this time, the tenant and the exact use of the building are not determined. The building has been designed to accommodate loading docks along both the north and south sides of the building for flexibility with tenant needs.

As a result, in order for the town to assess the impact of this project, the most intense use has been utilized in the impact analysis. The light manufacturing use has the highest trip generation and potential number of employees. As a result, the loading docks on the southerly side of the building may not be built out and passenger vehicle parking is shown within the same pavement footprint. The drainage in this area will be constructed to accommodate loading docks, providing the ability to contain any leak in the area of the loading docks.

The proposed development will combine Parcels 2A and 2B. The development area is very limited by the precedent Conservation Restriction encumbrances, the existing utility easements and the required offsets from the property boundaries. VMD, in conjunction with the property owner of Lot 1 will be relocating the existing septic system from Lot 1 to the designated Septic Area 1 as shown on the Conservation Restriction Plan. The new system will be a shared system with Lot 2 split between the two Septic Areas 1 and 2 on that plan. This will allow the realignment and straightening of the property lines between Lots 1 and 2. Provisions have been made in legal

documents to prevent any impact on the existing septic system for lot 1 until the new system is fully approved and functional.

Utilities will be re-routed around the new development on Lot 2 within a new easement and the realignment and installation will be coordinated with LELWD.

### **Traffic Impacts:**

TEC, Inc. has been engaged to study the potential traffic impacts associated with the proposed development. This study was prepared using the worst case traffic volume scenario land use code for a manufacturing end user to project the traffic volume to be generated by the proposed project. The Project is anticipated to generate approximately 466 new vehicle trips during the average weekday with 67 new vehicle trips during the weekday morning peak hour, and 73 new vehicle trips during the evening peak hour.

The study area intersections with acceptable levels of service under the 2029 Build Conditions, indicating that the project will not significantly impact peak hour traffic operations throughout the study area. Vehicle movements exiting Monarch Drive are expected to operate at LOS C or better with minimal vehicle queuing. The available Intersection Sight Distances at the Monarch Drive intersection with Taylor Street are in excess of the AASHTO minimum requirements.

TEC, Inc. concluded that the proposed industrial development can be safely and efficiently accommodated within the study area intersections and therefore does not warrant any additional project-specific transportation mitigation.

### **Drainage:**

The drainage design is in full compliance with the MADEP stormwater management standards and incorporates best management practices (BMP's) consistent with low impact development (LID) and incorporates many of the concepts emphasized in LID design. There is no increase in the rate of runoff from the site for the 2, 10, 25 or 100 year events using the latest NOAA rainfall rates.

#### **BMP's utilized:**

- Tree Filter Box
- Hydrodynamic Separator
- Infiltration Basin
- Infiltration Trench

Whereas Littleton is a MS4 community with a Stormwater By-law, calculations for phosphorus removal have been included in these calculations. The total phosphorus reduction from the developed portions of the site is 89.3 % (60% required). In order to achieve such high levels of nutrient reduction, treated runoff has been recharged into the groundwater to the extent possible.

### **NHESP Priority Habitat:**

The Conservation Management Permit issued by the Massachusetts Division of Fisheries and Wildlife (MADFW), November 17, 2009 enabling a hotel project has expired. A new CMP will be sought in support of the current project and Oxbow Associates, Inc. has been in contact with NHESP on the implementation of the provisions of the original CMP, with project-specific

modifications. Whereas the land preservation Restrictions to provide a portion of the “net benefit” performance standard were put in place and recorded previously, the limits of work specific to the current project are predefined. Additional measures for mortality avoidance and habitat management for the benefit of the protected species are incorporated in the current design plans.