

ATHENA ASSETS, LLC

November 18, 2020

Mark Montanari, Chair
Littleton Planning Board
Littleton Town Offices
37 Shattuck Street
Littleton, MA 01460

Dear Mark,

I own Units 1-4 of the 160 Ayer Road Industrial Condo Complex. My business, Touchmark Promotions, utilizes Units 1 and 2 primarily as warehouse space. These units have a combined square footage of around 6,600 square feet. I use about a quarter of that total space for offices and a conference room. Including myself, three employees are onsite during our largest shift. (Please note, the sign over Unit 2 is from a former tenant who didn't remove it when they left. I'll take it down eventually.)

Per the Littleton Industrial Center Condominium Trust Master Deed, "The parking lot and all parking spaces are unassigned and may be used by all Unit Owners, tenants, employees, invitees, guests, clients, customers and other callers of Unit Owners."

Though all of the parking spots are unassigned, I suppose I am unofficially entitled to 44 of the 66. I will happily share 40 of those with Littleton Apothecary. My clients seldom visit my office here, but from time to time, one might use a space in the front parking lot. I am not concerned with parking availability in such a case.

When Littleton Apothecary opens, my staff and I will park behind the building in the proposed Employee Only Parking spots.

My business operates Monday through Friday, 9:00-5:00.

Please let me know if you have any questions, 978-846-0885.

Sincerely,



Delisa A. Laterzo
President, Athena Assets LLC
President, Touchmark Promotions, Inc.

cc. Christine Nordhaus, Littleton Apothecary