

May 11, 2021

VIA HAND DELIVERY

Mark Montanari, Chairman
Planning Board
Town of Littleton
Littleton Town Offices
37 Shattuck Street
Littleton, Massachusetts 01460

Re: Site Plan and Special Permit Applications - 289 Great Road, Littleton
Northern Bank & Trust Company

Dear Mr. Chairman and Members of the Planning Board:

This office and the undersigned represent Northern Bank & Trust Company ("Applicant") and 289 Great Road Realty Trust ("Property Owner") (collectively, the Petitioner) regarding property situated at 289 Great Road, Littleton, Massachusetts ("Premises"). The Premises is located within the Village Common (VC) Zoning District.


As presented during the May 6, 2021 Planning Board hearing, the Planning Board permitted the Applicant to withdraw, without prejudice, the pending Site Plan and Special Permit filing for the Premises as a result of an insufficient quorum due to an anticipated change of Planning Board membership and an existing Board member recusal. Following a recent election, we understand that a new Planning Board member has been elected and is anticipated to be sworn in and eligible to participate in new matters. As such, the Applicant is requesting that the Site Plan and Special Permit applications for the new Northern Bank and Trust project be refiled and that all materials submitted as part of the March 10, 2021 filing, including application fees, be considered duly refiled and integrated into this new submission package.

Enclosed please find a Special Permit form for purposes of recording a new submission date stamp with the Town Clerk. If you or the new Planning Board member requires supplementary copies of the permit materials please do not hesitate to contact this office. We also understand that your office will be submitting a new legal notice to the newspaper for publication and that your office will undertake the required notification to abutters and other required parties. If you need assistance with any of these matters please advise.

Mark Montanari
May 11, 2021
Page 2

We look forward to presenting this matter to the Board during the upcoming June 3, 2021 public hearing.

Very truly yours,

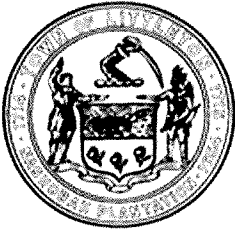


Mark T. Vaughan

MTV:mmc
Enclosures

Cc: Sean Mahoney, Northern Bank & Trust Company (w/enclosures)
Sean Malone, Oak Consulting Group (w/enclosures)
Daniel Barton, Mangel Architects (w/enclosures)

2728293.1



LITTLETON PLANNING BOARD

Littleton Town Offices
37 Shattuck Street, Room 303
Littleton, MA 01460

<input type="checkbox"/>	Filing Date:
	Planning Board: _____
	Town Clerk: _____
<input type="checkbox"/>	Filing Fee:
—	_____

SPECIAL PERMIT APPLICATION

Updated Oct 15, 2018

PART I. BASIC APPLICATION

Project Summary & Applicant Information

Project Name: Northern Bank and Trust Company

Location (Street Address): 289 Great Road

Assessor's Map/Parcel (s): U07 22 0

Applicant: Northern Bank and Trust Company

Address: c/o Mark T. Vaughan, Esquire Riemer & Braunstein LLP 700 District Ave, 11th Floor Burlington, MA 01803

Telephone: 617-880-3457 Email: mvaughan@riemerlaw.com

Property Owner: 289 Great Road Realty Trust

Address: c/o Mark T. Vaughan, Esquire Riemer & Braunstein LLP 700 District Ave, 11th Floor Burlington, MA 01803

Telephone: 617-880-3457 Email: mvaughan@riemerlaw.com

Registry: Middlesex South Book: 63344 Page: 416

Site Information

Total Area
(Acres): 0.66+/- acres Lot Frontage (Lin. Ft): 219' 6" +/-

Zoning District(s):
☐ Residence
☒ Village Common
☐ Business
☐ Industrial-A
☐ Industrial-B

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 type="checkbox"/> Water Resource District
	<input type="checkbox"/> Aquifer District	<input type="checkbox"/> Littleton Village Overlay District West
	<input type="checkbox"/> Registered Marijuana Dispensary Overlay District	<input type="checkbox"/> Beaver Brook Area

PART II. SPECIAL PERMIT REQUESTED

- ☐ 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 Business District (§173-165 - §173-166)
☐ 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 Cuts (Section 173-224 H)

PART III. APPLICANT AND OWNER CERTIFICATIONS

The undersigned hereby certifies that he/she has 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: Mark T. Vaughan

Date: May 11, 2021

Print: Mark T. Vaughan, Esquire on behalf of the Property Owner

Signature: _____

Date: _____

Print: _____

Applicant

Signature: Mark T. Vaughan

Date: May 11, 2021

Print: Mark T. Vaughan, Esquire on behalf of the Applicant

Signature: _____

Date: _____

Print: _____

Applicant is: Owner Agent/Attorney Purchaser

SUBMISSION REQUIREMENTS

- ☒ Special Permit Application Form: 7 print copies and one electronic copy.
- ☒ Site Plan; 2 full-sheet sets and 5 reduced copies (11" x 17"). Plans and drawings must be sealed by a registered professional engineer, registered architect, landscape architect, surveyor, or other design professional in their area of expertise.
 - Vicinity map showing all lots, streets, and driveways within 500 feet from the exterior boundary of the lot
 - Existing conditions plan, showing 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
 - Existing and proposed contours at 2' intervals
 - Construction limit line, showing all areas to remain undisturbed
 - Site layout plan for proposed use(s) of the property showing required setbacks and other information required for zoning compliance
 - Utilities plan, i.e., existing and proposed fire hydrants and sewer, water, gas, electric, and other utility lines and easements
 - Storm drainage provisions
 - Existing and proposed street rights-of-way and paved surfaces, including those abutting the site
 - Existing and proposed 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
 - 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
 - Exterior lighting plan
 - A block containing the following information:
 - Zoning district(s) in which the property lies;
 - Total area of the property to at least the nearest hundredths of a square foot;
 - Gross floor area of each building;
 - Proposed percentages of building coverage and impervious surface coverage;
 - Maximum height of all existing and proposed buildings and other structures in feet and stories;

- Number of parking spaces required and provided for each use, plus visitor spaces, and method of calculation;
- Number of handicap parking spaces required and provided;
- Proposed overall density for each lot (number of dwelling units per acre);
- Total trip generation of existing and proposed use(s);
- Minimum common and usable open space required and provided, in square feet.

☒ Architectural Plans and Drawings

- 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.

☒ Landscaping Plan

☒ Master Signage Plan/Conceptual signage

☒ Drainage Report and Calculations (3 copies)

☒ Traffic Impact Assessment