

February --, 2023

**Great Road  
Site Plan Review Decision and  
Stormwater Permit Permit**

<b>APPLICATION:</b>	SITE PLAN REVIEW and STORMWATER PERMIT pursuant to the Code of the Town of Littleton. The applications for Site Plan Review pursuant to Chapter 173, Article IV Site Plan Requirements and for a Stormwater Permit pursuant to Chapter 38, Article II, Stormwater Management and Erosion Control are to permit the construction and operation of a redevelopment proposal for five parcels known as the “Northern Bank” site in the Village Common zoning district.
<b>PROPERTY LOCATION:</b>	265 Great Road, Assessor’s Map Reference U07-25-0 277 Great Road, Assessor’s Map Reference U07-24-0 287 Great Road, Assessor’s Map Reference U07-23-0 289 Great Road, Assessor’s Map Reference U07-22-0 25 Robinson Road, Assessor’s Map Reference U07-20-0
<b>DESCRIPTION:</b>	A comprehensive redevelopment utilizing traditional New England village design concepts within an integrated, walkable layout. Following a series of preliminary discussions with the Town to review the Applicant’s conceptual design program and the favorable action of Town Meeting rezoning 25 Robinson Road into the VC District, the Applicant expanded the physical limits of the project area which allows the proposed redevelopment program to capture a meaningful segment of the Great Road corridor. As provided within the application materials, the proposal entails the demolition of all existing structures within the defined Premises and the construction of five (5) commercial buildings (37,880+/- sf in total) and associated site improvements with each structure uniquely designed in accordance with the applicable VC Zoning Bylaw provisions (“Project”).
<b>APPLICANT/OWNER:</b>	265 Great Road - Owner: Northern Bank & Trust Company. 277 Great Road - Owner: 289 Great Road Realty Trust. 287 Great Road - Owner: NBTC Great Road, LLC. 289 Great Road - Owner: 289 Great Road Realty Trust. 25 Robinson Road - Owner: NBTC Great Road, LLC.

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Contact information:  
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General Counsel  
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Woburn, MA 01801

**ENGINEER:** Oak Consulting Group  
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**ARCHITECT:** Mangel DeStefano Architects  
Daniel Barton, AIA  
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Harvard, MA 01451

**ATTORNEY:** Riemer & Braunstein, LLP  
Mark T. Vaughan, Esquire  
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Burlington, MA 01803

**DATE OF LEGAL NOTICE:** September 22, 2022

**DATES OF MEETINGS:** October 6, 2022, October 25, 2022, November 10, 2022,  
December 7, 2022 (no testimony), January 5, 2023 and February  
2, 2023

**MEMBERS PRESENT:** Mark Montanari, Jeffrey Yates, Bartlett Harvey, Anna Hueston and  
Delisa Laterzo

**REFERENCE PLAN:** "Northern Bank Town Common, 265-289 Great Road, Littleton,  
Massachusetts", prepared by Oak Consulting Group, dated September 7, 2022, ~~revised to~~  
~~December 21, 2022.~~ last revised [insert new date].

**HEARING:** The Littleton Planning Board held a duly noticed public hearing on October 6, 2022,  
which was continued to October 25, 2022, November 10, 2022, December 7, 2022 (no  
testimony), ~~and~~ January 5, 2023, and February 2, 2023 to consider an application for Site Plan  
and Stormwater Permit pursuant to the Code of the Town of Littleton Zoning. Sean Malone,  
P.E. of Oak Consulting Group, Mark Vaughan, Esq. of Riemer & Braunstein and Daniel Barton,  
AIA, Mangel DeStefano Architects made presentations to the Planning Board on behalf of the  
Applicant / Owner and answered questions raised by the Planning Board and the members of  
the public. The Public Hearing was closed on February 2, 2023.

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**BACKGROUND:** The Applicant/Owner acquired the subject parcels by deed and recorded with the Middlesex South Registry of Deeds as noted below:

- 265 Great Road - Owner: Northern Bank & Trust Company. Book 21510 Page 452 recorded October 31, 1991.
- 277 Great Road - Owner: 289 Great Road Realty Trust. Book 64652 Page 343 recorded December 12, 2014.
- 287 Great Road - Owner: NBTC Great Road, LLC. Book 70232 Page 62 recorded November 14, 2017.
- 289 Great Road - Owner: 289 Great Road Realty Trust. Book 63344 Page 416 recorded March 7, 2014.
- 25 Robinson Road - Owner: NBTC Great Road, LLC. Book 70571-437 recorded January 30, 2018.

The Applicant/Owner proposes to develop the subject property in a manner that is consistent with the objectives, performance standards and criteria, and design standards of the Village Common Zoning Code, sections 173-215 through 173-225, as adopted by the Town of Littleton at the June 13, 2020 Town Meeting.

The subject parcels meet the minimum requirements and pursuant to the Littleton Zoning Code is eligible for Site Plan approval pursuant to the Town of Littleton Zoning Code, Article IV, section 173-16 through 173-19.

The Applicant/Owner has submitted to the Planning Board the materials listed below, which, together with the testimony, presentation materials and videos provided at the referenced public hearings, provide the information required for issuance of a Site Plan and Stormwater Permit and are the basis of the Board's determinations and decision:

1. Site Plan cover letter, prepared by Riemer & Braunstein LLP, dated September 13, 2022 with accompanying Site Plan application forms and materials;
2. Development Team Qualifications;
3. Project Narrative;
4. Design Guidelines Narrative;
5. Existing Conditions Photos;
6. Architectural Materials (floor plans, sectional diagrams, elevations and 3D Renderings) dated September 9, 2022 prepared by Mangel DeStefano (revised through January 3, 2023);
7. Stormwater Management Study dated August 2022 and Revised December 2022 and Revised [insert new date] prepared by Oak Consulting Group;
8. Traffic Impact Assessment dated September 2022 prepared by Vanasse & Associates Inc.;
9. Project Site Plans dated September 7, 2022 prepared by Oak Consulting Group (last revised through December 21, 2022 [insert new date here]);
10. Certified Abutters Lists

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11. Stormwater Permit cover letter, prepared by Riemer & Braunstein LLP, dated September 13, 2022 with accompanying application forms and materials.
12. Peer Review Response documentation: submitted on December \_\_, 2022 and last revised Jan. 24, 2023.
13. Vehicle turning template plan dated December 14, 2022;
14. Landscape Plan and detail sheets dated September 7, 2022 revised through December 21, 2022; [add new date]
15. Photometric Plan dated January 4, 2023 prepared by Apex Lighting Solutions.

The revised Site Plan set and Landscape Plan set (revised through December 21, 2022 and revised Architectural materials (~~revised through \_\_\_\_\_~~ last revised [new date]) propose modest plan modifications which address comments from the Planning Board, municipal peer review consultants, and abutters.

### DETERMINATIONS:

Based on the presentation of the Applicant/Owner and the foregoing information, the Planning Board makes the following determinations:

1. The Planning Board finds that the criteria for approval set forth in Article IV, Section 173-18 Design Requirements for Site Plans (and as noted below) has been met as the Site Plan meets the following standards:
  - a. Internal circulation and egress are such that traffic safety is protected, and access via minor streets servicing single-family homes is minimized.
  - b. Visibility of parking areas from public ways and residences is minimized, and lighting of these areas avoids glare on adjoining properties.
  - c. Major topographic changes or removal of existing trees is minimized.
  - d. Adequate access to each structure for fire and service equipment is provided.
  - e. Utilities and drainage in the vicinity either are or will be made adequate, based on the functional standards of the Planning Board's Subdivision Regulations.
  - f. Methods of stormwater control and treatment as outlined in the Town of Littleton Low Impact Design/Best Management Practices Manual (latest edition) are utilized to the maximum extent practicable.
2. The Planning Board finds that the criteria for approval set forth in Article XXX Village Common, Sections 173-215 through 173-225 have been met. The Planning Board further finds that the minor deviations from the Lot standards, Building standards, Design guidelines and Site standards, as specified on the Site Plan and Architectural Materials, are acceptable and approved as part of this decision. More particularly, the Planning Board approves the following plan modifications as provided under Section 173-219 B.a.:

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- a. Building A - Section 173-220 Lot standards. Building A is rotated such that its façade is not built parallel to the front lot line (Great Road) and its orientation impacts the façade buildout-out percentage calculation.

The Planning Board finds that this is an acceptable deviation. The orientation of Building A responds to the unique geometry of its angular site, engages a corner gathering place, and allows for a dynamic building design. The angular intersection of Robinson Road and Great Road create greenspace islands and a pocket park at the tip of the angular intersection. Keeping Building A at an angle compliments this unique geometry and allows for enhancement of public space. Pedestrian connections are further emphasized with the design, and the view of the building from the intersection creates a focal point and slows traffic, adding safety and interest to this site.

- b. Building C and D. A bridge connecting two buildings is not addressed in the Building Standards language.

The Planning Board finds that this is an acceptable deviation. The design element is a useful building feature as it connects buildings C and D and reduces the number of elevators and stairs servicing the buildings and provides visual interest.

- c. Buildings B, C, D and E - Section 173-220 A.d. Lot standards. The Applicant/Owner interprets Section 173-220 A. d. to apply only to the sidewalk along the Great Road frontage and as such, the site plan provides a 10' wide sidewalk and appropriate setbacks. Notwithstanding the foregoing, as part of the final building design the plan shall ensure that all abutting sidewalks are free of encroachment from the swing of egress doors to ensure safe circulation for all pedestrians.
- d. Drive aisle width. The project site plans propose a 20' wide drive aisle width which will reduce overall impervious surface area and thereby also encouraging reduced vehicular travel speeds in support of safer pedestrian circulation and activities.
- e. Curb Cut. Section 173-224 H.b. Site standards. The project site plans proposed that the radii at both of the site ingress/egress locations has been increased from 15' to 20' to provide an opening of at least 33.4' at the Right-of-Way line.

If MassDOT requires a modified curb cut design the Applicant/Owner shall provide final design specifications to the Planning Director and no further action shall be required by the Planning Board.

- 3. The Planning Board finds that the building design will ensure that the new development retains the characteristics of an established neighborhood of buildings that accumulated

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additions over time. The project promotes pedestrian safety and prioritizes sidewalk continuity consistent with Article XXX Village Common Zoning District.

4. All proposed uses shown on the Site Plan (office, bank, retail sales, service, restaurant and parking) are generally permitted under Article XXX Village Common Zoning District of the Code, and the site will be made suitable for these proposed uses. In addition, the site design supports the following:
  - a. The Site Plan includes programmable open space that shall be accessible to the public and capable of hosting a variety of outdoor events.
  - b. The project provides logical and safe circulation for pedestrians, vehicles and first responders. The project consolidates the existing curbcuts on Great Road (reduction from six to two) and eliminates the two curb cuts on Robinson Road. The design provides sidewalks connecting all buildings and public spaces throughout the site.
  - c. The project design accommodates a future potential driveway connection to the adjacent commercial property on its eastern side.
  - d. There is sufficient parking to meet the requirements of the zoning bylaw.
  - e. The site is not presently served by municipal sewer, but it is anticipated that the the Town's sewer extension will be operational by 2024.
  - f. The project will also meet all stormwater requirements of Chapter 38 Stormwater as the site plan design will protect water resources and meet the objective and requirements of the applicable Code and regulations.
  - g. Goals of the latest Littleton Master Plan are incorporated into the proposed development. The project proposes to provide retail/commercial spaces to encourage the local economy. The creation of new gathering spaces, pedestrian amenities and site accessibility improvements are consistent with the Town's architectural and historic character.
  - h. The subject parcels were previously developed and the proposal will not pose a threat to environmental resources. Improved stormwater management systems onsite will improve the quality of stormwater and all areas during construction will be isolated from resource areas by erosion and sediment controls.
  - i. Abandonment of existing septic systems and service by the proposed future Town Sewer would serve to improve groundwater quality.
  - j. The proposal sufficiently provides landscaped buffers and screening from nearby residential uses.

### **DECISION:**

Based on the foregoing, \_\_\_\_\_ made a motion that the Planning Board grant/deny the requested Site Plan Review pursuant to Chapter 173, Article IV Site Plan Requirements and Stormwater Permit pursuant to Chapter 38, Article II, Stormwater Management and Erosion Control and compliance with Chapter 173, Article XXX Village Common of the Code of the Town of Littleton Zoning, subject to the conditions set forth in

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Exhibit A hereto. \_\_\_\_\_ seconded this motion and the Board voted XX to YY in favor of this motion.

The foregoing decision shall apply as it is currently configured and may be reconfigured by subsequent Site Plans Reviews as the project is constructed over time.

The Board members voted as follows:

Mark Montanari

Jeffrey Yates

Bartlett Harvey

Anna Hueston

Delisa Laterzo

Date Filed with Town Clerk: \_\_\_\_\_

\_\_\_\_\_  
Diane Crory, Town Clerk

### **Exhibit A** Conditions

The following conditions shall be binding upon the Applicant/Owner and its successors and assigns. The Town of Littleton may elect to enforce compliance with this Site Plan and Stormwater Permit using any and all powers available to it under the law.

1. The Site shall be developed substantially in accordance with the plan entitled "Northern Bank Town Common, 265-289 Great Road, Littleton, Massachusetts" dated September 7, 2022, revised to December 21, 2022, prepared by Oak Consulting Group, a copy of which is attached as Appendix A (the "Site Plan"). Approximate building locations, uses, and sizes shall be generally limited to what is shown on the Site Plan or as otherwise permitted within the Zoning Code.
2. The project is permitted to be constructed in phases (single or multiple buildings) which would allow the full project to be developed over time. Prior to the issuance of a Building Permit for any building within the project the Applicant/Owner shall provide the Planning Board with a project phasing plan which shall confirm sufficient parking, circulation and site utilities for each phase along with an associated timeline to

complete the phased project improvements. The phasing plan ~~shall~~may be approved by the Planning Board as an administrative action.

3. Notwithstanding the forgoing, the final Architectural Materials and Site Plan may be adjusted to accommodate field conditions that affect site design (including but not limited to utility location and design; parking layout subject to compliance with minimum requirements, building egress, loading areas and landscape design), building footprint and architectural designs. Said final plans may be reviewed by the Planning Board's designee to determine compliance with this decision. Any plan modification resulting in a new or further deviations (in excess of what is approved pursuant to this decision in the reasonable opinion of the Planning Board's designee) shall be subject to review by the Planning Board.
4. All requirements of the Littleton Zoning Bylaw shall apply to the construction of the project and the use of the site. Nothing contained in this decision shall be construed as a deviation of any applicable provision of the Zoning Bylaw, unless expressly stated herein. (See Determinations #2 above for findings related to allowable project deviations and refer to referenced site plans.)
5. All buildings within the project will connect to and be served by municipal sewer. The Owner/Applicant acknowledges that municipal sewer is anticipated to become available by 2024, and that it does not presently exist. The project cannot and shall not be constructed, and this Site Plan may not be exercised in its current form, in the absence of municipal sewer and sufficient available capacity within the sewer project to serve the applicable phase of the project. Notwithstanding the foregoing, if the Town fails to obtain funding and commence the municipal sewer improvements intended to serve this project prior to the issuance of a Building Permit for any portion of the project (see phasing condition above) the Owner/Applicant may submit to the Planning Board (and other municipal Boards as required) a modified site plan utilizing a temporary septic system and an updated phasing plan, if applicable.
6. No parking of vehicles is allowed on any unpaved surface upon completion of construction.
7. No sodium deicing chemicals are to be used or stored on site (non-sodium deicing chemicals may be used).
8. The Owner/Applicant agrees to explore opportunities for the installation of electric car vehicle charging stations to be located within the parking lot layout and shall work with the General Manager of the Littleton Electric Light & Water Department to coordinate the same.
9. The Owner/Applicant has agreed that upon completion of the full project buildout they will undertake the maintenance of the existing vegetation (mowing/trimming) within the existing landscape island at the intersection of Robinson Road and Great Road.



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10. Prior to the issuance of a Building Permit the Owner/Applicant shall submit a construction management plan to the Planning Department which details the site demolition and buildout (with associated site phasing plans as noted in Condition 2 above), project construction timeline, erosion and sedimentation controls and construction parking management. The construction management plan shall include an advisory to all project contractors that the parking of construction vehicles on Robinson Road is prohibited.
11. Prior to the issuance of a Building Permit the Owner/Applicant may submit an Approval Not Required plan (if applicable) to the Planning Board for endorsement to reconfigure existing lot lines to accommodate either the full buildout or phasing plan.
12. The project shall be constructed so that all accessible parking spaces and sidewalks meet ADA/MAAB requirements.
13. The Owner/Applicant shall work with the Water Department to ensure that all water connections are designed in accordance with applicable local regulations.
14. The Owner/Applicant shall work with the Fire Department to ensure that adequate emergency access has been provided to each structure. Any resultant Site Plan modifications shall be reviewed and approved by the Planning Director.
15. The final Operation and Maintenance plan for the stormwater system shall be endorsed by the Owner/Applicant or appropriate responsible party prior to issuance of any occupancy permit(s).
16. Long-term operations of this site must meet all operations, maintenance, and reporting requirements of the Stormwater Operations and Maintenance Plan (Appendix E of the Stormwater Management Study).

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