



May 5, 2025

Ms. Maren Toohill, AICP
Town Planner
Town of Littleton Planning Board
37 Shattuck Street, Room 303
Littleton, MA 01460

**Subject: Proposal for Engineering Review Services of
Stormwater Permit Application for
Harwood Ave
Littleton Planning Department**

Dear Ms. Toohill:

Pursuant to your request, Green International Affiliates, Inc. (Green) is pleased to provide this proposal to perform stormwater peer review services to the Planning Department for the above-referenced project. Our peer review of the Stormwater Permit Application will consist of a stormwater review only. The documents for review will consist of the following:

- Plans titled “Lots 1 & 2 (Map R07, Parcel 1-0) Harwood Avenue” prepared by Goldsmith, Prest, & Ringwall Inc., dated April 23, 2025, containing three (3) sheets;
- Document titled “Stormwater Management Report” prepared by Goldsmith, Prest, & Ringwall Inc., dated April 2025, containing fifty-nine (59) sheets;
- Document titled “Stormwater Permit Application” prepared by Goldsmith, Prest, & Ringwall Inc., dated April 18, 2025, containing three (3) sheets.

We propose the following scope of work and fee to perform a stormwater peer review of the application package for stormwater compliance with Chapter 38 Article II - Stormwater Management and Erosion Control Bylaw of the Code of the Town of Littleton, Massachusetts, Littleton Planning Board Stormwater Management and Erosion Control Regulations, and MA Stormwater Standards.

Task	Task Description	Fee
1	We will perform a site walk to review the existing site conditions.	\$370
2	We will perform a stormwater review of the plans and details for stormwater compliance with Chapter 38, Article II - Stormwater Management and Erosion Control Bylaw, Littleton’s Stormwater Management and Erosion Control Regulations, and MA Stormwater Standards.	\$990

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100 Ames Pond Drive, Suite 200, Tewksbury, MA 01876
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3	We will perform a review of the Stormwater Management Report for compliance with Article II of the Stormwater Management and Erosion Control Bylaw, Littleton's Stormwater Management and Erosion Control Regulations, and MA Stormwater Standards. We will review the stormwater BMPs for compliance with Volume 2, Chapter 2 of the Massachusetts Stormwater Handbook.	\$1,855
4	We will prepare and provide an excel table that clearly summarizes our comments and recommendations and allows the Applicant to respond directly within the document.	\$680
5	With the permission of the Board, we will perform informal correspondence to review minor issues with the Applicant, review one submission of supplemental or revised documentation provided by the Applicant and prepare a final comment document to the Board and a summary of outstanding comments. It is assumed that the Applicant will provide revised plans to address initial comments.	\$1,020
6	We will attend one (1) Planning Board Hearing to present our findings and recommendations.	\$430

The total lump sum fee for this peer review is \$5,345.

As we have done previously on projects for the Board, we intend to obtain the input of the Town Planner on outstanding items. It is our assumption that the Board will include our final comments in the approval documents and will reference the items to be included as conditions of approval. We can provide this service if requested.

Exclusions

This Scope of Services does not include the following:

- Review of the Application Package for compliance with other Local, State or Federal codes, ordinances or laws **not** mandated by the Chapter 38, Article II - Stormwater Management and Erosion Control Bylaw, Littleton Planning Board Stormwater Management and Erosion Control Regulations, and MA Stormwater Standards;
- Review of non-stormwater code compliance;
- Review of the plans for conformance with the Wetlands Protection Act;
- Review of other submitted documents that are not listed in the scope above;
- Additional reviews of revised/supplemental plans and/or calculations beyond those described in this proposal.

Thank you for the opportunity to submit this proposal, and we look forward to working with you once again.

Sincerely,

Green International Affiliates, Inc.



Ko Ishikura, P.E.
President

Ko/jt

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