



# TOWN OF ANDOVER

Town Offices  
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October 29, 2014

Mr. Christopher Clemente, Inspector of Buildings  
Town Office Building  
36 Bartlet Street  
Andover, MA 01810

Re: SITE PLAN CERTIFICATE OF APPROVAL  
58 Lowell Junction Road

Dear Chris:

At a regularly scheduled public meeting held on October 28, 2014, the Andover Planning Board voted to issue a favorable recommendation for Site Plan Certificate of Approval for the construction of the one story modular office building located at 58 Lowell Junction Road.

The Site Plan Certificate of Approval was issued subject to the following conditions:

1. For purposes of this special permit the project shall encompass and be defined as the structures, parking areas, access roads, utilities, drainage systems, street improvements (if any), signage, landscaping and all other details as shown on the approved plans. The site is identified as a parcel of land situated at 58 Lowell Junction Road, more specifically shown on Assessor's Map 159 Lot 15a. The developer is identified and shall be defined as 58 Lowell Junction, LLC or its assigns. The developer, as defined, shall be subject to all conditions listed hereunder, and shall be directly responsible for construction of the project, including all contractors, subcontractors, vendors, or other parties working on the site and on the project;
2. Except as otherwise provided for in these conditions all work associated with the project, including architecture and landscaping, shall be in strict conformance with the following plans and drawings prepared by the GeoInsight, which are considered the final plans and may be found in the Planning Division:
  - a. Sheet 1, Project Notes, dated 9/16/14;
  - b. Sheet 2, Topographic Plan of Land in Andover, dated 5/13/14, as prepared by Anderson Surveys, Inc;

- c. Sheet 3, Layout and Materials, dated 9/16/14;
  - d. Sheet 4, Grading and Drainage Plan, dated 9/16/14;
  - e. Sheet 5, Proposed Utility Plan, dated 10/10/14 (revised);
  - f. Sheet 6, Proposed Landscaping and Lighting, dated 9/16/14;
  - g. Sheet 7, Truck Turning, dated 9/16/14;
  - h. Sheet 8, Construction Erosion Controls, dated 9/16/14;
  - i. Sheet 8A, Erosion Controls, dated 10/10/14;
  - j. Sheet 8B, Erosion Controls, dated 9/16/14;
  - k. Sheet 9, Details, dated 10/10/14;
  - l. Sheet 10, Details, dated 9/16/14;
3. Prior to any construction or demolition activity of any kind on the site or associated with the project, a pre-construction meeting shall be conducted which shall include representatives from 58 Lowell Junction, LLC (including principle contractors and/or supervisors), the Department of Community Development and Planning, the Department of Public Works, the Police Department and the Fire Department, for purposes of reviewing these conditions and construction schedule;
  4. Prior to any construction related activities of any kind on the site or associated with the project, the developer shall submit a proposed phasing schedule to the Inspector of Buildings to be used as a guide of activities associated with the project;
  5. The Andover Department of Public Works shall be notified prior to any construction activities, including connecting to utilities, excavation, and/or grading, and shall be given full opportunity to review plans and monitor such activities when applicable;
  6. The hauling route for the import and/or export of earth materials and demolition debris shall be reviewed and approved by the Inspector of Buildings and the Police Safety Officer. All public ways are to be kept clean and free of any dirt or debris associated with hauling activities;
  7. All activities on the site shall be conducted in a workmanlike manner. All construction equipment, supplies and building materials shall be appropriately secured against unauthorized access. Construction debris and litter shall be collected and stored in appropriate containers on the site and shall be removed as promptly and regularly as possible. Appropriate measures (or those directed by the Inspector of Buildings) shall be taken so as to

protect adjacent properties from dust and other windblown debris during site preparation and construction;

8. All hauling operations involving the import and export of materials and removal of all debris associated with the project shall be conducted in accordance with a schedule approved by the Inspector of Buildings. Such operations shall be limited to certain days and hours deemed appropriate by the Inspector of Buildings, and no such operations shall be allowed or undertaken at any time deemed to be in conflict with safe pedestrian movement near the site or to cause undue congestion or safety hazards in the adjacent street system;
9. Construction activities on the site including equipment startups, site preparation, excavation, demolition, grading, filling, paving, erection of structures, installation of utilities, and landscaping shall be conducted in accordance with a schedule approved by the Inspector of Buildings. Such operations shall be limited to certain days and hours deemed appropriate by the Inspector of Buildings, and no such operations shall be allowed or undertaken at any time deemed to be in conflict with safe pedestrian movement near the site or to cause undue congestion or safety hazards in the adjacent street system;
10. All signs, either attached or freestanding, shall be in conformance with the requirements of the zoning by-law, as to size, height and lighting;
11. Burning of construction debris of any kind is strictly prohibited anywhere on site;
12. All exterior lighting of the building, access driveway, amenities and parking area shall be of such type, and installed in such manner so as not to create a nuisance in the form of glare or spillover into adjacent properties;

Once approved, a site plan may be modified only upon written approval of the Planning Board.

Sincerely,



Paul Materazzo  
Director of Planning

Cc: Chris Cronin, Municipal Service Director  
Marc Fournier, Deputy Director DPW  
Brian Moore, P.E., Town Engineer  
David Dargie, Construction Inspector  
Morris Gray, Water and Sewer Superintendent  
Thomas Carbone, Director of Board of Health  
Robert Douglas, Conservation Director  
Chuck Edgerly, Safety Officer  
Lieutenant Todd Pomerleau, Fire Prevention Officer  
Susan Moore, Assistant Assessor  
Mark Sanborn, 58 Lowell Junction Road, LLC