

March 18, 2022

Andover Planning Board
Attn: Zachary Bergeron, Chair
36 Bartlet Street
Andover, MA 01810

Re: 1 and 4 Corporate Drive – Special Permit for Major Non-Residential Project (SP22-04) and Special Permit for a Reduction in the Number of Parking Spaces (SP22-05)—Response to Comments

Chair Bergeron,

IQHQ-1 Corporate, LLC and IQHQ-4 Corporate, LLC (together, the “Applicant”) submitted applications to the Planning Board for the above referenced special permits to renovate and improve the existing buildings (the “Project”) located at 1 Corporate Drive and 4 Corporate Drive (the “Property”). The Project includes (i) the renovation of the existing two story building located at One Corporate Drive to repurpose the building from Business Office use to Research/Lab use; (ii) an addition to the existing One Corporate Drive building to allow for manufacturing in connection with Research/Lab use; and (iii) modification to the existing parking facilities serving 1 Corporate Drive and 4 Corporate Drive to provide approximately 458 parking spaces (reduced from 495 existing).

1 Corporate Drive is subject to an existing special permit; however, in coordination with the Town’s Planning staff, the Applicant submitted an application for a new Special Permit for Major Non-Residential Project rather than a request to amend the existing special permit as the Property now includes 4 Corporate Drive.

This letter and the enclosed materials are being submitted to the Planning Board in response to certain comments and questions to the Project raised during the Inter-Department Meeting held on March 1, 2022, and the Planning Board Hearing held on March 8, 2022.

Planning Board comments received during 3/8/2022 Hearing

1. *Comment: Provide number of existing parking spaces on 1 Corporate Site – show existing vs. proposed*

Response: As shown below, there are 237 existing parking spaces at 1 Corporate Drive and 258 existing parking spaces at 4 Corporate Drive.



	Existing	Proposed
1 Corporate Drive	237	200
4 Corporate Drive	258	258
Total	495	458

Pursuant to the Special Permit granted by the Planning Board on April 21, 2004, the number of required parking spaces for the Property was reduced to 490 with 901 parking spaces included as part of a “reserve parking” (surface and structured). At the time this Special Permit was granted the One Corporate Drive building was used as business office. The Applicant’s request for reduced parking is to further reduce the previously authorized number of parking spaces to reflect expected usage.¹

- Comments: Traffic flow – show proposed traffic flow for trucks and/or deliveries and how these will interact with passenger vehicles*

Response: Truck turning movements provided in Truck Turning Exhibits. As shown on the Truck Turning Exhibits, the parking and loading layout is designed for trucks to enter the Property at the Shattuck Road entrance and proceed to the loading area. This layout includes wider driver lanes in certain areas to accommodate truck/passenger vehicle interaction. Loading operations will continue to be coordinated by the property manager during off-peak travel hours, as detailed in property manager’s loading dock plan.

- Comment: On future parking garage plans – show whether there is any cross traffic between trucks and passenger vehicles*

Response: The future parking garage is shown on the plans as required by Section 5.1.9 of the Zoning Bylaw. The reserve parking areas will be maintained as landscaped areas unless and until construction of additional parking spaces is required by the Planning Board. In the event the Planning Board requires the construction of additional parking spaces, IQHQ will return to the Planning Board for review and approval of any proposed parking.

The future parking garage shown on the plans is designed so that there will be no change in truck traffic if it is built. Truck entrance/exit conditions will remain as outlined in comment 2 response.

¹ As shown on the plans, the Project is providing a parking ratio of 1.25 spaces per 1,000 s.f. of building area compared with a parking ratio of 1.272 spaces per 1,000 s.f. of building area allowed by the prior Special Permit.



4. *Comment: Once tenant is determined, IQHQ to provide the number of parking spaces required per lease agreement*

IQHQ is actively pursuing a single tenant at 1 Corporate Drive and intends to allocate all 200 parking spaces at 1 Corporate Drive to a single tenant.

4 Corporate is fully leased, with the 258 spaces allocated to tenants based on square footage

5. *Comment: Provide Town with information on how Shattuck Road is managed amongst developers/owners.*

IQHQ pays for certain roadway maintenance costs as a title obligation. IQHQ does not maintain or manage the maintenance funds.

Department of Public Works comments received during 3/1/2022 IDR

1. *Provide a reduction in size to proposed sanitary piping coming out of future building from 8" to 6" to match existing at tie in location.*

Response: This proposed sewer line has been changes to be 6" from the building to the existing connection, as reflected in drawing C-3.

2. *Provide a reduction in size for proposed water line around site from 10" to 8" to match existing condition at tie in location.*

Response: The proposed water line has been changed to be 8" all around the building, as reflected in drawing C-3. Additional gate valves have been added to the water line as suggested.

3. *Provide restrained joint tables in lieu of thrust blocks as currently proposed.*

Response: This proposed change has been made and is reflected in drawing C-7.

4. *What methodology was used for the sewer calculations.*

Response: This sewer calculations for the existing building were based on 75 gallons/1000 s.f. (Business Office Use). The sewer calculations for the renovated building and addition were based on 15 gallons/person for an Industrial facility with no cafeteria and a population of 200 people.



Engineering comments received during 3/1/2022 IDR

1. *Generate profiles for all gravity drainage and show all pipe crossings with elevations shown.*

Gravity drainage profiles have been created to show there are no conflicts at any pipe crossing locations. There are referenced in attached Exhibits.

2. *Provide all sewer deficiencies identified in scoping report and identify potential upgrades that can be made as part of this project.*

See the attached Supplemental Report for the Sanitary Sewer Investigation. While there are no major defects in the sewer system there are several issues such as roots in the pipes and cracked pipes in a few locations. IQHQ is making a commitment to complete \$100,000 in repairs to the sewer system prior to the occupancy of the renovated One Corporate Drive building and the proposed addition.

We hope that this response sufficiently address the comments and questions raised during the Inter-Department Meeting held on March 1, 2022, and the Planning Board Hearing held on March 8, 2022. As detailed in the filing and further described in this letter, the Project complies with Sections 9.4.2 and 9.4.8 of the Zoning By-law for a Major Non-Residential Project and Section 5.1.9 of the Zoning By-law for a Special Permit to Reduce the Number of Parking Spaces.

We look forward to reviewing the Project with the Planning Board during the next scheduled public meeting. If you have any additional questions or would like to discuss, please do not hesitate to reach out to me by email at washton@iqhgreit.com or by phone at (617) 314-7951.

William Ashton

William Ashton, Director, Development

