

February 17, 2021
Mr. Brian R. Charville
Chairman
Planning Board
Town of Lynnfield
55 Summer Street
Lynnfield, MA 01940

Re: Minor Change Request – Planned Village Development District (PVDD) MarketStreet Lynnfield

Dear Chairman Charville and Members of the Board:

Market Street Retail South LCC (the “Applicant”) is submitting an application for a Minor Change to the Site Plan for a parking layout change, for the expansion of the sidewalk on the south side of the building, to allow for outdoor seating, removing 5 parking spaces, and relocating the two ADA parking spaces, which removes 1 additional parking space.

The addition of outdoor seating for the proposed restaurant location on the southeast corner of this building, would allow customers the option of dining indoors or outdoors, as well as creating a more vibrant pedestrian experience along the building.

Landscaping & site lighting existing today in this area will be maintained, yet relocated to accommodate the pedestrian access around the patio. The patio will be anchored by landscaping at either corner, in keeping with the existing Design Standards. Pedestrian access from the parking lot and from the shops to the east will be maintained. As such, there is no material change to site design, as impervious areas are being relocated and the area is within the parking lot today.

The definition of a Minor Change is:

Minor Change. After site plan approval, an applicant may apply to make minor changes in a development project involving minor utility or building orientation adjustments, or minor adjustments to parking or other site details that do not affect the overall build out or building envelope of the site, or provision of open space, number of housing units, or housing need or affordability features. Such minor changes must be submitted to the approving authority on redlined prints of the approved plan, reflecting the proposed change, and on application forms provided by the approving authority. The approving authority may authorize such changes at any regularly scheduled meeting, without the need to hold a public hearing. The approving authority shall set forth any decision to approve or deny such minor change by motion and written decision, and provide a copy to the applicant for filing with the Town Clerk.

The Applicant is hereby submitting this application to the Planning Board as a Minor Change.

The parking has been modified from prior applications as follows:

- The number of parking spaces has been reduced by six (6) spaces, but the total number of spaces is well in excess of that required by zoning. 1711 are required and 2,180 are to be provided after this minor change.

With regard to the Design Standards, there is no material change to site design or improvements including landscaping along King Rail drive. One existing pedestrian light pole will be relocated, as will one existing planted area, with no changes to impervious area or site photometrics.

The Applicant requests that the Board schedule this to be heard at its next available meeting

Please contact us if there is any additional information that the Board requires in advance of the meeting. We appreciate the Planning Board's continued work on this project and look forward to meeting with you regarding this application.

Sincerely,

Katherine E. Wetherbee

Katherine E. Wetherbee
Senior Director, Asset Strategy and Development
WS Development Associates LLC
Manager
MarketStreet Retail South LLC

Enclosures:

1. Application Form Planned Village Development District (PVDD) Request for Modification
2. Plan Set showing proposed change, named 'Building 1350 Parking Adjustment', including the following pages, prepared by Stantec Engineers. dated 2/12/21:
 - a. L-100 – Layout & Materials Plan
 - b. L-200 – Grading Plan
 - c. L-500 – Site Details
 - d. L-11.0 – Parking Summary Plan
 - e. L-12.0 – Redlined Overall Layout and Materials Plan
 - i. A zoom of this plan at full size scale fitted to 8.5" x 11" paper has also been included for ease of the Board's viewing.