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TOWN CLERKS OFFICE  
LYNNFIELD, MA

September 13, 2018

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 LLC (the "Applicant") is submitting an application for a Minor Change to the Site Plan for a parking layout change and the addition of twelve Tesla electric car charging stations in the area just southeast of Building 1350.

Electric cars were not prevalent when the PVDD was established in 2008, but their numbers are growing exponentially each year. In order to accommodate this growing demand, it is imperative that MarketStreet offer charging stations to its customer base. The Design Standards require that sustainable design elements be incorporated into the District and electric car charging stations are the newest generation of environmentally sensitive design features. Parking is an allowed use within the District and electric charging stations are an accessory use associated with the parking of electric vehicles.

The charging stations are proposed to be located off King Rail Drive near the Walnut Street entrance to MarketStreet. This location will provide the best visibility to users upon entry to the property and will minimize trips through the center. The required electrical infrastructure will be appropriately screened as required in section 5.D.7 of the Design Standards. There will be no added exterior lighting associated with the proposed change. Identification lighting is incorporated into the charging stations and said stations will be buffered from the adjacent neighborhood by the existing berm.

Minor adjustments to parking or site details are allowed changes subject to Planning Board approval under the PVDD, and this application seeks to revise the site plan for a minor modification to the parking layout and the additional of electric car charging stations. Minor Changes are reviewed at a public meeting of the Planning Board, but do not require a public hearing.

Copies of this application have also been delivered to the Lynnfield Town Clerk, the Department of Housing and Community Development and the Board of Selectmen (in its role as Administering Agency for the affordable housing provisions of the Bylaw).

There are no structures being applied for at this time. The overall permitted buildout of 475,000 s.f. is not proposed to be changed.

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 provisions of open space, number of housing units or housing need of 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:

1. The number of parking spaces has been reduced by three (3) spaces, but the total number of spaces is well in excess of that required by zoning. 1711 are required and 2,226 to be provided after this minor change.

Application Procedures

The following responds to Site Plan Review 9.5.2 Application Procedures:

- (a) An original copy of this application has been filed with the Town Clerk and the Building Inspector.
  - 1) Housing affordability requirements have been satisfied.
  - 2) Housing affordability requirements have been satisfied.
  - 3) Housing affordability requirements have been satisfied.
- (b) Review Fees are not applicable.
- (c) Planning Board requirement to distribute.
- (d) Planning Board requirement to determine completeness.

Our enclosed application demonstrates that the project complies with the requirements for a Minor Change in 9.5.15 (Changes in Plans after Approval by Approving Authority) as follows:

1. **The proposed Change does not affect the overall buildout of the property.** The overall program for the project, which includes 475,000 square feet of combined office and retail space and 180 residential units, will not increase.
2. **The provision of open space has not been affected.** The open space features of the project have been constructed and will not change. The island that will be relocated has not changed in size.
3. **Proposed Change does not affect the number of units, housing needs or affordability features.** The housing component of the project, which has been constructed, has not changed.
4. **Such Change must be submitted on redlined prints of the approved plan.** A redlined version of the prior approved plan is enclosed (Plan LR-12.0).
5. **An application form is required.** An application form used by the Planning Board in its review of prior applications is enclosed.

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With regard to the Design Standards, there is no material change to site design or improvements including landscaping along King Rail Drive. One existing parking lot light will be move approximately 3' as shown on the attached plan set, but there is no impact to site lighting 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.

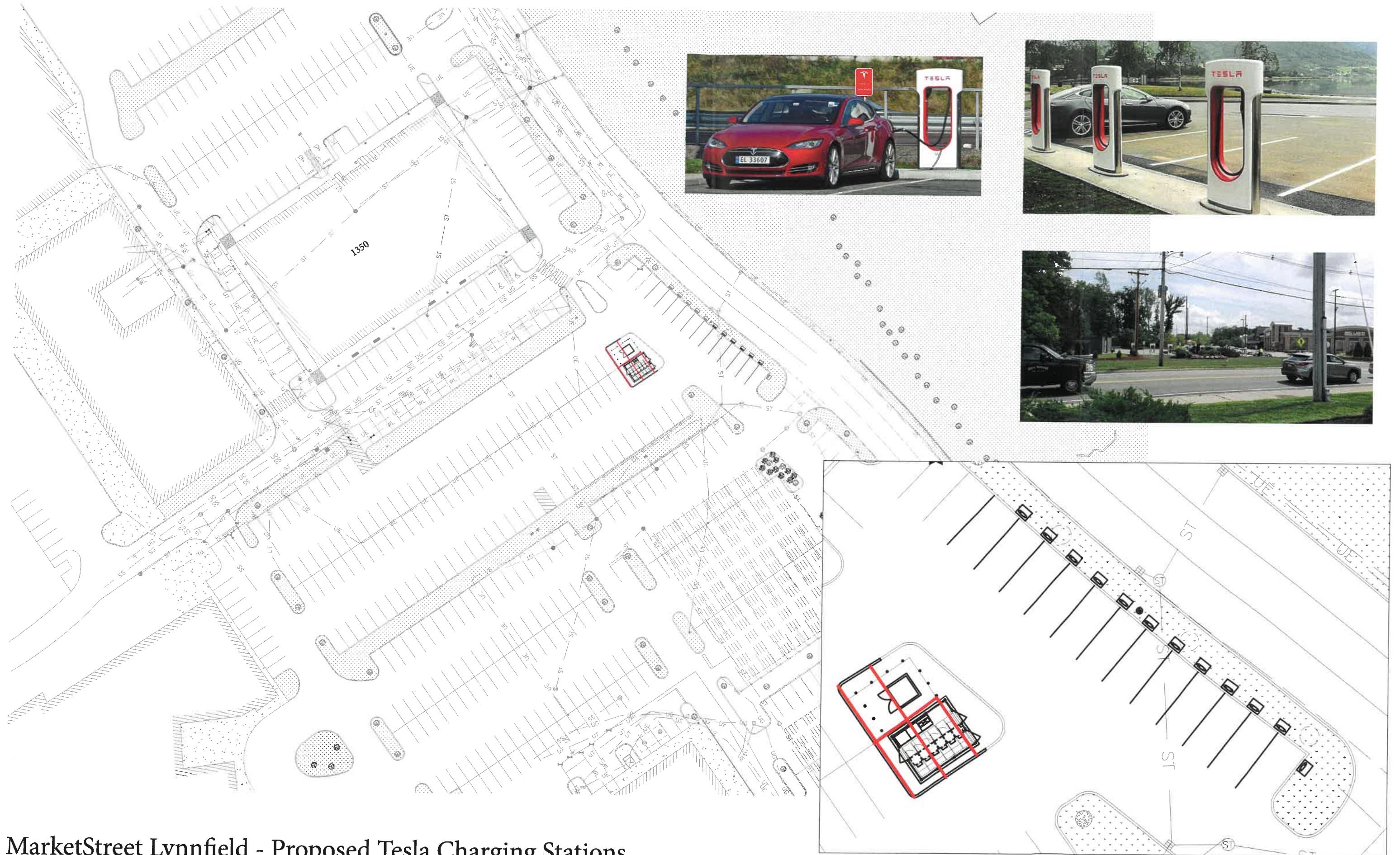
Sincerely,



Douglas A. Straus  
Senior Vice President

Enclosures:

1. Application Form Planned Village Development District (PVDD) Request for Modification dated September 13, 2018
2. Project Size Tracking Spreadsheet dated July 18, 2018
3. Annual Compliance Report – 40R Affordable Housing Program (45 Units) dated April 24, 2018
4. Master Affordable Housing Restriction Agreement Arborpoint at MarketStreet executed and dated October 3, 2012
5. Plan Set titled Tesla Supercharging Station Lynnfield dated August 16, 2018
6. Redline Site Plan titled MarketStreet Lynnfield - Proposed Tesla Charging Stations, Minor Site Plan Modification - dated September 12, 2018



MarketStreet Lynnfield - Proposed Tesla Charging Stations  
Minor Site Plan Modification - September 12, 2018