

March 8, 2023

Ms. Kathleen Bradley Colwell  
Planning Division Director  
Department of Economic and Community  
Development  
City of Methuen  
41 Pleasant Street, Suite 217  
Methuen, MA 01844

CDCI File #: 21-10314  
269 Broadway & 2 Osgood Street  
Methuen, MA 01844

Re: Response to City Comments

Dear Ms. Colwell,

**Civil Design Consultants, Inc. (CDCI)** is pleased to provide the following information to address comments from the Community Development Board and the Department of Public Works, for the proposed mixed-use development located at 269 Broadway and 2 Osgood Street in Methuen, MA. Please find the following included with this letter:

- Revised Waiver Request Letter, dated March 8, 2023,
- Site Development Plans for 269 Broadway & 2 Osgood Street, prepared by Civil Design Consultants, Inc., dated March 15, 2022, with revisions through March 8, 2023,
- Landscape and Architectural Plans, prepared by LYF Architects, dated January 31, 2023, with revisions through March 8, 2023.

#### Community Development Board

At the last Community Development Board meeting on February 8, 2023, Board members expressed their concern regarding the density of the proposed mixed-used development. To address the Board's concern, that Applicant has been able to reduce the density of the project. The current layout contains 12 residential units, a reduction of six (6) units from the previous submission. Additionally, the building height is now proposed to be three-stories. The commercial units on the first floor will remain the same as the previous submission.

The required number of off-street parking spaces based on the use of the proposed development is 20-spaces. The parking layout has remained the same, providing 19 off-street parking spaces. Under Section VIII-A.3 of the Zoning Ordinance – if the use requires twenty or fewer parking spaces in the Central Business District, then there shall be no parking requirements imposed on the use.

#### Department of Public Works

We received a comment letter from the Department of Public Works, dated February 8, 2023. The following responses have been prepared consistent with the format of the review letter referenced above.

1. The grading on the south side of the property has been revised on Sheet C-4, to prevent runoff from the uncovered area from entering the sanitary sewer.
2. Sheet C-4 has been revised, showing a standard drain manhole, instead of a doghouse manhole structure.

3. The Applicant is no longer proposing a commercial dumpster. Instead, trash will be placed in individual 96-gallon containers and will be stored outside in the fence enclosed designated trash area, as shown on Sheet C-3. On trash collection days, the containers will be wheeled out onto the sidewalk for pick-up. The Applicant also owns the property across the street at 271 Broadway, where trash is picked up the same way.

If you have any questions or comments, or require additional information, please do not hesitate to contact this office.

Very Truly Yours,

**CIVIL DESIGN CONSULTANTS, INC.**

A handwritten signature in purple ink that reads "Meera A. Cousens".

Meera A. Cousens  
Project Manager

Copy to: CDCI File#: 21-10314  
Jowamar— Applicant (via email)