



# TOWN OF ANDOVER

Town Offices  
36 Bartlet Street  
Andover, MA 01810  
(978) 623-8200  
www.andoverma.gov

ANDOVER TOWN CLERK  
RCUD 2022 JUN 21 PM 2:10

June 21, 2022

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

Re: SITE PLAN CERTIFICATE OF APPROVAL  
Phillips Academy Music Building

Dear Chris:

At a regularly scheduled public meeting held on June 14, 2022, the Andover Planning Board voted to issue a favorable recommendation for Site Plan Certificate of Approval for the construction of a 30,800 square foot music building and associated site work at Phillips Academy. The music building will provide a space for three rehearsal rooms, practice rooms/teaching studios; there will be a rehearsal room dedicated to percussion and a room designed for student rock bands along with classrooms with keyboards and technology, each of which is has been acoustically designed for sound isolation, room acoustics and noise control.

The building placement will be along Phillips Street behind the Peabody Museum and next to the JV baseball field. A parking lot will be created for 47 spaces along Phillips Street and the existing parking lot will be reconfigured to accommodate 38 spaces. Walkways will be created connecting the music building to the parking areas, the Peabody Museum, and sidewalks along Phillips Street and Main Street.

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

Conditions:

1. For purposes of this site plan approval, the project shall be defined as the structures, parking areas, access drive, utilities, drainage systems, signage, landscaping and all other details as shown on the approved plans. The site is identified as the property owned by Phillips Academy, the site is located along Phillips Street, Andover, MA identified as Assessor's Map 56 Lots 7 & 7B. The developer shall be defined as the applicant, Phillips Academy, and its assigns or successors in title to the development, and all contractors and subcontractors under control of or in service to the developer;
2. Except as may be provided for in these conditions all construction activities shall be in conformance with these conditions and the following plans and drawings prepared by Samiotes


Consultants Inc. and/or Architectural Resources Cambridge (ARC) and/or Stimson Associates  
Landscape Architects Inc and/or Lam Partners:

- a. Existing Conditions Plan of Land, Sheet EX-1 dated 3/10/2022 prepared by Samiotes;
  - b. Demo & Soil Erosion, Sheet C-1.00 dated 6/7/2022 prepared by Samiotes;
  - c. Grading Plan, Sheet C-2.00 dated 6/7/2022 prepared by Samiotes;
  - d. Stormwater Plan, Sheet C.300 dated 6/8/2022 prepared by Samiotes;
  - e. Site Utilities Plan, Sheet C-4.00 dated 6/7/2022 prepared by Samiotes;
  - f. Civil Details, Sheet C-5.00 dated 6/7/2022 prepared by Samiotes;
  - g. Civil Details, Sheet C-5.01 dated 6/7/2022 prepared by Samiotes;
  - h. Civil Details, Sheet C-5.02 dated 6/7/2022 prepared by Samiotes;
  - i. Civil Details, Sheet C-5.03 dated 6/7/2022 prepared by Samiotes;
  - j. Exterior Elevations, Sheet A-2.00 dated 3/16/2022 prepared by ARC;
  - k. Exterior Elevations, Sheet A-2.01 dated 3/16/2022 prepared by ARC;
  - l. Site Lighting Photometric Study – Gardco Pole Light dated 3/15/2022 prepared by Lam;
  - m. Tree Protection Plan, Sheet L1.00 dated 4/26/2022 prepared by Stimson
  - n. Overall Layout Plan, Sheet L2.00 dated 4/26/2022 prepared by Stimson
  - o. Terrace Layout Plan Sheet L2.10 dated 4/26/2022 prepared by Stimson
  - p. Materials Plan, Sheet L3.00 dated 4/26/2022 prepared by Stimson
  - q. Soils Plan, Sheet L4.00 dated 4/26/2022 prepared by Stimson
  - r. Planting Plan, Sheet L5.00 dated 4/26/2022 prepared by Stimson
  - s. Planting Details, Sheet L5.10 dated 4/26/2022 prepared by Stimson
  - t. Site Sections, Sheet L6.00 dated 4/26/2022 prepared by Stimson
  - u. Site Details, Sheet L7.00 dated 4/26/2022 prepared by Stimson
  - v. Site Details, Sheet L7.10 dated 4/26/2022 prepared by Stimson
3. Prior to any construction on site, the applicant shall provide to the Planning Department a digital file containing the plan if produced using computer aided drafting and design (CADD) software. The file format shall be in AutoCAD DWG (or ASCII DXF) version 2004 or earlier and Adobe PDF, delivered on CD-ROM or DVD-R media. AutoCAD file delivery shall be in full model view and individual sheet views. The digital file shall include property boundaries, dimensions, easements, rights-of-way, edge of pavement, edge of sidewalk, edge of water bodies, wetland boundaries, topographic contours, spot elevations, parking areas, utilities including but not limited to water and sewer, road centerline and associated text. Said digital data shall be delivered in the Massachusetts Coordinate System, North American Datum 1983 and North American Vertical Datum 1988, in U.S. Survey Feet;
  4. Prior to construction activities a copy of the final Stormwater Pollution Prevention Plan (SWPPP) shall be provided to the Town at least 14 days prior to commencing of land disturbance activities;
  5. Prior to construction activities a final signed Long Term Operations & Maintenance Plan that includes a simple sketch shall be provided. The Operation & Maintenance Plan shall include the requirement of submission of annual reports documenting inspections and maintenance of the system;
  6. Prior to any construction activity of any kind on the site or associated with the project, a pre-construction meeting shall be conducted which shall include representatives from the developer (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;

7. Construction activities involving grading, filling, excavating, paving, utility installation and erection of the structure shall be confined between the hours of 7:00 a.m., and 6:00 p.m., Monday through Friday. Interior construction within the structures once fully enclosed shall be regulated by the Inspector of Buildings;
8. Construction traffic associated with this site plan review shall be regulated by the Inspector of Buildings. Prior to commencing hauling operations, a hauling route shall have been reviewed and approved by the Inspector of Buildings. Any deviation from the approved route and/or scheduling once established shall require proper notification and approval from the Inspector of Buildings. Construction traffic shall be defined as large trucks hauling earth moving equipment, dump trucks, trucks hauling building materials, cement trucks, and contractors' vehicles larger than panel trucks. Hauling of earth materials and heavy equipment on the site shall not coincide with the drop-off or pick-up times for school buses;
9. All transport of earth materials to or from the site shall be in accordance with a schedule approved by the Inspector of Buildings, and such schedule shall provide for the hours during which hauling operations may be conducted, and shall provide for designation of a hauling route for trucks. All loaded trucks shall be appropriately covered, and the public streets shall be kept free and clear from any debris, stones, gravel, or other earth materials associated with the project;
10. All exterior lighting on the site (parking areas and building) is to be arranged so as to prevent spillover or glare onto adjacent properties;
11. Signage for snow storage areas shall be placed within the parking lots. All signs, either attached or freestanding, shall be in conformance with the requirements of the zoning by-law, as to size, height and lighting;
12. All construction operations and activities shall be conducted in a workmanlike manner, and dust and blowing debris shall be controlled so as not to adversely affect any adjacent property;
13. Should revisions to the approved plans be necessary the school shall meet with Planning Staff to determine whether the revisions require a review by the Board. Should staff determine the revisions are minor the revised plans shall be placed in the record as the approved plans;
14. Plantings shall take place to a similar amount and placement as shown on Planting Plan, Sheet L-2.00, the types of trees and shrubs can be adjusted as needed. The landscaping and plantings must be planted and survive one year following initial planting. The owner shall replace any trees that die within one year from the date of planting in kind and in similar size.

Sincerely,



Jacki Byerley  
Planner

Cc: Chris Cronin, Director of Department of Public Works  
Arthur Martineau, P.E., Town Engineer  
Scott Kandrut, Senior Engineer  
Thomas Carbone, Director of Board of Health  
Glen Ota, Safety Officer  
Lieutenant Ryan Beal, Fire Prevention Officer  
Megan Anderson, Senior Assessor  
Phillips Academy