



TOWN OF ANDOVER

Planning Division
36 Bartlet Street
Andover, MA 01810
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www.andoverma.gov

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2025 JUN 11 AM 11:04
TOWN OF ANDOVER, MA

June 11, 2025

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

Re: SITE PLAN CERTIFICATE OF APPROVAL
140 Haverhill Street – Gardner Day Care - Site Plan Review Dover Use

Dear Chris:

At a regularly scheduled public meeting held on June 10, 2025, the Planning Board voted to issue a favorable recommendation for Site Plan Certificate of Approval for the construction of a 17,688 gross square foot day care and associated site work at 140 Haverhill Street.

The proposal is to create a second lot (Lot B) of 70,737 square feet to construct a 17,688 gross square foot day care, Lot A will have the 19,200 square foot medical clinic that the Board approved in October 2024. The day care will have a maximum occupancy of 195 students and 32 staff members.

There will be 149 parking spaces provided over the 2 lots of the medical building and the day care; an agreement will be submitted for shared parking use. The Zoning Board of Appeals also issued a variance for a commercial use within 300 feet of a residential property and a variance from the side set back. Vehicle access to the site can be from both Haverhill Street and High Street with the building entrance facing High Street. There is no drive-up drop-off area, children will be walked into the building. The Public Safety Officer has requested a restriction of no left turn onto Haverhill Street during the hours of 7am – 10am and 3pm – 6 pm.

A stormwater management report was submitted by the applicant and peer reviewed by Horsley Witten Group. The existing stormwater infrastructure pipes will be utilized, a new pipe will be added and replacement of existing catch basins with deep sump catch basins, installation of two jellyfish treatment systems, a subsurface detention system adjacent to Building 1 and a subsurface infiltration system to manage the roof runoff from Building 2. Horsley Witten in a final review memo dated April 2, 2025 confirmed the applicant's engineer has met the standards of redevelopment and stormwater management design in accordance with the Massachusetts Stormwater Handbook (MSH) dated February 2008, and the Town of Andover Stormwater Management and Erosion Control Bylaw and Regulations amended May 11, 2021 (Stormwater Bylaw).

A Traffic Impact and Access Study prepared by Fuss & O'Neill was submitted and peer reviewed by Apex. The proposed facility and access plan shows that in relation to roadway capacity, traffic safety, and traffic impacts upon the surrounding roadway network, the proposed project will meet safety standards and have a minimal impact on existing traffic conditions with mitigation measures. The mitigation measures include an offer of a \$15,000.00 contribution to the Town for signal upgrades, the public safety officer has reviewed this and will work with the facilities department to a signal timing upgrade or a video detection system addition with the contributed funds, restriction of no left turn onto Haverhill Street during the hours of 7am – 10am and 3pm – 6 pm, providing a Transportation Monitoring Program, bike racks and maintaining sight distances at the driveways.

Revised site plans dated May 27, 2025 have been submitted as requested by the various departments with the revisions to the hydrant locations, landscaping, lighting, fencing, dumpsters and utilities.

Based on the information provided the Board voted 4-0 to issue the site plan review dover use approval with the following conditions:

General Conditions

1. For purposes of this permit the project shall encompass and be defined as the structures, parking areas, utilities, drainage systems, street improvements, signage, landscaping and all other details as shown on the submitted plans and documented throughout the public hearing process. The site is identified as a parcel of land situated at 140 Haverhill Street more specifically shown on Assessor's Map 18 Lots 104A and 104C. The developer is identified and shall be defined as Medico 140, LLC and Viking Development LLC or their assigns. The developer, as defined, shall be subject to all conditions listed hereunder, and shall be directly responsible for construction of the project, including all contractors, subcontractors, vendors, or other parties working on the site and on the project;
2. Except as otherwise provided for in these conditions all work associated with the project, including landscaping, shall be in conformance with the following plans and drawings prepared by Ranger Engineering Group, Inc., last revised May 27, 2025, which are considered the final plans and may be found in the Planning Division:
 - a. Cover Sheet CS001
 - b. Notes and Legend Sheet CS002
 - c. Existing Condition Plan CS0201
 - d. Form A Plan CS0202
 - e. Demolition Plan CS0501
 - f. Layout and Materials Plan CS1001
 - g. Grading and Drainage Plan CS1501
 - h. Utility Plan CS1701
 - i. Fire Truck Turning Plan CS2701
 - j. Drainage Profiles CS3501
 - k. Sewer and Drain Profiles CS3502
 - l. Site Details CS6001
 - m. Utility Details CS6002
 - n. Drainage Details CS6003
 - o. Drainage Details CS6004

- p. Drainage Details CS6005
 - q. ADA Ramps and Parking Spaces CS6006
 - r. Erosion and Sediment Control Plan CS8001
 - s. Erosion and Sediment Control Details CS8501
 - t. Landscape and Lighting Plan L1
 - u. Doctor Park Lighting Layout prepared by RAB dated 2/28/2025
3. If a modified or supplemental plan(s), drawing(s) and document(s), if any, is required by the Planning Board under the conditions of this permit, it shall be submitted to, reviewed and approved by the Planning Division;
 4. If a modified or supplemental plan(s), drawing(s) and document(s), if any, is required by the Planning Board or any other Board or Commission, it shall be submitted to, reviewed and approved by the Board, at a regularly scheduled, or specially scheduled public meeting;
 5. Administration and enforcement of this permit and the conditions attached thereto shall be pursuant to the requirements of the Planning Board's Rules Governing Special Permits and Site Plans;
 6. Prior to the recording of this permit, 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 2010 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, road centerline and associated text. Said digital data shall be delivered in the Massachusetts State Plane Coordinate System, North American Datum 1983 and North American Vertical Datum 1988, in U.S. Survey Feet;

Prior to Construction

7. Prior to any construction or demolition activity an approval not required plan to create two lots shall be submitted and approved by the Planning Division and recorded at the Northern Essex Registry of Deeds;
8. Prior to any construction or demolition 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. The developer shall provide at least three (3) sets of the plans and drawings, considered the final plans, described under Condition 2 above to the Planning Department for distribution and review at the pre-construction meeting, which shall include the stabilization and site grading of any disturbed areas;
9. Prior to any construction or demolition activity of any kind on the site or associated with the project, the developer shall submit a proposed construction schedule including the construction phasing to the Planning Board to be used as a guide of activities associated with the project;
10. The hauling route for the import and/or export of earth materials and demolition debris shall be approved

by the Inspector of Buildings. All public ways are to be kept clean and free of any dirt or debris associated with hauling activities;

Throughout and During Construction

11. All activities on the site shall be conducted in a workmanlike manner. All construction equipment, supplies and building materials shall be appropriately secured against unauthorized access. Construction debris and litter shall be collected and stored in appropriate containers on the site and shall be removed as promptly and regularly as possible. Appropriate measures (or those directed by the Inspector of Buildings) shall be taken so as to protect adjacent properties from dust and other windblown debris during site preparation and construction;
12. All hauling operations involving the import and export of earth materials and removal of all debris associated with the building to be demolished on the site shall be conducted in accordance with a schedule approved by the Inspector of Buildings. Such operations shall be limited to Monday through Friday, during hours deemed appropriate by the Inspector of Buildings, and no such operations shall be allowed or undertaken at any time deemed to be in conflict with safe pedestrian movement near the site or to cause undue congestion or safety hazards in the adjacent street system;
13. Except for periods during replacement if required, all access ways within the site and adjacent to the site shall be kept open, and in a safe and passable condition. No fences, barriers, or gates may be placed or installed within the town way;
14. Construction activities on the site including equipment startups, site preparation, excavation, demolition, grading, filling, paving, erection of structures, installation of utilities, and landscaping shall be conducted between the hours of 7:00 a.m. and 6:00 p.m., Monday through Friday unless otherwise approved by the Planning Board. Interior finish work on the building once fully enclosed (doors and windows) is not subject to this condition;
15. Burning or burial of trees, stumps, or construction debris of any kind is strictly prohibited anywhere on site;
16. Lighting fixtures in the parking area shall be shielded and directed inward toward the site. Those fixtures not required for nighttime security shall be placed on a timer;
17. Construction of the project, once begun, shall continue through to completion as expeditiously and continuously as possible;

Prior to Building Permit

18. Easements and agreements between properties Lot A & Lot B has shown on Sheet 4 Form A Plan shall be submitted to the Planning Division and Department of Public Works for the public water access and pipes, channels, conduits, and related structures and equipment; sewer facilities, including pipes, channels, conduits, and related structures and equipment necessary for the conveyance of sewage; drainage facilities, including pipes, channels, conduits, and related structures and equipment; snow removal; acknowledgement of the existing easement with Dr's Park I and a written agreement regarding shared parking;

19. The developer has offered \$15,000.00 to the Town for traffic signal upgrades. A check made payable to the Town of Andover shall be delivered to the Planning Division to be deposited into a Town account for use as traffic signal upgrades at the Haverhill Street/High Street intersection;

Prior to Occupancy

20. Prior to occupancy, all parking areas, access driveways, pavement markings, sidewalks and off-site street improvements (if any) shall have been completed and made fully operational;

21. A set of as-built plans for utilities (water, sewer and drainage) both on and off the site shall be submitted to and approved by the Department of Public Works within seven (7) days after all installations are complete, and before the issuance of a Certificate of Occupancy;

22. The landscaping and plantings must be planted according to the Landscape and Lighting Plan. An annual review of the landscaping shall be made with removal of invasive species to the best extent possible. Should any of the landscaping die during the life of the project it shall be replaced during the next available planting season;

23. Signage shall be placed at the Haverhill Street driveway stating no left turn onto Haverhill Street during the hours of 7am – 10am and 3pm – 6 pm;

24. A Transportation Monitoring Program shall be submitted to the Planning Division as agreed upon in the Traffic Impact and Access report;

Specific Conditions

25. The landscaping installer shall make every effort to remove invasive species such as oriental bittersweet from landscape areas and woodlands. The property owner shall develop a plan to periodically inspect and remove invasive species that re-emerge as part of the regular landscape management plan;

26. Clear sight distance shall be maintained on the access drives with annual removal of any overgrowth;

27. Bike racks/parking shall be installed;

Sincerely,



Jacki Byerley
Planner