

January 28, 2016

Ms. Darlene Wynne, Asst. Planning Director
Beverly City Hall
191 Cabot Street
Beverly, MA 01915

Via Hand Delivery

**Subject: OSRD Site Plan & Definitive Subdivision
Application for Sunnycrest Circle
(11-15 Sunnycrest Avenue)**

Dear Ms. Wynne:

On behalf of the Applicant, PD Building LLC, we herewith submit revised project plans for the subject application. The revisions address your January 12, 2016 comments, and are described below.

1.) *List of all legal documents necessary for implementation of the proposed development, including and CRs, land transfers, and Master Deeds with accompanying narrative.*

The following legal documents are necessary to implement the proposed development:

- A. Open Space Parcel (Lot 8) - convey by deed to the City;
- B. Homeowners Association Master Deed (for maintenance of proposed detention pond & associated drainage piping);
- C. Drain Easements (Lots 6 & 7) - convey by deed to the City;
- D. Drain Easement (Lot 8) - convey by deed to Homeowners Association.
- E. Convey building parcels by deed to new homeowners (Lots 1 through 7). The 25' no-disturbance zones (tract buffer) on portions of Lots 2 through 5 will be described in the deeds for those lots;
- F. Road Construction Security Instrument to City of Beverly;
- G. Street Acceptance by City;

2.) *Open Space Management Plan providing guidance for the maintenance and stewardship of the open space and any facilities accessory thereto. To also be submitted to the Conservation Commission for input.*

An Open Space Management Plan has not been provided because the Applicant intends to convey this land to the City.

3.) *OSRD Site Plans shall include all requirements of Section F. and Section D.4. of the OSRD Rules and Regulations.*

The locus plan on the cover page has been updated to include zoning and

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historic district boundaries. An existing conditions plan has been provided with the revised plan set.

4.) *Per the subdivision Rules and Regulations, the following must be shown on the Definitive Plan:*

- a. Benchmark
- b. Showing both roadway and rights-of-way width of nearby streets
- c. Suitable space for recording the action of the Planning Board
- d. Street address numbers for each lot
- e. Notation regarding rodent population displacement

The plans have been revised to include the above information.

5.) *Per the Subdivision Rules and Regulations, the following must be shown, but may be shown of separate sheets:*

- a. At least two benchmarks are to be shown on plans and profiles
- b. Sufficient subsoil information shall be indicated so as to ascertain soil conditions
- c. Highest known high water mark, and the contour line 4' above.
- d. Street cross sections to include high water level, as appropriate

The above comments have been addressed in the revised plan set. Two benchmarks were added to the profile (C-8). Test pit data was added to C-10. The highest known surface water mark is at approximately elevation 44-feet. The contour line 4-feet above that is elevation 48-feet (see C-2). There is no observed surface water on site above elevation 44-feet. Therefore, no high water level was included on the roadway section (see C-8).

We look forward to meeting with you and the Board to describe this plan further. Should you have any questions or comments or require additional information, please do not hesitate to contact the undersigned.

Very truly yours,
Griffin Engineering Group, LLC


Robert H. Griffin, P.E.

Enclosure: Revised Project Plans

cc: PD Building LLC w/ enclosures