

January 3, 2018

Kristin Kassner, Planning Director
Town of Burlington
Burlington Town Hall Annex
25 Center Street
Burlington, MA 01803

RE: Application for Minor Engineering Change
Proposed Child Development Center.
CA Technologies
15 Network Drive, Burlington, MA

Dear Kristin,

BSC Group, Inc., on behalf of our Client, CA Technologies, provides this letter and the accompanying supporting materials to the Burlington Planning Board as an application for a Minor Engineering Change in accordance with the Town's Site Plan Regulations, for the proposed modifications of the approved site plans at 15 Network Drive in Burlington, MA.

CA Technologies, one of the largest independent system software companies in the world, is relocating its existing facility in Framingham to space at 45 Network Drive in Burlington. With its recent acquisition of Veracode, also located within the Network Drive campus, CA Technologies will have a combined workforce of approximately 900 employees in Burlington. In conjunction with their 45 Network Drive work space, CA Technologies will be providing an onsite CA Child Development Center, to be located within the building at 15 Network Drive.

The currently proposed modifications at 15 Network Drive are related to the proposed Child Development Center. The Child Development Center will occupy an area of just under 6,700 square feet, located on the first floor in the northern section of the 15 Network Drive building. The exterior site changes are for the construction of an outdoor playground area and site access modifications associated with the Child Development Center.

As you are aware, the entrance to 15 Network Drive has been the subject of an Insignificant Engineering Change which was previously approved by the Planning Board. The proposed modifications to the building entrance will expand upon changes being made to the interior of the building for the new Child Development Center. These changes consist of sidewalk, ramp, and retaining wall construction as well as grading and landscaping to create a secure outdoor playground space for the children at the Child Development Center.

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The following revisions and modifications, as shown on the red-lined site plans accompanying this letter and described in the attached materials, have been proposed for a Minor Engineering Change to the approved Site Plans for the 15 Network Drive site.

1. **Relocation of Sidewalk and Ramp**– the existing sidewalk on the west side of the building will be removed to allow for the play area to be located adjacent to the building, and new sidewalk will be constructed on the outside of the playground area, in line with the existing sidewalk to the north. A handicap ramp will also be constructed to allow access to the building through the child development center, which will be through the main entrance of the building.
2. **Grading, Landscaping, and Retaining Wall** – the outdoor playground area for the Child Development Center will consist of a grass or pervious surfaces with play areas, stone dust walkways, and various grade changes. This area will have a retaining wall on the east side allow for the changes in grade, and a five-foot high fence around the entire perimeter for the children’s safety and security. There will be additional landscaping around the perimeter of the playground area for aesthetic purposes and to provide a cushion for the concrete retaining wall.
3. **Drop-Off Area and Parking Impacts** –the proposed area for the Child Development Center’s outdoor space will result in the loss of the 9 parking spaces on the west side of the building that are adjacent to the existing sidewalk. The drop-off area for parents to bring in and pick up their children will consist of the 4 northernmost parking spots located in the aisle directly across from the playground area. New pavement markings will be necessary to indicate the drop-off only spaces and ensure safety for children walking across the drive aisle of the parking lot. The loss of these 9 spaces is negligible as the total of 447 parking spaces and the 4 spaces for the Child Development Center drop-off, including 12 handicap spaces, will still fulfill the minimum requirement of 399 parking spaces and 9 handicap spaces.

While there will be a long-term lease between the property owner, the Nordblom Company, and CA Technologies, to maintain their future options should site conditions change, it is requested that the Planning Board allow the property owner the opportunity to reinstate the 9 currently existing parking spaces lost for the playground area and reallocate the 4 spaces dedicated to the Child Development Center drop-off, subject to the demonstration of these areas are no longer needed for the noted uses and that these reinstated spaces are located in the same locations in which they currently exist. Based upon past practices, this demonstration of need would be presented to the Planning Director and Building Commissioner for their review and approval.

Should it become necessary at some future time that the 9 spaces lost were needed for the parking compliance of either this site or others within the Network Drive Campus, Nordblom would look to reinstate these spaces through the Minor Engineering Change process.



4. **Impervious Area Impacts** –the proposed site modifications will result in small impacts to onsite impervious area. Please see the information on the revised red-lined site plan, as detailed below.

- Increase of impervious area due to proposed sidewalk, ramp, and retaining wall construction: 772 square feet
- Decrease of impervious area due to an increase in pervious space and landscaping for the outdoor play area: 1,383 square feet
- Overall, the onsite impervious area will be decreased by 611 square feet.

Please do not hesitate to contact our office at your convenience should you have any questions or comments on this letter and the accompanying materials. Should you so desire, we would be happy to meet with you, the Planning staff or other Town staff to discuss the project.

On behalf of our Client, CA Technologies, the property owner, The Nordblom Company, and myself, I thank the Planning Board and its staff for the consideration and assistance you have afforded to us on this project.

Sincerely,

BSC Group, Inc.

Francis D. DiPietro, P.E.
Senior Project Manager, Senior Associate

Attachments:

Minor Engineering Change Application
Filing Fee Check
Record As-Built Existing Conditions Site Plan
Red-lined Minor Engineering Change Overview Plan
Red-lined Minor Engineering Change Site Plan
Red-lined Minor Engineering Change Landscape Plan
Minor Engineering Site Details