

April 3, 2017

VIA HAND DELIVERY

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

Re: Minor Engineering Change, Burlington Corporate Centre

Dear Kristin:

This office and the undersigned represent The Davis Companies ("Applicant") as it relates to the commercial properties located off of Corporate Drive and commonly referred to as Burlington Corporate Centre.

As previously discussed with your office, the Applicant is proposing to undertake modifications to the existing parking lot layout for 10, 25, 30 and 35 Corporate Drive to accommodate a modest increase in parking through immediate re-striping of the existing spaces and well as the designation of future "reserve" spaces which will be constructed as dictated by tenant requirements. The overall parking ratio for the denoted commercial office buildings would increase from 1,525 to 1,885 spaces which is below the maximum allowed parking for the commercial campus as provided in the applicable PDD zoning provision (1,999 maximum).

We would respectfully request that the proposal parking alterations be considered by the Planning Board as a Minor Engineering Change and have enclosed the following information for the commencement of the required review:

1. Executed Minor Engineering Change application form;
2. The requisite \$500.00 filing fee in a check made payable of the Town of Burlington; and,
3. Eight (8) copies of the red-lined site plan set (1 full size and seven (7) 11"x17").

As we understand, this matter will be scheduled for consideration by the Planning Board during their upcoming meeting of April 20, 2017.

Kristin Kassner
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If you have any questions concerning this Minor Engineering Change request please do not hesitate to contact me.

Very truly yours,



Robert C. Buckley

RCB:mmc

cc: Chris Chandor, The Davis Companies (w/enclosures)
Mr. Richard D. Alfonso, Tetra Tech (w/out enclosures)

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