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March 18, 2020

Newburyport Planning Board

60 Pleasant Street

Newburyport, MA 01950

**RE: Sports Medicine North Orthopedic Surgery, Inc.**

**C/O ConServ Group, Inc.**

**Site Plan Review Application**

**20 Henry Graf Junior Road, Newburyport, MA**

**(Assessors Parcel ID 82-2-B)**

Dear Members of the Board:

In accordance with Section XV – Site Plan Review of the Newburyport Zoning Ordinance, we hereby submit on this day the following documents for approval of the above referenced plan:

* Two (2) copies of the following:
  + Site Plan Review Application.
  + Zoning Determination Form.
  + Reduced size (11”x17”) set of plans entitled “Site Development Plans – Proposed Medical Building – 20 Henry Graf Junior Road, Newburyport, Massachusetts”, dated March 17, 2020 prepared by McKenzie Engineering Group, Inc. (MEG).
  + Reduced size (11”x17”) plan entitled “Proposed New Facility for Sports Medicine North - 20 Henry Graf Junior Road, Newburyport, Massachusetts”, dated March 5, 2020 prepared by ConServ Group, Inc.
  + Reduced size (11”x17”) photometric lighting plan entitled “Medical Office Building - 20 Henry Graf Junior Road, Newburyport, Massachusetts”, dated March 6, 2020 prepared by Speclines.
  + Report entitled “Environmental Impact Report – Proposed Medical Office Site Development – 20 Henry Graf Junior Road, Newburyport, Massachusetts” dated March 17, 2020 prepared by MEG.

• One (1) full size copy of all plans.

* One (1) copy of report entitled “Drainage Calculations and Stormwater Management Report - Proposed Medical Office Site Development – 20 Henry Graf Junior Road, Newburyport, Massachusetts” dated March 17, 2020 prepared by MEG.
* One (1) disk containing all of the submission materials in electronic (PDF format) and CAD file of Project Plans.
* Application Fee of $500.
* Publication/Abutters Fee of $350.
* Project Review Fee of $5,000.

The Applicant is requesting a waiver for the preparation of a full Traffic and Access Impact Study as the traffic volume anticipated as a result of the development will have negligible impacts on existing operations on Henry Graf Junior Road and the surrounding roadway network. A Trip Generation Summary is included in the Environmental Impact Report.

The Applicant is requesting a waiver for the preparation of a Planting Plan by a registered landscape architect. The submittal includes a Planting/Restoration Plan prepared by MEG in collaboration with Hugues Environmental Consulting.

We appreciate your attention to this matter and look forward to presenting the project at the April 15, 2020 Planning Board meeting. Please contact our office if you or any member has any questions prior to the public hearing.

Very truly yours,

MCKENZIE ENGINEERING GROUP, INC.

Bradley C. McKenzie, P.E.

President

BCM/bd

Enclosures

cc: Town Clerk

ConServ Group, Inc.

Sports Medicine North Orthopedic Surgery, Inc.