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BY EMAIL

October 22, 2020

Zoning Board of Appeals
City of Newburyport
60 Pleasant Street
Newburyport, MA 01950

RE: 68 Middle Street-Request for Continuance

Dear Chair and Members of the Board;

Reference is made to the above captioned matter. In that connection, this firm represents Windward Shaw LLC (the "Applicant") the developer of the proposed work on the above referenced Property. The hearing for a Special Permit for Non-Conformities has been continued from the August 11, August 25, September 8, and October 13 ZBA Meetings. The Applicant needs additional time to finalize and submit additional items related its redesign of the project which are the result of productive meeting(s) with the neighbors. Therefore, the Applicant respectfully requests that the matter be continued until the December 10, 2020 ZBA meeting.

Should you require any further information prior to the December 10 meeting, please let us know.

Respectfully submitted
Windward Shaw LLC
By its Attorney,

A handwritten signature in blue ink, appearing to read 'L L Mead by [initials]', with a circular flourish at the end.

Lisa L. Mead

cc: Client

Millis Office

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