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January 23, 2020

By Hand

Bonnie Sontag, Chair
Planning Board
City of Newburyport
City Hall
60 Pleasant Street
Newburyport, Massachusetts 01950

Re: Site Plan Review;
93 State Street, Newburyport, MA (the "Property");
Assessor's Map: 14 Lot: 40

Dear Chair and Members of the Board:

Reference is made to the above-captioned matter. In that connection, this firm represents the owner of the Property, the Institution for Savings in Newburyport (the "Bank"), relative to its applications for Major Site Plan Review, an ITIF Special Permit, and a DOD Special Permit. The Bank now requests that the Board continue the February 5, 2020 public hearings on Major Site Plan Review and the ITIF Special Permit to its February 19, 2020 meeting so that said applications may be heard with the application for a DOD Special Permit.

Respectfully submitted,
Institution for Savings in Newburyport
By its attorney

A handwritten signature in blue ink, appearing to be 'Lisa L. Mead', is written over a horizontal line. The signature is stylized with a large loop at the beginning.

Lisa L. Mead

cc: Client

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