



# LAND USE BOARD: MAIN APPLICATION

The following application is made to the City of Lowell Division of Development Services in accordance with the provisions of The Code of Ordinances, City of Lowell, Massachusetts, Chapter 270, Zoning Code.

### 1. Application Information

Date: 12/8/22

Address of Property Location: 246.1 Market Street  
Emerson 100 Real Estate LLC  
 Owner: \_\_\_\_\_ Telephone No. (781) 894-3440 Email: smonahan@monahantech.com  
 Address (if different) 525 Woburn Street City: Tewksbury State: MA Zip Code: 01876  
 Second Owner (if applicable): \_\_\_\_\_ Telephone No. \_\_\_\_\_ Email: \_\_\_\_\_  
 Address (if different) \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
 Applicant: (If different from Owner): \_\_\_\_\_ Telephone No: \_\_\_\_\_  
 Email: \_\_\_\_\_ Title (Tenant/Lessee/Purchaser/Etc.): \_\_\_\_\_  
 Address \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
 Owner's Agent (if applicable): Catherine J. Flood Telephone No. (978) 441-9900  
 Email: catherine@floodlawoffice.com Title: (Attorney/Architect/Contractor/Etc.): Attorney  
 Address 549 Rogers Street City: Lowell State: MA Zip Code: 01852

### 2. Please check all Board/Commission Approval(s) sought:

- The applicant is requesting the following from the Planning Board (Please also complete and attach the appropriate form)
- Site Plan Review (See Site Plan Review Supplement Form)
  - Special Permit (See Main Special Permit Supplement Form)
  - Preliminary Subdivision Approval (See Preliminary Subdivision Supplement Form)
  - Definitive Subdivision Approval (See Definitive Subdivision Supplement Form)
  - Planned Residential Development
  - Endorsement of a Plan thought not to Require Approval (ANR) (See Main Special Permit Supplement Form)
  - Repetitive Petition (See Main Special Permit Supplement Form)
- The applicant is requesting the following from the Zoning Board (Please also complete and attach the appropriate form)
- Special Permit (See Main Special Permit Supplement Form)
  - Variance (See Variance Supplement Form)
  - Appeal of Building Commissioner's Determination
- The applicant is requesting approval from the Historic Board (Please also complete and attach the appropriate form):
- Downtown District
  - Acre District
  - Other Neighborhood District - Please Specify: \_\_\_\_\_
- The applicant is requesting the following from the Conservation Commission (Please also complete and attach the appropriate form):
- Request for Determination of Applicability (RDA)
  - Notice of Intent (NOI)

- \_\_\_\_\_ Abbreviated Notice of Resource Area Delineation (ANRAD)
- \_\_\_\_\_ Certificate of Compliance (COC)
- \_\_\_\_\_ Other (Please Specify): \_\_\_\_\_

**3. Property Information** (Applies to Planning Board and Zoning Board applicants only):

Zoning District of Property: DMU

Type of Structures (Existing and Proposed on Property):

Residential: E \_\_\_\_\_ P \_\_\_\_\_ Commercial: E \_\_\_\_\_ P \_\_\_\_\_ Industrial: E \_\_\_\_\_ P \_\_\_\_\_

Institutional: E \_\_\_\_\_ P \_\_\_\_\_ Other: Vacant Mill Building

Parking Spaces: Existing \_\_\_\_\_ Proposed \_\_\_\_\_ Estimated Project Cost: \_\_\_\_\_

Land Area Square Feet: 10,001 Building Area Square Feet: \_\_\_\_\_

Number of Stories: 5 Number Of Dwelling Units: E \_\_\_\_\_ P 23 Ave. Unit Size (sqft) 604

Occupied: \_\_\_\_\_ Partially Occupied: \_\_\_\_\_ Vacant: x Vacant Land: \_\_\_\_\_

**4. Notification Requirements: Mailing of Abutter Notices**

All applicants will be responsible for submitting abutters notice mailings to meet notification requirements under MGL Ch. 40A. Certificate of Mailing(s) notice shall be submitted to Development Services staff at least two weeks prior to the scheduled public hearing. It is the applicant/petitioner's responsibility to obtain a list of certified abutters and must apply for the list with the Assessor's Office. The Assessor's Office will prepare and certify the list of abutters located within a 300-foot radius\*. The applicant will be notified by the Assessor's Office when the list is ready. There is an administrative fee for the certified abutters list.

**Request for Permit Signs**

All of the following applications are required to post a Request for Permit Sign:

- Special Permit, Site Plan Review and Subdivision Applications from the Planning Board
- Special Permit and Variance Applications from the Zoning Board of Appeals
- New Construction Projects from the Historic Board

Request for Permit Signs must meet the following standards:

- The sign shall include the following information:
  - NOTICE: REQUEST FOR PERMIT
  - Address of Property:
  - Type of Permit: (special permit, site plan review, subdivision, variance, etc.)
  - Specific information about the project: (type of use, number of units, size of commercial space, etc.)
  - Proposed Use of Property:
  - Date, Time and Place of a Public Hearing.
  - For additional information, contact the City of Lowell at:
  - Division of Development Services, City Hall, Room 51, 375 Merrimack Street, Lowell, MA 01852
  - Phone: (978) 674-4252,
  - City Website: [www.lowellma.gov](http://www.lowellma.gov)
- The sign shall include a copy of the site plan or plot plan submitted with the permit application.
- The sign shall be made of wood or metal. Size of said sign shall be a minimum of 3 feet by 4 feet.
- The applicant shall notify the City of Lowell in writing that the sign has been erected and where located.
- The sign shall be posted 14 days prior to the opening of the public hearing.

**Submit all required materials to:**

Division of Development Services, City Hall, Room 51, 375 Merrimack Street, Lowell, MA 01852

NOTE: Projects greater than 1 acre (43,560 square feet) is required to apply for a NPDES Permit. Please refer to <http://cfpub.epa.gov/npdes/> for more information.

\* Radius is different for Linear Projects or projects on land greater than 50 acres filing a Notice of Intent. If falling under this, please discuss with Development Services prior to ordering an Abutters List from the Assessors Office.