

## **Site Plan Application**

under M.G.L. Ch. 40A, and Code of the Town of Littleton

For

### **100 Taylor Street**

Littleton, MA 01460

**January 30, 2025**

Applicant/Owner: K.S. Carroll  
193 Foster Street  
Littleton, MA 01460

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Site Plan by Stamski & McNary, Inc.

## **Letter to the Planning Board**

STAMSKI AND MCNARY, INC.

1000 Main Street  
Acton, Massachusetts 01720  
(978) 263-8585, FAX (978) 263-9883

PRINCIPALS

JOSEPH MARCH, P.E., P.L.S.  
GEORGE DIMAKARAKOS, P.E.

ASSOCIATE

JONATHAN BOLLEN, P.L.S.

Planning Board  
Town of Littleton  
37 Shattuck Street  
Littleton, MA 01460

**Re: 100 Taylor Street  
Map U40, Parcel 3-0**

Dear Planning Board,

This Site Plan is being filed on behalf of the applicant, K.S. Carroll, for the above referenced property. The property is currently owned by the applicant whose mailing address is located at 193 Foster Street, Littleton, MA 01460.

The property is located within the Industrial B (I-B) District, the Aquifer District, and the Water Resource District. There is no proposed change in the current uses on the site. The applicant proposes an addition to the existing 1-story building onto an existing impervious surface. All existing landscape and hardscape features will remain unchanged. The existing 1-story concrete building and shed are both nonconforming structures.

Should you have any questions please feel free to contact us.

Respectfully,  
Stamski and McNary, Inc.

*Robert Melvin*

Robert Melvin, E.I.T.

*George Dimakarakos*

George Dimakarakos, P.E.

## **Site Plan Application Form**



Littleton Town Offices  
37 Shattuck Street  
Littleton, MA 01460  
(978) 540-2425

**TOWN OF LITTLETON  
PLANNING BOARD  
FORM 1 APPLICATION**  
ADOPTED NOVEMBER 14, 2024

Filing Date: \_\_\_\_\_  
Planning Board: \_\_\_\_\_  
Town Clerk: \_\_\_\_\_  
Filing Fee: \_\_\_\_\_  
☐ Abutters List Attached

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**PART I. BASIC APPLICATION**

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**Project Summary & Applicant Information**

Project Name: \_\_\_\_\_

Location (Street Address): \_\_\_\_\_

Assessor's Map/Parcel (s): \_\_\_\_\_

Applicant: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Property Owner: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Registry: \_\_\_\_\_ Book: \_\_\_\_\_ Page: \_\_\_\_\_

**Site Information**

Total Area  
(Acres): \_\_\_\_\_ Lot Frontage (Lin. Ft): \_\_\_\_\_

Zoning District(s):	<input type="checkbox"/> Residence	<input type="checkbox"/> King Street Common
	<input type="checkbox"/> Village Common	<input type="checkbox"/> Industrial-A
	<input type="checkbox"/> Business	<input type="checkbox"/> Industrial-B
	<input type="checkbox"/> LSMFD	

All or a portion of the Site is also located in one or more overlay districts:	<input type="checkbox"/> Wetlands	<input type="checkbox"/> Water Resource District
	<input type="checkbox"/> Floodplains	<input type="checkbox"/> Littleton Village Overlay District
	<input type="checkbox"/> Aquifer District	<input type="checkbox"/> West—Beaver Brook Area
	<input type="checkbox"/> Adult Use Marijuana District	

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**PART II. SPECIAL PERMIT(S) REQUESTED** (check all that apply)

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- ☒ Site Plan Review
- ☐ Accessory Business Uses at Active Farms (§173-57)
- ☐ Adult Uses (§173-140 - §173-142)
- ☐ Aquifer and Water Resource District (§173-61 - §173-64) *Attach Form 1A.*
- ☐ Commercial Solar Photovoltaic Installations (§173-180 - §173-184) *Attach Form 1D.*
- ☐ Conversion of Municipal Building (§173-69)
- ☐ Inclusionary Housing (§ 173-196 - § 173-205) *Attach Form 1F.*
- ☐ Littleton Village Overlay District West-Beaver Brook Area (§173-167 - §173-179)
- ☐ Major Commercial or Industrial Use (§173-86 - §173-88)
- ☐ Master Planned Development (§173-89)
- ☐ Mixed Use in Village Common FBC District (§173-166) *Attach form 1H.*
- ☐ Open Space Development (§173-93 - §173-118)
- ☐ Senior Residential Development (§173-145 - §173-152) *Attach Form 1E.*
- ☐ Shared Residential Driveways (§173-125 - §173-127)
- ☐ Vehicular Retail Sales (§173-26)
- ☐ Wireless Telecommunications Towers and Facilities (§173-128 - §173-133); *Attach Form 1B.*
- ☐ Registered Marijuana Dispensary (§ 173-186 – § 173-193) *Attach Form 1C.*
- ☐ Adult Use Marijuana Establishment (§ 173-194 – § 173-203) *Attach Form 1G.*
- ☐ Sidewalk Curb Cut (§173-224) *Attach Form 1H.*
- ☐ VC District + AWRD Lot Coverage (§173-215 – §173-225) *Attach Form 1H.*
- ☐ Firearms Business (§173-235 – §173-246) *Attach Form 1J.*
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**PART III. APPLICANT AND OWNER CERTIFICATIONS**

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The undersigned hereby certifies that they have read and examined this Application, including all attachments hereto, and that the proposed project is accurately represented in the statements made in this Application. The undersigned also certifies that this application has been filed both with the Planning Board and Town Clerk, and that all submission requirements in the Planning Board's Rules and Regulations have been met.

**Property Owner**

I/we hereby acknowledge that the Applicant is authorized to act on my/our behalf and that any and all representations made by the Applicant will be binding on me/us as Owners of the property.

Signature: \_\_\_\_\_

Date: 1/27/25

Print: Keith Carroll

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Print: \_\_\_\_\_

**Applicant**

Signature: \_\_\_\_\_

Date: 1/27/25

Print: Keith Carroll

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Print: \_\_\_\_\_

Applicant is: ☒ Owner ☐ Agent/Attorney ☐ Purchaser

## PART IV. SUBMITTAL REQUIREMENTS

### ALL APPLICATIONS

Required Materials		Notes
<input type="checkbox"/>	Application Cover Page	2 prints 1 electronic
<input type="checkbox"/>	Plans sealed by a registered professional engineer, registered architect, landscape architect, surveyor, or other design professional in their area of expertise.	1 full size print 1 reduced print (11x17) 1 electronic

### SPECIAL PERMIT APPLICATIONS

Required Information & Materials		Notes
<input type="checkbox"/>	Forms & Checklists	See Application Cover Page for required forms & checklists based on specific special permits requested
<input type="checkbox"/>	Summary Table (Required/Existing/Proposed)	Zoning District Lot Area Gross Floor Area Lot Coverage Building Height Parking Spaces Density Trip Generation Open Space
<input type="checkbox"/>	Vicinity map	all lots, streets, and driveways within 500 feet from the exterior boundary of the lot
<input type="checkbox"/>	Existing conditions plan	existing uses; inventory of natural features; all watercourses, wetlands, bogs, swamps, marshes, and boundaries of public water supply watersheds and environmentally sensitive zones; floodways and floodplain boundaries; zoning districts
<input type="checkbox"/>	Existing & proposed topography	contours at 2' intervals
<input type="checkbox"/>	Construction area plan	showing all areas to remain undisturbed
<input type="checkbox"/>	Site layout plan	showing required setbacks and other information required for zoning compliance; Location, height, and materials of all retaining walls; Location of proposed outdoor bulk trash containers or dumpsters, and screening details; Location of proposed on-site sewage disposal systems and reserve areas, and design computations
<input type="checkbox"/>	Utility plan	existing and proposed fire hydrants and sewer, water, gas, electric, and other utility lines and easements



<input type="checkbox"/>	Storm drainage plan	
<input type="checkbox"/>	Parking, loading, & access plan	parking and loading spaces and areas, including stalls, aisles, driveways, turning radii, landscaped areas and islands, and their dimensions as required; All existing and proposed points of vehicular access to the site, and clear sight triangles for corner lots; and sight lines for proposed driveways
<input type="checkbox"/>	Exterior lighting plan	
<input type="checkbox"/>	Architectural plans	Elevations of all buildings and structures. Elevations shall be drawn to scale, showing the height, location, and extent of all material; Roof top plan showing all proposed mechanical equipment and screening
<input type="checkbox"/>	Landscape plan	
<input type="checkbox"/>	Sign plan	
<input type="checkbox"/>	Drainage report (with calculations)	
<input type="checkbox"/>	Traffic impact assessment	

#### **SITE PLAN REVIEW APPLICATIONS**

<b>Required Information &amp; Materials</b>		<b>Notes</b>
<input type="checkbox"/>	Site Plan Review Checklist	

#### **SITE PLAN REVIEW APPLICATIONS (Village Common & King Street Common FBC Area)**

<b>Required Information &amp; Materials</b>		<b>Notes</b>
<input type="checkbox"/>	Site Plan Review Checklist	
<input type="checkbox"/>	Form 1H	
<input type="checkbox"/>	VC & KSC FBC Area Checklist	

If you wish to review application requirements and/or materials with Planning Department Staff prior to submitting your application, please call or email us.

## **Site Plan Review Checklist**



**TOWN OF LITTLETON  
SITE PLAN REVIEW CHECKLIST**

Littleton Town Offices  
37 Shattuck Street  
Room 303  
Littleton, MA 01460  
(978) 540-2425

Drawing # 7695  
Drawing Date \_\_\_\_\_

Proposed Title Site Plan Reviewer \_\_\_\_\_

Applicant K.S. Carroll

Application Date \_\_\_\_\_

Date of Formal Review by Planning Board \_\_\_\_\_

Project Description: The purpose of this project is to construct an addition  
to the existing 1-story building on existing impervious surface.

**PLANNING BOARD ACTION**

- ☐ APPROVED
- ☐ APPROVED SUBJECT TO MODIFICATION
- ☐ DISAPPROVED

By vote of the Littleton Planning Board

\_\_\_\_\_ Date: \_\_\_\_\_

Date of Notice to Building Commissioner \_\_\_\_\_

**POLICY ON TRAFFIC & PEDESTRIAN MITIGATION**

Calculated Fee (\$100 per parking space) \$1,500

- ☐ Fee Paid
- ☐ Fee Waived

DRAWING REQUIREMENT: §173-17: Littleton Zoning Bylaw

- ☒ Boundary Lines
- ☒ Adjacent streets and ways shown
- ☒ Topography, existing and proposed
- ☒ Structures, existing and proposed
- ☒ Walkways
- ☒ Principal drives
- ☒ Service entries
- ☒ Parking
- ☒ Landscaping
- ☒ Screening
- ☒ Park or recreation areas

Utilities:

- ☐ a. Water
- ☒ b. Electricity
- ☐ c. Gas
- ☒ d. Telephone

Water, sewer, and gas not shown. No changes proposed to any utility.

- ☐ Sanitary sewerage
- ☐ Storm drainage
- ☒ Seal of registered Architect, Landscape Architect, or Professional Engineer

No change in impervious coverage proposed, so no drainage has been proposed.

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DESIGN REQUIREMENTS §173-18

- ☒ Internal Circulation safe
- ☒ Egress safe
- ☒ Access via minor streets minimized
- ☒ Visibility of parking areas minimized
- ☒ Lighting avoids glare
- ☒ Major topography change, tree removal minimized
- ☒ Adequate access to each structure for emergency equipment
- ☒ Utilities adequate
- ☒ Drainage adequate

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USE AND INTENSITY REGULATION

§173-22: Establishment of districts

Parcel is located in zoning district type: I-B

Section 173-25: Use Regulations

Use for which application is made: \_\_\_\_\_

☒ Use allowed **OR**

Special Permit Required (§173-7) because:

\_\_\_\_\_  
\_\_\_\_\_

+++++

§173-27 & 173-31: Intensity of Use Regulation & Schedule

- ☒ Lot area adequate (see also Definitions)
- ☒ Lot frontage adequate
- ☐ Reduced lot frontage approved, if applicable
- ☒ Front yard adequate (see also Definitions)
- ☐ Smaller setback approved, if applicable
- ☒ Side, rear yards adequate (see also Definitions)
- ☒ Building height conforming (see also Definitions)
- ☐ Greater building height approved, if applicable
- ☒ Building coverage conforming (see also Definitions)
- ☒ Building plus paving coverage conforming
- ☒ Floor area ratio conforming

GENERAL REGULATIONS §173-32 & 173-33

- ☒ Parking and Loading Requirements
- ☒ Location of parking conforming
- ☒ Number of spaces adequate or waived

Computation N/A

§173-32 Parking Area Design N/A, no parking area proposed

- ☐ No parking within 10 feet of street line
- ☐ Parking paved, bumper guards conforming or waived
- ☐ No backing into public way (§173-32, C.1)
- ☐ Egress spacing adequate (§173-32 C. C1)

☐ Screened from abutting residential uses, public ways (§173-32, C.3) for 8 or more cars

§ 173-33: Loading Requirements

☒ No need for trucks to back onto or off a public way

☒ No need for trucks to park on a public way while loading, unloading, or waiting to do so

§ 173-34: Sign Regulation administered by Board of Selectmen, not included in Site Plan Review.

§ 173-43: Landscaping and Screening

☒ Outdoor sales display, commercial outdoor recreation screened

☐ Industrial “A” buffer provided

☒ Corner vision clear

☒ Exterior lighting complies

SPECIAL REGULATIONS

§ 173-52: Motor Vehicle Services

☐ Requirements met, if applicable

§ 173-53: Accessory Uses

☐ Floor and Land area requirements met, if applicable

173-61: Aquifer and Water Resource District

☒ Aquifer District applicable

☒ Water Resource District applicable

☐ Regulations met, if applicable (See separate checklist)

Project does not  
require a Special  
Permit under 173-61

173-72: Wetlands and Flood Plain Regulations

☒ Wetlands and flood plain regulations met, if applicable

All proposed work is located  
outside of 100' buffer zone to  
Bordering Vegetated Wetlands

173-78: Noise Regulations

☐ Applicant informed of existence of requirements

## **Property Record Cards**

# Unofficial Property Record Card - Littleton, MA

## General Property Data

Parcel ID **U40 3 0**  
 Prior Parcel ID **--**  
 Property Owner **DGC REALTY TRUST**  
**CARROLL KEITH - TRUSTEE**  
 Mailing Address **193 FOSTER STREET**  
 City **LITTLETON**  
 Mailing State **MA** Zip **01460**  
 ParcelZoning **IB**

Account Number  
 Property Location **100 TAYLOR ST**  
 Property Use **FACTORY**  
 Most Recent Sale Date **5/6/2019**  
 Legal Reference **270367-1543-113**  
 Grantor **BYRNE THOMAS J,**  
 Sale Price **750,000**  
 Land Area **4.000 acres**

## Current Property Assessment

Card 1 Value	Building Value <b>188,200</b>	Xtra Features Value <b>900</b>	Land Value <b>477,600</b>	Total Value <b>666,700</b>
Total Parcel Value	Building Value <b>303,800</b>	Xtra Features Value <b>900</b>	Land Value <b>477,600</b>	Total Value <b>782,300</b>

## Building Description

Building Style <b>INDUST-LT</b>	Foundation Type <b>BRIC/STONE</b>	Flooring Type <b>HARDWOOD</b>
# of Living Units <b>1</b>	Frame Type <b>WOOD</b>	Basement Floor <b>N/A</b>
Year Built <b>1900</b>	Roof Structure <b>GABLE</b>	Heating Type <b>UNIT HTRS</b>
Building Grade <b>FAIR (+)</b>	Roof Cover <b>ASPHALT</b>	Heating Fuel <b>OIL</b>
Building Condition <b>Average</b>	Siding <b>CLAPBOARD</b>	Air Conditioning <b>0%</b>
Finished Area (SF) <b>3608</b>	Interior Walls <b>DRYWALL</b>	# of Bsmt Garages <b>0</b>
Number Rooms <b>0</b>	# of Bedrooms <b>0</b>	# of Full Baths <b>0</b>
# of 3/4 Baths <b>0</b>	# of 1/2 Baths <b>0</b>	# of Other Fixtures <b>0</b>

## Legal Description

## Narrative Description of Property

This property contains 4.000 acres of land mainly classified as FACTORY with a(n) INDUST-LT style building, built about 1900 , having CLAPBOARD exterior and ASPHALT roof cover, with 1 unit(s), 0 room(s), 0 bedroom(s), 0 bath(s), 0 half bath(s).

## Property Images



Disclaimer: This information is believed to be correct but is subject to change and is not warranted.



# Unofficial Property Record Card - Littleton, MA

## General Property Data

Parcel ID **U40 3 0**  
 Prior Parcel ID **--**  
 Property Owner **DGC REALTY TRUST**  
**CARROLL KEITH - TRUSTEE**  
 Mailing Address **193 FOSTER STREET**  
  
 City **LITTLETON**  
 Mailing State **MA** Zip **01460**  
 ParcelZoning **IB**

Account Number  
 Property Location **100 TAYLOR ST**  
 Property Use **FACTORY**  
 Most Recent Sale Date **5/6/2019**  
 Legal Reference **270367-1543-113**  
 Grantor **BYRNE THOMAS J,**  
 Sale Price **750,000**  
 Land Area **0.000 acres**

## Current Property Assessment

Card 2 Value	Building Value <b>71,900</b>	Xtra Features Value <b>0</b>	Land Value <b>0</b>	Total Value <b>71,900</b>
Total Parcel Value	Building Value <b>303,800</b>	Xtra Features Value <b>900</b>	Land Value <b>477,600</b>	Total Value <b>782,300</b>

## Building Description

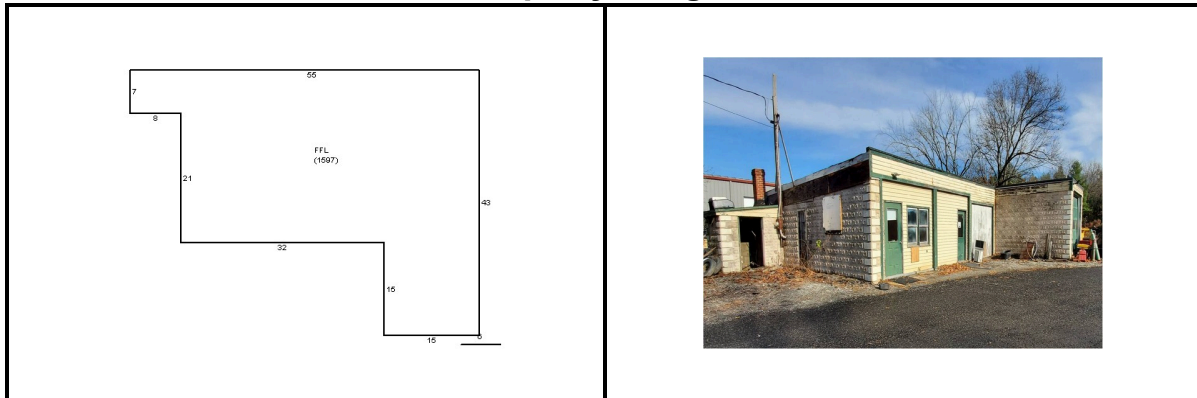
Building Style <b>REPAIR GAR</b>	Foundation Type <b>CONCRETE</b>	Flooring Type <b>CONCRETE</b>
# of Living Units <b>1</b>	Frame Type <b>WOOD</b>	Basement Floor <b>N/A</b>
Year Built <b>1950</b>	Roof Structure <b>FLAT</b>	Heating Type <b>STEAM</b>
Building Grade <b>AVG. (-)</b>	Roof Cover <b>TAR+GRAVEL</b>	Heating Fuel <b>OIL</b>
Building Condition <b>Average</b>	Siding <b>CONC BLOCK</b>	Air Conditioning <b>0%</b>
Finished Area (SF) <b>1597</b>	Interior Walls <b>MINIMUM</b>	# of Bsmt Garages <b>0</b>
Number Rooms <b>0</b>	# of Bedrooms <b>0</b>	# of Full Baths <b>0</b>
# of 3/4 Baths <b>0</b>	# of 1/2 Baths <b>0</b>	# of Other Fixtures <b>0</b>

## Legal Description

## Narrative Description of Property

This property contains 0.000 acres of land mainly classified as FACTORY with a(n) REPAIR GAR style building, built about 1950 , having CONC BLOCK exterior and TAR+GRAVEL roof cover, with 1 unit(s), 0 room(s), 0 bedroom(s), 0 bath(s), 0 half bath(s).

## Property Images



Disclaimer: This information is believed to be correct but is subject to change and is not warranted.

# Unofficial Property Record Card - Littleton, MA

## General Property Data

Parcel ID **U40 3 0**  
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 Property Location **100 TAYLOR ST**  
 Property Use **FACTORY**  
 Most Recent Sale Date **5/6/2019**  
 Legal Reference **270367-1543-113**  
 Grantor **BYRNE THOMAS J,**  
 Sale Price **750,000**  
 Land Area **0.000 acres**

## Current Property Assessment

Card 3 Value	Building Value <b>43,700</b>	Xtra Features Value <b>0</b>	Land Value <b>0</b>	Total Value <b>43,700</b>
Total Parcel Value	Building Value <b>303,800</b>	Xtra Features Value <b>900</b>	Land Value <b>477,600</b>	Total Value <b>782,300</b>

## Building Description

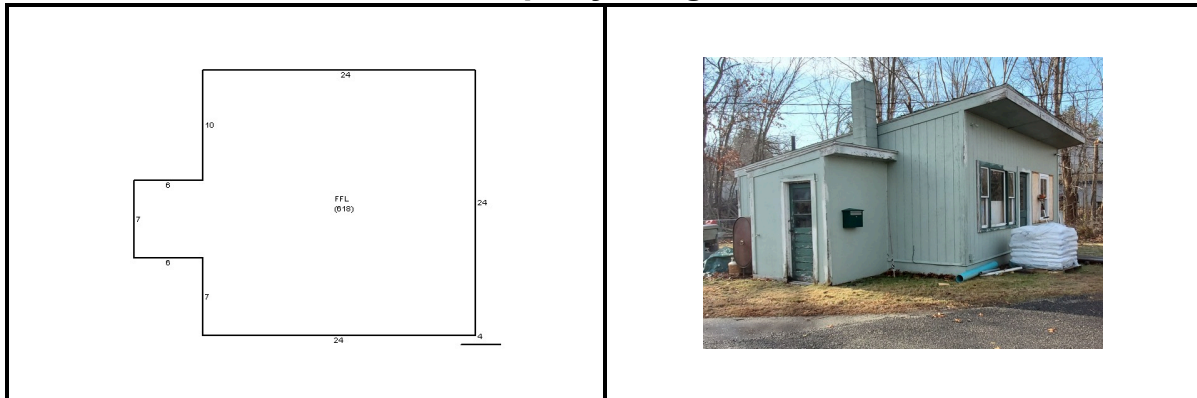
Building Style <b>OFFICE</b>	Foundation Type <b>CONCRETE</b>	Flooring Type <b>ASPHL TILE</b>
# of Living Units <b>1</b>	Frame Type <b>WOOD</b>	Basement Floor <b>N/A</b>
Year Built <b>1900</b>	Roof Structure <b>SHED</b>	Heating Type <b>FORCED H/W</b>
Building Grade <b>FAIR (+)</b>	Roof Cover <b>ASPALT</b>	Heating Fuel <b>OIL</b>
Building Condition <b>Good</b>	Siding <b>WOOD</b>	Air Conditioning <b>0%</b>
Finished Area (SF) <b>618</b>	Interior Walls <b>DRYWALL</b>	# of Bsmt Garages <b>0</b>
Number Rooms <b>0</b>	# of Bedrooms <b>0</b>	# of Full Baths <b>1</b>
# of 3/4 Baths <b>0</b>	# of 1/2 Baths <b>0</b>	# of Other Fixtures <b>0</b>

## Legal Description

## Narrative Description of Property

This property contains 0.000 acres of land mainly classified as FACTORY with a(n) OFFICE style building, built about 1900 , having WOOD exterior and ASPHALT roof cover, with 1 unit(s), 0 room(s), 0 bedroom(s), 1 bath(s), 0 half bath(s).

## Property Images



Disclaimer: This information is believed to be correct but is subject to change and is not warranted.

**Site Plan by Stamski & McNary, Inc.**