



MEMORANDUM

To: Katherine Malgieri
Director
Town of Billerica – Planning & Community Development

From: Danielle Danzing, PE
Elizabeth Roche, PE
Kimley-Horn and Associates, Inc.

Date: 01/07/2026

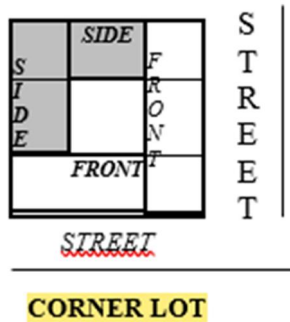
Subject: Site Plan Peer Review
1 & 2 Federal Street
Billerica, MA 01821

Kimley-Horn has completed the review of the application for a site plan consisting of 2 proposed multi-family buildings located at 1 & 2 Federal Street in the Town of Billerica. The review included:

- Item 1 – Application for Site Plan Review
- Item 3 – Site Development Plans, prepared by Allen & Major Associates, Inc., dated 11/3/2025 (49 sheets total)
- Item 6 – Project Cover Letter (Narrative Compliance Report with Zoning By-Laws), prepared by Allen & Major Associates, Inc., dated 11/4/2025

Site Plan Review

1. Waiver request 1 for Section G.2(iv): Since corner lots do not have rear lot lines, it is not possible to locate parking onsite without it being between the building and front and side lot lines. Recommend approval based on previous sites containing parking along these frontages. Landscaping is provided in accordance with section G.2.v to provide a visual buffer between parking and the street. Recommend a fence or wall of no more than three feet in height in accordance with section G.2.v.



2. Waiver request 2 for Section G Paragraph 9(i): Recommend approval based on previous sites containing parking along these frontages, landscaping and screening provided, and parking is not proposed to be located in parking setbacks.
3. Provide data from other similar multi-family sites that indicate a ratio of 1.4 spaces per unit is sufficient and justifies the proposal of “banked parking” for 52 of the required spaces. Additionally, confirm whether the space allocated for banked parking is included in open space and green space calculations.
4. Submit a waiver request for the reduction in parking to be built on-site if banked parking is to be pursued.
5. Show green space and green strip compliance per Section L Dimensional Requirements table in Section L of the Town of Billerica Zoning By-laws.
6. Given the construction of the Yankee Doodle bike path, show the limits of the proposed tree line and if needed, provide screening of the proposed parking per Town of Billerica Zoning By-laws Section 5.E.13.2.v.
7. Show the location of the affordable units in each building for review of compliance with Town of Billerica Zoning By-laws Section 5.E.14.4.
8. Provide the FAR of both buildings per Town of Billerica Zoning By-laws Section 7.E.1.
9. Provide dimensions for the width of curb islands for evaluation of Town of Billerica Zoning By-laws Section 8.B.7.
10. Indicate the limits of each type of pavement. Parking and loading areas shall have a 2” binder and 1” top mix or a minimum 4” concrete section per Town of Billerica Zoning By-laws Section 8.B.8.
11. Add the maximum building height at the top of the roof lines to the building elevations to verify they are in compliance with the 40’ maximum height restriction, or if they exceed that, the height exception is in compliance with the Town of Billerica Zoning By-laws Section

- 5.E.12.D.3.i stating that the height exceeding the 40' is an ornamental feature that is not used for living purposes and is not more than 25% of the ground floor of the building.
12. Verify the sidewalk path connections from the buildings to the public sidewalk are ADA paths with ADA ramps and slopes per Town of Billerica Zoning By-laws Section 5.E.13.2.i.
 13. Add the number of small car or "compact" stalls to the Parking & Loading Requirements table on C-105 & C-106 to show that the quantity does not exceed 15% of total parking stalls per Town of Billerica Zoning By-laws Section 8.C.2.a.
 14. Add plantings to further screen the dumpster in accordance with the Town of Billerica Zoning By-laws Section 5.E.13.2.x.
 15. Add the relevant information regarding handicapped stalls to the Parking & Loading Requirements table on C-105 & C-106 per Town of Billerica Zoning By-laws Section 8.C.2.b.
 16. Dimension the loading areas to show sufficient width and depth per Town of Billerica Zoning By-laws Section 8.E.2.
 17. Indicate locations of signage and confirm no signs necessitate a sign permit per Town of Billerica Zoning Bylaws Section 9.