Reviewed for Code Compliance
Inspections Division
Approved with Conditions
Date: 08/03/16

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July 15, 2016

**VIA E-MAIL**

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**Re: Supplement to Building Permit Application No. 201601813**
**Unitil Regulator and DAC Buildings, 74 West Commercial Street**

Dear Jeanie:

Thank you for your email yesterday advising that the pre-installed HVAC system on the DAC Building can be included in Unitil's pending building permit application subject to Unitil's submission of the HVAC system specifications manual, Plan S-1 for the DAC Building, and this letter explaining that the cost of work for the HVAC system was included in the cost of work listed on pending building permit application No. 201601813 (the cost of work listed on the pending application of $384,554.00 included a $17,500.00 estimated cost for the HVAC system). Please find attached with this letter the following supplemental materials to be included with the pending application:

1. Marvair model AVPA24 specifications manual; which provides information regarding the HVAC unit to be installed in the DAC Building. The same materials were provided to the Planning Board as part of the Site Plan approval for this project.

2. S-1 DAC Building; a standalone pdf version of this drawing is included as requested.

Your email states that there should be third party inspection oversight of the construction. Unitil has engaged Tri-Mont Engineering Co. of Plymouth, MA to perform project management services, and Unitil has inquired as to whether Tri-Mont is available to perform third-party inspection services as well. If not, Unitil will secure an alternate third-party inspector in order to certify that the construction has been performed in accordance with the stamped design. As you advise in your email, this construction certification can be a condition of permit approval.

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Your email also notes that the S-1 DAC Building drawing does not have an engineer's stamp. The DAC Building is a 120-square-foot commercial detached structure to be used for equipment storage purposes. My understanding is that permit applications for commercial storage structures of this size typically do not require stamped plans. If this is not the case, however, I will request a stamped version of drawing S-1 and provide it to you as soon as I have it.

Thank you for your expedited assistance with this application. As of July 22, 2016, Unitil's crews will have completed their excavation and installation of the relocated underground pipelines at the property (as was permitted by the City in April without requiring a building permit). Unitil's crews will thereafter be standing by for the building permit. We recognize that the City's review of the building permit application may not be completed by then, so Unitil therefore requests permission to proceed with excavation for the building foundation areas after July 22, 2016. This request has already been made of Barbara Barhydt, who advised that this is a question we should address to you.

Should you have any questions regarding the enclosed materials, please feel free to contact me directly.

Best Regards,

Joseph C. Siviski, Esq.
Attorney Northern Utilities, Inc. d/b/a Unitil

Enclosures

cc: Matt Doughty, Unitil (via e-mail)
Craig Campbell, Unitil (via e-mail)
Barbara Barhydt, City Planning Division (via e-mail)