

October 13, 2021

**VIA HAND DELIVERY AND  
ELECTRONIC SUBMISSION**

Kristin Kassner  
Town Planner  
Town of Burlington  
Town Hall Annex  
25 Center Street  
Burlington, MA 01803

Re: 10 Corporate Drive, Burlington, Massachusetts

Dear Kristin:

This office and the undersigned represent the Gutierrez Company (“Applicant”) regarding the property situated at 10 Corporate Drive, Burlington, MA and otherwise known as Parcel ID: 35-104 (the “Site”) within the commercial campus known as “The Center at Corporate Drive” (“Corporate Drive Campus”). The Corporate Drive Campus and the Site are part of the Burlington Corporate Center Planned Development District which was enacted in the late 1980s (“Corporate Drive PDD”) and subsequently amended by Town Meeting. The Corporate Drive PDD was the first planned development district in Burlington.

The Applicant is seeking a special permit to change the existing use from “office” to “Light Manufacturing” and “Laboratory use including such activities as research in the fields of biology, electronics, chemistry, etc.” to accommodate the growing life science industry demand. The Applicant is only seeking a change in uses. No exterior site modifications are being proposed.

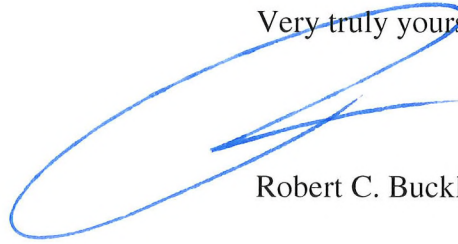
In accordance with the PD Zoning Bylaws, the project requires Planning Board Special Permit authorization with the associated application materials outlined below:

1. Special Permit Application;
2. Filing fee in the amount of \$1,600.00 made payable to the Town of Burlington;
3. Certified Abutters List and two (2) sets of mailing labels; and
4. Record Site Plan entitled “Layout Plan”, approved by the Burlington Planning Board on April 17, 2008, prepared by Daylor, now Tetra Tech Rizzo.

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We look forward to presenting this matter to the Planning Board during the next upcoming hearing date which we understand to be November 18, 2021. In the interim, if you have any questions please do not hesitate to contact me.

Very truly yours,



Robert C. Buckley

RCB/kh  
Enclosures

cc: Scott Weiss, The Gutierrez Company  
Kristine Hung, Esquire  
Melissa C. Cushing, Senior Land Planner

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