
RE: 3 Madison Street

From Ian Ainslie <iana@meisnerbrem.com>

Date Wed 9/9/2026 11:31 AM

To Rob Moore <rmoore@haverhillma.gov>; McKayla Arsenault <marsenault@haverhillma.gov>

 2 attachments (2 MB)

3 Madison St - Abutter Affidavit.pdf; 3 Madison St - Abutter Certs.pdf;

Warning! External Email. Exercise caution when opening attachments or clicking on any links.
Hi Rob,

We mailed an additional check to you and another check to the state.

Here is the affidavit and the mailing receipts. These went out on 9/3.

Ian Ainslie, PE

Meisner Brem Corporation

142 Littleton Road, Suite 16

Westford, MA 01886

Tel: [\(978\) 692-1313](tel:(978)692-1313)

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From: Rob Moore <rmoore@haverhillma.gov>

Sent: Wednesday, September 2, 2026 5:44 PM

To: Ian Ainslie <iana@meisnerbrem.com>; McKayla Arsenault <marsenault@haverhillma.gov>

Subject: Re: 3 Madison Street

That's interesting. I think we've only seen one other NOI for an ADU, and it was handled as a Cat 1, like any other SFH accessory.

Under the WPA, you've paid the City \$150. An additional \$112.50 puts you at \$262.50, which is our share for a Cat 2 fee disregarding the small riverfront influence.

Under the Ordinance, you've paid \$250 in Category 1 fees, which is the same as a Cat 2 fee which would include the driveway work under the one fee, again disregarding riverfront.

I'd say send us an additional check for just \$112.50. We also need a signed Affidavit of Service for the abutter notification. The one in the NOI submittal is blank.

Robert E. Moore, Jr.

City of Haverhill - Conservation Department

From: Ian Ainslie <iana@meisnerbrem.com>

Sent: Wednesday, September 2, 2026 4:41 PM

To: Rob Moore <rmoore@haverhillma.gov>; McKayla Arsenault <marsenault@haverhillma.gov>

Subject: RE: 3 Madison Street

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Rob,

I received this comment on the DEP portal:

DETACHED ADUS ARE CATEGORY 2A (\$500) NOT A CATEGORY 1 (\$110). THEREFORE, THE APPLICANT OWES A BALANCE OF \$112.50. ONCE THE OUTSTANDING BALANCE IS RECEIVED, A DEP FILE NUMBER WILL BE ASSIGNED AND THE NOI REVIEWED FOR TECHNICAL COMMENTS.

I'm not sure I agree with their math here, but I'll send them the amount they asked for. Would I need to pay more to the city as well?

Ian Ainslie, PE

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From: Rob Moore <rmoore@haverhillma.gov>

Sent: Monday, August 24, 2026 6:17 PM

To: Ian Ainslie <iana@meisnerbrem.com>; McKayla Arsenault <marsenault@haverhillma.gov>

Subject: Re: 3 Madison Street

Thanks, Ian.

Yes, we can condition a test pit.

Keep us posted on the other items.

Rob

Robert E. Moore, Jr.

City of Haverhill - Conservation Department

From: Ian Ainslie <iana@meisnerbrem.com>

Sent: Monday, August 24, 2026 12:25 PM

To: Rob Moore <rmoore@haverhillma.gov>; McKayla Arsenault <marsenault@haverhillma.gov>

Subject: RE: 3 Madison Street

Warning! External Email. Exercise caution when opening attachments or clicking on any links.
Hi Rob, McKayla, here is the signed extension of time form.

- Yes, the stormwater systems are sized for ½" storm. I can quantify it on the plan.
- I do not know the groundwater. The soils look pretty good on NRCS. We can do a test pit – maybe as a condition before the start of construction?
- I will speak to the architect about the floor elevations. Both elevations are above the flood zone so it should work either way.
- I'm guessing the owner will want some kind of lattice around the foundation. I will speak to them.

Ian Ainslie, PE

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From: Rob Moore <rmoore@haverhillma.gov>

Sent: Thursday, August 20, 2026 5:57 PM

To: Ian Ainslie <iana@meisnerbrem.com>; McKayla Arsenault <marsenault@haverhillma.gov>

Subject: Fw: 3 Madison Street

Thanks, Ian. McKayla will have you on the 9/17 agenda. She'll send you our Extension of Time form to endorse, as we'll be a little outside the 21-day window.

You may have things addressed in the attachments, but wanted to relay my quick takes...

- Are the roof recharge system and driveway trench sized for the 1/2" storm
- Do we know groundwater depth at roof system?
- The civil plan shows a FF elevation of 22.5, but the architectural set has 23.1??
- Is the owner going to want any type of skirting around the foundation to keep out animals? If so, please send a detail or we can figure out a condition to meet.

Thanks
Rob

Robert E. Moore, Jr.

City of Haverhill - Conservation Department

From: Ian Ainslie <iana@meisnerbrem.com>
Sent: Thursday, August 20, 2026 4:18 PM
To: Rob Moore <rmoore@haverhillma.gov>
Subject: RE: 3 Madison Street

Warning! External Email. Exercise caution when opening attachments or clicking on any links.
Rob,

Here is the complete NOI submittal. I will mail 1 copy and the checks to you.

Ian Ainslie, PE
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From: Rob Moore <rmoore@haverhillma.gov>
Sent: Monday, August 3, 2026 5:28 PM
To: Ian Ainslie <iana@meisnerbrem.com>
Subject: Re: 3 Madison Street

Hi Ian
Try my cell Tuesday 12-1 or after 4
978-479-9972
Rob

Robert E. Moore, Jr.
City of Haverhill - Conservation Department

From: Ian Ainslie <iana@meisnerbrem.com>
Sent: Monday, August 3, 2026 12:48 PM
To: Rob Moore <rmoore@haverhillma.gov>
Subject: 3 Madison Street

Warning! External Email. Exercise caution when opening attachments or clicking on any links.
Hello Rob, I hope you've been well.

I am working with the owner of this property to construct an ADU and put in a driveway. The ADU would be in floodplain, and the driveway would be in riverfront.

I'd like to talk to you about this before I file. Are you available this afternoon or tomorrow afternoon?

Ian Ainslie, PE
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