

**Planning Board**  
**Tuesday, September 6, 2016 – 6:00 P.M.**  
GAR Room- City Hall  
**Meeting Minutes**

Members present: David Wheeler, Gary Keith, Robert Pelaggi, Craig Pina & Reggie Thomas; also present were City Planner Rob May, Staff Planner Shane O'Brien and Secretary Pamela Gurley.

Acceptance of Minutes/Endorsement of ANR Plans, Subdivision Plans and/or Lot Releases

Motion: Accept minutes from 8-2-16 and 8-23-16 (Pelaggi)

Second: Pina

In favor: 5

Opposed: 0

ANR – Crescent Credit Union-Main St. was endorsed.

Because of the amount of lots release requests before the Board tonight the Chair suggested moving the requests to the end of the meeting and proceeding with the public hearing portion of the meeting.

**1. Ordinance Amendment – Green Communities Act**

Applicant's statement:

City Planner Rob May said that the Green Communities Act started in 2008; its intent is to reduce green house emissions and help communities become more self sufficient. He said there are five criteria to be met: Provide as-of-right siting for renewable/alternative energy generation, research & development, or manufacturing facilities, adoption of an expedited application and permit process for as-of-right energy facilities, establish an energy use baseline and develop a plan to reduce energy use by twenty percent (20%) within five (5) years, purchase only fuel-efficient vehicles and adoption of the Stretch Code.

He said he has identified the industrial zones for renewable/alternative energy generation and noted that research and development can be in a C-3 zone.

Comments:

Mr. Thomas asked who would be monitoring the base line production and asked if it would be a consulting company. Mr. May said the City has an ESCO with AMERESCO already. Mr. Pelaggi asked if there was a time line for implementation of the vehicles...and was told with the next set of vehicles. Mr. Pina asked if there was any direct financial benefits to the COB and was told that the State has money available.

Public Comment: None

Decision: Recommend favorably

Motion: Pina  
Second: Keith  
In favor: 5  
Opposed: 0

## **2. Zoning Map Change**

Southerly side of Belmont Street from C-1 to C-2

Applicant's statement:

Attorney James Burke said that the property is currently zoned C-1 and he is proposing to change that area from C-1 to C-2. He said Belmont Street is a gateway to the COB and the current C-1 zoning restricts the size of a building to 8,000 SF and limits interest from big box developers.

Comment:

Mr. May said he supports the zoning change as it will help to attract a large scale tenant.

Public Comment: None.

Decision: Recommend favorably.

Motion: Pina  
Second: Thomas  
In favor: 5  
Opposed: 0

## **3. Site Plan Approval**

Property: 456 Montello Street  
Applicant: Gen-Three Realty LLC  
Representative: JK Holmgren Engineering

Applicant's statement:

Scott Faria said the property is at the corner of Montello and Lawrence Streets. He said the developer is proposing to build and 11,000 ft building with 32 parking spaces for use by contractors needing a small space to do business out of. He said they appeared before the technical review committee in July and were asked to give an easement to the COB for a sidewalk area encroachment. He said they are also proposing to close the existing curb cuts, pave a walkway in the rear of the building, added a hydrant and said there will be four dumpsters. He said they are proposing storm water management and said the entire site was impervious and there is currently no storm water management.

Comments:

Mr. Pelaggi asked if they addressed the issues from tech review and Mr. Faria said they were able to speak with Henry Nover.

Mr. May said that auto repair has become popular and there is a pretty good chance this building will have some auto repair; the City Council will need to keep track of who has what parking spaces and will also need to approve the easement; he said that the quality of the building is important; they are proposing a masonry façade with significant landscaping.

Public Comment: None

Decision: Grant site plan approval with standard conditions and following special conditions: building façade is to be masonry and property is to be significantly landscaped as shown on plan; easement plan is to be presented to the City Council and recorded with the Registry of Deeds.

Motion: Keith  
Second: Pelaggi  
In favor: 5  
Opposed: 0

#### **4. Site Plan Approval**

Property: 81 Forest Street  
Applicant: Trojano Family Trust  
Representative: Green Seal Environmental

Applicant's statement:

Bob Berson said the Trojano family intends to demolish the existing building and build a new 2,400 two story office building with a new storm water system (chambers under parking lot), rain garden and 18 parking spaces. He said as part of the project they will be removing the knotweed and replanting the area with native species. He said they have addressed the comments from NAA and have received an OOC from the Conservation Commission.

The property is land locked so a small piece of property will be taken from another piece of property that the Trojano family owns to provide frontage; ANR will be submitted to the board for signature.

Comments:

Mr. May said this project provides significant improvement to water quality, but said that a condition of approval should be adoption and recording of the ANR plan.

Public Comment: None.

Decision:

Grant site plan approval with standard conditions and following special condition: approval is subject to submission, approval and recording of ANR plan creating frontage to landlocked parcel.

Motion: Pina  
Second: Keith  
In favor: 5  
Opposed: 0

#### **5. Site Plan Approval**

Property: 682 North Main Street (Multi Unit SRO)  
Applicant: Father Bills & Mainspring  
Representative: Joyce Consulting Group

Applicant's statement:

Bill Barrett, said that Father Bills is proposing to construct a building with 23 micro units; he said it is the sister project to building across the street except there is no common room in this building they will be using the common room in building across the street; there will be the same level of landscape as on the last project. They are proposing the building as of right; they need no variances. They have addressed the issues from their technical review meeting.

Comments:

Mr. Wheeler asked if the city had any concerns with parking; Mr. May said that they are probably realistically over parked. Mr. Keith asked that they address the parking as the parking lot from this building was taken to satisfy parking to the building across the street. Mr. Barrett said each building stands on their own and they have satisfied the zoning requirement for parking.

Mr. Keith asked how many units will go to Veterans. Mr. Barrett said a veteran would be given first preference...but the building cannot sit empty. Mr. Keith asked what guarantee the city has that this won't become another shelter. Nicole Fitzgerald (Father Bills) said they have 400 units of permanent housing that are impeccably maintained Mr. Barrett said that the problems that city is experiencing are not caused by the Spring St. building....these sites are separate from the shelter. Mr. Wheeler asked how many of the units are subsidized and was told all the units. He asked how many units would actually be set aside for veterans and Ms. Fitzgerald said half the units will be set aside for veterans.

Public Comment: Ward Seven Councilor Shirley Asack said that Mr. Keith's concerns were brought up by at a community; after the meeting the residents were satisfied; she said everyone is attempting to work together.

Decision: Grant site plan approval of plan as submitted with standard conditions.

Motion: Pina

Second: Thomas

In favor: 5

Opposed: 0

## **6. Definitive Subdivision**

Property: 651 Plain Street (2 Lots)

Applicant: KLK Enterprises

Representative: Land Surveys Inc.

Applicant's statement:

Bruce Malcolm said this was a proposed two lot subdivision on Plain St. and Fairbanks Road. He said the developer (KLK) was proposing to construct a raised ranch on Fairbanks. As part of the zoning decision he will be installing screen fencing as indicated on the plan and is adding catch basins.

Comments: No questions from the board.

Public Comment: An abutter ((Andrade) no address) said he wanted to where the houses are going. Mr. Kostka (KLK) explained there was only one new house; the second home was the existing home. He still asked to be recorded in opposition.

Decision: Grant approval of the plan as submitted with standard conditions.

Motion: Keith

Second: Pina

In favor: 5

Opposed: 0

Decision: Grant waivers from the following sections of the Planning Board's Rules & Regulations:

Sec IV: Design Standards

B. 3. Width (existing way of record)

F. Utilities (Requirement for Underground Utilities was waived)

Sec V:

Required Improvements for an Approved Subdivision:

C. Curbs & Sidewalks (no existing sidewalk on Fairbanks)

Other: Definitive Plan Contents

Profiles, Typical Cross Section, Impact Study.

Motion: Keith

Second: Pina

In favor: 5

Opposed: 0

Mr. Malcolm said the method of surety would be by covenant.

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Surety Return

#30-40 Claremount Ave./Curtin

Ms. Gurley said that the developer has requested return of the cash surety. He has completed the work, however unfortunately his paving contractor did not take out a permit. He has since paid for his permit and she said she received a verbal OK from the DPW as Mr. Newton was leaving for his vacation.

Decision: Return surety subject to written verification from the DPW.

Motion: Pina

Second: Keith

In favor: 5

Opposed: 0

Mr. Pelaggi asked the chair if the board might hold the procedural discussion for lot releases prior to the discussion on the requested releases. All were in agreement.

Mr. Wheeler said he understands that status quo has been to allow these requests up to the day of the meeting. He said that this is putting an undue burden on both the board members and the office staff and feels that the board should set a standard for information submitted and deadline for lot releases. Mr. Pelaggi said that the board should be receiving sufficient information including a plan, narrative and an estimate for the work remaining. He said it is their responsibility to make sure the remaining surety

adequately protects the city. After some discussion it was agreed that a reasonable deadline would be two weeks and the board asked that the planning department create an application and immediately notify the local firms of the change to procedure.

Decision:

Deadline for lot release requests will follow the deadline for request to return to the ZBA. New procedure to be immediately instituted.

Motion: Keith  
Second: Pina  
In favor: 5  
Opposed: 0

Michael Haikal is requesting release of Parcel A on St. Casimir Avenue. As this is the remaining lot he has submitted an estimate to complete the remaining work and cash surety plus 20%. Mr. May said that we need proof of recording of the deed transfer to the abutter before the cash is returned.

Decision: Release the lot with the above condition.

Motion: Pelaggi  
Second: Keith  
In favor: 5  
Opposed: 0

William Callahan is requesting release of Lot 2 Bellevue Ave. As this is the remaining lot he has submitted an estimate to complete the remaining work and cash surety plus 20%.

Decision: Release the lot.

Motion: Pelaggi  
Second: Keith  
In favor: 5  
Opposed: 0

Absolute Builders has requested the release of lot B and 578 Center St. These are the final two lots. All utility and roadway work has been completed and we have received written notification from highway, sewer and water.

Decision: Release the remaining lots.

Motion: Keith  
Second: Pina  
In favor: 5  
Opposed: 0

Mr. Juliano has requested release of two of the three remaining lots on Arthur Street.

Mr. Pelaggi said there is no information submitted except for a request for release. Mr. Wheeler asked when the city planned on replacing the water pipe and Mr. May said he was told "hopefully this year". Mr. Pelaggi said he was uncomfortable releasing all but one lot and questioned why cash surety was not being placed. After a brief discuss the members agreed insufficient information was submitted, i.e. no plan, no information on when the work will be completed, and no estimate, etc.

Decision: Hold lots until a plan to complete work and additional information is submitted.

Motion: Pina

Second: Keith

In favor: 5

Opposed: 0

**Other Business**

Correspondence

Updates from Board Members

**The listing of matters is those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.**