MELROSE PLANNING BOARD
Regular Meeting & Public Hearing
Monday, January 25, 2010
7:45 p.m.
Mayor's Conference Room

PRESENT: Mike Cassavoy, Richard Connolly, Ed Cassidy, Bob Mercado, Gerry Marcus, John Sadowski, Anne DeSouza-Ward, Tom Pawlina, and Carla Francazio

Denise Gaffey, Planner, and Matt Hennigan, Assistant Planner, were present.

The meeting was called to order at 7:50 p.m. by Mr. Connolly.

MINUTES
a) Draft Regular Meeting & Public Hearing, January 11, 2010
Members offered minor revisions. Mr. Cassavoy MADE a MOTION to accept the minutes as revised. Mr. Mercado SECONDED the MOTION. All voted in favor. None opposed.

ASSENT CALENDAR
Case 10-001, 638 Main Street, Melrose Cooperative Bank
Mr. Pawlina MADE a MOTION to approve the item on the Assent Calendar and send a standard letter to the Board of Appeals. Ms. DeSouza-Ward SECONDED the MOTION. All voted in favor. None opposed.

BOARD OF APPEALS
Case 09-033, 34 Maple Road, Richards
Ms. Francazio recused herself from the meeting for this case.

The Applicant's Representative, Jennifer Mecca, was present with the Applicant, Mr. and Mrs. Richards, to describe the application to the Board. After a detailed evaluation of the Applicant's proposal by the members, Mr. Cassidy MADE a MOTION to send a letter to the Board of Appeals that noted that while the Board found the Applicant's proposal to be consistent with dwellings in the surrounding area, the Board noted the potential maintenance and public safety issues especially associated with side setback encroachments involving two story additions. Ms. DeSouza-Ward SECONDED the MOTION. All voted in favor. None opposed.

Mr. Cassidy MADE a MOTION to move item #5 on the agenda for the APPROVAL NOT REQUIRED, Stone Place up in front of Board of Appeals Case 09-035, 478 Main Street & 40-42 West Foster Street. Ms. DeSouza-Ward SECONDED the MOTION. All voted in favor. None opposed.

APPROVAL NOT REQUIRED
Stone Place, Stone Place Limited Partnership
The Applicant's Representative, Robert Bell, was present to describe the application. Mr. Bell explained that this ANR is before the Board in fulfillment of the Site Plan Review decision at the request of the Building Commissioner. Mr. Bell explained that the ANR plan serves to combine the configuration of lots that comprise Phase 1 of the development project into one lot. Mr. Bell assured the members that the lot to be created has adequate frontage and access. Mr. Bell stated that the ANR plan will not impact the status of Stone Place as a private way. Mr. Bell informed the members that the Massachusetts Electric parcel is an unbuildable lot and added that the easements relative to this parcel will remain in place. The

members discussed the need for an additional notation to be included on the plan that states that the Massachusetts Electric parcel maintains adequate frontage on a private way (Stone Place). Mr. Bell agreed to add the requested notation to plan and return to the Board for approval at the February meeting.

BOARD OF APPEALS (continued)

Case 09-035, 478 Main Street & 40-42 West Foster Street, TD Bank

Mr. Connolly asked the Applicant to incorporate the presentation of its Board of Appeals Case 09-035 into the presentation of its Site Plan Review Case 09-005.

SITE PLAN REVIEW

SP 09-005, 478 Main Street & 40-42 West Foster Street, TD Bank

The Applicant's Representative, Patrick McAvoy, was present along with the Applicants Development Team, including the Architect, Joe Nevin, the Engineer, Josh Swerling, and the Traffic Engineer, Bob Vanasse, to update the members concerning the revisions to the application. Mr. Connolly asked Ms. Gaffey to review with the members the status of the Applicant's Historic District Commission (HDC) application. Ms. Gaffey stated that the Applicant received a Certificate of Appropriateness from the HDC at its January 21st meeting. Ms. Gaffey described the modified signage plan with respect to the West Foster Street façade and the hybrid site lighting plan that were approved. Ms. Gaffey indicated that the design for the drive through canopy has been revised to include a cornice detail around the canopy frame. Ms. Gaffey explained that the HDC has appointed two members to finalize the design details relative to the canopy including the materials and lighting.

Mr. McAvoy stated that the Applicant's Board of Appeals application involves a request for relief relative to signage and an appeal of the Building Commissioner's decisions regarding the required minimum open space on the site and the need to file an Approval Not Required plan to combine the lots for zoning purposes. Mr. McAvoy explained that the Zoning Ordinance allows one sign per street frontage. Mr. McAvoy informed the members that the total area of the Applicant's proposed signage is 98 square feet, which is significantly less in area than two 100 square foot wall signs permitted as of right. Mr. Nevin added that the Applicant is allowed a pylon sign as right, but instead has elected to attempt to achieve a symmetrical balance of strategically placed signage that is respectful to the building and its location within the historic district. Mr. Nevin assured the members that no fluorescent lighting will be used to illuminate the signage. Mr. Nevin stated that the signage includes small warmer tone LED light fixtures. Mr. Sadowski questioned how the signage for the commercial space to be leased will be treated. Mr. Nevin stated that this signage will be reviewed by the HDC under a separate application and include a single sign, which will line up with the bank signage. After a detailed evaluation of the Applicant's Board of Appeals Case 09-035, Ms. DeSouza-Ward MADE a MOTION to send a letter to the Board of Appeals that noted that the Applicant's signage plan has been modified with respect to the West Foster Street façade and subsequently approved by the Historic District Commission (HDC). The Board is in favor of the signage plan approved by the HDC and is supportive of the Applicant's strategic use of pedestrian scale signage in lieu of the two large wall signs permitted by the Zoning Ordinance. Mr. Pawlina SECONDED the MOTION. All voted in favor. None opposed.

Mr. McAvoy turned the presentation over to the Engineer, Mr. Swerling, to review the updates to the site plan. Mr. Swerling stated that the note regarding potential access to the Larrabee Lot from the Applicant's parking lot has been removed at the Board's request. Mr. McAvoy suggested that should the Board find such access to be appropriate that the Board include the necessary provision as a condition to its decision. Mr. Swerling presented the alternative site lighting plan and distributed "Lighting Plan Option 1" to the members. Mr. Swerling stated that period fixtures are proposed for the portion of the site that is more visible from West Foster Street with more traditional pole fixtures planned for the interior of the site. Mr. Swerling expressed that the alternative site lighting plan is pending final approval from the Applicant. Mr. Swerling stated that seven additional period fixtures will be required to replace the two traditional pole fixtures previously proposed in order to sufficiently illuminate the site. In response to an inquiry by Ms. Francazio, Mr. Swerling indicated that the Engineering Team is still working to provide adequate lighting next to the bank along the sidewalk. Mr. Cassidy suggested the possibility of wall mounted fixtures. Mr. Mercado inquired regarding the lighting proposed for the drive through canopy and was informed that the Development Team is working to find a warmer, non-fluorescent lighting solution. Mr. Swerling reviewed the modifications to the engineering plans that were made in response to the comments from the Superintendent of Public Works.

Mr. Swerling stated that a dry well has been added to the site plan in response to the Board's request to investigate the possibility of the introduction of an infiltration system to mitigate the loss of green space on the site. Mr. Swerling explained that the dry wall has been incorporated into the design of the parking lot to facilitate the collection of storm water runoff associated with the paved areas of the site that slope toward the Larrabee Lot. Mr. Pawlina requested that the Applicant shift the location of the leeching pit for the dry well as far to the southeast corner of the parking lot as feasible and add to the final plans a detail for the perforated pipe trench.

Mr. Nevin explained to the members that screening will be added to hide the view of the rooftop units from West Foster Street. Mr. Nevin stated that the rooftop units (two or three units for the bank and one unit for commercial space to be leased) would not be visible from Main Street or East Foster Street.

Mr. Vanasse was introduced by Mr. McAvoy to provide a traffic update. Mr. Vanasse acknowledged that the signal timing at the intersection of Main Street and West Foster Street could be improved. Mr. Vanasse suggested that approximately five seconds be added to the signal split for West Foster Street. Mr. Vanasse shared that since the last meeting he has discovered that the signal control cabinet at the intersection is outdated and needs to be replaced in order for the installation of the Opti-com traffic regulator system to be possible. Mr. Vanasse informed the Board that the Applicant is willing to share with the City the cost of the new signal control cabinet and Opti-com traffic regulator system with the work to be performed by the City. Mr. Cassidy expressed concern regarding the size of the new signal control cabinet and the possibility of it obstructing pedestrians.

The members discussed the benefit of the parking that will be available to the City when the bank is closed and there is direct access to the Larrabee Lot as a result of the Applicant's proposal. Discussion took place regarding the pros/cons of angling the parking spaces in the Applicant's lot. The members recognized that traffic circulation between the parking lots will be closely monitored by the City and the Applicant. Mr. Swerling indicated that the Applicant favors the cross-pollination of businesses in the downtown commercial district by its patrons and added that the Applicant is not interested in cluttering the parking lot with parking signage. Mr. Swerling informed the members that the directional signage will not include the Applicant's logo and shall be externally illuminated and no larger than two square feet in size.

Mr. Connolly noted that no members of the public were present to offer comment. Mr. Cassavoy MADE a MOTION to close the public hearing. Ms. Marcus SECONDED the MOTION. All voted in favor. None opposed.

Mr. Cassidy MADE a MOTION to approve the Site Plan Review application for SP 09-005, 478 Main Street & 40-42 West Foster Street with the following conditions:

1. TD Bank shall create access to the Larrabee Lot and shall not impede or forbid access to or from the Larrabee Lot in the future.
2. The Petitioner and the City shall share the cost of a new signal control cabinet at the intersection of Main Street and West Foster Street. The new signal control cabinet shall be equipped with an Opti-com traffic regulator system.
3. The Petitioner shall communicate its recommendation to the Superintendent of Public Works to optimize the signal timing at the intersection of Main Street and West Foster Street.
4. The existing drain on West Foster Street shall be video inspected and cleaned, and, if necessary, repaired, all under the direction of the City Engineer, prior to making any new connections.
5. The Petitioner shall repave the affected portion of West Foster Street under the direction of the City Engineer. The Petitioner shall coordinate this work with the Superintendent of Public Works.
6. The Petitioner shall shift the location of the leeching pit further southeast to the extent feasible and add a detail for the perforated pipe trench to the final plans.
7. Snow shall be removed off site if it encroaches from the storage area onto the adjacent parking spaces.
8. The directional signage shall be externally illuminated and no greater than two (2) square feet in size.
9. The Applicant shall submit for review and approval by the Design Review Subcommittee of the Planning Board detailed plans showing the following:
    a. Screening of rooftop equipment.
    b. Final site lighting plan.
    c. Drive through canopy including materials, lighting, and decorative details.

Ms. DeSouza-Ward SECONDED the MOTION. All voted in favor. None opposed.

OTHER

Plan Endorsement - Carlida Road/Cranmore Lane/Boardman Avenue, Green Morningside Nominee Trust

Ms. Gaffey stated that the Applicant has not provided the City with the required covenant and as a result the Planning Board cannot endorse the plan. Ms Gaffey expressed concern and disappointment with the manner that the Applicant has conducted the removal of trees on the site. Ms. Gaffey shared that the Applicant neglected to contact the City Engineer to consult him regarding the areas of possible tree savings that were designated on the final approved plans. Ms. Gaffey stated the trees in these designated areas have been removed and discussed possibilities for mitigation. Ms Gaffey explained that the City Solicitor will be in contact with the Applicant and that the Subdivision Plans will not be endorsed until this issue is resolved.

The meeting adjourned at 9:55 PM.