

MELROSE PLANNING BOARD
Regular Meeting and Public Hearing
Monday, August 22, 2011
7:45 p.m.
Mayor's Conference Room

PRESENT: Carla Francazio, Richard Connolly, Anne DeSouza-Ward, Ed Cassidy, Jack Welch, Bob Mercado, John Sadowski, and Paul King

ABSENT: Mike Cassavoy

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

The meeting was called to order at 7:50 p.m. by Ms. Francazio.

BOARD OF APPEALS

Case 11-012, 663-665 Main Street, Dr. Jennifer Wu

The Applicant and her architect, Joe Tatone, were present to describe the application to the members. After an extensive evaluation of the Applicant's proposal, Mr. Cassidy MADE a MOTION to send a letter to the Board of Appeals that noted that the Planning Board takes no exception to the Applicant's proposal for the expansion of 665 Main Street with respect to the dimensional relief requested. The members noted that the Applicant's architect represented that the proposed additions shall replicate the existing architectural scale and detail and deferred to the Historic District Commission to comment on these elements of the application in greater detail. The focus of the Board's discussion pertained to the Applicant's request for relief from the parking requirements. The Applicant indicated that the rear parking area is partially paved and is typically occupied by eight (8) employees and approximately 4-6 patients. While the Applicant expressed that she has no intention to increase her staff as a result of the proposed building expansion, she explained that she presently leases ten (10) spaces to Main Street Medical. The lease expires in 2013. Taking into consideration the Applicant's lease agreement, the Board cautioned that the proposed twenty five (25) space parking lot appears to be currently at full capacity. The Applicant's plan for the second floor space depicts an area primarily intended for storage. Looking into the future, the Board noted the possibility of an increase in utilization of the second floor as office space by the current owner or a new owner/tenant. However, the Board anticipates that this issue should take care of itself as the quantity of on-site parking spaces would likely become a factor for any future owner/tenant who presumably would be concerned with the availability of parking for patients, clients, or customers. In addition, the Board recognized that the availability of on street parking on Main Street should also assist to mitigate any potential parking concerns. While the Board expects the opportunity for further review of the parking plan subject to Site Plan Review, the Board does not object to the proposed modifications and relief requested based on the understanding that the comments noted above are taken into consideration. Mr. Mercado SECONDED the MOTION. All voted in favor. None opposed.

Document: ZBA application Case 11-012

**SITE PLAN REVIEW - AFFORDABLE HOUSING SPECIAL PERMIT MULTIFAMILY
RESIDENTIAL USE IN A NONRESIDENTIALLY ZONED AREA SPECIAL PERMIT**
SP-11-002, 185 Essex Street, Tom McGrath-McGrath Enterprises (continued public hearing)

Bob Bell, the representative for the Applicant, was in attendance with the Applicant, Mr. McGrath, the Applicant's Architect Dan DiLullo, the Applicant's Engineer Rick Salvo, and the Applicant's Landscape Architect Steve Cefalo to present to the Board. Mr. DiLullo reviewed the architectural updates with the Board. Mr. DiLullo noted the use of divided windows as well as the added wood trim in response to feedback from the Board. Mr. DiLullo stated that shutters have been included above the low roof belt

line. Building mounted lighting shall be installed under the cornice of the low roof belt line. Mr. DiLullo noted the addition of a ramp to access the front entrance and assured the members that the proposed seating area at the Vine Street and Essex Street corner of the property shall not obstruct traffic sight lines. Mr. Salvo reviewed the new engineering components of the application with the Board. Mr. Salvo stated that a conventional pole lighting fixture has been included on the revised site plan at the northeast corner of the parking area behind the trash enclosure to complement the street lighting and the proposed building mounted fixtures. Mr. Salvo noted that the rear walkway has been extended to Vine Street. Mr. Salvo stated that Applicant's proposal includes the installation of a carved standing sign at the Essex Street entrance that identifies the name of building and address. It was noted that depending on the final design, zoning relief may be required for signage. Mr. Cefalo provided a brief update regarding the proposed landscaping. Mr. Cefalo stated that additional trees have been included along the perimeter of the site and addressed the planting plan to screen the condensing units.

Ms. Francazio asked the members for their comments. Mr. Cassidy suggested the possibility of a more natural layout to the front walkway and sitting area. Mr. DiLullo noted the opportunity for a sloped walkway in place of the ramp, which would be based on the grade dictated by the head height needed in the basement storage area. Mr. Sadowski stated that the proposed front entrance offered a commercial feel. Mr. Cassidy agreed that the front entry required additional consideration by the Applicant and suggested the use of isolated round columns at the corners. Mr. Cassidy requested clarification concerning the proposed perimeter fencing plan. Mr. Sadowski recommended pulling back the curbing to the extent feasible to afford additional protection to the building as well as the perimeter fencing.

With respect to the Affordable Housing requirement, the Applicant agreed to the designation of one 1-bedroom unit and one 2-bedroom unit as the two affordable units specified pursuant to the Affordable Housing Incentive Program. The Applicant presented to the Board the possibility of the substitution of a two-family dwelling in lieu of allocating two of the proposed sixteen units as affordable. The members recognized the potential for the two-family dwelling units to be better suited to meet the City's need for affordable family housing and expressed their support to this approach in concept should the Applicant elect to return before the Board to request an amendment to the Affordable Housing Special Permit.

Ms. Francazio opened the meeting for public comment.

Alderman Boisselle – Ward 4

Alderman Boisselle requested additional information regarding the status of any underground storage tanks on the site. Alderman Boisselle suggested the installation of fragrant plantings between the trash enclosure and the property line to mitigate any odors related to the trash storage area. Alderman Boisselle cautioned regarding the potential snow impacts on the proposed fencing plan. Alderman Boisselle stated that the neighborhood is in favor of the condominium project.

Ms. Francazio read a letter that was submitted to the Board from Edward Dunn, 230 Street, #20, dated August 19, 2011

In response to Mr. Dunn's letter, Mr. Bell stated that any units that are leased will include parking as any such units will eventually be sold as condominiums in the future. Mr. Bell acknowledged that no neighborhood meeting has taken place as of yet and expressed that the Applicant remains open to getting together with the neighborhood.

With respect to any underground tanks on the site, Mr. Bell stated there are 1 or 2 tanks under the basement that will be removed when the building comes down. Mr. Bell assured the members that this work will be performed in accordance with the appropriate permitting procedures. Mr. Bell noted that the

environmental test results related to the tanks that have already been moved from the site have come back clean.

The Board discussed potential alternatives to the Applicant's perimeter fencing proposal. The members emphasized the need for a consistent fencing system that shall add cohesion to the site and adequately screen vehicle headlights and determined that this issue shall require further examination by the Design Review Subcommittee.

Mr. Connolly MADE a MOTION to close the public hearing. Mr. Mercado SECONDED the MOTION. All voted in favor. None opposed.

Ms. Gaffey reviewed the staff report and suggested conditions with the Board. The members discussed additional conditions generated from this evening's meeting.

Mr. Connolly MADE a MOTION to approve the Site Plan Review application for SP 11-002, 185 Essex Street, with the following conditions:

1. All new construction and changes to the site shall be consistent with the information delineated on the final set of plans. Any deviation from the approved Site Plan and Engineering & Architectural Drawings must be approved by the Planning Board in advance of construction.
2. The Applicant shall scope the Vine Street sewer main to ensure that the additional flow can be handled and is not creating any issues downstream. All test results shall be provided to Public Works for review. Any deficiencies found relative to the sewer main shall be addressed by the Applicant.
3. The Applicant shall perform a test pit to verify the diameter of the water main prior to commencing work. All test results shall be provided to Public Works.
4. The Applicant shall pave (curb-to-curb grind 1-1/2" and inlay) along the entire property frontage on Vine Street and perform permanent patch trenches on Essex Street once work is complete under the direction of the City Engineer. New concrete sidewalks shall be installed by the Applicant surrounding the site, including handicap sidewalk ramps on both corners of Vine and Essex Street.
5. The maintenance of the stormwater management system shall be the responsibility of the property owners and written into the condominium documents. The Applicant shall present a signed agreement to the City Engineer relative to the schedules and responsibility outlined in the Best Management Practices Maintenance Plan (Stormwater Management Operation and Maintenance Plan). A letter certifying that the provisions in the Best Management Practices Maintenance Plan have been satisfied shall be sent to the City Engineer annually.
6. The Applicant shall make a financial contribution to the City of Melrose Inflow and Infiltration Fund equivalent to \$2.14 per gallon at 150 gallons per bedroom prior to the issuance of building permits for the entire 16-unit development. The final amount shall be determined by the City Engineer.
7. A total of two (2) of the twenty six (26) parking spaces shall be designated as visitor parking spaces.
8. The snow from the parking lot shall be stored on the adjacent landscaped areas. All snow that is unable to be accommodated in these areas shall be removed off the premises.
9. Trash shall be picked up by a private disposal company that must be licensed through the City's Health Department. The trash storage area shall include adequate provision for recycling in the form of totes.

10. The landscaping shown on the final plans shall be maintained as installed and include an irrigation system. Fragrant plantings shall be installed between the trash enclosure and the property line to mitigate any odors related to the trash storage area.
11. The building shall be installed with a full NFPA 13 Fire Protection System and a master box that meet all state and local codes, subject to the approval of the Fire Department.
12. The Applicant shall submit for review and approval by the Design Review Subcommittee the following information:
 - a. Revised architectural elevations and renderings that show modified front entry treatment;
 - b. Proposed building materials including siding, trim, windows, roof shingles;
 - c. Revised perimeter fencing plan that includes a consistent fencing system designed to adequately screen vehicle headlights;
 - d. Final engineering drawings that reflect the revised parking layout and show the curbing pulled back to the extent feasible along the building;
 - e. Final signage sketch that indicates the color(s), dimensions, letter style and size, materials, and location of the building identification sign.
13. The Applicant shall create and maintain one 1-bedroom unit and one 2-bedroom as the two affordable units for the Project. The affordable units shall meet the requirements of the Affordable Housing Incentive Program under the Melrose Zoning Ordinance Section 235-73.1. If applicable, the Applicant shall return before the Planning Board for consideration of the substitution of an off-site two-family dwelling for the approved on-site units.
14. The affordable units shall qualify for inclusion on the Massachusetts Department of Housing and Community Development's Chapter 40B Subsidized Housing Inventory. The Applicant shall work with the City to submit an application to the Department of Housing and Community Development Local Initiative Program (LIP) for inclusion of the affordable units on the City's inventory of subsidized housing. The Applicant shall provide the information needed for the City to submit the LIP application prior to the issuance of the Certificate of Occupancy for the project.

Ms. DeSouza-Ward SECONDED the MOTION. All voted in favor with the exception of Mr. Sadowski who abstained due to absence from one or more public hearing sessions. None opposed.

Mr. Mercado MADE a MOTION to grant a Special Permit under the Affordable Housing Incentive Program, subject to the above-stated terms and conditions. Ms. DeSouza-Ward SECONDED the MOTION. All voted in favor with the exception of Mr. Sadowski who abstained due to absence from one or more public hearing sessions. None opposed.

Ms. DeSouza-Ward MADE a MOTION to grant a Special Permit for Multifamily Residential Use in a Nonresidentially Zoned Area, subject to the above-stated terms and conditions. Mr. Welch SECONDED the MOTION. All voted in favor with the exception of Mr. Sadowski who abstained due to absence from one or more public hearing sessions. None opposed.

Document: Site Plan Review Application SP 11-002

Staff Report for SP 11-002

Letter from Edward Dunn, 230 Street, #20, dated August 19, 2011

OTHER

Signage Zoning Amendment

Ms. Gaffey reminded the members that the Signage Amendment joint public hearing with the Board of Aldermen is scheduled for September 19th at 8 PM in the Aldermanic Chamber.

Documents: Correspondence dated August 9, 2011 and August 17, 2011 related to the Signage Zoning Amendment

Meeting adjourned at 10:50 PM.