MELROSE PLANNING BOARD
Regular Meeting and Public Hearing
Monday, October 3, 2011
7:45 p.m.
Mayor's Conference Room

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

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

The meeting was called to order at 7:46 p.m. by Ms. Francazio.

MINUTES

Draft Regular Meeting & Public Hearing, August 22, 2011

Mr. Mercado MADE a MOTION to accept the minutes of August 22, 2011. Mr. Connolly SECONDED the MOTION. All voted in favor with the exception of Mr. Cassavoy who abstained due to absence. None opposed.

BOARD OF APPEALS

Case 11-013, 9 Upland Street, Casale

The Applicant was present to describe the application to the members. After a detailed evaluation of the Applicant's proposal, Ms. DeSouza-Ward MADE a MOTION to send a letter to the Board of Appeals that noted that the Applicant's dwelling is situated on a significantly sloped lot that is located far above the abutter to the rear. While the Board is typically reluctant to endorse encroachments of this nature due to potential maintenance and safety concerns, the members noted that the proposed deck would be built over an essentially inaccessible portion of the property due to the topography of the lot. Mr. Connolly SECONDED the MOTION. All voted in favor. None opposed.

Document: ZBA application Case 11-013

Case 11-014, 303 Franklin Street, Martone

The Applicant was present to describe the application to the members. The members conducted an extensive discussion regarding the application. Mr. Cassidy MADE a MOTION to send a letter to the Board of Appeals that noted that the parking accommodations for the Applicant's three-family dwelling presently include a paved portion of the front yard and the existing two car garage. While the Board recognized that the Applicant's proposed garage expansion shall result in greater compliance with the parking requirements, the members advocated that the Board of Appeals ensure that they take note of any comment from the abutter to the east who shall be most significantly impacted by the application. Furthermore, members expressed that the Board typically discourages lot coverage violations while being supportive of reduction of impervious surfaces, which are both inconsistent with the Applicant's proposal. Mr. Connolly SECONDED the MOTION. All voted in favor. None opposed.

Document: ZBA application Case 11-014

Case 11-015, 182 Trenton Street, Tofalo

The Applicant was present to describe the application to the members. The members evaluated the Applicant's proposal. Ms. DeSouza-Ward MADE a MOTION to send a letter to the Board of Appeals that noted that the Board finds the Applicant's proposed use to be appropriate for the area. The Applicant's proposal is situated in a suitable location with ample off-street parking and is not anticipated

to be disruptive to the neighborhood. Mr. Connolly SECONDED the MOTION. All voted in favor. None opposed.

Document: ZBA application Case 11-015

SITE PLAN REVIEW-AFFORDABLE HOUSING SPECIAL PERMIT
SP-09-001, Blueberry Hill Lane, Delta Fairfield Corporation (continued public hearing)
The Applicant's Representative, Patrick McAvoy, the Applicant's Architect, Dan DiLullo, and the Applicant's Geotechnical Engineer, Mike Penney, were in attendance with the Applicant to present to the Board. The Planning Staff distributed a memorandum from Public Works to the members.

Mr. McAvoy recapped for the members the changes to the application that have been implemented over the course of the review process. The unit composition was reduced from 20 three-bedroom units to 19 units comprised of 14 three-bedrooms and 5 two-bedrooms. The units on the east side of the site were lowered into the grade to decrease the scale of the structures. One unit was eliminated to minimize the height of the retaining wall at the southeastern corner of the site. The townhouse structures on the west side were raised to reduce the degree of ledge removal required. Parking for the development was increased from 30 spaces to 31 spaces. The individual driveways for the east side units were replaced with one driveway to provide access from the rear, which reduced the quantity of curb cuts included in the proposal. The buffer area adjacent to the single family homes on Forest Street was significantly enhanced through the addition of substantial trees and shrubs.

Mr. McAvoy stated the Applicant shall install a new 8" water main in Forest Street that shall connect with the existing 10" main on Lebanon Street. As a result, Mr. McAvoy stated that the Applicant finds the paving provision in the Public Works memorandum to be disproportionate to the proposal and requested that the scope of paving be reduced to include Forest Street from Blueberry Hill Lane to Lebanon Street.

Mr. DiLullo presented the Existing Lower and Proposed Upper Retaining Wall rendering to the members to demonstrate how the development would appear while standing on Forest Street. The members noted that the rendering shows more mature trees. The Applicant's Geotechnical Engineer, Mike Penney, reviewed the geotechnical report with the members. Mr. Penney expressed that trying to evaluate bedrock is difficult because it is different every 5 feet. Mr. Penney stated that what is most important is what is done after the rock face is exposed, which he documents in his report. Mr. Penney stated that the rock is fractured, which results in blocks that could slide that would need to come out. Mr. Cassavoy noted the importance of ensuring that the areas of stabilized slope retain their natural feel rather than exhibit a pre-engineered appearance. Mr. Penney stated the no drill holes will be shown. Mr. Penney confirmed that he does not anticipate any foreseeable impacts on the adjacent properties. Ms. Francazio asked whether Construction Administration is typically considered best practices. Mr. McAvoy stated that the Applicant agrees to retain a registered geotechnical engineer to be on site. The members discussed the proposed vertical face along the rear of Lots 1 & 2 and noted that any alternative designs would likely negatively alter the backyard areas. Ms. Francazio asked for clarification regarding any proposed catchment areas on the site. Mr. Penney stated that no designated catchment areas are shown. The members requested that the Applicant's final engineering plan shall be revised to include "catchment areas" at the base of all slopes for public safety purposes in accordance with standard engineering practice.

The members discussed the appropriateness of the use of ornamental fencing in lieu of the proposed chain link fencing to be installed with the guard rail system along the top of the retaining wall located behind Unit #11. The Board noted that the development would benefit from replacing the proposed conventional pole lighting fixtures with more residential scale lighting. The Applicant was directed to propose the use

of an alternative fixture, which should be shorter in height to minimize any impact on the surrounding properties. Discussion took place regarding the Applicant's landscape plan. The caliper size of the trees to be planted in the buffer area shall be increased by 1" to deliver optimal screening. The members inquired concerning the proposed landscaping around the units and requested that the Applicant submit a revised plan that shall include the proposed landscaping (lawn and plantings) for a typical townhouse cluster.

The members confirmed the quantity and composition of the proposed units (14 three-bedroom units and 5 two-bedroom units for a total of 19 units) in connection with the Applicant's revised 31 space parking plan. The members discussed proposed conditions for approval.

No members of the public were present.

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

Mr. DeSouza-Ward MADE a MOTION to approve the Site Plan Review application for SP 09-001, Blueberry Hill Lane Townhouse Development 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 install a new 8" water main in Forest Street that shall properly connect with the existing 10" main on Lebanon Street. The installation of the new 8" main shall continue down Forest Street beyond Blueberry Hill Lane to Hunts Terrace.
3. All water work shall be performed in accordance with City Standards and accepted industry practice including flushing, pressure testing, and disinfection with follow-up laboratory reports. Proper valving shall be installed in accordance with City Standards. Water trenches shall be properly cut, compacted, and patched in accordance with City Standards. The Applicant shall submit the final design for the water main connections at Lebanon Street and Hunts Terrace to the City Engineer for review and approval. A flow test shall be performed by the Applicant on the Forest Street hydrants after the installation of the new 8" water main. A utility clearance of 5' shall be maintained (including telephone, gas, and electric).
4. The Applicant shall overlay Forest Street from Blueberry Hill Lane to Lebanon Street from curb to curb with not less than one and one-half inches of bituminous concrete paving in accordance with City Standards.
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 Drainage Inspection & Maintenance Program. A letter certifying that the provisions in the Drainage Inspection & Maintenance Program 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 19-unit development. The final amount shall be determined by the City Engineer.
7. The Applicant shall retain a registered geotechnical engineer to be on site to oversee all rock faces and retaining walls before, during, and after their preparation. The duties of the geotechnical engineer shall include, but not be limited to the following, which shall be

detailed in a Work Plan to be submitted to the City Engineer:
   a. Initial assessment of existing conditions;
   b. Specification of work to be performed;
   c. Oversight/monitoring of work;
   d. Final sign-off of work performed.

8. "Catchment areas" for all rock slopes shall be designed in accordance with standard engineering practice and added to the final engineering plans for submission to the City Engineer for review and approval.
9. The Rock Retaining Wall Design dated September 23, 2011 prepared by GeoInsight, Inc. shall supersede the Meridian Associates, Inc. retaining wall detail.
10. The caliper size of the trees to be planted in the buffer area along the eastern property line shall be increased by 1" to maximize screening.
11. Ornamental fencing shall replace the proposed chain link to be installed with the guard rail system along the top of the retaining wall located behind Unit #11.
12. The Applicant shall submit the following information for review and approval by the Design Review Subcommittee:
    a. Final landscape plan that includes the proposed landscaping surrounding the townhouse structures;
    b. Final street lighting plan;
    c. Final architectural floor plans and elevations that detail the proposed bedroom composition and proposed building materials including siding, trim, windows, roof shingles.
13. The Applicant shall create and maintain one 3-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.
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.

Mr. Connolly SECONDED the MOTION. All voted in favor with the exception of Mr. King 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 under the Affordable Housing Incentive Program, subject to the above-stated terms and conditions. Mr. Connolly SECONDED the MOTION. All voted in favor with the exception of Mr. King who abstained due to absence from one or more public hearing sessions. None opposed.

Documents: Geotechnical Evaluation dated September 26, 2011
Revised Engineering Drawings dated September 27, 2011
Flow Test Results from Metro Swift Sprinkler Corp dated July 7, 2011
Rendering of Existing and Proposed Upper Retaining Walls as seen from Forest Street
Memorandum from Public Works dated September 30, 2011

OTHER

Boardman Subdivision – Stone wall relocation

The Applicant's Representative for the Boardman Subdivision application, Lou Izzi, was present with Mr. Botthof (Owner of 172 Boardman Avenue/Lot 12) to request a minor modification to the Definitive Subdivision Plan for Boardman Avenue. In order to afford greater use of their rear yard area, Mr. Botthof proposed to the Board the relocation of the stone wall to be built along the rear of Lots, 11, 12, and 13. The modified plan would result in locating the stone wall along the property boundary between Lot 12 and the Arlington Road properties. Mr. Izzi informed the members that the Applicant's Engineer performed additional analysis to determine whether relocation of the wall and swale as proposed would impact the drainage for the subdivision and found that it would have no effect. Mr. Izzi added that Mr. Botthof has also communicated with the direct abutters to gain their support. Ms. Gaffey distributed a memorandum from Public Works, which recommended granting the request to relocate the wall and swale. Ms. DeSouza-Ward MADE a MOTION to approve the minor modification to the Definitive Subdivision Plan for Boardman Avenue. Mr. Sadowski SECONDED the MOTION. All voted in favor. None opposed.

Signage Zoning Amendment

The members discussed the issues that were raised at the Signage Amendment joint public hearing with the Board of Aldermen. The members reviewed points of emphasis to be incorporated into the Planning Board's report to the Aldermen. Ms. DeSouza-Ward MADE a MOTION to approve the report to be finalized by the Planning Staff as discussed. Mr. Mercado SECONDED the MOTION. All voted in favor. None opposed.

Meeting adjourned at 11:00 PM.