

MELROSE PLANNING BOARD
Regular Meeting and Public Hearing
Monday, April 25, 2011
7:45 p.m.
Mayor's Conference Room

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

ABSENT: Richard Connolly

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

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

MINUTES

Draft Annual Meeting and Public Hearing, March 28, 2011

Mr. Cassidy MADE a MOTION to accept the minutes of March 28, 2011. Mr. Mercado SECONDED the MOTION. All voted in favor. None opposed.

SITE PLAN REVIEW

SP-09-001, Blueberry Hill Lane, Delta Fairfield Corporation (continued public hearing)

Ms. Francazio notified the members of the public in attendance that the Board has received a letter from the Applicant's Representative requesting a continuance to the May Planning Board meeting due to the absence of one member at this evening's meeting. Ms. DeSouza-Ward MADE a MOTION to continue the public hearing to May 23, 2011. Mr. Cassidy SECONDED the MOTION. All voted in favor. None opposed.

BOARD OF APPEALS

Case 11-004, 58 Warwick Road, Hunt

The Applicant, Mr. & Mrs. Hunt, and their contractor were present to describe the application to the members. After evaluating the Applicant's proposal, Mr. Cassidy MADE a MOTION to send a standard letter to the Board of Appeals. Ms. DeSouza-Ward SECONDED the MOTION. All voted in favor. None opposed.

Document: ZBA application Case 11-004

Case 11-005, 1,3,5,7 Hurd Street, Weaver/Johnson

The Applicant, Mr. Weaver, and the Applicant's Representative, Attorney Bell, were present to describe the application to the members. The members discussed the details involved with the case and Mr. Cassidy MADE a MOTION to send a letter to the Board of Appeals that noted that the after consideration of the history of the building and its location in the Wyoming neighborhood business district, the Planning Board supports the proposed first floor residential use for the rear portion of the building. That portion of the building is set away from the commercial area and abuts a residential zoning district. It has functioned as residential for decades and will benefit from being made conforming and being rehabilitated to current building code. A renovated and fully occupied mixed use building is an asset to the Wyoming commercial area and increasing the residential population brings vibrancy to the local businesses. The Board discussed the need to improve the layout of the on-site parking and provide ample parking for the seven (7) units proposed for the building. Based on the proposed residential configuration of the building, we recommend a minimum of 12 parking spaces. While the layout of the on-site parking lot should be reconsidered and may provide additional parking than currently proposed, we would not oppose

the granting of the special exception allowed under the Zoning Ordinance that would permit the Applicant to utilize the nearby municipal lot to offset the spaces needed to meet the parking requirement. With respect to the dimensional relief required, we believe this aspect of the case involves judgments that can best be determined by the Board of Appeals based on the input of the abutters at the public hearing. Ms. DeSouza-Ward SECONDED the MOTION. All voted in favor. None opposed.

Document: ZBA application Case 11-005

Case 11-006, 985 Main Street, Pan

The Applicant, Dr. Pan, and the Applicant's Representative, Attorney Happel, were present to describe the application to the members. The members evaluated the Applicant's proposal. Mr. Sadowski MADE a MOTION to send a letter to the Board of Appeals that noted the proposed addition follows the line of the existing structure and does not further encroach into the rear setback. We believe that this component of the application can best be determined by the Board of Appeals based on the input of the abutters at the public hearing. The Board acknowledged that currently the site includes four parking spaces and the Applicant's proposal calls for five parking spaces that have been shifted closer to Reading Hill Avenue. While we expect the opportunity for further review of the parking plan subject to Site Plan Review, we noted that the proposed parking configuration impacts turning ability and creates the need to egress the lot by backing out on to the street. These concerns are mitigated by the availability of parking on Main Street and the observation that Reading Hill Avenue is a dead end and experiences minimal traffic. The Planning Board also raised the issue from the previous ZBA case on this property (#92-003) whereby the Decision limited the dental practice to one full-time practicing dentist. The Applicant represented that the practice has not changed and there is no intention to expand beyond one fulltime dentist. Mr. Cassavoy SECONDED the MOTION. All voted in favor. None opposed.

Document: ZBA application Case 11-006

Case 11-007, 57 Hillcrest Avenue, Pytlak

The Applicant, Mr. & Mrs. Pytlak, and the Applicant's Representative, Attorney Cinella, were present to describe the application to the members. The members discussed the details involved with the case and Mr. Mercado MADE a MOTION to send a standard letter to the Board of Appeals. Mr. Cassavoy SECONDED the MOTION. All voted in favor. None opposed.

Document: ZBA application Case 11-007

SITE PLAN REVIEW

SP-10-007, 99 & 111 Essex Street, Paul Wise (continued public hearing)

Bob Bell, the representative for the Applicant, was in attendance with the Applicant, Paul Wise and his partners John Wise and Shawn Herlihy, the Applicant's Architect Peter Quinn, and the Applicant's Engineer, John Barrows to present to the Board.

Mr. Quinn reviewed the revised elements of the application with the members. Mr. Quinn stated that the parking area at 137 Essex Street will have 9' x 18' spaces and include screening comprised of a combination of landscaping and fencing. Mr. Quinn noted that the Applicant intends to incorporate some existing trees into the landscape plan. Mr. Quinn stated that the site plan includes bollard lighting to provide orientation for pedestrians. Mr. Quinn stated the site plan for the 111 Essex Street parking area requires shifting the curb cut toward Essex Street to provide better access. Mr. Quinn described the proposed fencing for the 111 Essex Street parking area and the noted the provisions for bollard lighting. With respect to the architecture of the building, Mr. Quinn stated that mullions have been added to the upper sash of the windows, which allows for additional light. Mr. Quinn noted that the window patterns

for the dormers have changed. Mr. Quinn stated that a number of the existing basement windows will be infilled with brick to avoid water issues. Mr. Quinn stated that the proposed chiller is designed for urban conditions where it is essential that the sound produced is at minimum. The metal rooftop screening enclosure is configured to allow sound attenuation blankets to be hung as needed. In terms of the proposed trash enclosure, Mr. Quinn stated that the height of the enclosure has been reduced by two feet. Mr. Quinn noted that the enclosure shall be accessible by a brick path and screened by a picket fence. Mr. Quinn noted that the Applicant feels that exterior trash storage is the preferred solution given the less obtrusive nature of the enclosure and the fact that a full time maintenance person will be living on site. Mr. Bell stated that the Applicant is looking at the proposed development from a long term perspective and have demonstrated their willingness to make a substantial investment by acquiring the rights for additional parking, which shall more than adequately met the parking needs for the project.

Ms. Francazio opened the meeting for public comment.

Bruce Carmichael, 121 Essex Street

Mr. Carmichael noted that the Applicant has been sensitive to his concerns regarding the application. Mr. Carmichael noted that the long term maintenance of the landscaping is important. Mr. Carmichael stated that the landscape plan is sufficient and expressed his desire for the inclusion of plantings that are hardy enough to withstand the elements. Mr. Carmichael emphasized the importance of including a condition in decision that maintains the designated amount of parking spaces for the development. Mr. Carmichael expressed concern regarding the vehicles speeding on Essex Street and noted that more signage is needed.

Tom Buske, 83 Essex Street

Mr. Buske asked for more detail regarding the decision to utilize the existing curb cut for the 137 Essex Street parking area.

Gail Hamm, 61 Willow Street

Ms. Hamm expressed that privacy is a concern as her backyard is exposed to the building. Ms. Hamm inquired regarding how the north side of the building will be accessed during construction and expressed concern regarding the possibility of someone getting hurt on her property.

Alderman Boisselle – Ward 4

Alderman Boisselle stated that a Traffic Commission meeting will be forthcoming to address the traffic issues on Essex Street. Alderman Boisselle inquired whether the Applicant would need to encroach onto Ms. Hamm's property during construction.

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

Mr. Bell stated that pump staging shall be utilized to perform the exterior construction, which allows work to be conducted inside of 2' of the vertical face of the building. Mr. Bell noted that a State statute exists that permits entering onto an abutter's property in this type of situation. Mr. Bell stated that the Applicant has an easement on the property to the north, but is not looking to exercise it any more than necessary.

Mr. Cassavoy noted that the easement is not shown on the Applicant's plans and expressed that it would be helpful if it was added. Mr. Wise stated that he does not anticipate the need to request the utilization of the abutter's property. Mr. Cassavoy stated that it is important for the Applicant to keep in communication with the neighborhood during construction. Mr. Mercado confirmed that the pavement at the 137 Essex parking area will be replaced. Mr. Barrows noted that the Applicant's proposal calls for

reducing the amount of pavement in both parking areas. Mr. Barrows noted that the drainage plan allows the stormwater to flow naturally. Mr. Cassavoy requested that the Applicant provide a final grading plan for the 137 Essex Street parking lot showing spots grades to maintain sheet drainage on site. Mr. Cassavoy expressed concern that the proposed lilac hedges shown along the 137 Essex Street parking lot frontage might obscure the sight lines on Essex Street. The members discussed the proposed plantings included in the landscape plan and the importance of maintaining the landscaping as installed. Mr. Quinn noted that only the building site shall include an irrigation system. Mr. Quinn stated that the parking areas shall feature hardy plantings that do not require irrigation. Mr. Cassidy stated that provisions need to be taken to protect the fencing at the 111 Essex Street parking area. Mr. Cassidy recommended the installation of wood guard rails along the interior of the picket fence on the north and south sides of the parking lot at 111 Essex Street. With respect to the proposed rooftop chiller, Mr. Cassavoy requested that the Applicant submit an affidavit from their acoustical engineer to the Building Commissioner certifying that the performance of the rooftop chiller conforms with the City's noise ordinance. The Applicant agreed that the existing trees located along the property line between 137 Essex Street and 121 Essex Street shall be preserved to the extent feasible and by mutual agreement between the Applicant and homeowner at 121 Essex Street.

Mr. Cassavoy MADE a MOTION to approve the Site Plan Review application for SP 10-007, 99, 111 & 137 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. A total of 22 parking spaces shall be maintained at all times for use by the residents of the development.
3. A flow test shall be required in coordination with the Water Division of the Public Works Department to ensure that the new copper water service is appropriately sized to accommodate the demands of the entire building. This test must be witnessed by the Engineering Division.
4. The Applicant shall perform all testing of the sewer service specified by Public Works relative to the condition of the chimney connection. All test results shall be provided to Public Works for review. Any improvements determined to be necessary shall be the responsibility of the Applicant.
5. The building shall be equipped with a fire alarm and sprinkler system, in addition to a master box that meet all state and local codes, subject to the approval of the Fire Department.
6. The Applicant shall present a signed agreement to the City Engineer relative to the schedules and responsibility outlined in the Stormwater Management Operation and Maintenance Plan.
7. 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.
8. Snow storage for the parking lots at 111 Essex Street and 137 Essex Street shall be handled on-site for light snow falls. All other snow events shall require snow to be removed off the premises.
9. Trash/recycling shall be picked up twice a week by a private disposal company that must be licensed through the City's Health Department.
10. The landscaping shown on the final plans shall be maintained as installed.

11. The lilac hedges shown along the 137 Essex Street parking lot frontage shall be replaced with determinate plantings not greater than three feet in height to minimize site lines obstructions on Essex Street.
12. An affidavit from the Applicant's acoustical engineer shall be submitted to the Building Commissioner certifying that the performance of the rooftop chiller conforms with the City's noise ordinance.
13. Wood guard rails shall be installed along the interior of the picket fence on the north and south sides of the parking lot at 111 Essex Street.
14. A final grading plan for the 137 Essex Street parking lot showing spots grades to maintain sheet drainage on site shall be submitted to the Office of Planning and Community Development.
15. Advance notification of all exterior work shall be provided to abutters by the Applicant.
16. The existing conditions plan shall be updated with a note referencing the existing easement on the adjacent property at 61 Willow Street.

Ms. DeSouza-Ward 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.

Document: Site Plan Review Application SP 10-007

OTHER

Ms. DeSouza-Ward requested feedback from the members regarding the optimal timing for the upcoming Planning Board training session.

Meeting adjourned at 11:00 PM.