

**MELROSE PLANNING BOARD
MEETING MINUTES
Regular Meeting and Public Hearing
Monday, August 27, 2012**

7:45 PM

Mayor's Conference Room, 2nd Floor, City Hall, 562 Main Street

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

ABSENT: Sharon Petrillo and Mike Cassavoy

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

The meeting was called to order at 7:50 PM by Ms. Morelli.

MINUTES

Regular Meeting July 23, 2012

Mr. Sadowski offered minor revisions. Mr. Sadowski MADE a MOTION to accept the minutes as revised. Ms. DeSouza-Ward SECONDED the MOTION. All voted in favor. None opposed.

BOARD OF APPEALS

Case 12-026, 58 Prospect Street, Clark

The Applicant's Architect, Nancy Twomey, and the Applicant's Representative, Bob Bell, were in attendance to present their application to the Board. The members discussed the details involved with the case. Mr. Sadowski MADE a MOTION to send a letter to the Board of Appeals that noted that the combined ceiling height of the basement is 4.5' above the average grade which exceeds the 4' threshold in the Zoning Ordinance and, therefore, is considered a story. The existing dwelling is located on a corner lot. The Board deemed that the proposed extension to the rear to be logical relative to the constraints presented by the site and complimented the Applicant on the presentation of their proposal. The Board noted that the proposed addition follows the line of the existing structure and is in keeping with the architectural detail of the house. With the above comments noted, we view the Applicant's proposal favorably and believe that this case involves judgments that can best be determined by the Board of Appeals based on the input of the abutters at the public hearing. Mr. Mercado SECONDED the MOTION. All voted in favor. None opposed.

Document: ZBA application Case 12-026

SITE PLAN REVIEW

SP 12-002, 44-48 Grove Street, Shihchi Shieh (public hearing)

The Applicant, Shihchi Shieh, was in attendance with the Applicant's Representative, Bob Bell, the Project Architect, Michelle Tuck, the Project Engineer, Rick Salvo, and the Applicant's Construction Manager, Ed Coppelman, to present to the Board. Mr. Bell introduced the project and provided a brief history of the site including the earlier proposal for a mixed use building that was previously approved by the Board. Mr. Bell noted that the Applicant's proposal involves a smaller building that is better suited for the site and more sensitive to the Ell Pond Brook culvert. Mr. Bell turned the presentation over to Ms. Tuck to provide an architectural overview. Ms. Tuck stated that the former Sparks building shall be removed. Ms. Tuck noted that the Applicant's proposed medical/office building has been designed to hold the corner and add to the gateway to downtown Melrose. The building shall consist of two floors. The first floor shall be occupied by the Applicant's dental practice. The second floor shall be used for

professional office space. Currently, there is no tenant for the second floor. Ms. Tuck stated that the second floor may be built out as a later phase. Ms. Tuck emphasized the great care that was taken given the design challenges associated with the culvert. Ms. Tuck explained that the Applicant has reduced the size of the building footprint in comparison to the previous mixed-use application and pulled it back away from the culvert so that no part of the structure will be constructed within the City easement. Ms. Tuck noted that the design is sensitive to the downtown and reflective of the architecture of the adjacent building at 406 Main Street. Ms. Tuck stated that unlike the earlier mixed use application, the area between the proposed building and the adjacent structure at 406 Main Street is not intended to function as a public walkway. However, plantings are proposed along building and the proposed fencing. Ms. Tuck expressed that she is hopeful that the two proposed trees along the Grove Street frontage will be replaced by 3 to 4 street trees to be installed by the City through the Street Tree Program. Ms. Tuck reviewed the parking plan and dumpster location with the members. Mr. Cassidy asked whether the Fire Department would have access to the fenced in area in case of emergency. Mr. Cassidy inquired whether the Applicant has considered adding a third floor. Mr. Cassidy noted the need for further consideration to be directed to increasing the volume of the building in an effort to be more reflective of the prominence of the site. Mr. Coppelman stated that adding an extra story is beyond the financial limitation of the Applicant.

Ms. Tuck turned the presentation over Mr. Salvo to walk through the engineering elements of the project. Mr. Salvo stated that the Applicant has reduced the size of the building footprint approximately 30 percent and reinforced that the Applicant's proposal will not have an impact on the Ell Pond Brook culvert. Mr. Salvo noted that the site abuts a municipal parking lot and includes twice as many on site spaces in comparison to the previous proposal. Mr. Salvo stated that the utility connections for the project are the same as the previous proposal. Mr. Salvo reviewed with the members the stormwater management provisions included in the application. The project will increase the amount of pervious surface on the site, which will improve drainage. In addition, the proposed stormwater management system features the installation of a rain garden along the southern perimeter of the parking lot as well as several landscaped areas throughout the site to handle surface flows and promote infiltration. A subsurface infiltration system consisting of two 500-gallon drywells shall be installed under the parking lot to accept runoff generated by the roof of the proposed building. Mr. Salvo pointed out that the proposed stormwater management system shall result in a net decrease in runoff on the site and increase in treatment - currently no treatment on site. Mr. Salvo noted that the Applicant's proposal includes the reconstruction of the Grove Street sidewalk. Mr. Salvo responded to inquiries from the members concerning snow removal, trash storage, and site lighting. The site shall allow some snow to be stored on property in the pervious areas adjacent to the parking area, while excessive snow events shall require the snow to be removed from the site. Mr. Salvo acknowledged that the dumpster pad is located above the culvert and would need be removed should any incidents arise involving the culvert. Mr. Salvo indicated that no freestanding site lighting is proposed as there is a lot of light in the area on Grove Street and Faulkner Place. The Applicant's lighting plan includes building mounted fixtures: goose neck lighting at the entryways and motion sensor flood lights pointed toward the parking area for additional safety. The same gooseneck fixtures shall be used to illuminate the signage. Due to the proximity of the Project to the St. Mary's School, the Board emphasized that the appropriate construction management precautions be taken to ensure the safety of school pedestrian traffic on Grove Street.

Ms. Morelli opened the public hearing for comment. No comments were offered by the members of the public in attendance.

The Board asked for clarification regarding the proposed stormwater management system and confirmed that it was reviewed by Public Works. Mr. Sadowski noted that the proposed wheel stops to be located in the parking area would present challenges when the lot needed to plowed in the winter. Mr. Sadowski

suggested that the area between the Applicant's proposed building and 406 Main Street would likely not be accessible for fire vehicles, regardless of the proposed fence, due to the culvert. Discussion took place concerning the possibility of any contamination on the site. The Applicant's Representative indicated that an environmental site assessment was performed by the former Applicant that showed the site to be clean. Mr. Sadowski asked for a description of the proposed building materials. Ms. Tuck indicated that hardiplank siding, Integrity or Paradigm windows with interior/exterior mullions, and brick base similar to surrounding buildings are proposed. Mr. Hennigan verified that the architectural design includes overhanging bays similar to the earlier proposal. The members expressed concern regarding sound issues generated by the rooftop mechanical units. Mr. Cassidy encouraged the Applicant to consider the installation of a more substantial fencing system that is more representative of the gateway location of the site.

Ms. Morelli asked again if the members of the public present had any comments to offer prior to closing the public hearing.

Erica Thornton, 22 Lynde Avenue, Apt. #2

Ms. Thornton requested further clarification concerning the Applicant's parking plan.

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

The members discussed the Applicant's waiver requests. The Applicant requested one waiver from the application requirements for the submission of a traffic impact report. The medical/professional office building will support a small dental practice and a professional office suite on the second floor. The Board noted that these uses will generate minimal traffic on adjacent roadways. Ms. DeSouza-Ward MADE a MOTION to grant the requested waiver for a Traffic Impact Report. Mr. Sadowski SECONDED the MOTION. All voted in favor. None opposed.

Ms. DeSouza-Ward MADE a MOTION to approve the Site Plan Review application for SP 12-002, 44-48 Grove 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 rooftop mechanical units shall be screened from view and installed with acoustical treatment to attenuate the sound from the units. Proposed measures will be reviewed and approved by the Design Review Committee
3. The Applicant shall submit for review and approval by the Design Review Subcommittee the following information:
 - a. Revised building plans that show architectural devices proposed to give the building more prominence.
 - b. Revised roof plan that includes appropriate provisions for sound attenuation and screening of the rooftop mechanical units.
 - c. Revised fencing plan that provides the site along Main Street with more stature
 - d. Proposed building materials and sample colors including siding, trim, windows, and building-mounted lighting
4. Should an electrical transformer be required, final plans for the transformer and screening shall be submitted to the Planning Office for review.

5. The maintenance of the stormwater management system shall be the responsibility of the Applicant. The Applicant shall present a signed agreement to the City Engineer relative to schedules and responsibility in connection with the stormwater management system Maintenance Plan. A letter certifying that the agreed upon provisions have been satisfied shall be sent to the City Engineer annually.
6. Should water use for the medical/professional office building as estimated by DEP Title 5 be greater than the previous use, the Applicant shall make a contribution to the City's Inflow and Infiltration Fund equivalent to \$2.14 per gallon prior to the issuance of building permits. The final amount shall be determined by the City Engineer.
7. The snow from the parking lot shall be stored on the pervious areas located between the parking area and the rear property line. All snow that is unable to be accommodated in these areas shall be removed off the premises.
8. Trash shall be picked up by a private disposal company that must be licensed through the City's Health Department. The Applicant shall increase the frequency of the trash pick-up service, if necessary, so as to avoid overflow conditions in the trash storage area.

Mr. Cassidy SECONDED the MOTION. All voted in favor. None opposed.

Document: Site Plan Review application Case 12-002

OTHER

Zoning for Medical Marijuana Treatment Centers

Ruth Clay, Health Department Director, was present to discuss with the members the details related to the upcoming ballot initiative involving Medical Marijuana Treatment Centers and the zoning process necessary to prohibit said Medical Marijuana Treatment Centers, if approved. Ms. Clay noted that similar zoning amendments are underway in surrounding communities. Ms. Gaffey stated that the Planning Staff would set up a Zoning Subcommittee meeting to examine the issue further.

99 Essex Street Project Update

Ms. Gaffey informed the members that the developer for 99 Essex Street has been in contact with the Planning Office in connection with several modifications to the project that were administratively approved, including reducing the unit count from 16 to 15, reallocating the affordable units, eliminating the window wells, and relocating the trash storage area. Ms. Gaffey noted that a revised landscape would be forthcoming.

Meeting adjourned at 10:30 PM.