

CITY CLERK
GLOUCESTER, MA
2019 MAY -2 PM 5: 00



GLOUCESTER CITY COUNCIL
Planning & Development Committee
Wednesday, May 8, 2019 – 5:30 p.m.
1st Fl. Council Conference Room – City Hall
(Items May be taken out of order at the discretion of the Committee)

AGENDA

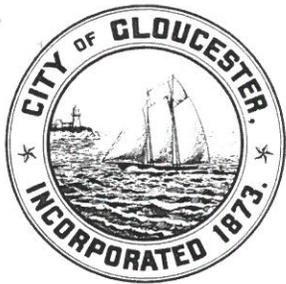
1. ***CC2019-017 (Gilman, Lundberg): request that the City Council through its Planning & Development Committee establish an Ad Hoc Committee to study the implications of affordable housing within assisted living facilities***
2. ***Special Events Applications:***
 - A. Request to hold the Harbor Loop Concert Series on July 4, 11, 18 & 25; August 1, 8, 15, 22 & 29, with a rain date of September 5, 2019 (Cont'd from 04/17/19)
3. ***CC2019-018 (Gilman): request per letter submitted to the City Clerk by Sam Avola, 1 Colburn Street, that his repetitive petition request, covered under GZO Sec. 1.5.15 be considered for the sole purpose of determining if a reduction of building height of 38 feet to 34.5 feet constitutes a specific or material change (referred also to Planning Board) TBC 5/22/2019***

COMMITTEE

Chair, Councilor Valerie Gilman
Vice Chair, Councilor Jen Holmgren
Councilor Paul Lundberg

CC: Mayor Theken
Jim Destino
Joanne Senos
Chip Payson
Jill Cahill
Gregg Cademartori

The listing of matters is those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.



Office of the City Clerk

9 Dale Avenue • Gloucester, Massachusetts 01930

Office (978) 281-9720

Fax (978) 282-3051

MEMORANDUM

TO: Planning & Development Standing Committee

FROM: Joanne M. Senos, City Clerk

DATE: April 17, 2019 *ms*

RE: Special Events Application regarding the 2019 Harbor Loop Concert Series on July 4, 11, 18 & 25; August 1, 8, 15, 22 & 29, with a rain date of September 5, 2019

2019 APR 17 AM 10:21
CITY CLERK
GLOUCESTER, MA

Please be advised that on April 4, 2019, Chris Silva, event organizer representing the Gloucester Fund, appeared before the Special Events Advisory Committee (SEAC). Permission was granted by the Committee to hold the above referenced concerts on Harbor Loop. He is requesting a street closure for Harbor Loop. All sign-offs and necessary approvals are in hand.

This event is covered under the City's general liability insurance (memo on file from Administration).

Police EOD, NOAA, Humane Society and any other safety vehicles that participate will be on Harbor Loop. There will be a live band at the event that will be set up where the summer concerts take place. The event runs from 10:00 a.m. to 2:00 p.m.

There will be no vendors. The city carries the insurance for Harbor Loop.

This event will be referred to the 4/17 P&D Meeting for the purpose of approving the road closure.

A motion was made, seconded and voted unanimously to approve the National Safety Day – USCG at Harbor Loop on May 18, 2019 with a rain date of May 25, 2019.

10. Special Events Application: Request to hold the 2019 Rescue Reunion at Stage Fort Park Gloucester Dog Park on June 8, 2019

Tim Short represented the event organizer Cape Ann Animal Aid. He told the committee the event will be held from 11:00 a.m. to 3:00 p.m.

There will be vendors at the event but they will not be making sales. The only food vendor will be Nana's Fried Dough. Mr. Short was provided with a copy of the Certificate of Vote with the recent updates to the Gloucester Code of Ordinances regarding vendors. The event was permitted on the condition that the City Clerk's office be provided with a Certificate of Insurance prior to the event.

Per the DPW MEMO: attendees will have to pay for parking and can use the voucher system that they used in the past. Please check in with Mark Cole the week before the event.

A motion was made, seconded and voted unanimously to approve the 2019 Rescue Reunion at Stage Fort Park Gloucester Dog Park on June 8, 2019.

11. Special Events Application: Request to hold the Harbor Loop Summer Concert Series at Harbor Loop on July 4, 11, 18, 25; August 1, 8, 15, 22, 29, 2019 with a rain date of September 5, 2019

Chris Silva represented event organizer The Gloucester Fund. He told the committee that the concerts are held from 6:30 p.m. to 9:30 p.m. every Thursday night beginning July 4th thru August 29th. There will be two food vendors: Bob Orlando selling popcorn and drinks, and Nana's Fried Dough. The street gets closed at 4:00 p.m. Signs are put up the morning of the event that state there is a street closure after 2:00 p.m.

The city carries the insurance for this event.

This event will be referred to the 4/17 P&D Meeting for the purpose of approving the road closure.

A motion was made, seconded and voted unanimously to approve the Harbor Loop Summer Concert Series at Harbor Loop on July 4, 11, 18, 25 and August 1, 8, 15, 22, 29, 2019 with a rain date of September 5, 2019.

12. Special Events Application: Request to hold the Gloucester Harvest Music Festival at I4-C2 Lot on September 14, 2019

Chris Silva and Lee Swekla represented event organizer AGH Citizens Fund. They told the committee that the event is the same as previous years. Fire and EMS have been told that if ticket sales exceed 500 they will be notified. Half of I4-C2 will be closed on Thursday night to allow for staging and setup on Friday morning. Vendors will come in on Saturday morning. The site will be cleared out by Sunday morning.

There will be vendors. Mr. Silva and Ms. Swekla were provided with a copy of the Certificate of Vote with the recent updates to the Gloucester Code of Ordinances regarding vendors.

The city carries the insurance for this event.

Per the DPW MEMO: all materials (staging, etc.) must be removed from the parking area no later than end of day Monday, September 16th. Whatever is left on the lot on Tuesday, September 17th will be disposed of by DPW staff.

A motion was made, seconded and voted unanimously to approve the Gloucester Harvest Music Festival at I4-C2 Lot on September 14, 2019.

13. Items not reasonably anticipated by the Chair

There was a brief discussion on minute taking and the Special Events Applications being put on ViewPoint to alleviate the number of applications being taken up at meetings.

A motion was made, seconded and voted unanimously to adjourn the meeting at 3:40 p.m.

Submitted by: Grace E. Poirier, Assistant City Clerk

4/18 paid

CITY OF GLOUCESTER - SPECIAL EVENTS PERMIT

NAME OF EVENT: Haven Cop DATE OF EVENT: July 4th, 18, 25

Special Events

Summer Concert Series

Aug 1, 8, 15, 22, 29

Permitting is required for all types of special events taking place in the City of Gloucester. A "Special Event" is an event open to the general public; it can be held on public or private property; it may feature entertainment, amusements, food & beverages; it may be classified as a festival, road race, parade or walk-a-thon. A special event in the City of Gloucester, depending on the size and nature of the event, may require a number of permits or approvals from various departments within the City before it is officially approved and granted a special event permit. Furthermore, special events are also governed by the Gloucester Code of Ordinances §11-8 and §11-10.

RAIN Date: Sept 5.

In order to assure that the City, as well as the special event applicant, has as much information as needed before beginning the permitting process, the City requires the applicant to come to the City Clerk first to arrange to be placed on the Special Events Advisory Committee agenda. The applicant **must complete** a Special Events Application form in advance which includes:

- Date of Event; hours of Event; Rain Date;
- A detailed site plan or map of the area showing all locations for the following: all American with Disabilities Act (ADA) accessibility; pedestrian and fire access; dimensions of stages & tents; type of equipment or generators and the placement of any vendors and any portable toilet facilities; site plan/map must be 8-1/2 x 11 inches and be legible - capable of copy reproduction;
- If the site of the event is privately owned, a letter from the landlord or property owner giving the applicant the right to use the property is required;
- If the event is featuring entertainment, you need to list all performances;
- If the event is featuring amusements, you need to list all rides & games;
- If this is the "first year" for your event, please attach any letters of support from local community and business organizations;
- A list of all vendors including food and if propane is to be used. Vendors will need state or city vending license before date of event and Health Department approvals unless they are excluded under state laws or regulations;
- Certificate of Insurance Listing City as the insured (Certificate Holder).

CITY CLERK
GLOUCESTER, MA

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The applicant is to submit the completed permit form (download at: Gloucester-ma.gov or available in City Clerk's Office) signed and dated with cash or check made payable to the City of Gloucester: \$25.00 for non-profit organizations (non-profit organizations must submit a 501(c) (3) form with application), \$50.00 for-profit organizations, at the City Clerk's Office. At that time, an appointment for review prior to the submission of the permit to the City Council process must be made at the convenience of the City Clerk in order to begin the approval process. **All first time applicants must file completed application and permitted at least 60 days in advance of their event; annual event applicants must file completed application and finalized at least 45 days in advance. Non-compliance with these filing deadlines may result in denial of the application.**

Some applicants will appear before the Council's Planning & Development Committee who will give the applicant a list of conditions which **must** be met. If the completed application doesn't require P&D Committee approval, then the application including the checklist should be considered complete upon the applicant's appearance before the Special Events Advisory Committee.

Joanne M. Senos, City Clerk
Gloucester City Hall, 9 Dale Avenue
Gloucester, MA 01930
PHONE: 978-281-9720x8
EMAIL: jsenos@gloucester-ma.gov

Hours of Service:
Monday through Wednesday: 8:30 a.m.-4:00 p.m.
Thursday: 8:30 a.m. to 6:30 p.m.
Friday: 8:30 a.m. to 12:30 p.m.

Completed copy filed: Date: 3/20/19 Initial: JCM Copy to Applicant: Date: _____ Initial: _____
Fee Paid: \$ n/c

CITY OF GLOUCESTER SPECIAL EVENT APPLICATION

SPECIAL EVENTS

City Clerk's Office: 978-281-9720 Fax: (978) 282-3051

Name and Type of Event Harbor Loop Summer Concert Series

1. Date: July 4, 11, 18, 25 Aug 1, 8, 15, 22, 29 Time: from 5 to 9 PM

Rain Date: Sept 5 Time: from 5 to 9 PM

2. Location: Harbor Loop

3. Description of Property & Name of Owner: at Fitz Hugh Lane House

Public X Private City of Gloucester

4. Name of Organizer: Gloucester Fund City Sponsored Event: Yes X No

Contact Person: Carol Pallazolla + Chris Silva

Address: 103 Taylor St Gloucester Telephone: 978 879-7652

E-Mail: cpallazolla@elementcare.org Cell Phone: christophersilva1968@gmail.com

Day of Event Contact & Cell Phone: Carol 978-879-7652 Chris 978-509-1717

Official Web Site:

5. Are street closures required: X Yes No If yes, where: at ends of Harbor Loop near stage area

6. Number of Attendees Expected: 200 Number of Participants Expected: 200

7. Is the Event Being Advertised? YES? Where? Newspaper, facebook, flyers

7. (a) Is there a fee charged for tickets/attendance for event participation? Yes No X List all fees if yes.

8. What Age Group is the Event Targeted to? All Ages

9. Have You Notified Neighborhood Groups or Abutters? Yes No X, Who? Attach a copy of the notification to the abutters to this application.

10. Are you or Profit Organization: Non-Profit Organization: X Who will benefit financially from this event? Gloucester Fund - Barry Pett

Activities: (Please check where applicable.) Subject to Licenses & Permits from Relevant City Departments:

A. Vending: Food X Beverages X Alcohol Goods X Total No. of Vendors* 2-3

B. Entertainment: (Subject to City's Noise Ordinance) Live Music X DJ Radio/CD

Performers Dancing X Amplified Sound X Stage

C. Games/Rides: Adult Rides Kiddie Rides Games Raffle (requires City permit*)

Other: Total No. Name of Carnival Operator (requires permit and inspection of rides):

Address: Telephone:

D. Tents: Yes No X If yes, how many What are the tent sizes: (May require permits) 3-4 please

E. Clean Up: No. of additional trash receptacles required No. of additional recycling receptacles required

F. Portable Toilets: (To be provided by and removed by applicant at their expense. Each cluster of portable toilets must include at least one ADA accessible toilet) NO

No.: standard No.: ADA accessible

FOR PARADES, ROAD RACES, BIKE RIDES AND WALK-A-THON EVENTS ONLY

PARADE _____

ROAD RACE _____

WALK-A-THON _____

1. Name, land line & cell phone number of contact person on the ground Day of Event:

2. Name, Address & 24/7 telephone number of person responsible for clean up if different from above:

3. Locations of Water Stops (if any): _____
4. Will Detours for Motor Vehicles be required? _____ If so, where and what length of time:
- 4A. Are street closures required? _____ (This is determined by the Police Department)
Where? _____

5. Start Location & Time for Participants: _____
6. Dismissal Location & Time for Participants: _____
7. Number of Participants: _____
8. Additional Parade Information:
 - Number of Floats: _____
 - Location of Viewing Stations: _____

 - Are Weapons Being Carried (If "Yes", Police approval may be required: Yes: __ No __
__
 - Are Parade Marshalls Being Assigned to Keep Parade Moving: Yes: __ No __
8. Name and Address of Insurer: _____
9. Attach or Provide a Certificate of Insurance naming the City of Gloucester the Certificate Holder.

CITY APPROVAL (FOR COMMITTEE MEMBERS USE ONLY):

NAME OF EVENT: Harbor Loop Summer Concert Series DATE OF EVENT: all Thursdays July + August

You will need to obtain all necessary approvals, permits or certificates from the following Departments: Please note that costs for some City support services during an event are an estimate only. Some Departments may forward an invoice for services rendered at the completion of the event and others may request payment in advance. **NOTE:** Applicants must comply with the Code of Ordinances, Ch. 11 (Vendors) as applicable and as required by City Clerks and/or Licensing Commission and all other applicable ordinances.

Approvals Required: Written approvals below should be submitted by time of applicant's appearance before the Planning & Development Committee by this form (below) and if necessary by memorandum or email from the appropriate City staff to the Office of the City Clerk.

Initials of
Dept. Head/
Designee

Notes by Department Head or Designee

- J.S. 1. Special Events Advisory Committee _____
- E.G. 2. Planning & Development Committee _____
- R.N. 3. Gloucester Police Department _____
Is Police Detail Required? none No. of Details _____
Traffic, Parking & Transportation _____ Street Closure: _____
- M. 4. Health Department _____
- M. 5. Building Inspector _____
- 6. Electrical Inspector _____
- 7. Department of Public Works: _____
Use of City Property: Yes/No Location if yes: _____ Permits: _____
- C.D. 8. Gloucester Fire Department _____
Is a Fire Detail Required? X No. of Details _____ EMS _____ Use of Propane: _____
(Attach EMS Memo)
- 9. Licensing Commission (includes vendors) (Through City Clerk: _____
- 10. Licensing Board (Alcohol): _____
- C.S. 11. Harbormaster: _____
- 12. Tourism: _____

The Departments or Committees listed above may have their own separate permit/application process. Applicants are responsible for applying for and obtaining all required permits & certificates from the various individual departments.

Signature of Applicant

3-20, 2019

RESPONSIBILITIES OF APPLICANT

1. All members of the organizing committee and performers/concessionaires/vendors must adhere to the rules and regulations set forth by all applicable departments.
2. The applicant and concessionaire/vendor are responsible to pay all applicable fees required by applicable ordinances and State law. Any non-payment of fees to any City department will result in the denial of the application or revocation of permits.
3. The applicant is responsible to ensure that there is no illegal activity on the areas under their supervision during the event.
4. All concessions must be stationary and placed in such a way to not hamper the access of pedestrians. They must be placed tight against curbs, not block fire hydrants or sidewalk ramps. Concessions must be moved if in the opinion of City officials on-site they pose a problem for access or public safety. Concessions utilizing compressed gas or generators or propane must comply with the regulations of the City of Gloucester Fire Department and receive approval through the Licensing Commission. Concessions using tents must have Building Inspector approval.
5. Federal & State law requires a minimum of 4 ft. of clear unobstructed sidewalk be available at all times for pedestrians. The applicant must keep sidewalks, ramps and curb cuts clear of any interference from their vendors or their event participants. No storage is allowed on the sidewalk.
6. Any items to be sold must be listed with their prices. All beverages in cans and plastic bottles and must be recycled according to the City of Gloucester recycling guidelines. The use of any type of glass containers is prohibited unless prior approval is granted by the *Department of Public Works*.
7. **All applicants are responsible for filing their applications in a timely manner: First time applicants must file completed application 90 days in advance and have finalized all necessary approvals at least 60 days in advance of their event. Annual event applicants should file completed application 75 days in advance and have finalized at least 45 days in advance. Non-compliance with these deadlines may result in denial of the application.**
8. The applicant **shall indemnify and hold harmless the City of Gloucester and its employees** from any damage it may sustain or be required to pay by reason of said event, or by any reason of any act or neglect by the applicant or their agent relating to such event or by reason of any violation of the terms and condition of this license. The applicant is responsible for any damage to public property caused by the event. Applicant shall also provide a **Certificate of Insurance** at the time of approval by the Special Events Advisory Committee.
10. **The City of Gloucester reserves the right to deny the application at any time.**

I/We fully understand and agree to all the terms set forth in this application. The information that I/We have provided is truthful and accurate. I/We accept all responsibility related to this event.

Signature of Applicant

3-20, 2019



**CITY OF GLOUCESTER 2019
CITY COUNCIL ORDER**

ORDER: CC#2019-017
COUNCILLORS: Val Gilman & Paul Lundberg

DATE RECEIVED BY COUNCIL: 04/23/19
REFERRED TO: P&D
FOR COUNCIL VOTE:

ORDERED that the City Council through its Planning and Development Committee establish an Ad Hoc Advisory Committee to study the implications of affordable housing within assisted living facilities, as described in 5.14.4 (d) of the Gloucester Zoning Ordinance.

FURTHER ORDERED that the results of this study be forwarded to the City Council for review, recommendation and possible action.

Val Gilman
Ward 4 Councillor

Paul Lundberg
Councillor at Large

To: City Councilors Valerie Gilman, Paul Lundberg, Jen Holmgren
Members of the Planning & Development Committee of Gloucester City Council,
and thereafter to all of City Council

From: Sunny Robinson, R.N., M.Ed., 20 Harvard St., Gloucester, MA 978-283-6049
sunbeams1965@gmail.com

Subject: Committee to address the issues concerning an Assisted Living Residence in Gloucester

Date: April 9, 2019

Given that the first proposed order to form a committee to address the need for an Assisted Living Residence (ALR hereafter) was withdrawn last week and it is likely a new order will be submitted, I wanted to take this opportunity to share a few concerns that I hope can be addressed in a resubmitted order.

Firstly, I believe it is crucial that the mandate to such a committee include the mandate that any work toward an ALR address the necessity that a substantial portion of it be affordable. Not only does our Inclusionary Zoning Ordinance mandate 20% affordability for ALRs, but the genuine needs of our senior population in Gloucester speak to the likelihood that a percentage greater than 20% needs to be affordable. I cite the data from the Housing Production Plan to support this.

- 2010 stats indicate that 38% of the population of Gloucester is over 60 yrs. of age. The projection, however, is that by 2030 that will increase to 58%. It is also projected that 23% of that population will be over 70 yrs. of age, including 9% who will be more than 80 yrs. of age; thus increasing the percentage of that population which is most likely to need daily assistance. While no one is able to fully project what percentage of that population will need daily assistance, and therefore an ALR, it is likely a substantial portion will.
- Tied directly to this potential age related need, are the income statistics which indicate that our Gloucester area median income is approximately \$60,000 set against a wider area median income of \$98,500. Furthermore, 50% of all of our Gloucester residents are eligible for very low to low income housing. This remains true when we look at those over 62 yrs. of age and we see that greater than 50% are "cost burdened" i.e. paying more than 30% of their income for housing. (30% of \$60,000 gives us annual housing costs of \$18,000 or not more than \$1,500 per month. Furthermore, how many seniors in Gloucester have incomes of \$60,000?) Thus when we look at our Gloucester population we see that the need for assisted living that is affordable is crucial. Market level ALRs in the area currently charge \$8,000 per month for housing and care portions combined. The need for an ALR whose fees are affordable is evident.

Now, I would be the first to note that accomplishing this is no small task! In fact it is two intertwined tasks: those of both the affordability of the cost of the housing portion of ALR and the cost of the care portion. But the complexity of addressing those dual needs points again to the necessity of having affordability in the committee's mandate and the absolute need to engage with not for profit housing and senior care development organization as well as to have on the committee people who are familiar with this dual complexity; people like David Houlden of the GHA and care providers like Care Dimensions, for example. (I assume it's clear that I would welcome the opportunity to be on such a committee and to see if we can resolve this challenge.)

Secondly, I believe it important to note that the City already has a Housing Production Plan Implementation Committee and therefore an ALR committee should also be mandated to coordinate with that group. And, thirdly, while I think the first task is to address the potential for an ALR at Gloucester Crossing as promised, the committee ought also to assess whether there are any other meaningful sites to investigate.

I thank you for your consideration of my ideas as this issue moves forward.



**CITY OF GLOUCESTER 2019
CITY COUNCIL ORDER**

ORDER: CC#2019-018
COUNCILLORS: Val Gilman

DATE RECEIVED BY COUNCIL: 04/23/19
REFERRED TO: P&D and
FOR COUNCIL VOTE: Planning Board

ORDERED that per the letter submitted to the City Clerk by Sam Avola, 1 Colburn Street, that his repetitive petition request, covered under GZO 1.5.15, be considered for the sole purpose of determining if a reduction of building height of 38 feet to 34.5 constitutes a specific or material condition.

FURTHER ORDERED that this matter be referred to the Planning & Development Standing Committee and the Planning Board for review and recommendation.

Val Gilman
Ward 4 Councillor

I Sam Avola am seeking a repetitive partition relief from city council for 1 Colburn st.

I am reducing my height requirement from 38 feet that council rejected for a new requirement of 34 feet 5 inches which will now require ZBA Approval

Thank You for your time and consideration

Sam Avola

A handwritten signature in black ink, appearing to read 'Sam Avola', written in a cursive style.

CITY CLERK
GLOUCESTER, MA
2019 APR 22 AM 10: 51