

Planning & Development Standing Committee
Wednesday, October 7, 2020 – 5:30 p.m.
REMOTE MEETING
-Minutes-

Present: Vice Chair, Councilor Jen Holmgren; Councilor Barry Pett

Absent: Chair, Councilor Val Gilman

Also Present: Grace E. Poirier; Mayor Theken; Vanessa Krawczyk

Applicants: Attorney Joel Favazza for SCP2020-005; Lt. Jeremiah Nicastro for Special Events Permit Application

*This meeting was conducted remotely through ZOOM
All votes by ROLL CALL*

Meeting called to order at 5:33 p.m.

Councilor Holmgren announced, This meeting is recorded by video and audio in accordance with state open meeting law. Consistent with the Governor's orders, suspending certain provisions of the open meeting law and banning gatherings of more than 25 people, this meeting will be conducted by remote participation. The public may not physically attend this meeting but every effort will be made to allow the public to view and listen to the meeting in real time. Persons who wish to do so are invited to view the meeting and you have the information that was on the posting. If you are calling in on a phone, you can press *9 to request to speak. If you're watching on a computer a device, there is a raised hand button that you can tap or press to request to speak. Please use either these options to be recognized to speak.

Councilor Holmgren announced that **Councilor Gilman** was not able to attend the meeting.

1. SCP2020-005: Rocky Neck Avenue #37, Map 130, Lot 4A, GZO Secs. 2.3.1.7 "Conversion to or new multi-family or apartment dwelling, four to six dwelling units," and 3.2 "Dimensional Tables," reduction in minimum lot area and open space per dwelling unit to create a fourth unit, in the NB zone.

Councilor Holmgren announced that this matter is continued to October 21, 2020.

2. Special Events Permit Application: Request to hold the Halloween Walk Thru on October 31, 2020
DATE REVISED to October 29, 2020 at the October 1, 2020 Special Events Advisory Committee

This application appeared before the P&D Committee for the purpose of requesting road closures for the event. Per a memo dated October 5, 2020 from the City Clerk, the Special Events Advisory Committee voted the event to be held on Thursday, October 29, 2020. A memorandum received from the Mayor's Office confirmed that the event was covered under the city's liability insurance.

Lt. Jeremiah Nicastro advised the Committee that Main Street will be closed off from 2:00 – 4:00 p.m. Businesses will be notified, and an electronic message board will be set up on Main Street to alert the public about the parking restrictions on October 29. Saw horses will be set up from the location of the old CVS to Bank. He and the **Mayor** told the Committee that signs will be posted on the Main Street meters by 12:00 noon on Wednesday, October 28 advising the public that parking will be prohibited beginning at

12:00 noon to 4:00 p.m. on Thursday, October 29. Participant check-in stations will be located at the beginning of the route by Bank Gloucester, one in the middle, and one by Tonno Restaurant.

Lt. Nicastro, the **Mayor** and the **Committee** also talked about the safety precautions that were being taken, including the prohibition of children entering the stores, candy distribution, masks and safety fliers. The Mayor has been in contact with the Board of Health regarding the walk thru, and is following their guidance. A school resource officer is helping out, and there will be a police presence as well.

Councilor Questions:

Q.1. (Pett): Providing that the event is approved, can the Mayor and Lt. Nicastro check in with Board of Health Director the week of the event to see if it's safe to proceed with the event?

A. (Mayor): Yes, and if the event has to be cancelled it will be cancelled in advance.

Q.2. (Pett): What happens to the vehicles that are already parked on Main Street when the parking prohibition goes into effect?

A. (Mayor and Nicastro): Signage will be posted on meters beginning at 12:00 noon on Wednesday; however, cars that are parked will not be towed and the police will help guide vehicles off Main Street if they have to leave.

COMMITTEE RECOMMENDATION: on a motion by Councilor Holmgren, seconded by Councilor Pett, the Planning & Development Committee voted by **ROLL CALL 2** in favor, **0** opposed, **1** absent to recommend that the City Council approve a Special Events Permit to the Gloucester Police Community Impact Unit to hold the Halloween Walk Thru on Thursday, October 29, 2020 between the hours of 2:00 p.m. and 4:00 p.m., with closures of Main Street from the corner of Pleasant Street and Main Street (Bank Gloucester) to 2 Main Street (Tonno Restaurant), with the following conditions:

1. No merchant set ups on the sidewalk blocking entrance ways to retail or residential units, hydrants, crosswalks or handicap ramps.
2. The organizers shall allow the Fire Department drive-through access with the fire engine at the convenience of the Fire Department.
3. That all of the side streets (Short, Porter, Center and Hancock Streets) shall not be blocked so that emergency vehicles may enter and exit Main Street as needed.
4. Merchants shall be responsible for their own trash removal.
5. Plumbing codes and regulations shall be adhered to regarding the use of restaurant bathroom facilities.
6. Special lighting and electrical requirements necessitate approval of the Inspector of Buildings and the Electrical Inspector.
7. The closure of the street at the intersection of Main and Short, Porter, Center and Hancock Streets must be by means of sawhorses or the like, as directed by the Gloucester Police Department.
8. It is the responsibility of the Gloucester Police Community Impact Unit to procure any other necessary local approvals associated with this event.
9. That the Unit makes reasonable notification to all residents and merchants along the route that will be affected by the closure.
10. All other applicable laws, City ordinances and/or regulations that are in full force including Ordinances regarding blocking of sidewalks. The Police Department will enforce these requirements in the interest of public safety.
11. The Gloucester Police Community Impact Unit shall also adhere to any requirements expressed by the Special Event Advisory Committee including that:

- (a) That a letter from the Office of the Mayor be provided assuring that the event is covered under the City of Gloucester Liability Insurance, and;
- (b) That this approval is based on the Gloucester Police Community Impact Unit plan submitted to the City Clerk's Office;
- (c) Must follow the guidelines of the CDC and the local board of health for social distancing. Masks are required for people walking on Main Street.

12. Signs will be posted at all parking meters downtown to notify of the event 24 hours in advance from 12:00 noon on October 28 thru 12:00 noon on October 29.

MOTION: on a motion by Councilor Holmgren, seconded by Councilor Pett, the Planning & Development Committee voted by ROLL CALL 2 in favor, 0 opposed, 1 absent to adjourn the meeting at 6:02 p.m.

Submitted by Grace E. Poirier, Assistant City Clerk