

Planning & Development Committee
 Wednesday, August 5, 2015 – 5:30 p.m.
1st Fl. Council Committee Room – City Hall
 - Minutes -

Present: Chair, Councilor Greg Verga; Vice Chair, Councilor Paul Lundberg; Councilor Steven LeBlanc
Absent: None.

Also Present: Councilor McGeary; Councilor Cox; Linda T. Lowe; Jim Destino

The meeting was called to order at 5:30 p.m. Councilor LeBlanc entered the meeting at 5:32 p.m. There was a quorum of the City Council

1. Memorandum from Senior Engineering Aide re: proposed street naming & numbering plans

Karen Andrews, Senior Engineering Aide, explained that before the Committee is a request from residents who live on Valatie Street requesting a name change to Hatch Way. She noted the street numbering plan (on file). It was noted that Julian Hatch lived on Valatie Street, a former DPW Director and a former President of Gorton’s, Inc. and a highly decorated naval officer. **Ms. Andrews** pointed out she had sent letters to affected residents advising the change was pending and heard no objections back from them.

Councilor Verga, for the record, made the following statement, quoting from the recommendation of the Planning Department’s Senior Planner: “...Changing the naming convention of “ways” does not constitute a determination of frontage or adequacy of access as required in section 2.5 of the Rules and Regulations Governing the Subdivision of Land for the City of Gloucester. Any future development as-of-right would need to comply with the respective zoning district dimensional and frontage requirements found in Section 3.2 of the Gloucester Zoning Ordinance.”

COMMITTEE RECOMMENDATION: On a motion by Councilor LeBlanc, seconded by Councilor Lundberg, the Planning & Development Committee voted 3 in favor, 0 opposed, to recommend to the City Council under GCO Sec. 21-3 Street Names to rename Valatie Street, Assessors Map 128, Lot 5, Assessors Map 130, Lot 62, and Assessors Map 130, Lot 61 to “Hatch Way” and to renumber those lots to 4, 3 and 5 Hatch Way respectively.

Ms. Andrews explained that the second request is to name an unnamed way at the end of Leonard Street which was discontinued some years ago that serves six parcels, all of which are currently using Cambridge Avenue and Squam Point addresses. It was noted the six parcels used to be owned by a gentlemen named Quincy.

COMMITTEE RECOMMENDATION: On a motion by Councilor Lundberg, seconded by Councilor LeBlanc, the Planning & Development Committee voted 3 in favor, 0 opposed, to recommend to the City Council under GCO Sec. 21-3 Street Names to name an unnamed way at the end of Leonard Street to “Quincy Court” as follows:

<u>Assessors Map/Lot #</u>	<u>Current Address</u>	<u>New Address</u>
119-64	2A Cambridge Avenue	3 Quincy Court
119-65	2R Cambridge Avenue	7 Quincy Court
119-47	14 Cambridge Avenue	9 Quincy Court
119-53	2 Cambridge Avenue	6 Quincy Court
119-57	Squam Point	4 Quincy Court
119-58	Squam Point	2 Quincy Court

2. Special Events Applications:

A) *Boston Wounded Veterans’ 10K & 5K Road Races, October 3, 2015*

Marvin Pena, representing the Boston Wounded Veterans’ race organization said that this inaugural event for Gloucester. The Boston Wounded Veterans’ organization raises money for local wounded combat veterans to supplement their many needs. He said anything the veterans need to better their lot is what their organization funds.

This is a grassroots, local organization, he pointed out. He said the Boston Wounded Veterans organization had run a similar race event last year in Saugus.

Councilor Cox noted that the event course will follow the usual Lone Gull Race course. **Linda T. Lowe**, City Clerk, said that they will need a course map from the event organizers to be on file with her office by Sept. 4 and that the event had come before the Special Event Advisory Committee.

MOTION: On a motion by Councilor LeBlanc, seconded by Councilor Lundberg, the Planning & Development Committee voted 3 in favor, 0 opposed, to permit the Boston Wounded Veterans' 10K and 5K Road Races to be held Saturday, October 3, 2015 with the following conditions:

1. **A Certificate of Insurance naming the City of Gloucester as an additional insured party has been filed with the City Clerk's office on or before September 4, 2015.**
2. **Road Closure Plan:**
Memoranda from the Police Department and the Fire Department or approvals through the Special Events Advisory Committee giving approval of the plans for the Boston Wounded Veterans' 10K and 5K Road Races on or before September 4, 2015. Roads to be closed are to be marked with signage directing the public as to the duration of the closure and alternate routes. Traffic and parking plan and police detail information by the Police Chief or his designee is to be filed with the City Clerk and the DPW Director or his designee on or before September 4, 2015. A plan or map showing the route should be filed with the City Clerk on or before September 4, 2015.
3. **Refuse and Comfort Stations:**
All event refuse and recycling must be removed by the organizer. Any portable toilets (with two handicapped accessible) are to be provided and maintained by the organizer, placed the evening before the day of the event or early in the morning of the day of the event and be removed by 1:00 p.m., Sunday, October 4, 2015.
4. **Emergency Services:**
Any EMS requirements of the City EMS Director must be met.
5. **Staffing:**
Event staff is to have cell phones and be identified by the public with distinct shirts. A list of event staff and their cell phone numbers is to be submitted to the Police, Fire, or DPW Departments.
6. **Notification of Immediate Abutters and Businesses to Parade Route:**
Notice shall be made by the event organizer by hand or by mail no later than 7 (seven) days in advance of the event to any function halls, motels and hotels, and other businesses along the race route.
7. **Responsibility of the Boston Wounded Veterans Road Race Organization:**
The applicant is also required to obtain any necessary approvals from the Licensing Board, the Health Department, and the Licensing Commission. It is the sole responsibility of the race organizers to ensure that all required documentation is timely filed with the appropriate City departments as indicated. Failure to comply with any conditions precedent may result in permit revocation. Any changes to the route must receive prior approval from the Police and Fire Departments.

B) *Fishbox Derby, September 20, 2015*

Barry Pett, representing the Fishbox Derby organization cited that all plans for this year's event are the same as last year. He assured there were no changes to this long-standing annual event except for the date. He reviewed details of the set up and take down of the race course on Rogers Street briefly with the Committee briefly. There have been no issues in the last three years, he noted.

Ms. Lowe confirmed that the Special Events Advisory Committee had no issues with the event.

MOTION: On a motion by Councilor Lundberg, seconded by Councilor LeBlanc, the Planning & Development Committee voted 3 in favor, 0 opposed, to permit Fishbox Derby, Inc. on Sunday, September 20, 2015, to hold the Fishbox Derby ("Soapbox Car" Race) closing Rogers Street from Manuel F. Lewis Street to Flanagan Square from 8:00 a.m. that day to 4:00 p.m. with the following conditions:

1. **Certificate of Insurance:**

A Certificate of Insurance naming the City of Gloucester as an additional insured party is on file with the City Clerk's Office.

2. Road Closure Plans:

Roads to be closed are to be marked with signage directing the public as to the duration of the closure and alternate routes. Any substantial changes, as determined by either the Police or Fire Chief or their designees to the route or related to safety issues will require Council approval.

3. Refuse and Comfort Stations:

All refuse and recycling due to this event must be removed by the organizer. Any portable toilets (with two handicap accessible) are to be provided and maintained by the organizer, placed the evening before the event or early in the morning of the day of the event and removed by 5:00 PM, September 20, 2015.

4. Emergency Services:

Emergency services shall be as determined by Emergency Medical Services Director, Sander Schultz.

5. Staffing:

Event staff is to have cell phones and be identified by the public with distinct shirts. A list of event staff and their cell phone numbers to be submitted to the Police, Fire or DPW Departments.

6. Notification of Immediate Abutters and Businesses to Race Course:

Notice shall be made by the event organizer by hand or by mail no later than 7 days in advance of the event to any businesses along the race route.

7. Responsibility of the Fishbox Derby, Inc.:

The applicant is also required to obtain any necessary approvals from the Licensing Board, the Board of Health and the Licensing Commission. It is the sole responsibility of Fishbox Derby, Inc. to ensure that all required documentation is timely filed with the appropriate City departments as indicated. Failure to comply with any conditions precedent may result in permit revocation.

C) Magnolia Library 5K and Fun Run Road Races, August 29, 2015

A representative of the Magnolia Library 5K and Fun Run Road Races did not come to the meeting, but **Ms. Lowe** said it is the same race that has been going on for many years which came before SEAC this year. The application she had from them said road race and a Touch-a-Truck event, which she said why the street is being closed is because of that additional feature and will affect Lexington Avenue to Norman Avenue. She said the SEAC approved of the plans.

MOTION: On a motion by Councilor LeBlanc, seconded by Councilor Lundberg, the Planning & Development Committee voted 3 in favor, 0 opposed to permit the Magnolia Annual 5K and Fun Run Road Races to benefit the Magnolia Library on Saturday, August 29, 2015 with the following conditions:

1. Certificate of Insurance:

A Certificate of Insurance naming the City of Gloucester as an additional insured party is to be filed with the City Clerk's Office on or before August 14, 2015.

2. Road Closure Plans:

Memoranda from the Police Department and Fire Department giving approval of the amended plans for the Magnolia Annual 5K and Fund Run Road Races, including road closures on Lexington Avenue from Flume Road to Norman Avenue, to be on file with the City Clerk's office on or before August 14, 2015. Roads to be closed are to be marked with signage directing the public as to the duration of the closure and alternate routes. Traffic and parking plan and police detail information by the Police Chief or his designee is to be filed with the City Clerk and the DPW Director or his designee on or before August 14, 2015. After City Council approval if either the Police Chief or the Fire Chief, or their designees, determine that a substantial change(s) has been made to the route then the applicant shall obtain City Council approval for the change(s).

3. Refuse and Comfort Stations:

All event refuse and recycling must be removed by the organizer. Any portable toilets (with two handicap accessible) are to be provided and maintained by the organizer, placed the evening before the first day of the event or early in the morning of the day of the event and removed by 9:00 p.m. Saturday, August 29, 2015.

4. Emergency Services:

A signed, visible and staffed first aid station must be in place in an accessible location in the area of the race course throughout the event.

5. Staffing:

Event staff is to have cell phones and be easily identified by the public, and a list of event staff and their cell phone numbers submitted to the Police, Fire or DPW Departments.

6. Notification of Immediate Abutters and Businesses to Race Course:

Notice shall be made by the event organizer by hand or by mail no later than 7 days in advance of the event to any function halls, motels and hotels, and other businesses along the bike route.

7. Responsibility of the Magnolia Annual 5K and Fun Run organization:

The applicant is also required to obtain any necessary approvals from the Licensing Board, the Board of Health and the Licensing Commission. It is the sole responsibility of the Magnolia Annual 5K and Fun Run organization to ensure that all required documentation is timely filed with the appropriate City departments as indicated. Failure to comply with any conditions precedent may result in permit revocation.

3. *PP2015-003: Joint or Identical Pole Location by National Grid & Verizon New England to install 1 (one) Pole and Anchor on Mt. Pleasant Avenue (west side) from Pole 2600 – Public Hearing*

This public hearing is opened at 5:37 p.m.

Those speaking in favor:

Peter Glynn, representing National Grid, explained that they wished to install a guy pole with guy wire and anchor. They spoke with the homeowner at 5 Mt. Pleasant Avenue, John Philbrick, and he asked for an option to not put the pole and guy wire in front of his property. If they put across the street they'd need a push brace. The issue is the brace would end up in a pocket park directly across the street owned by the city. He said he would need to go to the DPW to get permission to install NG equipment on the opposite side of the road and the conditions may be different than what had been previously forwarded by the Director of Public Works to the Committee. An easement would be needed, **Ms. Lowe** pointed out, because placement of a support pole in the city-owned pocket park would be required but that the permit could be conditioned to be contingent on NG receiving that easement from the city but NG needs to request the easement now.

This matter is continued to August 19, 2015.

4. *SCP2015-004: Maplewood Avenue #120, GZO Sec. 2.3.1(8) conversion to or new multi-family or apartment dwelling, seven or more dwelling units; Sec.5.7.1 Major Project; Sec.1.10.1 (a)(1) increase building height over 35 feet; Sec. 1.10.1(a)(3) & 3.2.2fn (a) decrease in minimum lot area and minimum open space per dwelling unit*

Kirk Noyes, representing the Gloucester Development Team, Inc. (GDT), applicants for a Special Council Permit to develop the Maplewood School building at 120 Maplewood Avenue into a 12-unit residential building conveyed the following information to the Committee:

OVERVIEW:

Eight units of elderly housing were previously permitted by Special Permit but the project didn't go forward. The issue is that eight units make no economic sense. The building is 27,000 square feet. Twenty percent of the units have to be family units to make such a building economically viable for a developer.

When the city previously put the property out to bid after the approval of eight units of elderly housing, another developer said the asbestos was an issue and couldn't make a development work, which the Gloucester Development Team disagrees. The GDT is saying it is not an issue in reusing the building as the asbestos is encapsulated in the building, which was done when the building was converted to house the Head Start program. As long as the asbestos is left that way, it will not be an issue. Were the building to be torn down, then asbestos removal would become an issue. To do a removal before tear down, the GDT environmental engineer said it would be \$250,000. GDT will only need to remove mostly pipe wrap and an old 1889 boiler in the basement which will be at a cost of about \$35,000.

If GDT created eight units of elderly housing, the U.S. Department of Housing & Urban Development (HUD) minimum property standards for a one bedroom unit is 865 square feet, and the Maplewood School classrooms are 900 square feet. It was suggested that even if 12 units at 900 square feet were developed, it comprise only about one-third of the volume of the building. While not filling the whole building, it still is required to be sprinkled, insulate it, and the roof which is a major undertaking and expense. The city changed the number of units required to 12 units

when GDT responded to the most recent RFP. It was noted that ideally the building would handle 16 units at 1,500 square feet, two bedrooms would fill the building. Developers had previously told the city they need 12 units to make it economically viable. It was pointed out that GDT has developed three former school buildings, of note was the Hovey School which had a similar footprint with same floor plan.

The approach was to fill the building with revenue producing space. The Maplewood School didn't go to 16 units because the basement is half underground which is not conducive to living units. The site is very tight around the building. There isn't enough room at two ends of the building to do 90-degree parking. Angle parking is the only way to have a driving lane between the street and the building. The ordinance can be met for one parking space per dwelling unit, but two parking spaces per dwelling unit is the market demand. Nineteen parking spaces on site can be achieved. At the entrance to the property and the east end of the lot there is a parking spot which is tight to get into. All the parking spaces meet the requirements of the Zoning Ordinance, and are all full sized. Dividing the parking into two sides of the site necessitated two handicapped parking spaces required by code, one at west end and one at the east end, which brings the total number of parking spaces to twenty-one.

The biggest change to the site is removing the granite wall with a concrete wall atop of it that runs along Acacia Street to the north corner of the site and partly along the north borderline. The grade will drop back to the original grade of the site to 1889, and achieves access to the north side of the site without having to install handicapped ramps. The school's front door can be left as is but GDT has a variance from the state architectural access board which doesn't meet handicapped requirements and to make a new entrance at the northwest corner and raise that grade for ease of access by 18 inches allowing for direct access. There is to be an elevator in the building.

The units are one bedroom units which the Building Inspector confirms. The other 10 units have a library/study, and could be considered a two bedroom unit, but can't be called that legally. The city mandated they be one bedroom units and that the window sills are too high off the floor under the state building code to qualify those rooms as bedrooms. For those that they do call bedrooms in which the sills are too high, they have build a step at the outside wall to get up to the window and out.

Further restrictions placed by the city say that the units can only be one bedroom and only for elderly for a four year period. **Mr. Noyes** expressed his opinion that this is making a situation as difficult as possible for a developer. That restriction also means that when seeking financing for condominiums which he said as a developer they would rather pursue, when a potential buyer seeks a mortgage, the bank can't get "comps," or real estate comparisons. He pointed out for this area one bedroom, 2,000 square foot \$350,000 condominiums banks and financing companies would have to look to Boston to find anything similar. GDT proposes that those units be handled as rentals until that point where the deed restrictions go away and the developer need no longer call the units one bedroom and move forward to sell them as condominiums.

COUNCILOR QUESTIONS:

Councilor McGeary asked how many units per level are planned. **Mr. Noyes** described that the first floor classrooms have the basement below them. Those first floor units will be duplex units with entrances on the basement or first floor level. They will have a living room, dining room, and kitchen on the first floor, and in the basement portion have two bedrooms, a family room, storage room and laundry room, for a total of about 2,200 square feet. He reminded the Committee that the scale of the rooms is oversized, with the living and dining rooms being 15' x 32' with 12' ceiling heights. He noted space between the windows is 14 inches, window after window.

The second floor has four classrooms. The two middle classrooms have limited windows and are true one bedroom units. One unit would be deemed affordable housing unit, and if rented the unit would be rented by HUD guidelines. He noted that the HUD market for an affordable one bedroom unit is at this time \$161,000 in Gloucester if it were sold. He said GDT would give the Gloucester Housing Affordable Trust \$55,000 so that their group could finance additional affordable housing someplace else. If they can make the numbers work, if they want to leave the money on the table, they would do two units which would be smaller at 1,100 square feet one bedroom units.

He pointed out that the top floor has four loft style units because of the height of the roof and contain a living room, dining room, kitchen, bathroom, laundry room and study on the first floor, and upstairs a master bedroom suite. There are 26 skylights with roof. The east and west side of the roof would get cut back to create recessed decks. The existing dormer on south side would become a three-season room.

Councilor Verga said there is an affordable rental with a deed restriction when for sale would be put forward as an affordable unit which **Mr. Noyes** confirmed.

Councilor LeBlanc asked about a timeline. **Mr. Noyes** said that the GDT's agreement with the city is that they would purchase the building and start construction within 20 days after Special Permit decision is filed. **Councilor LeBlanc** indicated he wanted to have a neighborhood meeting, because of previous concerns in developing the school building. He said previously there were concerns raised on where the construction equipment will be housed and if there will be access to Maplewood Avenue. A traffic study he initiated with the Traffic Commission clocked

a vehicle on Maplewood Avenue at 74 M.P.H. from Cleveland Street to Gloucester Avenue. He said he'd like to do this as soon as possible, and as well as a P&D Committee site visit.

Councilor Cox pointed out that her understanding was that 25 percent of the project would contain affordable housing which she said equates to three units. **Mr. Destino** said he said if there are over 8 or 10 units overall there has to be affordable units. It is why \$55,000 was offered to the Affordable Housing Trust to alleviate that issue by the GDT. However, if he is retracting those funds, he would have to earmark two units as affordable housing, he said. **Mr. Noyes** expressed his understanding it was 20 percent, and that it equates to 1.8 units. **Councilor Cox** pointed out that all use restrictions lapse four also years after the purchase. She asked is it after the purchase or is it after the occupancy permit is granted. She pointed out the developer could take a year for construction, and that shouldn't count to the four years. **Councilor Verga** said it was a good point and worth noting for conditioning the final Special Council Permit. **Mr. Noyes** said if GDT does it as a rental, they will look to find a way to take advantage of the tax depreciation which is seven years, not what the city's restrictions are. He suggested their construction of the units would take one year. **Councilor Cox** said that there is nothing to say the building would be complete in one year and didn't think the year of construction should count towards the four year count.

Councilor Verga asked about the building trusses. **Mr. Noyes** said the building has serious issues. There are two structural systems: The east and west classrooms have structural systems that run north/south; the floor joists run east/west; and every wall inside is a bearing wall. The attic at some time in the past due to snow loading, after the WWI, the diagonal truss was only done on one side but should have been done on both sides, and now has to be taken out in order to use the attic space. There are 26 posts going all the way from the basement to the attic. The tension rods the Councilor referred to didn't do their job when put in. The north wall in the attic is out of plumb and pushed out but not enough that the structural engineer is concerned, and has been stabilized, he said. There is not a value rafter or ridge rafter in the building that is meets current building code and all have to be reinforced which is a major undertaking, he said.

Next steps, **Ms. Lowe** explained, under the Major Projects, GZO Sec. 5.7.3, is that a group of city departments has to review the project: the Public Health Director, the City Engineering, the DPW Director, the Planning Director, the Building Inspector and the Fire Chief who report back on any issues or concerns they have. She reminded the Committee of the recent Special Council Permit process when there was a review of a residential development adjacent to Good Harbor Beach on Thatcher Road as an example. Once all those recommendations are received, the Committee then reviews those recommendations and call certain department heads in to discuss, and may condition the permit based on those recommendations.

The Committee agreed to schedule a site visit for Monday, August 10 at 8:00 a.m. **Councilor LeBlanc** said he would arrange a neighborhood meeting on August 12 at 6 p.m. at a location to be determined.

Councilor Verga asked **Mr. Noyes** that the school named be retained into the name of the final housing project.

A motion was made, seconded and voted unanimously to adjourn the meeting at 6:15 p.m.

Respectfully submitted,

Dana C. Jorgensson
Clerk of Committees

DOCUMENTS/ITEMS SUBMITTED AT MEETING: None.