

**Planning & Development Committee**  
Wednesday, October 16, 2019 – 5:30 p.m.  
**1<sup>st</sup> Fl. Council Committee Room – City Hall**  
-Minutes-

**Present:** Chair, Councilor Valerie Gilman; Vice Chair, Councilor Jen Holmgren; Councilor Lundberg  
**Absent:** None.

**Also Present:** None.

The meeting was called to order at 5:30 p.m.

**1. *Special Event Application: request to hold the 2019 Christmas Parade/Tree Lighting December 1, 2019***

**Brent “Ringo” Tarr** briefly reviewed the annual Christmas Parade in its 40<sup>th</sup> year taking its regular route from the Jodrey State Fish Pier ending at Kent Circle with the Tree Lighting taking place upon the parade’s conclusion on December 1<sup>st</sup> with a rain date of Dec. 8<sup>th</sup>. He assured that all plans for this year’s event are the same as it has been for some years now. The Committee thanked Mr. Tarr for this cherished seasonal annual event.

**MOTION: On a motion by Councilor Holmgren, seconded by Councilor Lundberg, the Planning & Development Committee voted 3 in favor, 0 opposed, to permit the Downtown Gloucester Christmas Parade and Tree Lighting from 2:00 p.m. to 7:00 p.m. on Sunday, Dec. 1, 2019 which starts at the Jodrey State Fish Pier and ends at Kent Circle, with a rain date of Sunday, Dec. 8, 2019. Sign offs from the Fire and Police Departments and other interested city departments are on file as well as written documentation of the parade route in the City Clerk’s Office and proof of insurance coverage as a sanctioned event by the City of Gloucester, which falls under the City’s General Liability Insurance.**

**2. *Renewal of Special Permit pursuant to MGL Ch. 148, §56 and GCO Ch. 22 “Traffic and Motor Vehicles”, Sec. 22-153 “Privately owned open-air parking space” re: Richard Pratt Outdoor Parking Permit at Beachland Ave. #2***

**Attorney Mary Jo Montagnino**, 186 Main Street, representing, Richard Pratt, current permit holder since 1956, for a Parking Permit for an open air parking lot located at 2 Beachland Avenue adjacent to Long Beach noted that abutters were noticed of this public meeting. She reported that there are attendants on site during the hours of operation. There are public facilities open during the hours of the lot’s operations, and Mr. Pratt contributes to the cleaning of the Gloucester side of Long Beach. It is a service to the community for the sake of the area residents so that beachgoers aren’t parking in or blocking their driveways. Rubbish generated by patrons is controlled through placement of trash barrels, she pointed out.

**Councilor Gilman** noted that there’s no more than 225 cars allowed in the lot, and there is a counter as part of the current license conditions. She asked if the applicant could keep a daily written tally of the counter to validate the amount which may be helpful to the Building Inspector. She mentioned overflow parking that occurs during the height of the beach season. She suggested adding to a condition that when the lot becomes full, a sign should be posted at the corner of Rockport and Thatcher Roads advising beachgoers. **Mr. Pratt** conveyed they do put a sign out consistently which says, “All lots full, Residents only” placed between the ice cream store and the parking lot. She suggested adding under Condition #2 a new subsection D) to affirm the placement of a “Parking Lot Full” within the conditions of the license.

**Councilor Gilman** also suggested that Condition #8 be amended to read as follows: “A counter is to be used to count the number of cars coming into the parking lot *and a daily log be signed and maintained by the applicant to be made available to city officials upon request.*” Both amendments to the conditions of the license were agreed upon by the applicant’s attorney and the Committee.

**COMMITTEE RECOMMENDATION: On motion by Councilor Lundberg, seconded by Councilor Holmgren, the Planning & Development Committee voted 3 in favor, 0 opposed, to recommend that the City Council renew the License for Richard Pratt for an open air parking lot at 2 Beachland Avenue under GCO Sec. 22-153, with the conditions and restrictions as follows:**

- 1. The lot will hold no more than 225 cars as per the Site Plan on file with the City Clerk’s Office dated October 31, 2014; and that the number of vehicles allowed by this license shall be posted;**

2. **The following information shall be posted:**
  - A) **Hours of operation;**
  - B) **Hours restroom is open;**
  - C) **Fees charged for parking;**
  - D) **A sign that says "Parking Lot Full" is to be placed at the corner of Thatcher and Rockport Roads;**
3. **An attendant shall be on duty for those hours that the lot is in operation;**
4. **Shrubs along the front of the property shall be maintained;**
5. **Prior to the issuance of the license by the City Clerk, the applicant shall pay over to the Cape Ann Motor Inn the sum of \$100.00 for the maintenance of the Gloucester portion of Long Beach;**
6. **Current approval of the Board of Health (toilet facilities) and the Fire Chief must be on file with the City Clerk's office;**
7. **The City of Gloucester will not be held liable for any claims incurred by the parking lot operation;**
8. **A counter is to be used to count the number of cars coming into the parking lot and a daily log be signed and maintained by the applicant to be made available to city officials upon request;**
9. **Grass to be cut in and around the parking lot at all times at the permit holder's expense;**
10. **Barrels to be brought in at the end of the day and brought out in the morning during the season of operation of the open air parking lot;**
11. **That the Automated Teller Machine (ATM) on the lot be in operation during business hours only.**
12. **This license runs from 01/01/2020 to 12/31/2025.**

This matter will be scheduled for public hearing.

A motion was made, seconded and voted unanimously to adjourn the meeting at 5:46 p.m.

Respectfully submitted,

*Dana C. Jorgensson*

Clerk of Committees

**DOCUMENTS/ITEMS SUBMITTED AT MEETING: None.**