



CITY OF GLOUCESTER
PLANNING BOARD
MEETING MINUTES
Thursday June 17, 2010 at 7PM
1st Floor CATA Conference Room, 3 POND ROAD
Rick Noonan, Chair

Members:

Rick Noonan, Chair
Mary Black, Vice-Chair
Henry McCarl
Marvin Kushner
Karen Gallagher -Absent

Staff:

Gregg Cademartori, Planning Director
Pauline Doody, Recording Clerk

I. BUSINESS

- A. Call to Order with a Quorum of the Planning Board
- B. Introduction of Planning Board Members and Staff

II. APPROVAL OF MINUTES

- A. Meeting of May 6, 2010
- B. Meeting of May 20, 2010
- C. Meeting of June 3, 2010

Motion: To approve the minutes of the May 6 Planning Board meeting.

1st: Henry McCarl

2nd: Marvin Kushner

Vote: Approve 3-1 with Mary Black abstaining

Motion: To approve the minutes of the May 20 Planning Board meeting.

1st; Marvin Kushner

2nd; Mary Black

Vote: 3-1with Henry McCarl abstaining

Motion: To approve the minutes of the June 3 Planning Board meeting.

1st: Mary Black

2nd: Marvin Kushner

Vote: All approved

III. PUBLIC COMMENT- None

IV. CONSENT AGENDA

A. Approval Not Required Plans

- Jeffery S. Horne to divide one lot into two at 19-21 Beacon Street (Assessors Map 17 Lot 71).

Mr. Cademartori stated in a memo to the Board this is very straightforward application. This lot has two existing structures on it that have been in existence prior to the adoption of the zoning in Gloucester. They have received special permit to divide the lot from the ZBA, and there are no issues.

Motion: To approve Jeffery S. Horne to divide one lot into two at 19- 21 Beacon Street (Assessors Map 17 Lot 71).

1st: Mary Black

2nd: Henry McCarl

Vote: All approved 4-0

B. Site Plan Review

- Stahlman Group Inc. on Behalf of Bearcat Realty Trust to develop a new industrial manufactory at 54 Great Republic Drive (Assessors Map 263, Lot 65). (Continued from 6/3/2010).

Presenter: Chris Ciocci, Stahlamn Group

Mr. Ciocci stated that the application was forward regarding the discussion about the storm water retention and detention. We were asked to contact the DPW which we did and have had several meetings. We are in accordance in plans for hydraulic calculations for the Industrial park.

Gloucester Engineering department said we can proceed as shown. We found out the FW Webb doesn't tie into the street which give us more capacity the street. There is no problem with the hydraulics.

Mr. Cademartori confirmed with Mr. Ciocci that one basin will not surcharge in the occurrence of a two year event. The sheet flow will enter into the drainage system and into the roadway and be able to handle it. What they are going to receive from the DPW director is a waiver of that standard. **Mr. Ciocci** confirmed that the one basin would be able to handle a two year event.

Mr. Cademartori stated that if the board is going to give an approval, we should have a condition stating; on the basis of receiving a waiver from drainage and grading regulations from the DPW. **Mr. Cademartori** asked if there had been any other revisions between the last meeting and tonight.

Mr. Ciocci stated there had not been any. The plans are dated 5-21 for permitting and zoning and 5/28 for the construction.

Motion: To approve the site plan as submitted through 5/28/10 from the Stahlman Group Inc. on Behalf of Bearcat Realty Trust to develop a new industrial manufactory at 54 Great Republic Drive (Assessors Map 263, Lot 65), with the condition of receiving a waiver for drainage and grading regulations from the DPW.

1st: Henry McCarl

2nd: Marvin Kushner

Vote: All approved 4-0

- Cape Ann Medical Office Building LLC to install modular units and modify parking lot at 2 Blackburn Drive (Assessors Map 262 Lot 21).

Presenter: Tom Peterman, Peterman Architects.,

Mr. Peterman reviewed the project with the board stating that it is a single story office building to be renovated for the new charter school. It will be a modular classroom building, parked in the existing parking lot. (Referenced plan for the board). The backside is the main entrance temporarily and eventually drop off will be at the front door. The parking lot is big enough for the construction work and the modulares. The modulares will be on temporary foundations. The drainage will not be altered, power and water will be brought in from the main building and the tight tank septic system will be located underneath the modular trailers. It is the same supplier as others systems in the city. Our intent is to allow for parking for staff to be close proximity to the building. There is plenty of parking for construction vehicles also. **Mr. Peterman** referenced plan for the board.

Mr. McCarl questioned egress and exits for vehicles and a designated recreation area for the children.

Mr. Peterman stated that they have checked on all radius sizes for emergency vehicles, but haven't designated a play area yet. Eventually they will be doing a reconfiguration of the lot for a playground. There are 90 enrolled now and after two years there will be 240. The modulares will be 20x 25 and 22x25. There will be a total of 5 classrooms.

Ms. Black asked if there was going to be any exterior construction work and if so how will it be segregated.

Mr. Peterman stated there will be a bit about 300 feet away from the modular building.

(Referenced plan) It will not interfere with the school day.

Mr. Tom Manna stated that there would be temporary construction fencing or coning off the area. It would be about 2-4 months of time. The building is to be finished by the end of October.

Ms. Black stated concern with the safety of those methods.

Mr. Manna stated they could put up chain link fencing. There is a surplus of parking and the building only need 14 spaces so we can designate an area for the children. There are a total of 38 spaces.

Mick Lafata, owner of building at 2 Blackburn

Mr. Lafata stated that the modulars are to be up by August 15 and the recreation space will be constructed at the same time

Mr. Noonan asked if there would be a safety fence during the construction phase, where the materials were to be sited, and if there is any timeline or strategy for when the kids will getting dropped off and picked up.

Mr. Manna stated that will not be a construction trailer. (Referenced plan for staging area). There is actually plenty of space on site: The construction trucks will be off site, however the contractors will still be there at the end of the day. We will be coordinating with the school to develop a plan. There is 260 feet of space for drop off. There is plenty of queuing.

Ms. Black stated here concern during drop off times for the school. She stated that there would be a significant backup. Where are the parents going to stop?

Mr. Lafata referenced plan for the board. He stated that there have been extensive conversations about this topic with the school. He reiterated that there is plenty of room.

Mr. Cademartori asked if the holding tank comes predesigned preapproved?

Mr. Manna stated that it comes as a package and everything will come from the main building.

Mr. Noonan stated his concern about a potential bottleneck with drop off, parking, and the modular's. How will it be managed?

Mr. Cademartori asked for the location of the dumpsters for the school and construction.

Mr. Peterman referenced the plan for the board stating, there won't be a lot of debris being created since most of the construction is done

Mr. Cademartori stated there was no proposed sidewalk treatment at this time for access around the building

Mr. Peterman stated that it is all temporary and will be restored to it original state. The intent is to leave the parking lot as is

Mr. Cademartori asked how will the drainage come off of the structure?

Mr. Manna stated it would be sheet flow all to be pitched towards spots in the back.

Mr. Noonan asked it there was any additional utility work to be done and is there any requirement for emergency evacuation.

Mr. Peterman stated it was electric and yes there are as in any building code and must be submitted to the state. There is adequate egress. Every class must have a sign in class and practice evacuation 2x a year. They come to an agreed to location at least 50' away from the structure. It is developed by the administration.

Mr. Cademartori referenced the plan regarding parking. Are you going to provide new striping of the lot. We want to avoid free for all.

Mr. Manna stated there is existing striping already. It will be marked very well.

Mr. Peterman stated that we are under some urgency to get this done and bear in mind that it is temporary.

Mr. Cademartori stated that we want to make sure the plans will be implemented.

Motion: To approve Cape Ann Medical Office Building LLC to install modular units and modify parking lot at 2 Blackburn Drive (Assessors Map 262 Lot 21) based on conditions. Plan dated 6-3- 2010

- **Review and approval from Fire Dept for access for future building and temporary building.**
- **Correspondence from school regarding transportation for busing/how it will all function**
- **Approval from Board of Health for holding or tight tank**
- **Enclosed in fenced area for student recreation**
- **Construction management access plan to be submitted**

1st: Marvin Kushner

2nd: Henry McCarl

Vote: All approved 4-0

- **Abbie Morgan, LLC to establish motor vehicle service and modify parking lot at 168 Eastern Avenue (Assessors Map 160 Lot 6).**

Presenter: Attorney Robert Coakley, 64 Middle Street, Gloucester

Jay McNiff, Manager of Abbie Morgan LLC

Mr. Cademartori stated that he receive the revised site plan from Mr. Coakley and Mr. McNiff by Griffin Engineering through 6-15-10.

Mr. Coakley stated the site is the old CATA bus barn. He presented an aerial view to the board. He reviewed plans and aerial picture with the board. Toward pond road is a residential district and they have been told and are in favor of the project.

It is an allowed use for this business. We appeared before the Planning and Development committee this is an allowed use which is extended business. A special permit is needed for motor vehicle services which are regulated in every district in the city. We received a unanimous endorsement from them last night. Bob Griffin is the civil engineer who prepared the site plan. This is an existing building and it has been rented it to a manufacturing facility. When it was first constructed it was a repair, maintenance facility for Nynex, and has a long history of vehicles on site. We have physical access to the building. This site has always had access. There are two curb cuts one local and one state. CATA did not use that, prior to CATA use a water line and sidewalk was put in and blocked our access. We have received permission to reinstitute the curb cut so we will have access on Old County Road and Eastern Ave. We will also install stop signs and a sign saying no right turn. Under ordinance, we need 14 spaces on site and we have 21 spaces. The exact use of the space is that we have an agreement in principle with the Meineke shop on Bass Ave and he is looking to purchase this property. He also sells used automobiles and it is a permitted use. The picture shown that between the building and Eastern Ave is a grassy area and a wide asphalt area and then a sidewalk. We are thinking of flipping that area and having 5 spaces and install a grassy area in back. At the sidewalk we will have handicapped access ramps and also striping for a stop sign and appropriate directions for two way traffic. We will also softening the right hand turn for cars to make the turn easier. As part of this application we are asking for a series of waivers. Ward one counselor walks are frequently. The existing facility has refueling capability. The tanks will be removed and no fueling on site.

Mr. Cademartori suggested installing granite curbing at intersections. He also suggested moving the loading area further into the site. Mr. Cademartori also asked if the catchbasin tie in was reviewed.

Mr. McNiff stated is had not been reviewed and we can move the loading area anywhere. There is plenty of room. Most of the trucks would typical box trucks. They would pull into the existing bay and load to the interior of the building.

Mr. Noonan asked if there would be a curb cut on the state side. Mr. McNiff stated no.

Mr. McNiff: There will also be a full 21Ee done on the site. There are floor drains that will be tied into a sand trap system which will then be tied into the municipal sewer system

Mr. Cademartori stated that a 25' curb radius on entrance side is appropriate for sweep in-keeping it on the 15 foot on the exiting side would be acceptable and compliant with subdivision standard. He asked if there a possibility to petition the state for vegetation management: What is the façade of the building to look like?

Mr. McNiff stated the building will have two signs, taking out the glass block, and painting; there is a lot of work for testing to be done.

Mr. Cademartori stated that if the opportunity to extend the sidewalk to about 100'. It would good to be able to have a place for foot traffic.

- **Vegetation management to be done.**
- **Provide details of drainage connection.**

- **Motion: To move approve the site plan submitted by Abbie Morgan, LLC to establish motor vehicle service and modify parking lot at 168 Eastern Avenue (Assessors Map 160 Lot 6).**

1st: Mary Black

2nd: Marvin Kushner

Vote: All approved 4-0

V. OTHER BUSINESS

A. Pre-Application Discussion Potential Subdivision at 23-27 Silva Court.

Board Discussion

The board stated that the appropriate application was a subdivision. We review the number of waivers that would be provided. The intention was to gauge the board concerns. The Board has to find something in the proposal that would be an overarching public interest.

B. Planner's Report

Mr. Cademartori stated that we did receive a wind energy feasibility grant and we will be researching a site located in Blackburn Park near the water tower. It is a \$51,000 grant, to perform an in-depth analysis, and provide business planning strategies. It will be completed in 4-5 months. Since the changes have been made to the wind turbine ordinances the ComDev department has received numerous inquiries on both private and potential public partnerships for wind projects. This will help us come up with a strategy as a city.

Next Tuesday at the City Council meeting the discussion will be on draft hazard mitigation plan. There is a listening post on Facilities on June 29 which is a follow up on the initial meeting. At the last one Ed Shoucair from Planners Collaborative committed to a pro-bono analysis of the facilities report and brief presentation.

Mr. Cademartori indicated he would forward the Birdseye zoning proposal to the Board providing members more than a month to read and review it. It is extensive. There are minimum thresholds for a PUD district in Chapter 40a and they have been satisfied. The detail of what is enabled or allowed is up to those who adopt the ordinance. There will be a process for a master plan for the site and then special permitted uses allowed. It will have to be consistent with the master plan that was approved.

Members may find similarity with the former proposed Fort Overlay District. PUDs typically introduce residential uses to an area that already has a mix of commercial or industrial uses.

- a. Chairperson's Report

C. ADJOURNMENT

Motion: To adjourn

1st: Henry McCarl

2nd: Mary Black

Vote: All approved 4-0

D. NEXT MEETING

Next regular meeting of the Planning Board is Thursday July15, 2010

Planning Board Members: If you are unable to attend the next meeting please contact the Planning Office at (978)281-9781.