

Planning & Development Committee
Wednesday, September 21, 2016 – 5:30 p.m.
1st Fl. Council Committee Room – City Hall
-Minutes-

Present: Chair, Councilor Paul Lundberg; Vice Chair, Councilor Cox; Councilor Valerie Gilman

Absent: None.

Also Present: Councilor Nolan

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

1. *Special Event Application: Magnolia Gold Coast Festival, October 15, 2016*

Carla Nee, Salted Productions, Scituate, Mass., informed the Committee that the for-profit event she is organizing, the Magnolia Gold Coast Festival, new event to the city, and went before the Special Events Advisory Committee (SEAC). SEAC approved the event to be contained to Lexington Avenue from Norman to Flume Roads although the original request was to close two adjacent roadways. Tents sized 10'x10' will be erected on either side of Lexington Avenue, up to 40 of them, and merchants will be opening for that day as well, she indicated. There will be live music amplified by a small public address system, located on the sidewalk just outside the Lexicon Gallery.

Councilor Lundberg confirmed with **Ms. Nee** that this event co-sponsored by the Magnolia businesses on Lexington Avenue and that **Ms. Nee** is the event organizer of record. He reviewed a memo from the Interim City Clerk regarding the determination of SEAC (dated September 21, 2016 on file) which outlined that: while all sign-offs and necessary approvals were in hand, **Ms. Nee** was advised by the Assistant Fire Chief that she would need to obtain the necessary permit for use of propane and speak to the EMS Coordinator on whether there was a need for their services. The memo further stated that **Ms. Nee** was advised by the Assistant Police Chief to contact the Police Department for a Police detail.

In response to a question from **Councilor Cox**, **Ms. Nee** indicated that artisans, craft makers, and other vendors will line the street selling their wares. She confirmed vendors are being charged under \$100 to participate. **Councilor Cox** observed there have been several events where the same area has been closed off to vehicular traffic but couldn't recall that police details were deemed necessary which was confirmed by **Councilor Nolan**. **Councilor Cox** discussed the need for a police detail with **Councilors Nolan** and **Lundberg** and upon conclusion of that brief discussion voiced her agreement that with the expected draw and being a first time event a police detail was appropriate. **Ms. Nee** pointed out that while the application showed 80 tents and 1,500 participants, a new outline of the event showed that there is only room for 40 tents which would likely reduce the number of participants overall. **Councilor Cox** asked about arrangements for public facilities. **Councilor Nolan** indicated that the participating Lexington Avenue businesses and the Magnolia Library will open their facilities to the public during the event.

Councilor Gilman asked if plans for arranging for recycling containers had been considered, and if there were no plans she encouraged **Ms. Nee** to make such arrangements. **Ms. Nee** conveyed she has not made arrangements for placement of recycling bins and would look into it, but that she does provide trash bins and trash removal.

MOTION: On a motion by Councilor Gilman, seconded by Councilor Cox, the Planning & Development Committee voted 3 in favor, 0 opposed, to permit the Magnolia Gold Coast Festival, Saturday, October 15, 2016 with a rain date of Sunday, October 16, 2016 from 10:00 a.m. to 4:00 p.m. Lexington Avenue only is to be closed from Norman Avenue to Flume Road with appropriate signage posted at either end of Lexington Avenue advising motorists of alternative routes. The following conditions apply:

- 1. Applicant is to place on file with the City Clerk a Certificate of Insurance naming the City of Gloucester as the Certificate Holder to be filed no later than the close of business on October 5, 2016.**
- 2. Applicant is to notify all abutters of the closed area of Lexington Avenue in advance of the event;**
- 3. Applicant is responsible for providing adequate trash receptacles and for removal of same;**
- 4. Applicant has an agreement with participating Lexington Avenue businesses to make available restroom facilities for the duration of the Magnolia Gold Coast event;**
- 5. All vendors of goods, except those excluded by state law, are to obtain city vending permits prior to October 5, 2016 from the office of the City Clerk;**
- 6. All vendors of food and beverages (non-alcoholic) are to obtain city vending permits prior to October 5, 2016 from the office of the Public Health Department.**

2. ***Memorandum from Sr. Engineering Aide: Proposed Street Naming & Numbering Plan for Golden Lane currently known as 618R Essex Avenue (vote to refer under GCO Sec. 21-3(e) only)***

Karen Andrews, Senior Engineering Aide, explained that the new owners of 618R Essex Avenue reached out to the Engineering Department to request this name change for 911 reasons only as the “common driveway” is difficult to locate. She discussed with the Committee that the numbers on Essex Avenue are slightly out of sequence in that immediate area, and that this name change will stand out from Essex Avenue to make it easier to identify where the house can be found which is sited some distance away from Essex Avenue.

Councilor Lundberg noted for the record reiterated that Golden Lane will remain a private road and as such is not entitled to city services related to it. He also conveyed that the Planning Department had no objection, but the Planning Director’s recommendation included a caveat that it be made clear that Golden Lane is not a right of way or road that is recognized by the Planning Board; therefore, it may not be used to meet frontage requirements for future development unless approved by the Planning Board as a subdivision.

COMMITTEE RECOMMENDATION: On a motion by Councilor Cox, seconded by Councilor Gilman, the Planning & Development Committee voted 3 in favor, 0 opposed, to recommend that the City Council under GCO Sec. 21-3 “Street Names” to rename 618R Essex Avenue, Assessors Map 237, Lot 70, and to renumber the lot to 11 Golden Lane.

3. ***SCP2016-004: Great Republic Drive #38, Map 263, Lot 64, GZO Sec. 1.5.3(c), Sec. 5.7 “Major Project” & Sec. 5.27 “Medical Marijuana Treatment Centers & Medical Marijuana Cultivation Facilities”***

This matter is continued to October 5, 2016.

A motion was made, seconded and voted unanimously to adjourn the meeting at 5:50 p.m.

Respectfully submitted,

Dana C. Jorgenson
Clerk of Committees

DOCUMENTS/ITEMS SUBMITTED AT MEETING: None.