

**Planning & Development Committee**  
Wednesday, October 19, 2016 – 5:30 p.m.  
**1<sup>st</sup> Fl. Council Committee Room – City Hall**  
-Minutes-

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

**Absent:** None.

**Also Present:** Mayor Sefatia Theken;

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

**1. Special Event Application: Mayor's Halloween Party, Sunday, October 30, 2016**

**Mayor Sefatia Theken**, with two members of the Mayor's Ad Hoc Committee organizing the Halloween Party **Roseanne Cody** and **Dawn Caraway**, outlined for the Councilors plans for the Mayor's event with the Mayor describing the treats and toys attending children will be gifted with. She noted there are quite a few sponsors lined up in support of the event. She described that inside City Hall the basement level will become a haunted house produced and staffed by YMCA volunteers with activities for young children in Kyrouz Auditorium where there'll be a DJ. She indicated that Halloween event starts at 2:00 p.m. and ends at 5:00 p.m. at City Hall. Other special volunteers are the Fire Department (displaying a fire truck in part of City Hall's parking lot on Warren Street) and its Women's Auxiliary, the Police Department, the Gloucester High School National Honor Society and Mass Mudders to name a few. She noted that the Unitarian Universalist Church will be having non-scary events for children simultaneous with the Halloween Party.

**Mayor Theken** then described plans for a hay ride whose route will take riders from the entrance of the employee's parking lot at City Hall, through it onto Dale Avenue, turning left onto Middle Street, left onto Pleasant Street, and then left onto Warren Street to return to the start.

**Councilor Cox** expressed concern for residents who rely on the parking on Dale Avenue, and for the times of the road closures and discussed her concerns with Ms. Cody who conveyed that was the recommendation of the Police Department to ban the parking and to close Dale Avenue in part for the event. **Mayor Theken** offered that residents can park in the Library parking lot and would speak to the Director of the Library about that. **Councilor Cox**, while expressing reservations about the parking ban, stated that as long as residents are noticed by flyers at least three or four days in advance of the event she would agree to the parking ban for the entire day. She advised the Mayor and her committee members that Central Grammar Apartments should be noticed, that individual flyers in mailboxes aren't allowed. **Ms. Cody** said she would notice the apartment manager, and **Mayor Theken** assured they would notice the Central Grammar residents. **Councilor Cox** then discussed with the Mayor the need to close the portion of Middle Street and ban parking from Dale Avenue to Pleasant Street in order for the hayride to be able to turn that corner and pointed out there would need to be no parking on that portion of Middle Street for the hayride to safely make it through. It was noted that Warren Street would be closed for the duration of the event with no parking there as well. There was also a brief discussion of the safe placement of bouncy houses should they be utilized.

**Councilor Gilman** asked if there is a plan in place for the event should it rain. **Mayor Theken** said if there is rain, those activities that can be will be moved inside, and the outside activities such as the hayride would be cancelled. She assured there are many activities available in City Hall that would be plenty of fun for children. **Mayor Theken** pointed out that no child can attend the Halloween event without an adult accompanying them. She assured that the Council dais and all associated electronic equipment and the stage lift will be covered and protected. **Councilor Gilman** commended the Mayor and her committee for organizing such a wonderful event.

**Councilor Lundberg** expressed his thanks to the Mayor saying it sounded like a great event for the community's children.

**MOTION:** On a motion by Councilor Cox, seconded by Councilor Gilman, the Planning & Development Committee voted 3 in favor, 0 opposed, to permit the Mayor of the City of Gloucester to hold a city-sponsored Halloween Party on Sunday, October 30, 2016 from 2:00 p.m. to 5:00 p.m. Additionally, the Planning & Development Committee hereby permits a "hayride" to commence on or around 2:00 p.m. on Sunday, October 30 to conclude on or around 5:00 p.m. on a route starting at the Gloucester City Hall employees' parking lot entrance, out onto Dale Avenue, turning left onto Middle Street, turning left onto Pleasant Street, and left onto Warren Street. Those portions of Dale Avenue, Middle Street from Dale Avenue to Pleasant

**Street, and Warren Street will be closed to all vehicular traffic. Parking is to be banned on Dale Avenue and Warren Street for its entire length and Middle Street from Dale Avenue to Pleasant Street from 8:00 a.m. to 6:00 p.m., Sunday, October 30, 2016. Traffic control during the road closures will be overseen by the Gloucester Police Department. As this is a city-sponsored event, it is covered under the city's liability insurance through MIIA.**

2. *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"(Cont'd from 10/05/16)*

**Councilor Lundberg** conveyed to the Committee that because there were incomplete recommendations from department heads and the Planning Board at this time, the Committee would need to carry this matter over to its Wednesday, Nov. 2 meeting and would not begin its deliberations without full recommendations on the application in hand.

**This matter is continued to November 2, 2016.**

3. *SCP2016-005: Great Republic Drive #41, Map 263, Lot 58, GZO Sec. 1.5.3 (c), Sec. 2.3.2, Sec. 5.7 "Major Project" & Sec. 5.27 "Medical Marijuana Treatment Centers and Medical Marijuana Cultivation Facilities – An overview by the Planning & Development Committee Chair and the Attorney for the Applicant on the Permitting Process (Cont'd from 10/05/16)*

**Councilor Lundberg** conveyed to the Committee that because there were incomplete recommendations from department heads and the Planning Board at this time, the Committee would need to carry this matter as well over to its Wednesday, Nov. 2 meeting and would not begin its deliberations without full recommendations on the application in hand.

**This matter is continued to November 2, 2016.**

**A motion was made, seconded and voted unanimously to adjourn the meeting at 6:05 p.m.**

**Respectfully submitted,**

*Dana C. Jorgensson*

Clerk of Committees

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