



## QUINCY PLANNING BOARD

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### PLANNING BOARD MEETING MINUTES

**Wednesday, April 16, 2014**

**MEMBERS PRESENT:** Chairman William Geary, Coleman Barry, Glen Comiso, James Fay, Richard Meade

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** Dennis E. Harrington, Planning Director  
Christine Chaudhary, Planning Board Recording Secretary  
Kristina Johnson, Planning, Transportation Director  
Robert Stevens, Urban Renewal Planner

Meeting called to order and attendance roll call taken at 8:10 PM by Chairman William Geary. (A previous meeting in the same venue was not completed in time for the Planning Board to begin at the 7 pm advertised start time.)

#### **8:12 PM VOTE TO ACCEPT MARCH 12, 2014, PLANNING BOARD MINUTES**

**MOTION:** by Member Meade to approve the March 12, 2014, Planning Board meeting minutes

**SECOND:** Member Barry

**VOTE:** 5-0 MOTION CARRIES

#### **Public Hearing, 54 Miller Street, Special Permit (Signs), Planning Board Case 2012-02**

Chairman Geary read into the record: In accordance with the provisions of Chapter 40A, Section 11 MGL, the Quincy Planning Board will hold a public hearing on Wednesday, April 16, 2014 at 7:10 P.M. (actual start time 8:13 P.M.) in the new City Council Chambers, 2<sup>nd</sup> Floor, Quincy City Hall Annex, 1305 Hancock Street, Quincy, MA, on the application of Steward Health Care, Compass Medical and Charles Giacchetto of Compass Development located at 55 North Road, Suite 220, Bedford, MA, for Special Permit under Quincy Zoning Ordinance Title 17, Sections 9.5.3 Signs. The proposal includes building mounted signs, of varying sizes, at 54 Miller Street on a lot of 51,065+/- square feet in a Business B zoning district, Assessors' Plan No. 4044, Lot 1/ Plot 3.

Attorney Robert Harnais, office located at 15 Foster Street, Quincy, stated that he represents Compass Medical and Steward Healthcare with regard to the proposed signs. Attorney Harnais stated that back in 2012 the building proposal was before the Board and a Permit was granted for building construction to transform the former Saturn dealership into a medical

office building. Attorney Harnais explained the building site which is located directly next to the highway. He stated that the proposal is for four building signs to be mounted on two sides of the building (north facing and south facing) so that they can be seen from the highway to help people find the correct exit to the building. The signs have the Compass Medical name and Steward name and will be softly lit with LED blue subtle lighting (lights off at 10 pm). The signs will be on the top floor and do not face the surrounding neighborhoods, but are targeted to drivers on the highway.

Mr. Scott Ferrigno of Sign Design, Brockton, MA, answered questions from Board Members about the subtle lighting and used displays to describe the signs. The signs are a little larger than what is allowed by Quincy Code, Mr. Ferrigno answered in response to Chairman Geary's question. Mr. Ferrigno showed drawings depicting what the signs would look like on the building. In response to Member Meade's question, Mr. Ferrigno showed renderings and stated that the size of the signs are 17"x242" (28.5 sf), and the one above that one is 31"x168" (38 sf). On the other façade of the building, the signs are 29"x424" (86 sf) (the Compass sign) and 48.4"x247" (83 sf) (the Steward sign). Attorney Harnais stated that the proposal was before the Zoning Board of Appeals, and the signs were approved, though also required to go before the Planning Board. In response to Member Fay's question, Attorney Harnais stated that the building will have only the two tenants—Compass and Steward—no third tenant.

Chairman Geary commented on the attractive building, and noted that he doesn't have any objection to the signage. The Chairman stated that the Board has been apprised that the owner has failed to comply with a number of the Conditions of the May 2012 permit Decision related to the site and intersection. The Chairman stated that the Board would appreciate an explanation as to why the developer would fail to comply with the Conditions of the Approval. Mr. Charles Giacchetto of Compass Development, Bedford, MA, addressed the points listed in a letter dated 4/11/14 from Planning Director Harrington as well as the points in a 4/7/14 Civil Engineering Site Inspection report from the Board's peer review consultant HW Moore Associates, Inc., Boston, MA, Mr. James M. White, PE.

Along with questions and discussion from the Board and Planning Director, Mr. Giacchetto's responses to items included:

**-Page 8, Part 1 (b):**

Provide required plan with City Engineer's Approval letter

*b) A detailed annual maintenance plan for the proposed area drains and all related drainage structures must be developed.*

Response: The engineer signed off on the CO sign-off sheet, but did not provide a letter.

**-Page 8, Part 3 (b) & (c):**

Provide required plan with Health Department's Approval letter

*b) SOLID WASTE: The dumpster referenced within the submitted plans must be enclosed and properly gated as per the City of Quincy Dumpster Ordinance (Plans reference a location for a dumpster pad, and privacy fencing but no details were provided regarding required gate; landscape plan (L1) does not show proposed dumpster location.*

Response: Done. Mr. Giacchetto explained that the dumpster was moved from the curb to the parking lot because National Grid forced them to relocate a transformer and they lost two parking spaces. In response to questions from the Chairman, the dumpster location was determined to be on a lawn area on stones and enclosed with PVC fencing, though that is not the plan approved by the Planning Board.

*c) MEDICAL WASTE: Although plans indicate a location for a dumpster for the handling of solid waste from this facility, the project proponent should be aware that separate provisions must be made for the handling of any medical waste (i.e., sharps) generated at this facility.*

Response: There is no medical waste on the site. A third-party vendor removes medical waste from the exam rooms to off site.

**Note: Dumpster is now located in a lawn area and not as Approved on a paved area.**

**-Page 9, Nos. 8, 11, 12, 18:**

Provide required plan with City Engineer's Approval letter

*8. Add detail of driveway entrance to show accessible sidewalk, minimum 4' across and 1.5% slope.*

Response: On plan, on as-built, slope is appropriate.

*11. Project engineer to design handicap walk slopes at 7.8% to allow for .5% tolerance.*

*12. Access route from Miller Street needs to be not more than 5%.*

Response: Done, and on plan that was submitted to Board about 1-1/2 years ago. Slope is less than 5%. There was one 2-foot x 2-foot area that had to be cut out and corrected.

*18. Replace entire asphalt sidewalk along the length of Miller Street adjacent to the project site.*

Response: Done, was repaved.

**-Page 10, No. 20:**

*20. Provide Mass Registered Landscape Architect's stamped drawing for existing tree plan and plan L-1 (4/16/12) and plan L-2 (4/4/12).*

Response: Will pay Registered Landscape Architect to review and stamp plan, and resubmit.

**-Page 10, No. 22:**

*22. Provide lighting plan for Approval of the Director of Inspectional Services that does not impact neighboring homes.*

Response: There is a lighting plan by Pando Associates and it was submitted to the Director of Inspectional Services Department, and it is in the Building Permit file, though no sign-off was requested from ISD.

**-Page 10, Nos. 24 and 27:**

Provide required plan with City Engineer's Approval letter

24. Applicant to submit whole stormwater management report, stamped and signed by a professional engineer prior to the issuance of a building permit.

Response: Done. There is a stormwater management plan.

27. Install a clean-out at the proposed sewer service pipe.

Response: Installed.

**-Page 10, Nos. 29 and 31:**

Provide Planning Board electronic survey data for filing with the City Engineering Department

29. All drawings submitted shall be stamped and signed by professional engineer/professional land surveyor or registered landscape architect.

Response: All provided except the landscaping plan.

30. Prior to final site work, install survey monuments to delineate the public right of way.

Response: Done.

31. Upon completion of the project, Applicant's engineer shall provide as-built plans showing all utilities, building footprints, reference bounds and bench marks defining the total site, facilities and right-of-ways need to be submitted along with a digital file.

Response: Done.

The Chairman asked for a letter to be submitted to the Planning Department detailing the responses that were given by Mr. Giacchetto. Attorney Harnais stated that he is representing Compass Medical and Steward Healthcare with regard to the proposed signs. The "Developer" (also Mr. Charles Giacchetto) was asked by Attorney Harnais if he wanted to be represented with regard to the 2012 permit issues. Mr. Giacchetto responded in the affirmative. Attorney Harnais stated that he will have information relayed in writing as to stipulate whether or not the developer is in compliance with the approval of the Board in 2012.

Planning Director Dennis E. Harrington stated that the 4/11/14 letter was provided to the Applicant, the Board, Mr. Charles Giacchetto, Mr. Tom Giacchetto, Attorney Harnais, and to the engineer (DeCelle-Burke, Quincy) that prepared the as-built plan--but has not been engaged to provide the remainder of the services. With respect to the comments made regarding the construction tonight by Mr. Giacchetto, there indeed were proposed plans submitted, the Planning Director stated. The question is whether the building is in conformance. HW Moore was asked to perform a site inspection, and prepared the April 7, 2014 report.

Director Harrington read aloud the items listed in the 4/7/14 HW Moore report, and commented on some items:

*A. The site utilities and most of the on-site construction work was in good condition and was constructed in conformance with the approved plans.*

Planning Director's comment: Done.

*B. The location of the transformer was changed and is now located southerly parking area resulting in the loss of about two parking spaces. The project still complies with the required parking.*

Planning Director's comment: National Grid's fault. Still in parking compliance.

*C. The Miller Street sidewalk HP ramp on east side of drive entrance needs to be reconstructed. It presently is a trip hazard.*

*D. The HP ramp on west side of entrance drive needs to be reconstructed. Remove both the radius section of curb (which is being used as a straight section) and adjacent 2 foot length of curb and replace with one length of curb.*

Planning Director's comment: It is an inadequate handicapped ramp—does not comply with rules or regulations.

*E. Driveway opening on approved plan appeared to be further away from existing utility pole.*

*F. All catch basins need oil trap hoods.*

Planning Director's comment: The Applicant has never filed a stormwater maintenance plan for this parking lot. The basins are covered with debris. The maintenance plan would inform people now and in future years how to maintain the basins by having oil trap hoods and by sweeping the parking lot. All catch basins are missing the DEP required oil trap hoods.

*G. Disturbed areas at both WQD needs to be completed. The dead tree in the parking area needs to be removed. The gravel needs to be removed from the parking area. The sink hole at the west WQD needs to be fixed.*

Planning Director's comment: There is a dead tree in the parking lot. The area looks like a construction site and is, in fact, still a construction site.

*H. The new curb installed at the former easterly drive has a 1 inch vertical misalignment, one curb piece is broken and one curb piece is not the required V-4 curb (it is VB curb). This curb work is not acceptable and needs to be reconstructed.*

*I. Remove the trash covering the northwest catch basins.*

*J. The engineer should verify that cross slope does not exceed 2% for handicap access along Miller Street.*

Planning Director's summary comments: In 2012, the Board dictated that certain

requirements had to be followed. There is no evidence in the Board's file that any of the items listed in the April 11, 2014, letter have been complied with. It may be that there are one of two items that have been complied with, but the evidence is in another City office and has not been provided for the Board's file. Examples of set conditions the developer has not complied with include: we have received electronic proposed plans only along with recent paper prints of three different landscaped plans all dated the same--4/7/14 and unstamped; neither one of the driveway entrances have been properly reconstructed.

The Director did state that he does have an affirmative recommendation for the signs, tonight's advertised matter.

Further, the Director stated that from an April 5<sup>th</sup> observation of the site, most of the plantings seem to be correct but their condition is questionable; many look like they may not survive and will need to be replaced. The entire hedge on Miller Street is not the correct approved plant type of bayberry—but is ilex which is easily damaged by snow/wind. The Director noted that changes to the approved plans for the site may have been approved if such changes were requested—such as moving the dumpster from the approved spot, changing hedge plants, etc.

Mr. Giacchetto referred to the HW Moore report of 4/7/14 and addressed each item and stated that most of the items were done/fixed/completed/in compliance, and offered further explanation on a few of the items:

*B. The location of the transformer was changed and is now located southerly parking area resulting in the loss of about two parking spaces. The project still complies with the required parking.*

Mr. Giacchetto's comment: Change due to National Grid.

*E. Driveway opening on approved plan appeared to be further away from existing utility pole.*

Mr. Giacchetto's comment: Was measured off, but might be due to where the pole is located.

*G. Disturbed areas at both WQD needs to be completed. The dead tree in the parking area needs to be removed. The gravel needs to be removed from the parking area. The sink hole at the west WQD needs to be fixed.*

Mr. Giacchetto's comment: The dead tree was laying on its side and has since been replanted. The site was not at its best when HW Moore Associates did the site inspection because it was right after the large wind storm. We never leave the parking lot in a poor state, and there is somewhere there once or twice per week to clean catch basins and keep the site orderly. Right now, the mulch is in and the landscaping is done. The sink hole has been filled in and mulched over.

The Chairman asked Mr. Giacchetto if he acknowledged, as the developer, that if there is a change in circumstances that alters an approved Condition would you agree that you have an obligation to notify the Board to seek relief? Mr. Giacchetto answered in the affirmative, and stated that he realizes that he should have come back to the Board for changes such as the dumpster relocation and the transformer relocation.

Mr. Giacchetto stated that nine additional trees were added at the back of the property. He spoke about the plantings and stated that there is a one-year warranty and has a management contract on the site. When plants die, they are replaced.

The Chairman noted that he drove by the site, commented on the beautiful building, but also noted that the site was in disarray. He asked if construction was completed. Mr. Giacchetto stated that two stormceptors were just installed, but the place is pristine now.

The Chair asked for written substantiation of the issues, that will be reviewed by the Planning Director and his staff, and peer reviewers as necessary. Mr. Giacchetto agreed and stated that by the first of next week (week of 4/21/14) the written report would be sent.

8:54 PM: Planning Director stated that the peer reviewer from HW Moore Associates would return to the site for another inspection. A maintenance plan is required. The stormwater plan should be filed with the Board, and should include the maintenance plan. A Decision by the Board requires formal reports and formal approval letters. The Director stated that the site looks like a construction site, and also that a substantial amount of the plantings do not look like they will survive. The Director stated that an approval letter from the Health Department is required regarding the dumpster and its new location on the site, as well as for the hazardous waste disposal situation.

Regarding the Special Permit request for signs, the Director stated that the signs were reviewed by the Zoning Board of Appeals and are slightly larger than allowed by Code. The signs are to be limited to four in number, and it was noted that there is also one street-level sign now.

The Director referred to his April 16, 2014, recommendation letter to the Board:

*The Special Permit for signage under Quincy Zoning Ordinance Title 17, Sections 9.5.3 Signs, is recommended for Approval.*

*Final approval by the Board for the occupancy of the premises is not recommended based upon Applicant's failure to provide adequate written response to the April 11th Planning Department letter requiring evidence of compliance with various Conditions of the Board's May 16, 2012, Decision.*

Chairman Geary explained the Public Hearing process, where the public has the option to either speak or sign in favor or in opposition to a proposal, to comment or ask a question, or submit written comments.

Ms. Joan Falvey, 45 Lyons Street, Quincy, stated that she also attended the Zoning Board of Appeals meeting and wanted to be sure that the sign lights will be shut off at 10 pm and that any defective lights will be replaced within 48-72 hours. Attorney Harnais stated confirmed that lights out will be 10 pm and light replacement will happen within 48-72 hours.

No-one else spoke or signed in favor or against the project.

9:02 PM

**MOTION:** by Member Meade to close the Public Hearing

**SECOND:** Member Fay

**VOTE:** 5-0 MOTION CARRIES

9:03 PM

**MOTION:** by Member Meade that the Special Permit for signage under Quincy Zoning Ordinance Title 17, Sections 9.5.3 Signs, is recommended for Approval with Conditions to include:

1. Sign lights will be turned off no later than 10 pm each day.
2. Defective lights will be replaced within 48-72 hours.

As well as the Applicant's compliance to items as enumerated by the Director with reference to the site and its condition and compliance with the Conditions of the Board's Decision document of May 16, 2012 (Case 2012-02). A written report is to be submitted to the Planning Director.

Final approval by the Board for the occupancy of the premises is not recommended based upon Applicant's failure to provide adequate written response to the April 11<sup>th</sup> Planning Department letter requiring evidence of compliance with various Conditions of the Board's May 16, 2012, Decision.

**SECOND:** Member Fay

**VOTE:** 5-0 MOTION CARRIES

(Planning Director Harrington left the meeting room.)

**Public Hearing, 226 Quincy Avenue, Special Permit and Site Plan Review  
Planning Board Case No. 2014-06**

Chairman Geary read into the record, and the Public Hearing was opened: In accordance with the provisions of Chapter 40A, Section 11 MGL and Title 17 of the Quincy Municipal Code, the Quincy Planning Board will hold a public hearing on Wednesday, April 16, 2014 at 7:30 P.M. (actual start time 9:03 P.M.) in the new City Council Chambers, 2<sup>nd</sup> Floor, Quincy City Hall Annex, 1305 Hancock Street, Quincy, MA, on the application of Lucky Supermarket, Inc., Yumei Zheng, President, for a Special Permit, Site Plan Review and grant of both parking and loading waivers by Special Permit under Quincy Zoning Ordinance Title 17, Sections 3.1.3 Major Nonresidential Use, 5.1.17 and 5.2.6. The proposed work site is located at 226 Quincy Avenue and the proposal is to demolish an existing 5,924 SF accessory storage building and construct a new 60' x 105' addition and loading dock on the back of the main building. The addition contains 12,600 square feet on 2 floors. The existing nonconforming parking lot will be reconfigured to conform to the new building layout. The lot is 70,658 square feet. The land is within the Business B zoning district and is shown on Assessors Map 2085B as Lot 14.

Ms. Kristina Johnson, Planning, Transportation Director, and the project manager for this case stated that plans were submitted and sent to the peer review consultant. The plans

were not adequately developed to move forward tonight with a public hearing. The attorney for the project, Attorney Christopher Harrington, Quincy, submitted a letter (4/16/14) requesting a continuance to the next Planning Board meeting. Ms. Johnson stated that issues will be addressed in the meantime.

9:06 PM

**MOTION:** by Member Barry to continue this matter to the May 2014 Planning Board meeting

**SECOND:** Member Fay

**VOTE:** 5-0 MOTION CARRIES

Ward II Councillor Brad Croall noted that he saw members from the neighborhood in attendance tonight, and that he had held a neighborhood meeting which was well attended. Councillor Croall stated that the property owners are phenomenal and very cooperative; "They work toward solutions." From the Councillor's previous meetings, there was conversation around the traffic in that area, and a potential solution that came up would be to make the exit a "forced right turn" only—no left turn. There was discussion about the successful forced exit turn at the Newport Avenue Stop and Shop, and Members agreed that it works well at the Stop and Shop location. Member Barry brought up the issue regarding the dangerous crossing situation for pedestrians in the project area. Councillor Croall stated that he worked with the City Engineer and other City officials in the past, and recently worked with the property manager, Mr. Pang, to try to figure out what can be done to improve safety. The dangerous existing pedestrian situation needs to be improved, Councillor Croall stated.

9:14 PM

**BUSINESS MEETING:**

**Agenda Item 1: Execute Planning Board Decisions (2):**

- 20 Fort Street, Special Permit-Site Plan Review, Planning Board Case No. 2013-17  
Robert Stevens, Urban Renewal Planner, stated that the Applicant's bid is the only bid received by the City for the City parcel up for sale that the Applicant needs for the land to build the other seven (of a minimum of 14) parking spaces. A final plan needs to be approved by the City Engineer, as is noted in the Conditions of the Decision document. Decision executed.

- 39(-47) Fayette Street, Site Plan Review, Planning Board Case No. 2014-02  
- Due to information owed to Nick Verenis of the Planning Department in order to finalize the Decision document, the Decision was not executed at this time.

**Agenda Item 4: Review of proposed revisions to Planning Board Rules and Regulations, as adopted in December 2011, including but not limited to Site Plan Review Rules and Regulations**

Robert Stevens, Urban Renewal Planner, mentioned the presentation he gave to the Board back in November 2013 regarding suggested changes to the Planning Board Rules & Regulations. Mr. Stevens explained the further work that has been done since then, which is also outlined in his detailed memo to the Planning Board, dated 4/15/14. In summary, Mr. Stevens met with the Quincy Chamber of Commerce's Permitting and Licensing subcommittee on December 13, 2013. Mr. Stevens stated that the attorneys who are

members of that subcommittee were vocal, and the point was made that they would support an electronic application that also incorporated a way to have answers listed to the Article 2 Plan Contents Checklist. Mr. Stevens explained the meeting that was held with GeoTMS and City staff. GeoTMS is a company that provides electronic permitting solutions—such as online Planning Board application software. The Inspectional Services Department uses some functions of the GeoTMS software solutions now. At this time, the solution is not the right one for the Planning Department because the electronic information cannot be shared with most other departments due to a prohibitive cost structure. Mr. Stevens explained that, in the future, there may be a way for the IT Department to create a system to share and store such information electronically. Or, perhaps the City would work toward purchasing all the portals necessary to go paperless for application, review, permitting, storage.

Mr. Stevens broadly explained the changes to the Planning Board's Rules and Regulations, including:

- No changes to Regulations for Planned Unit Development, Quincy Urban Renewal Certificate of Consistency, Wind Facilities, Subdivision
- Three Regulations combined into one: Special Permit, Site Plan Review, Quincy Center Special Permit-Site Plan Review\

Article 1-Filing and Approval Procedures: No language changes to this section, except to create Article 1a for Special Permit and Article 1b for Site Plan Review—due to minor differences in procedure.

Article 2-Submission Checklist: Created a .pdf form that will allow applicants to fill out on their computer versus writing in or recreating the entire form on their own computer. Also, the 29 point checklist was reorganized into 6 primary categories with subsections. Mr. Stevens detailed edited language or language that was added.

Article 3: Applicant Information: In addition to creating a .pdf form that can be filled out electronically, a Dimensional form similar to the one used in ZBA applications was added.

Article 4: Fee Schedule & Regulations: No language changes; some formatting changes only.

The Members thanked Mr. Stevens for his thorough work. Members voted and signed a Planning Board Resolution, dated April 16, 2014, adopting the Rules and Regulations. Mr. Stevens read the resolution into the record:

*Planning Board Resolution  
April 16, 2014*

*That the Quincy Planning Board adopt the Rules and Regulations for:*

*Quincy Center District Site Plan Review and/or Special Permit pursuant to Section 17.9.3.3 and 9.3.4 of the City of Quincy Zoning Ordinance, as adopted June 20, 2011 and M.G.L. ch. 40A, Section 9. The*

*Rules establish procedures for applications to the Board for Quincy Center Districts Special Permit – Site Plan Review pursuant to Section 17.08.3 “Quincy Center Districts,” and 9.5.2.2 for Site Plan Review where a Special Permit is also required.*

*The Quincy Center District Design Guidelines, as amended, are incorporated by reference into these Rules.*

*Special Permit pursuant to Section 17.9.4 of the City of Quincy Zoning Ordinance as adopted June 20, 2011 and M.G.L. ch. 40A, Section 9. The Rules establish procedures for applications to the Board for Special Permit pursuant to Section 17.9.4.3 and Section 9.5.2.2 for Site Plan Review where a Special Permit is also required of the Quincy Zoning Ordinance.*

*Site Plan Review pursuant to Section 17.09.5.8 of the City of Quincy Zoning Ordinance, as adopted June 20, 2011 and M.G.L. ch. 40A, Section 9. The Rules establish procedures for applications to the Board for Site Plan Review pursuant to Section 17.09.5. and 9.5.2.2 for Site Plan Review where a Special Permit is also required.*

9:24 PM

**MOTION:** by Member Meade to accept the proposed revisions to the Planning Board Rules and Regulations as outlined in Mr. Robert Stevens’ memorandum to the Board, dated April 15, 2014 (Resolution dated April 16, 2014, was executed.)

**SECOND:** Member Comiso

**VOTE:** 5-0 MOTION CARRIES

## **Agenda Item 2: Call for City Council Public Hearing re: City of Quincy 2014 FEMA Flood Maps**

Planning Director Harrington explained that by law the Planning Board as well as the City Council are required to have Public Hearings. There has been a lot of action and public attention lately due to newly revised FEMA Flood Maps, and rates are also increasing. The Director’s recommendation to the Board was that the Planning Board call for a Joint Public Hearing with the City Council on a date the Council determines.

9:28 PM

**MOTION:** by Member Fay to call for a Joint Public Hearing with the City Council on a date the Council determines to address the proposed Zoning Amendment revision to adopt City of Quincy 2014 Flood Plain Overlay District Map (FIRM).

**SECOND:** Member Meade

**VOTE:** 5-0 MOTION CARRIES

## **Agenda Item 3: Call for hearing to be held at May Open Public Meeting of the Board re: status of South Shore YMCA, 79 Coddington Street & related parcels, Planning Board Case No. 2011-05: status of Site Plan and Building Revisions**

As a follow-up to the Board’s minutes and votes from the November 2014 Planning Board meeting, Planning Director Harrington stated that he sent staff member Robert Stevens to take pictures of the YMCA and site, and those pictures were provided to the Board. The Director stated that his recommendation is that the Board conduct an inquiry at the May 2014

meeting as to the status of all facets the project—including status of the demolition. Ward I City Councillor Margaret Laforest stated that she wants to notify interested residents of the informational hearing on status. If the Board chooses, the Board can enforce any of the previous Board votes.

The next Planning Board meeting was set for May 14, 2014.

9:38 PM

**MOTION:** by Member Meade to call for a hearing at the May 14, 2014 Planning Board Meeting regarding the current status of the YMCA Site Plan and demolition of the now vacant YMCA building

**SECOND:** Member Fay

**VOTE:** 5-0 MOTION CARRIES

9:40 PM

**MOTION:** by Member Meade to adjourn

**SECOND:** Member Fay

**VOTE:** 5-0 MOTION CARRIES