



**QUINCY PLANNING BOARD**  
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**PLANNING BOARD MEETING MINUTES**

**Wednesday, April 8, 2015**

**MEMBERS PRESENT:** Chairman William Geary, Coleman Barry, Sean Callaghan, Glen Comiso

**MEMBERS ABSENT:** Richard Meade

**OTHERS PRESENT:** Margaret Hoffman, Principal Planner

Meeting held in the City Council Chamber Room, 1305 Hancock Street, Quincy MA.

Meeting called to order and attendance roll call taken at 7:00 PM by Chairman William Geary.

**VOTE TO ACCEPT March 11, 2015 PLANNING BOARD MINUTES**

**MOTION:** by Member Coleman Barry to approve the March 11, 2015 Planning Board meeting minutes as presented.

**SECOND:** Member Glen Comiso

**VOTE:** 4-0 Motion Carries

**VOTE TO ACCEPT February 25, 2015 PLANNING BOARD MINUTES**

**MOTION:** by Member Coleman Barry to approve the February 25, 2015 Planning Board meeting minutes as presented.

**SECOND:** Member Glen Comiso

**VOTE:** 4-0 Motion Carries

**7:05 PM Continued Public Hearing – 116 East Howard Street – Special Permit/Site Plan Approval, Planning Board Case No. 2015-17**

The Chairman opened the continued Public Hearing. The Applicant's Attorney Edward Fleming gave a brief overview of the progress that had been made on the project. The number of units has been reduced to 140 residential units from the original amount of 184. The Applicant's architect John Hession from Cube3 Architects went over the changes to the proposal in greater detail. Diarmund O'Connell of Holmes and Edwards, the Peer Review Consultant for the City gave his comments and indicated that he was pleased with the revisions that have been made to reduce the size of the building. Councillor Brad Croall gave the Board his comments and indicated he was pleased with the final design and wanted to continue the dialogue with the community during construction. He asked that the Board ensure that the Applicant commit to the design as proposed and that there be no deviation from the design without approval. Principal Planner Margaret

Hoffman read a memo on behalf of Dennis Harrington with recommendations for approval with the following conditions:

### **Conditions**

1. There shall be no deviation from the approved architectural design development plans including materials, colors and textures without prior written approval of the Planning Board.
2. The Applicant shall submit a detailed cost estimate prior to obtaining a building permit in order to accurately determine the applicable permit fees.
3. One year after the issuance of final occupancy permits the Applicant will be responsible for conducting a post-development parking analysis. If it is determined by the parking analysis that the number of parking spaces on-site is less than that necessary for the development, the Applicant shall be required to implement additional parking and transportation demand management measures to alleviate any parking congestion within surrounding City streets including Winter Street, East Howard Street and Des Moines Road. In the event the parking analysis determines that a substantial parking deficit exists, and other management measures are insufficient to appropriately address the parking needs, said management measures may include the construction of a parking deck, as shown on the Proposed Parking Deck Plans, dated April 8, 2015 submitted to the Planning Department.
4. The parking analysis will include information on the impacts of the snow storage area on parking availability and if it is determined that the snow storage has a detrimental effect on the parking needs of the residents the snow removal plan will be altered to require removal of snow from the site.
5. The Applicant shall submit a Construction Management Plan that will include truck routes approved by the City's Traffic Engineer to the Building Department prior to obtaining a building permit.
6. The Applicant shall be responsible for obtaining any necessary relief from the Zoning Board of Appeals.
7. The Applicant shall submit a feasibility study relative to ledge removal operations during construction prior to obtaining a building permit.
8. The Applicant shall submit any revisions to the design plans resulting from the ledge removal feasibility study to the Department of Planning and Community Development for review and approval.
9. The Applicant has submitted an Offsite Utilities Investigation Report summarizing the limited cleaning operations and inspections performed and detailing the recommended repairs and improvements to the existing infrastructure within East Howard Street needed to support the proposed development. The Applicant will continue to work with the City of Quincy Department of Public Works to determine how and when the existing infrastructure issues identified will be resolved.
10. Prior to obtaining a building permit, the Applicant will provide additional detail for the installation of the 24-inch drainage line beneath the building.
11. Prior to obtaining a building permit, the Applicant will provide additional detail pertaining to the parking garage drainage system.
12. Prior to obtaining a building permit, the Applicant is required to submit details for the retaining walls stamped by a Massachusetts Structural Professional Engineer for review to the Planning Department and the Building Department.

13. The Applicant shall be responsible to submit a copy of the Stormwater Pollution Prevention Plan and Notice of Intent to the Department of Public Works for review and approval prior to the start of construction.
14. Any current or future owners of the property shall be required to submit a copy of the completed Stormwater Management System Inspection Forms annually to the City of Quincy Department of Public Works in order to document compliance with the approved Stormwater Management System Operation & Maintenance Plan.
15. The Applicant shall submit a signed Illicit Discharge Compliance Statement prior to the discharge of any stormwater to post-construction BMPs.
16. Prior to any Building Permits being issued the Applicant will perform a water flow test with the City's Water Department.
17. The Applicant is subject to the City of Quincy Inclusionary Zoning ordinance and shall be responsible for adhering to the decision of the Quincy Affordable Housing Trust Committee for this project.
18. The Applicant shall adhere to all comments from the Health Department review letter dated February 12, 2015 (Drainage, Rodent Control, Swimming Pool, Environmental Control, State Sanitary Code, Demolition and Water Feature).
19. Upon completion of the project, the Applicant shall furnish to the Planning Department and City Engineer the digital file as-built plans showing all utilities, building footprints, reference bounds and benchmarks defining the total site, facilities and rights of way.
20. The hours for construction activities and delivery of materials will be as follows:
  - 7:00 am to 5:00 pm Monday thru Friday
  - 8:00 am to 4:00 pm Saturday.All construction and deliveries shall be prohibited on Sunday unless same are approved by the Chief of Police.

**Member Coleman Barry made a motion to close the public hearing. Member Sean Callaghan seconded the motion and it was so voted unanimously.**

**Member Sean Callaghan made a motion to approve the Site Plan under Quincy Zoning Ordinance Title 17, Section 9.5.1 and Special Permit under Section 5.1.17 subject to the stipulated conditions. Member Coleman Barry Seconded the motion and it was so voted unanimously.**

**7:35 PM Continued Public Hearing – 60 Newbury Street – Site Plan/Special Permit Approval, Planning Board Case No. 2015-25**

The Chairman read a letter from the Applicant's Attorney requesting a continuance to the next Planning Board Meeting.

**Member Sean Callaghan made a motion to continue the public hearing to Wednesday May 13, 2015 at 7:00 PM. Member Coleman Barry seconded the motion and it was so voted unanimously.**

**7:35 PM Public Hearing – 29 Packards Lane – Site Plan/Special Permit Approval, Planning Board Case No. 2015-28**

The Chairman opened the hearing and read the Public Hearing Notice into record. The Applicant's Engineer Doug Hartnett gave an overview of the project. The City's Consultant Review Engineer James White of HW Moore gave the Board his comments and discussed the outstanding issues. John Hajjar, the owner spoke to the Board about the site and indicated that these would be rental units. Mr. White has asked the applicant to address the issues with revised plans. The gravel driveway and proximity to wetlands require some mitigation that the Applicant has agreed to. The project will need Conservation Commission approval. The Chairman asked if there were any comments or questions from the public. There were none.

**Member Glen Comiso made a motion to close the public hearing. Member Coleman Barry seconded the motion and it was so voted unanimously.**

Principal Planner Margaret Hoffman read a memo on behalf of Dennis Harrington with recommendations and conditions as follows:

- 1) The applicant shall be required to obtain the necessary variances from the Zoning Board of Appeals.
- 2) The Applicant shall be required to obtain all necessary permits and approvals from the Conservation Commission.
- 3) The project site is within close proximity to a sensitive wetland area. In the event that the Applicant or future owners of the property decide to pave the existing driveway area, they will be required to submit to the Building Department a full Stormwater Impact Report with stormwater drainage calculations to determine if there is a need for a fully designed stormwater management system.
- 4) The Applicant shall adhere to the requirements of the City's Tree Ordinance.
- 5) The applicant shall request approval from the Quincy City Council and related City departments for the installation of "No Parking" signs along both sides of Packard's Lane for 100 feet north and south of the property line, and if approved, shall complete the installation in accordance with the approval. The Applicant shall be responsible for obtaining the approval of the Quincy City Council and the City Traffic Engineer for the installation of signage on a public way.
- 6) Prior to obtaining Building Permits, the Applicant shall provide a plan showing the existing water mains and water service and provide calculation to show the existing water service is adequate for 4 units. If the Department of Public Works deems it to be inadequate the Applicant shall install a new 2" water service to be installed for the development.
- 7) The applicant shall develop a dust control plan to be implemented during any site activities to ensure compliance with state air quality regulations.
- 8) The applicant shall submit documentation indicating that construction activities at 29 Packard's Lane will not result in rodent issues for abutters. The applicant shall develop a rodent control contingency plan prior to the commencement of construction activities on site which will include the name and contact information for an on-call pest control company.

- 9) The applicant shall commit to conformance with both local and state regulations regarding noise since this project is within a residential neighborhood and construction could create noise generating activities.
- 10) The Applicant shall submit a pre renovation survey to the Health Department for any potential asbestos containing materials to be conducted by a licensed DLI-certified inspector. If ACM is present it must be removed by a licensed contractor and a post abatement inspection must be performed by DLI certified project monitor.
- 11) Upon completion of this project, the applicant shall submit to the Planning Board as-built plans showing all utilities, building footprints, reference bounds and benchmarks defining the total site, facilities and right of ways. Plans shall be submitted in a digital format acceptable to the Planning Department.
- 12) The hours for construction activities and delivery of materials will be as follows:
  - 7:00 am to 5:00 pm Monday thru Friday
  - 8:00 am to 4:00 pm Saturday.
  - All construction and deliveries shall be prohibited on Sunday unless a different schedule is approved by the Chief of Police.

The Chairman asked if the Applicant was aware and would comply with the conditions as enumerated. John Hajjar the Applicant, agreed with the Chairman.

**Member Glen Comiso made a motion to approve the Site Plan under Quincy Zoning Ordinance Title 17, Section 9.5.1 and Special Permit under Section 5.1.17 subject to the stipulated conditions. Member Coleman Barry Seconded the motion and it was so voted unanimously.**

**8:00 PM Public Hearing – 487-491 Hancock Street – Site Plan Approval - Planning Board Case No. 2015-29**

The Chairman read the Public Hearing Notice into the record. The Applicant's Attorney Robert Harnais gave an overview of the project. The project as proposed is a three thousand (3000) SF branch bank office of TD Bank with a drive up ATM and two (2) drive-up teller stations with 21 parking spaces and approximately 10 employees. The Applicant's Engineer Robert Gearty explained the stormwater components of the project. The Chairman asked if there were any comments or questions from the public. George Coburn of 21 Linden Street had questions pertaining to the traffic flow and stormwater management. The Applicant's engineer was able to answer the questions. They assured the Board that there would be no increased flow of stormwater. The Applicant agreed to shield the dumpster with additional landscaping shrubs. Principal Planner Margaret Hoffman explained that the project had been reviewed briefly by a consultant who felt that there was not a need for additional peer review services because the proposed project was reducing the runoff from the site. Carla Moran of 21 Linden Street said that she was not opposed to the project but had a question regarding parking. She is concerned about the parking conditions in the neighborhood. The City's traffic engineer did not feel that it was necessary to require that be only for employees but could be used for overflow of customers if necessary. The Applicant's engineer explained that those spaces would be designated for employees to reduce the confusion for customers.

**Member Sean Callaghan made a motion to close the Public Hearing. Member Glen Comiso seconded the motion and it was so voted unanimously.**

Principal Planner Margaret Hoffman read a memo on behalf of Dennis Harrington with recommendations and conditions as follows:

- 1) The applicant shall be required to obtain the necessary variances or special permits from the Zoning Board of Appeals.
- 2) Prior to the issuance of Building Permits, the Applicant shall submit a detailed Construction Management Plan which will include a detailed truck route from the highway.
- 3) Prior to Building Permits being issued the Applicant shall inspect the integrity of the existing drainage system in the rear of the property and shall clean the existing catch basin and outlet pipes.
- 4) Prior to demolition, the Applicant shall complete a professional environmental survey of the buildings proposed to be demolished to identify (and remove/legally dispose, if found) any building components which are deemed hazardous and/or not acceptable for disposal within a landfill. For any potential asbestos-containing materials (ACM), newly amended regulations require a pre-demo survey be conducted by a DLI-certified inspector. If ACM is present, it must be removed by a licensed contractor, and a post-abatement inspection must be performed by DLI-certified project monitor. A pre-demolition inspection of the structure proposed for demolition will be required to be performed by the Health Department, prior to obtaining a demolition permit.
- 5) The applicant shall develop a dust control plan to be implemented during any site activities to ensure compliance with state air quality regulations.
- 6) The applicant shall submit documentation indicating that construction activities at 487-491 Hancock Street will not result in rodent issues for abutters. The applicant shall develop a rodent control contingency plan prior to the commencement of construction activities on site which will include the name and contact information for an on-call pest control company.
- 7) The applicant shall commit to conformance with both local and state regulations regarding noise since this project is within a residential neighborhood and construction could create noise generating activities.
- 8) The Applicant shall perform water flow tests with the City's Water Department
- 9) Prior to any building permits being issued the applicant shall submit to the Planning Department a detailed Operation and Maintenance agreement for the drywells and all related drainage structures which includes the ownership and responsible parties specified through a deed registration or similar mechanism as well as an annual maintenance plan.
- 10) Upon completion of this project, the applicant shall submit to the Planning Board as-built plans showing all utilities, building footprints, reference bounds and benchmarks defining the total site, facilities and right of ways. Plans shall be submitted in a digital format acceptable to the Planning Department.
- 11) The hours for construction activities and delivery of materials will be as follows:
  - 7:00 am to 6:00 pm Monday thru Friday
  - 8:00 am to 4:00 pm Saturday.
  - All construction and deliveries shall be prohibited on Sunday unless a permit is approved by the Chief of Police for Sunday activity dates.

**Member Sean Callaghan made a motion to approve the Site Plan under Quincy Zoning Ordinance Title 17, Section 9.5.1 and Special Permit under Section 5.1.17 subject to the stipulated conditions. Member Coleman Barry Seconded the motion and it was so voted unanimously.**

**Member Coleman Barry made a motion to adjourn at 8:45 p.m. Member Sean Callaghan seconded the motion and it was so voted unanimously.**