



QUINCY PLANNING BOARD
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PLANNING BOARD MEETING MINUTES

Wednesday, October 8, 2014

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

OTHERS PRESENT: Dennis E. Harrington, Planning Director
Margaret Hoffman, Principal Planner
Robert Stevens, Urban Renewal 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 September 10, 2014, PLANNING BOARD MINUTES

MOTION: by Member Richard Meade to approve the September 10, 2014, Planning Board meeting minutes as presented.

SECOND: Member Coleman Barry

VOTE: 4-0 MOTION CARRIES (Member Sean Callaghan abstained from voting because he was not present at the September 10, 2014 meeting.)

7:07 PM 74 Crescent Street, Special Permit/Site Plan Review, Planning Board Case No. 2015-08

The Chairman read the public hearing notice into record. Member Richard Meade told the Chairman that although they shared the same last name he was not related to the applicant. Robert Harnais the applicant's attorney gave a brief overview of the project. The applicant had obtained necessary variances from the ZBA in July. He explained that the existing structure was a dilapidated multi family residence and was currently vacant and that it was located in the flood zone. Gregory Mitchell the applicant's architect gave a presentation showing the project's elevations and building layout. James Burke, the applicant's engineer from Decelle- Burke and Associates then gave a presentation to the Board showing the site plan of the project. He explained that the project did receive an Order of Conditions from the Conservation Commission, but that was appealed by the Department of Environmental Protection. Mr. Burke explained that the topography of the site made it difficult to create a driveway that did not have a substantial slope. He also explained that he was working with the City's consultant review engineer to resolve issues that had been identified. Attorney Robert Harnais suggested that the Board continue the hearing until the next scheduled Planning Board meeting to give the applicant more time to resolve the issues. Chairman Geary told Attorney Harnais that these issues would need to be worked out prior to them returning. The Chairman then told the audience that the Board would not be acting on the application tonight but he asked if there were any comments from the public. Brian Higgins

of 287 Copeland Street spoke in favor of the project. He felt that the project would help turn around the neighborhood as the current property is in poor condition.

Member Richard Meade made a motion to close the public hearing. Member Coleman Barry seconded the motion and it was so voted unanimously. Member Richard Meade then made a motion to continue the deliberation and vote to the next scheduled Planning Board meeting on November 12, 2014. Member Coleman Barry seconded the motion and it was so voted unanimously.

7:30 PM Continued Public Hearing - 37-45 Wren Terrace, Special Permit/Site Plan Approval, Planning Board Case No. 2015-05

Attorney Robert Harnais gave the Board an overview of the project explaining that the original six lot subdivision that was submitted as Eagle Terrace behind this site had been withdrawn many years ago. Al Trakimas, the applicant's engineer gave a presentation to the Board. Chairman Geary asked if the stormwater situation that currently exists on the site would be improved. Mr. Trakimas told the Board that the proposed stormwater system would handle all of the current flow and any new runoff that was created due to the development of the property and that it would help with any flow onto the neighbors' properties. George Preble, of Beals and Thomas, the City's consultant review engineer explained his review to the board and indicated that he was satisfied with the revisions that have been made to the plan. His only outstanding concern was the slope of the proposed walkway. He indicated that the slope as proposed just met the Americans with Disabilities Act requirements. Dennis Harrington, Director of Planning and Community Development explained that the project was required to meet these requirements and he was satisfied that during the building process the slope would be adequate for handicapped access. He explained that the requirement for a full traffic study was waived for this project and that the City's Traffic Engineer had sent comments stating that he did not have any concerns with the traffic impacts of this project. Chairman Geary then asked the public if they had any comments or concerns. He read a letter which was received from Michael and Cassandra Walsh of 57 Wren Terrace into the record. Kathy Didi of Forest Avenue stated that she thought the project looked good but asked if the detention basin would drain. The applicant's engineer said that it would drain. She also expressed concern about the amount of parking and the Chairman explained that the applicants had provided the required amount of parking on the site. A resident from 27 Forest Avenue (name unclear) wondered if Eagle Terrace was going to be built. Dennis Harrington, Planning Director told him that it was not. The resident asked if the detention pond would be taken care of. The Chairman explained that the condominium association for the project would be legally responsible for the stormwater system on the site. Richard Didi of 40 Forest Avenue was concerned with rodent control, drainage and water on the lots to the rear of the property along Eagle Terrace. Noel Gannon of 130 Grove Street was concerned about traffic safety, and stormwater. The Chairman explained to the audience that the project has been reviewed by independent engineers and the City staff and all drainage is being mitigated sufficiently to create an improvement in the stormwater drainage situation.

Member Sean Callaghan made a motion to close the public hearing. Member Richard Meade seconded the motion and it was so voted unanimously.

Margaret Hoffman, Principal Planner for the City read a memo from the Planning Director with a list of conditions as follows:

- 1) The applicant shall consult with the abutter at 33 Wren Terrace to determine the most aesthetically agreeable design for both landscaping and fencing along the property line between the two sites.

- 2) The grading of the proposed Wren Terrace sidewalk and the walkway through the site must comply with the Massachusetts Architectural Access Board and the Americans with Disabilities Act requirements.
- 3) The landscaping at the front of the property must not interfere with the site lines for vehicles exiting the property.
- 4) The applicant shall comply with the requirements of a letter from Christopher Cassani, Executive Director of Park, Forestry and Cemetery Departments dated May 30, 2014 which explains the applicant's responsibility to submit a \$7,500 payment to the City of Quincy to fulfill the City's tree ordinance requirements for this project.
- 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 37-45 Wren terrace will not result in rodent issues for abutters. The applicant shall develop a rodent control contingency plan to be placed on file with both the Building Department and the Health Department 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) Prior to any building permits being issued the applicant shall submit to both the City Engineer and 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. The Operation and Maintenance Plan shall include a Mosquito Control Plan in the event that there is any standing water in the proposed detention basin.
- 9) Prior to the issuance of a Final Occupancy Permit the applicant shall submit to the Planning Board a copy of the recorded Condominium Association Agreement.
- 10) Upon completion of this project, the applicant shall submit to the City Engineer 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 Engineering 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 a Sunday activity date.

Member Richard Meade made a motion to approve the special permit/ site plan review with the conditions as presented. Member Glen Comiso seconded the motion and it was so voted unanimously.

8:15 PM Continued Public Hearing – 168 School Street, Special Permit/Site Plan Approval, Planning Board Case No. 2015-01 (Continued from September 10, 2014)

Chairman William Geary opened the continued public hearing. The applicant's attorney Edward Fleming gave a brief overview of the project. He gave the history of the property telling the Board that the property has never been developed but that other projects have been proposed but never built. Gary Gardner, the applicant's architect gave a presentation. He explained that the project had been redesigned to be more compact. There are 32 units and

they have been designed to have all living space above the flood plain. They have received all necessary variances from the ZBA for height, setbacks and flood plain. The applicant's traffic engineer Erica Guidiboni explained her report. She reported that the traffic impacts will be minimal and the level of service for the intersection is currently a D and it will not be degraded by this project. Vaslov Valasko, the applicant's engineer discussed drainage and explained that the stormwater system meets all of the requirements and the project will not create any additional runoff onto neighboring properties. Mark Bartlett, the City's consultant review engineer gave his report to the Board. He indicated that the applicant has conformed to all of the standards for stormwater management and that all of the issues that had been identified in the peer review had been addressed. The Chairman then asked the public if they had any comments. The Chairman had received a letter from an anonymous writer expressing concerns with the project. He indicated that the Board's policy was not to read anonymous letters into the record, but that the letter would be kept in the file for the project. Lila Johnson of 139 School Street had concerns with additional traffic and could not decide if she was in support of the project or not.

Member Richard Meade made a motion to close the public hearing. Member Glen Comison seconded the motion and it was so voted unanimously.

Robert Stevens, Urban Renewal Planner was the managing planner for the project. He recommended that the Board approve the Site Plan Review Application with the following conditions.

Recommended Conditions:

1. The Applicant shall comply with the Quincy Zoning Ordinance Title 17 Section 7.1 Affordable Housing Ordinance.
2. The Applicant shall comply with the Superseding Order of Conditions (DEP File# 059-1314) dated May 20, 2014.
3. The Applicant shall mill and overlay Brook Road, at its full width, for a distance of 250 feet Westerly from its intersection with Fort Street upon completion of all utility connections. The milling and overlaying specifications to be agreed upon with the City of Quincy DPW and/or City Engineering Department.
4. The applicant shall maintain the new rip rap apron to be installed at the inlet to the existing 24-in. dia. RCP as shown on Sheet No. 5, of the "Permit Site Plan", entitled Grading and Drainage Plan, so that there is no impedance to stormwater entering the inlet pipe. As part of this maintenance, the existing tide gate located within this pipeline shall be inspected every three months and maintained as necessary to ensure that it is functioning as designed (to allow flow into the Brook Road Storm Drain, and prevent backflow from the Storm Drain to the Site at 168 School Street).
5. The Applicant shall conduct a fire flow and hydrant pressure tests to ensure that the proposed design of the new fire hydrant will provide the water flow rate at suitable pressure. The results of this test shall be provided to both the Quincy DPW/Water and Fire Departments.
6. All undeveloped land beyond the limit of work shall remain unimproved with above ground structures in perpetuity and be maintained as private open space.
7. The applicant shall comply with the Superceding Order of Conditions from the Conservation Commission and shall adhere to the approved Operation and Maintenance Plan for the stormwater management system.
8. The Applicant shall develop a dust control plan to be implemented during any site activities to ensure compliance with state air quality regulations.

9. The Applicant shall submit documentation that construction activities at 168 School 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.
10. Prior to any building permits being issued the Applicant shall submit to both the City Engineer and the Building 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. The Operation and Maintenance Plan shall include a Mosquito Control Plan in the event that there is any standing water in the proposed detention basin.
11. Upon completion of the project, the Applicant shall furnish to the City Engineer along with the digital file as-built plans showing all utilities, building footprints, reference bounds and benchmarks defining the total site, facilities and rights of way.
12. 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 issuance of the Site Plan review/Special Permit subject to the conditions as discussed. Member Richard Meade seconded the motion and it was so voted unanimously.

9:05 PM Public Hearing – 13-17 Temple Street, Planning Board Case No. 2015-10

The Chairman opened the public hearing and read the hearing notice into record. Robert Stevens, Urban Renewal Planner for the City the managing planner on the project gave the Board an overview of the project. He explained that this was a unique case in the Quincy Center Zoning District. The ordinance calls for site plan review for any rehab or change of use project in the QCZD but when a small tenant refit comes in the applicants will often submit requests for waivers from the full requirements. Mr. Stevens received comments from Jay Duca, Director of Inspectional Services indicating that he had no objection to the project or the granting of waivers. The applicant on this case has requested and been granted waivers from the following requirements:

- Wind and Shadow Study
- Existing and proposed contour elevations for all paved areas
- Plan and Profiles
- Landscaping Plan
- Detail Plans
- Exhibit Plan
- Stormwater Management Analysis & Erosion Control
- Transportation Impact and Analysis Items
- Engineering feasibility studies
- Independent Peer Review Fee

The applicant and property owner Adam Devie presented his case to the Board and indicated that he is moving his insurance company to Quincy Center from Granite Street in order to allow his company to grow. He has already been given a permit to do some preliminary exterior façade work prior to obtaining his Planning Board permit so that he could complete the work before the bad weather set in. He would like to occupy the site sometime in January. Member Coleman Barry asked if they were proposing any changes to the exterior signs. Bob

Callan of Wessling Architects, the applicant's architect said that they are removing all exterior signs except the engraved Patriot Ledger letters in the cement façade. This has been approved by the Historic Commission. The Chairman asked if there were any comments from the public. There were none.

Member Richard Meade made a motion to close the public hearing. Member Glen Comiso seconded the motion and it was so voted unanimously.

Robert Stevens, Urban Renewal Planner for the City recommended that the Board approve the QCZD-Special Permit Application with the following conditions:

1. The Applicant shall comply with its Demolition and Construction procedures detailed in Attachment "A" of its QCZD-Special Permit Application.
2. Prohibit any street openings relating to existing private or public utilities on Temple Street once construction is completed.

Member Coleman Barry made a motion to approve the issuance of the Site Plan review/Special Permit subject to the conditions as discussed. Member Richard Meade seconded the motion and it was so voted unanimously.

9:20 PM Continued Public Hearing - 27-47 & 53 Liberty Street, Special Permit/Site Plan

Approval, Planning Board Case No. 2015-02 (Continued from September 10, 2014)

The Chairman called the public meeting to order. Edward Fleming, the applicant's attorney told the Board that the case had been fully presented at the Board's September meeting and that the applicant's engineers had worked closely with the City's peer review engineer and the City staff to address all outstanding issues. They have obtained a special permit for construction in the flood zone from ZBA and had withdrawn their request for a variance for parking form the ZBA as they realized that the Planning Board is the special permit granting authority for parking and loading issues. Dennis Harrington, Planning Director gave the Board his overview of the project. He indicated that the project had been reviewed carefully by the City staff and consultants and that the applicant had addressed all of the outstanding issues. He recommended that the Board approve the project with the following conditions:

- 1) The applicant shall arrange to have No Parking signs installed along the westerly side of Liberty Street along the frontage of the property from the northernmost property line to the main entrance. The Applicant shall be responsible for obtaining the approval of the Quincy City Council for the installation of signage on a public way.
- 2) Access to the site by trailer trucks shall be prohibited between the hours of 7-9 AM and 4-6 PM during weekday hours.
- 3) The Applicant shall install signage that prohibits left hand turns exiting the site between the hours of 7-9 AM and 4-6 PM during weekday hours.
- 4) The Applicant shall satisfactorily address all outstanding comments noted in the EBI Consultant Peer Review letter dated October 2, 2014, and furnish a final submission of plans, calculations, and submittals to complete the administrative record for this project.
- 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 that construction activities at 27-47 Liberty 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.

- 7) The Applicant shall ensure that all signage is in conformance with the City of Quincy Zoning Ordinances.
- 8) Prior to any building permits being issued the Applicant shall submit to both the City Engineer and the Building 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. The Operation and Maintenance Plan shall include a Mosquito Control Plan in the event that there is any standing water in the proposed detention basin.
- 9) The Applicant shall ensure that any renovation activities be conducted in accordance with applicable regulations with respect to lead-safe practices. Further, the Applicant shall conduct a survey to ascertain the presence of environmental hazards that could be disturbed during renovation; and if present, the Applicant shall take proper care in the removal and disposal of any potential hazardous materials.
- 10) Upon completion of the project, the Applicant shall furnish to the City Engineer along with the digital file as-built plans showing all utilities, building footprints, reference bounds and benchmarks defining the total site, facilities and rights of way.
- 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.

The Chairman explained that this case had been heard and the hearing had been closed at the last meeting on September 10, 2014.

Member Richard Meade made a motion to approve the issuance of the Site Plan Review/Special Permit subject to the conditions as discussed. Member Glen Comiso seconded the motion and it was so voted unanimously. Member Sean Callaghan abstained from voting as he was absent from the hearing and not eligible to vote.

New Business - Hoover Avenue Street Extension - Preliminary Residential Subdivision – Planning Board Case # 2015-12

The Chairman William Geary recused himself from any discussion regarding the proposed preliminary subdivision due to a possible conflict of interest resulting from a personal relationship with the applicants. Member Richard Meade took over as the chairman for this case. Christine Lindsay the applicant's attorney submitted some photos of the site to the Board. She gave them an overview of the project and explained that the applicant's/owners of the property owed some back taxes on the land and were hoping to be able to sell the lots and pay off what they owed. Christine Meany, the engineer for the applicant discussed the stormwater issues and how they would be addressed in the subdivision application. Richard Meade explained to the applicant and the audience that this was a preliminary subdivision plan only and that the applicant would need to go through a full definitive subdivision approval before anything could be done on the property. Dennis Harrington, Planning Director discussed the application indicating that the plan has several issues at this point and that the applicant had not submitted a consultant review fee yet, but that in order to move forward with the preliminary plan they would need to submit Consultant Review fees of \$2,500 and the plan will need further review. The health Department had sent comments and indicated that there were

currently sewer backup problems on Hoover Avenue and that those lines would need to be investigated before any further development took place in that area. The applicant will need to submit plans that are stamped by a registered engineer. Mr. Harrington then suggested that the Board not act on this preliminary plan tonight but allow the applicant some more time to get the required information and fees to the Planning Department. He also suggested that the Planning Board require the information well in advance of the applicant filing their definitive subdivision plan. City Councilor Brad Croall was present and addressed the Board indicating that he had held a neighborhood meeting on this project and that it was well attended. He expressed concerns about the water runoff, ownership and maintenance of any proposed stormwater management systems and where the actual property lines were. He commended the neighbors that were still in attendance at the hearing for their patience. He supports the submission of fully engineered plans and wants the Board to ensure that any plans that are submitted are stamped by a licensed surveyor and engineer. He would like to see any plans submitted at least 60 days prior to any public hearing being held and that the applicant be responsible for doing a full video inspection of the sewer lines in the area in order to ensure that the current lines are sufficient to handle the additional sewerage from any new construction. Mr. Harrington mentioned that the plan showed a 5th lot that was to be conveyed to the abutter in Braintree. Any Definitive plan would need to have this as a note on the plan that it was not a buildable lot on its own.

Member Coleman Barry made a motion to move this case to the next scheduled Planning Board meeting. Member Glen Comiso seconded the motion and it was so voted unanimously.

The Board determined the next Planning Board meeting will be held on Wednesday November 12, 2014.

Member Coleman Barry made a motion to adjourn at 10:00 p.m. Member Glen Comiso seconded the motion and it was so voted unanimously.