



QUINCY PLANNING BOARD
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PLANNING BOARD MEETING MINUTES

Wednesday, June 10, 2015

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

MEMBERS ABSENT:

OTHERS PRESENT: Dennis Harrington, Director Planning and Community Development
Susan Karim, Assistant 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 7:04 PM by Chairman William Geary.

7:05 PM New Business – Review of Proposed Third Amendment to the Quincy Center Urban Revitalization District Plan (URDP) to be filed pursuant to M.G.L. c. 121B, Section 48.

The Chairman read the letter which was sent to residents. He then read the Public Hearing Notice pertaining to the upcoming hearing which will be held by the City Council later in July. The Planning Director Dennis Harrington spoke to the Board and gave them a brief explanation regarding the proposed changes to the Urban Redevelopment Plan. He presented the amendment to the Board for their review. He asked the members to determine whether they would issue an affirmative recommendation to the City Council in favor of the amendments. Jeff Fasser with BSC Group, the City's Consultant Reviewer for this project gave his presentation and explained the process for the proposed amendments and how they were determined. Dennis Harrington then spoke to the Board about what changes are being proposed in the Downtown area and grant opportunities that were being pursued. The Chairman then opened the meeting for public testimony noting that this was not a public hearing but just a public meeting and that the City Council would be holding a public hearing on the matter at a later date. Reverend Sheldon Bennett, a member of the Quincy Affordable Housing Trust, spoke to the Board to urge the Board to take the opportunity to strengthen the Urban Revitalization Development Plan in regards to Affordable Housing. He cited the difficulties of the average citizen to afford the new market rate units that are being produced and that not enough affordable units are being produced to meet the needs of residents. He submitted a letter to the Board which detailed the concerns he had and recommended that they include language in the URDP that furthers the opportunities for affordable housing in the City. Reverend Bennett indicated that he would be submitting his letter to the City Council at their hearing and intended to attend that hearing. John Robertson of Sherman Realty Trust asked the Board to clarify the meaning of eminent domain. The Planning Director explained the legal meaning and how it applies to the City. Chairman Geary expanded on his definition and explained that it was not the City's preference to use eminent

domain in the redevelopment of the downtown but that they would prefer to have developers obtain parcels prior to redevelopment. Seeing no further questions or comments from the public the Chairman closed the public testimony portion of the meeting.

7:50 PM Public Hearing - 57 Rear and 65 Cleverly Court – Site Plan/Special Permit Planning Board Case #2015-38

The Chairman received a letter from the Applicant's attorney requesting a continuance of the hearing to the next Planning Board meeting.

Member Coleman Barry made a motion to continue the public hearing to July 15, 2015.

Member Richard Meade seconded the motion and it was so voted unanimously.

7:51 PM Public Hearing – 151 Granite Street – Site Plan/Special Permit - Planning Board Case #2015-37

The Chairman received a letter from the Applicant's attorney requesting a continuance of the hearing to the next Planning Board meeting.

Member Coleman Barry made a motion to continue the public hearing to July 15, 2015.

Member Richard Meade seconded the motion and it was so voted unanimously.

7:52 PM Public Hearing – 133-135 Hancock Street – Site Plan/Special Permit -Planning Board Case No. 2015-31

The Chairman read the public hearing notice into the record. The Applicant's Attorney William Keener gave a brief presentation and introduced the engineer. The Applicant's engineer Michael Joyce gave a presentation of the project and explained the layout, parking and site. He indicated that the current building is not being fully demolished but will be renovated to utilize the current first floor and foundation. They discussed traffic impacts, utilities and stormwater mitigation. They are proposing new sidewalks and improved traffic flow on the site. They are also proposing a pedestrian warning system to alert pedestrians to vehicles exiting the site to Hancock Street. The Applicant's architect Tim Johnson gave a presentation of the project. They discussed the desire for bicycle parking on the site. Dennis Harrington explained that the project had gone through a full site plan review with EBI consultants and would be presenting their recommendations. Karlis Skulte from EBI went over their review and made recommendations for approval. Director Dennis Harrington explained that they would recommend that the DPW look closely at the landscape plan provided to ensure the proposed street trees and other plantings are adequate for the site and that the sidewalks are reconstructed to their specifications. They would be recommending that the applicant install new concrete sidewalks. He explained that as a department they are concerned about trash, bicycles and parking. They would recommend at least 20 parking spaces and more utility in the parking area to allow for bicycles and would require a trash removal plan. They would look for the applicant to submit a revised parking plan with fewer spaces to allow more utility on the site. They would also require revised plans showing the revisions to the architecture which include the removal of any overhangs on the City streets. The Chairman asked if the public had any questions or comments. Steven Casilla of 14 Walnut Street expressed concerns for parking, pedestrian safety, green space, building size and whether the building fit in with the neighborhood context. Chairman Geary recognized Councilor Kevin Coughlin. Councilor Coughlin gave a brief history of projects that had been proposed on the site as well as what other business had been on the site. He felt that this was a gateway to the City and it was important to redevelop the site with that in mind. He described some of the issues that exist in the area including parking and pedestrian traffic. He told the Board about issues that health and safety vehicles have had in the past getting in and out of the neighborhood as well as the amount of vehicles on Hancock Street during commuter hours. He expressed the desire to redevelop something on the site that would not be detrimental to the neighborhood. He is committed

to having a new signal installed at the intersection to allow for safer pedestrian crossings. He is in favor of a redevelopment of the site but wants to make sure that it is done in a way that benefits the neighborhood and addresses his and the neighborhoods concerns. James Sullivan a business owner of 151 Hancock Street spoke in favor of the application. He felt that the traffic is and will be a concern in the future but that that should not hold up the project. He would like to see the site redeveloped.

Member Coleman Barry made a motion to close the Public Hearing. Member Richard Meade seconded the motion and it was so voted unanimously.

Planning Director Dennis Harrington made an affirmative recommendation. He indicated that the project would require a finding from the Zoning Enforcement Officer. Chairman Geary agreed that this is an important site as the gateway to the City but that the project as proposed is minimal in comparison to the large office and residential structures directly across from this site. He indicated that the traffic situation in the area is difficult but that it would not be abated or exacerbated by this minimal project and was hopeful this would begin the process of revitalizing this area.

Member Coleman Barry made a motion to approve the site plan and special permit for 133-135 Hancock Street Planning Board Case no. 2015-31. The motion was seconded by Member Sean Callaghan and it was so voted unanimously.

9:00 PM Public Hearing - 1022 Hancock Street– Site Plan/Special Permit - Planning Board Case No. 2015-33

The Chairman read the Public Hearing Notice into the record. He recognized a young girl named Charlotte who was in the audience with concerns about the impacts of the project on Butler Pond. The Applicant's Attorney Robert Harnais explained that the Applicant has worked with the City over the past month to address any issues that were identified. Mark Bartlett, the City's consultant review engineer gave his overview of the process over the past month and the issues that were addressed including the stormwater system, traffic access, parking, utilities and landscaping. He was satisfied that the Applicant had been able to address the issues in revised plans.

The Chairman asked if there were any further comments from the Public. Reverend Sheldon Benett as a representative of the Friends of Butler Pond spoke to the Board and complimented Charlotte on her involvement with the Butler Pond. He told the Board that she had spoken very eloquently at the recent Conservation Commission meeting regarding the project. He then spoke to the Board about the ongoing efforts by their group and the City to clean and restore the pond. He indicated that the group does support the redevelopment of the site and were happy with the efforts of the Applicant towards improving the stormwater system and the protection of the pond. He asked that the outfalls be designed to minimize any particles from being deposited to the stream. He also indicated that it is also essential to restore the pond. He requested that the sewer lines be investigated to ensure nothing was being deposited into the stream and pond. He outlined a few concerns regarding the health of Butler Pond.

City Council member Margaret LaForest addressed the Board and complimented Charlotte and the Friends of Butler Pond and their efforts. She has organized neighborhood meetings to give the residents another look at the revised plans. Dierdre Collins of 77 Merrymount Road was concerned about the traffic and asked for clarification on the traffic pattern and parking facilities.

Member Richard Meade made a motion to close the Public Hearing. The motion was seconded by Member Sean Callaghan and so voted unanimously.

Robert Stevens, Urban Renewal Planner made the following recommendations to the Board: Based on the City of Quincy interdepartmental review and the independent engineering peer review, the Planning Department recommends that the Board approve the issuance of Site Plan Approval under Section 9.5.1 and Special Permit under Section 5.1.17 subject to the following special conditions:

1. 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.
2. The Applicant shall be responsible for adhering to the City of Quincy Tree Ordinance.
3. The Applicant shall comply with the Traffic Engineer comment letter dated June 9, 2015 relating to signage.
4. **Sidewalk at Butler.** Based on the Applicant's proposed underground utility connections and installation of new proposed curb cuts in Butler Road, the Applicant shall re-pave the sidewalk on the Project Site side of Butler Road, from the intersection of Marginal Way up to Hancock Street; and the pavement specifications for the sidewalk should be agreed upon with the City of Quincy DPW and/or City Engineering Department prior to start of construction and shown on Final plans.
5. **Revised Architectural Elevations for Reconstruction of the "Locker Room Area".** Prior to the issuance of a building permit or demolition permit, the Applicant shall provide information on the proposed modification to the single story "locker room" which is proposed to be "filled in" not demolished; and this shall include submittal for City review and approval revised architectural elevation views of the changed area(s), and a Massachusetts Registered Structural Engineer's report with engineer's opinion on this building modification.
6. **City Engineer Requirements.** Applicant shall submit responses to, or otherwise comply with the following items in the Quincy DPW memorandum of June 4, 2015:
 - a. Perform water flow tests with the City's Water Department; and calculations for adequacy of proposed water services shall be worked out with the City Inspectional Services and Fire Department during permitting.
 - b. Install a clean out for the sewer service pipe. The proposed clean out for the sewer pipe should have two 22.5 degree elbows and one 45" degree elbow. (Details can be obtained from City's Sewer Department)
 - c. Install survey monuments to delineate the public right-of-way. The monuments shall be set by a professional land surveyor.
 - d. Repair all utility trenches in Hancock Street with control density fill and infra-red pavement seams.
 - e. Upon completion of the Project, as-built plans showing all utilities, building footprints, reference bounds and bench marks defining the total site, facilities and right-of-ways shall be submitted along with a digital file. The as-built plans shall be stamped and signed by a professional land surveyor or professional engineer.
7. **Show utilities on final Landscape Plan.** Prior to the issuance of a building permit, the Applicant shall provide an updated Landscape Plan showing existing and proposed utilities, and such plan shall be verified by the City.
8. **Hazardous Material Management.** The Applicant has submitted several environmental assessment reports documenting hazardous materials that are present inside the school building (see building interior report), and the potential for remaining oil and/or hazardous materials that may be present outside/near the school building (see Applicant's Phase I & II ESA). As such, prior to the issuance of a building permit or demolition permit, the Applicant shall comply with the following conditions:

- a. Provide a list of demolition and environmental abatement contractor(s) that will be hired and utilized for removal of any oil and / or hazardous materials located at the Site, including any material regulated under the Massachusetts Contingency Plan (310 CMR 40.000); and such list shall include proof of the contractor(s) having all current and appropriate federal and state certifications, licenses, and insurance coverage for working on demolition and handling of hazardous materials. In summary, the Applicant will need to hire licensed, permitted and insured Hazardous Materials Contractors.
- b. Provide the City with all written plans and scope of work documents that their licensed and qualified contractors will follow for all environmental abatement activities including but not limited to: Health & Safety Plans for all work at the Site, a UST Removal Plan, a Soil Management Plan, and a Solid Waste Management Plan for handling, storing and transporting off construction and demolition waste, including interior hazardous materials such as PCB's, asbestos, mercury, lead paint and lead batteries. In summary, the contractors' written plans must describe their proposed means and methods for complying with state and federal environmental and health and safety laws and regulations, and to ensure that there will be no release of hazardous materials to the local environment, and no impacts to abutters or the City of Quincy.
- c. Comply with prior environmental work recommendations: The written plans noted in 6.b above shall also address the steps to be taken to in response to the recommendation listed in Section 7.3 of the Applicant's *Phase I & II Environmental Site Assessment* (noted earlier, above) which states: "*activities conducted in the area of the UST, need to be accomplished in accordance with the Massachusetts Contingency Plan, as depicted in Wheatstone's report completed in 2009, as presented in Appendix C.*"
- d. Quincy Department of Health Requests. Applicant shall comply with all requests as stated in the Quincy Department of Health letter as submitted to the Quincy Planning Department, dated April 24, 2015.

Additional recommended Conditions of Approval that are also applicable to the Conservation Commission Order of Conditions

9. **Building / Structural Demolition.** Provide contractors' written Building Demolition Plans, including schedules, sequence of activities and description of such activities, to supplement the summary of work provided in the Applicant's submittal to the Planning Board. The demolition plan shall note the degree to which demolition of the newer portions of the existing building will involve removal of existing structural connections, if any, as may exist between the "newer" buildings and the existing building to remain. Also, if shoring is required for any aspect of the demolition work, provide a Massachusetts Registered Structural Engineer's report for any work requiring structural modifications of the existing building.
10. **Amended Easement Agreement.** Prior to the issuance of a building permit, the Applicant shall complete with the City, an amended easement agreement for Marginal Road to allow for placement and maintenance of new stormwater features at Marginal Road in accordance with the latest Project plans dated June 8, 2015.
11. **Marginal Road Hillside Planting Plan.** The Applicant has submitted a final plant schedule for the "Marginal Road Hillside" area, but not a plan showing approximate plant placement, therefore the Applicant shall submit a Final revised landscape plan sheet, showing /detailing the Marginal Road Hillside area plantings, with a note allowing for Plants to be hand placed in the field as conditions dictate, but still holding to the specified number and types of plants as shown on the schedule approved by the Conservation Commission.

12. **New Butler Road Catch Basins.** As the Applicant has agreed to install two (2) new catch basins in Butler Road, as shown in the Project plans *Sheet 4 – Utility & Drainage Plans*, the Applicant shall perform a camera inspection of the two drain lines that lead from the two catch basins into Butler Pond (each catch basin has its own drain line). Prior to doing this work, Applicant shall consult with the Quincy DPW prior to catch basin installation and drain line inspections; and also clean and/or repair the two drain lines leading to the Pond as determined appropriate after consultation with the Quincy DPW.
13. **Site Work and Erosion Control.** Prior to any site work, install erosion control measures depicted in Applicant’s Stormwater Pollution Prevention Plan (SWPPP), as shown on *Sheet 10 – SWPPP* and related detail sheets within the Project plans. The Applicant shall submit evidence to the City that a Notice of Intent (NOI) has been filed with the U.S. EPA in accordance with EPA’s Construction General Permit for Stormwater. Also, the Applicant shall provide a contractors’ written Site Work Plan, including schedules, construction vehicle traffic plan, sequence of activities and description of such activities as re-grading, installation of utilities, trench excavations for pipes, resurfacing of parking areas, and landscaping. Plans should describe the extent of pavement removal, how long Site soil will be exposed to the elements, and plans for securing the site to prevent erosion during wet weather. This submittal could supplement, or be an update of the previously submitted SWPPP. Also, the SWPPP shall include measures for construction dumpster management (i.e. will they be covered, how frequently will they be removed/replaced, are they watertight, and measures to be taken to prevent contamination from leaking out of dumpsters).
14. 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 Richard Meade made a motion to approve the Site Plan and Special Permit for 1022 Hancock Street Planning Board Case No. 2015-33. Member Glen Comiso seconded the motion and it was so voted unanimously.

BUSINESS MEETING:

9:40 PM The Board revisited the Review of the Proposed Third Amendment to the Quincy Center Urban Revitalization District Plan (URDP) to be filed pursuant to M.G.L. c. 121B, Section 48. The Chairman read a memo from the Citizen’s Advisory Committee recommending the revisions to the URDP. Planning Director explained the process required for an amendment which is considered to be major to be approved by the City and what the Planning Board’s role is in this process.

Member Richard Meade made the following motions:

- 1) **That the Planning Board report through the Director of the Quincy Office of Planning and Community Development acting as the City’s Urban Renewal Agency to the Mayor and City Council the following:**
 - a) **We have determined that the plan is based on a local survey.**
 - b) **We have determined that the plan conforms with the comprehensive plan for the locality as a whole.**

- 2) **The Planning Board recommends that the Quincy City Council approve the third amendment to the Quincy Center District Urban Revitalization and Development Plan.**
- 3) **The Planning Board recommends that the City Council authorize the Mayor to proceed with the Urban Renewal activities on the City's behalf as set forth in the plan.**
- 4) **The Planning Board recommends that upon final approval by the City Council Quincy's Urban Renewal Agency forwards said URDP amendment number three to the Commonwealth's Department of Housing and Community Development for final administrative approvals.**

Member Glenn Comiso seconded the motion and it was so voted unanimously.

9:50 PM - 60 Newbury Street, Planning Board Case No. 2015-25

The Board reviewed and endorsed the already approved Site Plan/Special Permit Decision for 60 Newbury Street.

9:51 PM - The Board was given a copy of Quarry Hills II Residential Planned Unit Development documents and plans, dated March 30, 2015 for their review. This is a PUD which is under the purview of the City Council but the Planning Board will be asked for their recommendations at a future date.

9:52 PM – 29 Packard's Lane, Planning Board Case No. 2015-28

The Planning Board reviewed a request from the Applicant to withdraw without prejudice their previously approved Site Plan/Special Permit Application for 29 Packard's Lane.

Member Richard Meade made a motion to consent to the request for withdrawal without prejudice. The motion was seconded by Coleman Barry and was so voted unanimously.

The Board confirmed that their next Planning Board Meeting would be held on July 15, 2015.

Member Richard Meade made a motion to adjourn at 9:57 p.m. Member Coleman Barry seconded the motion and it was so voted unanimously.