

**City of Salem Massachusetts
Public Meeting Minutes**

Board or Committee: Redevelopment Authority, Regular Meeting
Date and Time: Wednesday, October 12, 2016 at 6:00 pm
Meeting Location: 120 Washington Street, Third Floor Conference Room
Members Present: Chairperson Grace Harrington, Vice-Chairperson
Matthew Smith, Robert Curran, Russell Vickers
Members Absent: Conrad Baldini
Others Present: Tom Daniel – Director of Planning and Community
Development, Andrew Shapiro, Economic Development
Planner
Recorder: Colleen Anderson

Chairperson Grace Harrington calls the meeting to order. Roll call was taken.

Executive Director's Report:

Regarding 289 Derby Street (reoccurring Carnival property), Mayor Driscoll presented an eligibility form to the Community Preservation Committee (CPC) on 9/13/16, to acquire that property for recreational open space purposes. The City hopes to capitalize on recent private investments along Derby Street, further activate the area, and connect the harbor walk as has been planned. The project could also provide permanent access from the downtown area to the Point neighborhood across the South River. The proposal was approved by the CPC and will be on the 10/21/16 agenda for the City Council to consider. CPC funds will be used to service a bond that will be issued by the City for purchase of the parcel, as well as an additional \$100,000 for design and permitting.

Urban Renewal Area Projects Under Review

1. 53 Charter Street: Discussion and vote on proposed restoration of exterior

Walter Beebe-Center of Essex Restoration was present to discuss the proposed restoration project. The submission included a drawing noting proposed renovations and photos of the property as it exists today.

Beebe-Center stated that the longtime owner has asked that the home undergo an exterior restoration. Asbestos siding has already been removed and the intention is to repair or replace areas/parts in kind. Some of the trim was removed during the installation of the cement siding. If anything is missing research would be done on homes in 1800 to determine what should be installed, to return it to a Federal style. Shapiro noted that the DRB has recommended approval of the project and was enthusiastic about the work that will be done.

Chair Harrington opens public comment.

Councillor Tom Furey, Salem Councillor-At-Large. Councillor Furey stated that the home has been an eyesore and a full facade restoration will be an improvement to the neighborhood.

Chair Harrington closes public comment.

Daniel asked if the original portico would be returned. Beebe-Center replied that it belongs to the Peabody Institute, which is using it on one of their buildings, but that it can and will be duplicated exactly. The home was built in the early 1700's but underwent a dramatic remodel through a rear addition and heightening of the structure in the 1790's when the Federal Style was popular. Daniel noted that many people have come forward stating how pleased they are that this project is happening.

Vickers: Motion to approve as recommended by the DRB.
Seconded by: Smith. Passes 4-0.

2. **217 Essex Street (Brew on the Grid):** Discussion and vote on proposed installation of signage + small project review: proposed new outdoor café seating area, new door and windows, and façade improvements.

Frank Peace (owner) and Susannah Cramer-Greenbaum of EMBARC Architecture & Design Studio were present to discuss the proposed project. The submission included a full set of plans, including photos of existing conditions, renderings, drawings, and elevations.

Peace stated that this is the second location for the establishment. It is an artisanal coffee restaurant that will also serve pastries and craft foods. Craft beer and wine are offered at the Worcester location and they hope to do the same in Salem in the future.

Cramer-Greenbaum stated that the building is in good shape, an existing rear louver would be reused and no new louvers are proposed. Two new condensers will be added to existing rooftop dunnage which will not be visible from the street. The existing planting bed along the elevation leading to Derby Square will be replaced by a new outdoor brick patio that will meet grade along Essex Street and have steps down along the Derby Square side. A portion of an existing window will be replaced with a door to provide patio access and create a second means of egress. An existing bench would be removed and another relocated to closer to Derby Square. Two existing vaults towards the rear of the first floor and the change in grade prevent the rear door from being the second egress. An easement is underway with the City of Salem to use the current planting bed area as a patio. A portion of the Basement will be used to house a food cooler and for food prep. The patio door will be mahogany to replicate the existing six lite wood front door, which will be sanded to restore the natural mahogany finish.

Cramer-Greenbaum noted that two 30" wide x 30" high blade signs are proposed with two black 2" light fixtures on either side for illumination. The signs will be brown matte color with white lettering. The third piece of proposed signage would be lettering on the entablature of the building, which will be cleaned. It will be lit with goose neck sconces to be installed above it.

Vickers asked if the patio would be cast in place concrete. Cramer-Greenbaum replied that the footing would be concrete but the patio surface and face of the foundation wall would be brick to match the brickwork on Derby Square. The patio will have a simple black metal railing, the furniture will be black steel tables and chairs with five black umbrellas.

Daniel asked if it was table service. Peace replied that it would be similar to Starbucks except with artisanal coffee brewing and freshly prepared food.

Chair Harrington opens public comment.

Councillor Tom Furey, Salem Councillor-At-Large. Councillor Furey stated that this will be an exciting addition to downtown Salem and a great use of the space and thanked Peace for investing in Salem.

Chair Harrington closes public comment.

Daniel agrees with Councillor Furey and asked when the space will open. Peace replied potentially in February. Smith asked what the anticipated hours would be. Peace replied that 8AM – 10PM are his hours in the Worcester location. Suzanne added that due to the winter the deck may not be complete until the Spring of 2017.

Shapiro noted that the DRB recommended approval of the project. The City is working on an easement for the applicant for the planting bed that will become a patio. The DRB comments were 1) they recommended moving the Derby Square side blade sign to the other side of the corner window in order to keep the existing bank emblem visible from Essex Street and 2) the logo on the patio umbrellas shall be limited to three umbrellas maximum.

Smith: Motion to approve as recommended by the DRB.
Seconded by: Vickers. Passes 4-0.

3. 209 Essex Street (Hotel Salem): Small Project Review: Discussion and vote on proposed façade and building improvements, as well as rooftop restaurant.

Mark Meche of Winter Street Architects and Rich Cooper (managing member of The Hotel Salem) were present to discuss the proposed plans. The submission included a cover memo, photos, plans, elevations, and renderings.

Shapiro noted that the Salem Historical Commission submitted a letter, along with their comments, to the Board stating that they reviewed the project and are endorsing it for Historic Tax Credits from the Massachusetts Historical Commission. Shapiro noted that Councillor Heather Famico, Ward 2 Councillor, submitted a comment letter regarding this project.

Meche stated that the design was submitted to Mass Historic for approval of historic tax credits, and they are waiting on their latest comments. It was also submitted to the Salem Historical Commission and the DRB and they have both endorsed the project. The project before the SRA is for exterior improvements only, not the outdoor seating area on the ground floor and signage that will be shown in the presentation. The demolition of the building interior is 95% complete and the design team has reached approximately 90% completion with the Construction Documents.

Meche stated that the design changes began with a study of the storefront as it was when first constructed. Four cast iron columns and large pieces of transparent polished plate glass were used at the storefront. The basic building exterior scope is brick repairs, stone cleaning and repairs, cornice repairs and painting, new storefront, a new pressed zinc band in the same location, and possible secondary signage in a classic lettering style on the new sign band. The new central sign will be similar to the original Talbots sign. All restoration work will be done within the standards of historic rehabilitation. The proposed storefront will be insulated Low-E clear glass but in smaller sections divided to show the new first floor restaurant. The new curtain wall will be either silicone glazed or tab connected; tab connected is currently the preferred choice and the flange will be visible from the exterior. The glass will be a PPG solar ban type and should have minimal color shading. The cast iron columns will be painted dark grey to compliment the building's buff color scheme.

Meche stated that a cable rail system will be installed at the perimeter of the rooftop deck and will be moved far away from the building's edge, the previously proposed smaller rooftop units at the front of the rooftop will now be reduced to one chilled water system and will possibly be screened by reclaimed flat board siding in a shiplap pattern towards the rear of the rooftop; however, all other rooftop equipment will be screened in a louver style. The AC system is spec'd to be 47 dB at 30 feet away and the units will be at a level higher than neighboring buildings so sound from it should not be

a concern. Some windows on the East façade are being replaced but most of the existing windows will remain. The replacement windows will be double-hung wood windows at the request of the MHC to mimic what was originally in place.

Meche stated that at the South façade (rear) a new interior egress stair will be installed and guest room patio will be added. On the West façade (Derby Square) three windows will be replaced, the existing roof framing will be reused and the roof level improvements will float over it with Bison deck pedestals. Due to the additional rooftop equipment, three overflow scuppers and a painted gutter will be added to the West façade and that water will connect to a drain inside the building.

Shapiro noted that in the future, signage, lighting, and the outdoor seating at street level will need approval but that at this stage only exterior façade improvements; curtain wall system on the ground floor, the general appearance of the roof deck and equipment, etc... is up for consideration by the SRA. Shapiro noted that the DRB has recommended approval.

Daniel noted that the project has improved since the incorporation of the Mass Historic comments into the project, and approves of the storefront system. Vickers noted that a bowling alley once was proposed to be in the Basement and inquired as to what will be there instead. Meche replied shuffleboard due to the noise that a bowling alley would generate.

Chair Harrington opens public comment.

Councillor Tom Furey, Salem Councillor-At-Large. Councillor Furey stated that this area used to be more lively before the Northshore Mall took away the crowds. He believes this will help revitalize the downtown area and is in favor of it being restored and not torn down.

Chair Harrington closes public comment.

Smith: Motion to approve as recommended by the DRB.
Seconded by: Curran. Passes 4-0.

4. 90 Washington Street: Small Project Review: Discussion and vote on proposed façade and building improvements

Mark Meche of Winter Street Architects, and George Vernet & Peter Bolan (co-owners of the property) were present to discuss the proposed plans. The submission included a cover memo, photos, plans, elevations, and renderings.

Shapiro noted that the Salem Historical Commission submitted a letter, along with their comments, to the Board stating that they reviewed the project and are endorsing it for Historic Tax Credits from the Massachusetts Historical Commission. Shapiro noted that Councillor Heather Famico, Ward 2 Councillor, submitted a comment letter regarding this project.

Meche stated this is the first time this project has been before the SRA. The Schematic Design was done earlier in 2016, the lease was signed in August and approved by the City Council, and historic tax credits are being sought. Salem Historic Commission has reviewed and endorsed this project. No comments have been received from the MHC but there is very little that can be changed because so much of the existing building elements are still in place. The plans have been approved and the project is scheduled to be complete by October 2017, and will be the new home to the Salem City Hall Annex.

Meche noted that the building is across from City Hall, the rear entry opens to a municipal parking lot, and a right-of-way is directly outside of the rear entry although the property does not belong to

the building. The building entry is on the far left side at Washington Street. The three - first floor tenants have their own entrances so there will be no shared access/common area. The meeting rooms are on the ground floor and a stair leads to the 2nd floor Public Services level, although there will be elevator access. The large meeting room will hold 100 people and the smaller 40 plus board members, and both will be modern with state of the art equipment.

Meche noted that the City Council has requested a concierge/help desk on the first floor to direct people. The building will undergo a complete internal demolition and there will be new building systems, ADA compliant, gender neutral single stall restrooms – one with a shower, and bicycle storage.

Meche stated that the second floor has 17 foot high ceilings and will house a new conference room addition at the rear, a rear egress stair, the clerestory windows will provide natural light to the core over top of the 9 foot high new shared meeting rooms and various internal walls, although the majority of the floor will be an open office. The third floor will house other small city departments, possibly a deck, another conference room addition, and each floor will also have a coffee station.

Meche stated that the façade is masonry, steel sash Hope windows were used and black granite bands and medallions are the full depth solid black granite. Half of the original aluminum storefront is gone. The brick will be restored and the windows will be replaced with thermally broken Hope windows. The sign band above the storefront will be restored. At the rear of the building facing Sewall Street, the two different kinds of hope style windows will be replaced. Meche noted that the existing taller openings in the façade are doors to the fire escape and their consultant's recommendation was to not infill the bottom of the enlarged openings with brick to not confuse the historical record of its use. If it was to be filled in, it should be done so with some differentiation.

Meche noted that from the front the entire building appears to be three stories, however the area where the third floor would be is just façade. He noted that MHC is requiring that replacement glass be installed in that area also and the Sewall Street side of that wall will be the location of the proposed deck at Mayor Driscoll's request. Meche noted that MHC doesn't find the rear façade as important as the front façade although it shows its mid-century modern character which is rare.

Daniel asked if the two-tone Washington Street façade color would remain. Meche replied that the patch is an emergency repair job with a latex waterproofing that will be removed and the façade color will be one color, despite Mass Historic stating that it could remain. Daniel noted that Councillor Famico's letter stated it wasn't clear to the Historical Commission if the rear entry would be used as an egress or for emergencies and had the same question. Meche replied it qualifies as a rear entrance but the use of it will be up to the City. A concierge desk has been placed in the Lobby as a way to monitor the use of both entrances.

Chair Harrington opens public comment.

Councillor Tom Furey, Salem Councillor-At-Large. Councillor Furey stated that the open space in the offices will be a good way to keep the various departments connected; it will directly tie City Hall to the new City Hall Annex; he thanked the owners for reinvesting in Salem.

Chair Harrington closes public comment.

Daniel asked about the proposed signage for the building and if the banding above the windows was a projection and asked if Mass Historic has to sign off on that. Meche replied that they were projections and replied that they are still waiting on Mass Historic's comments, however; they do allow amendments and a 12" protrusion exists.

Daniel stated that he is excited that this project is moving forward. Shapiro noted that the DRB recommended approval of the exterior façade improvements; however, signage and lighting is not being sought at this time.

Vickers: Motion to approve as recommended by the DRB.
Seconded by: Curran. Passes 4-0.

5. Discussion and vote on Downtown North (in front of Old Salem Jail) and South (Riley Plaza) interpretive sign panels

Shapiro stated that two proposed panels will be funded by a National Heritage Commission grant and Community Grant funding will match that amount to install 13 sign panels around the City, five will be done this year, two in the downtown area. One sign will be installed in the grassy area by Riley Plaza and the second near the new proposed surface parking lot in front of the Old Salem Jail. The panels were designed several years ago. The DRB has asked that the proposed location for the sign by the jail be determined after the completion of the new parking lot, and that it will need to return to the DRB only prior to installation and not the SRA. The DRB did approve the Riley Plaza panel location.

Daniel noted that there were will be 16 panels total and their information will also be placed on a website.

Smith: Motion to approve as recommended by the DRB.
Seconded by: Vickers. Passes 4-0.

6. 318 Derby Street (Turtle Alley Chocolates): Discussion and vote on proposed installation of signage and a-frame sign.

Shapiro stated that this shop needs to vacate their PEM location while the retail facades are renovated. Their new location will be on Derby Street and they are requesting 1 blade sign to be installed on an existing bracket, vinyl bubble decals on the windows. There is a 20% threshold for the amount of window space to be covered by signage. The current bubble design takes up approximately 23% but the negative space between some of the bubbles lowers the window coverage to approximately 20-21%. An a-frame would be used at this location which they had used at their Essex Street location. The DRB is recommending approval of this project.

Vickers: Motion to approve as recommended by the DRB.
Seconded by: Smith. Passes 4-0.

7. 212 Washington Street / Riley Plaza (Marina's Newsstand): Discussion and vote on proposed a-frame sign.

Shapiro stated that the newsstand is located in Riley Plaza. They were using non-compliant signage and they are proposing one plywood a-frame sign that lists newspapers. It is larger than what would normally be approved but they are proposing to make a new 2 foot x 3 foot sign frame and remove the logos. The sign will remain in the parking lot which is wide open so pedestrian access is not an issue. The DRB has requested that the sign be white and the frame and base be black.

Smith: Motion to approve as recommended by the DRB.
Seconded by: Vickers. Passes 4-0.

8. **311 Derby Street (The Donut Experiment):** Discussion and vote on proposed installation of signage.

Shapiro noted that this shop is a franchise with two other locations. This shop will share the same building as Flatbread Pizza but the two businesses will be separated. There will be a painted 3D projecting donut sign, vinyl graphic at the top of the windows, and a vinyl decal in the door transom. DRB is recommending approval.

Daniel asked if there would be lighting for the signs. Shapiro replied that their hours of operation would not require lighting.

Vickers: Motion to approve as recommended by the DRB.

Seconded by: Smith. Passes 4-0.

9. **172 Essex Street (Witch Pix Costume Studio):** Discussion and vote on proposed installation of signage.

Shapiro stated that this is the former Vintage Photography studio that faces the Museum Square fountain. Large photographs currently cover the windows and the preference is to activate the downtown and see inside the store but a photography studio needs to be able to control the sunlight, so they will mount curtains inside the store at the recommendation of the DRB. The store is under new ownership and a name change. A black sign is proposed with white lettering above the entrance, and vinyl words decals will be placed in some of the smaller windows.

Shapiro noted that the DRB preferred to have the entire awning fascia black, and that option was approved by them, but the decision to incorporate that would be left up to the applicant.

Smith: Motion to approve as recommended by the DRB.

Seconded by: Vickers. Passes 4-0.

New / Old Business

1. **65 Washington Street (former Salem District Court Property):** General project updates

- a. General project updates

Daniel stated that Diamond Sinacoris has looked into the contamination on the property but they still need to complete and send out their report. The underground tank was clean and the contaminated fill is being addressed. The HDIP geographic area is being defined, and it along with a plan, needs City Council and State approval in order to proceed with the application process for this project. Shapiro is reviewing their application draft, and both he and Vickers are meeting with Diamond Sinacori on 10/3 and will meet with them again on 10/17 to discuss the application. The TIE (Tax Increment Exemption) Agreement also needs approval by the City Council but will require additional time to complete.

- b. Discussion and vote on amendment to letter of intent between the SRA and Diamond Sinacori, to extend due diligence period, and date by which land disposition agreement must be signed.

The term of the letter of intent needs to be extended. A condition of their execution of the LDA is that there is local approval for both the HDIP and TIE agreement. A peer review of the environmental work completed has been reviewed and two bids for on-call consultants have

been received. The peer review needs to be completed before it is brought before the Council by the end of the year, for cost and scope verification.

Shapiro noted that for verification of the remediation costs Diamond Sinacori provided a memo of their findings including; consultant work (approximately \$535,000) plus the average cost of past remediation assessments, plus an estimation of additional remediation costs, totaling approximately \$850,000. The peer review helps vet the proposed total remediation costs. The letter of extension language will not change and all parties have reviewed and approved of the extension letter. Daniel added that the new extension date will be January 31, 2017 due to Council meeting dates but the goal will be by December 31, 2016.

Vickers noted that Diamond Sinacori is also considering altering the combination of condominium units and locating the health club on the first floor to reduce elevator costs as cost saving measures while not altering the scope of the project.

Vickers: Motion to approve amendment No. 5 as drafted.
Seconded by: Curran. Passes 4-0.

- c. Discussion and vote to allow Vice Chair of the SRA to execute amended letter of intent.

Shapiro noted that Chair Harrington can vote on this project but cannot sign/execute any documents related to the District Court due to having worked on legislation to enable the process to move forward.

Vickers: Motion to approve the Vice-Chair to execute all documents with respect to this project on behalf of the SRA.
Seconded by: Curran. Passes 4-0.

Minutes

The minutes from the September 14, 2016 regular meeting were reviewed.

Smith: Motion to approve,
Seconded by: Vickers. Passes 4-0

Adjournment

Vickers: Motion to adjourn the meeting.
Seconded by: Baldini.

Meeting is adjourned at 7:45PM.

Know your rights under the Open Meeting Law M.G.L. c. 30A §18-25 and City Ordinance Sections 2-028 through 2-2033.