



CITY OF SALEM PLANNING BOARD

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FILE #
CITY CLERK, SALEM, MASS

Site Plan Review Decision
7 Howard Street (Map 35, Lot 180)

February 9, 2016

7 Howard Street Nominee Trust
343 Essex Street
Salem, MA 01970

RE: Site Plan Review–7 Howard Street

On Thursday, January 21, 2016, the Planning Board of the City of Salem opened a Public Hearing regarding the application of 7 Howard Street Nominee Trust for a Special Permit pursuant to Section 9.5 of the Salem Zoning Ordinance, Site Plan Review, for a six-unit residential development located at 7 Howard Street (Map 35, Lot 180). The project includes the renovation of the existing structure on 7 Howard Street (a former convent building) into six residential units, and associated parking on the adjacent property by easement.

The Public Hearing was closed on February 4, 2016. At a regularly scheduled meeting of the Planning Board held on February 4, 2016, the Board voted by a vote of Seven (7) in favor (Chair Ben Anderson, Vice Chair Matt Venno, Helen Sides, Kirt Rieder, Noah Koretz, Carole Hamilton, Dale Yale) in favor and none opposed, to approve the application as complying, subject to the following conditions:

1. Conformance with the Plan

- a. Work shall conform with the Site Plan entitled, "Proposed Site Plan for 7 Howard Street and 26 St. Peter Street Located in Salem, Massachusetts," prepared by LeBlanc Survey Associates, Inc., dated December 24, 2015, Site Plan entitled, "7 Howard Street Site Plan" prepared by Seger Architects, Inc., dated December 31, 2015 and Elevations prepared by Seger Architects, Inc., dated December 30, 2015.

2. Transfer of Ownership

- a. In the event of the transfer of the site as a whole, within five (5) days of such transfer, the Owner shall notify the Board in writing of the new owner's name and address. The terms, conditions, restrictions and/or requirements of this decision shall be binding on the Owner and its successors and/or assigns.

3. Amendments

- a. Any amendments to the site plan shall be reviewed by the City Planner and if deemed necessary by the City Planner, shall be brought to the Planning Board.
- b. Any waiver of conditions contained within shall require the approval of the Planning Board.

4. Construction Practices

- a. All construction shall be carried out in accordance with the following conditions:
- b. All provisions in the City of Salem's Code of Ordinance, Chapter 22, Noise Control, shall be strictly adhered to.
- c. All reasonable action shall be taken to minimize the negative effects of construction on abutters. Advance notice shall be provided to all abutters in writing at least 72 hours prior to commencement of construction of the project.
- d. Drilling and blasting shall be limited to Monday-Friday between 8:00 AM until 5:00 PM. There shall be no drilling or blasting on Saturdays, Sundays, or holidays. Blasting shall be undertaken in accordance with all local and state regulations.
- e. All construction vehicles shall be cleaned prior to leaving the site so that they do not leave dirt and/or debris on surrounding roadways as they leave the site.
- f. All construction shall be performed in accordance with the Rules and Regulations of the Planning Board, and in accordance with any and all rules, regulations and ordinances of the City of Salem.
- g. All construction vehicles left overnight at the site must be located completely on the site.

5. Office of the City Engineer

- a. All work shall comply with the requirements of the City Engineer.
- b. The applicant shall schedule a building inspection (internal and external) and required dye testing with the city engineer (city consultant to perform the inspection and testing) to a.) confirm sewer service is connected correctly to the sewer main in the street, and b.) confirm roof drain, and/or basement sump pumps, from building are not connected to sewer.
- c. Applicant shall correct any deficiencies found from the inspections and testing.
- d. Applicant shall internally inspect the sewer service leaving the building to confirm it is in good working condition and can accommodate the proposed flow.

- e. Applicant shall review tv inspection video with city engineer and make any upgrades or improvements necessary to ensure the service is in good condition.
- f. Applicant shall inspect the condition and pipe material of the existing water service. If the pipe is found in poor condition, or not copper material, the applicant shall replace the existing water service, from building to the water main in the street, with copper pipe that is sized correctly for the proposed building water-use.
- g. The applicant shall submit plans of the 6 proposed parking spaces to the City Engineer and the Building Inspector to determine compliance with prevailing standards for entry and exit provisions, curbing and drainage, per city ordinance 38-62.

6. Fire Department

- a. All work shall comply with the requirements of the Salem Fire Department.
- b. The building shall be equipped with a full automatic fire sprinkler system.

7. Building Commissioner

- a. All work shall comply with the requirements of the Salem Building Commissioner.

8. Utilities

- a. Utility installation shall be reviewed and approved by the City Engineer prior to the issuance of a Building Permit.

9. Department of Public Services

- a. The Applicant shall comply with all requirements of the Department of Public Services.

10. Board of Health and Health Department

- a. All work shall comply with the requirements of the Salem Board of Health and Health Department.
- b. Adequate trash storage must be provided based on the number of units and collection frequency.

11. Maintenance

- a. Refuse removal, ground maintenance and snow removal shall be the responsibility of the applicant. "Refuse removal" includes recycling, which shall be the responsibility of the owner, his successors or assigns. The owner shall provide adequate facilities to ensure all users are able to recycle their trash. Owner is to enter into a contract with a company of the owner's choice to arrange pick-up of recyclable material. A copy of this contract is to be submitted to the City Engineer.
- b. Winter snow in excess of snow storage areas on the site shall be removed off- site.

- c. Maintenance of all landscaping shall be the responsibility of the applicant, his successors, or assigns. The applicant, his successors or assigns, shall guarantee all trees and shrubs for a two- (2) year period.

12. Lighting

- a. No light shall cast a glare onto adjacent parcels or adjacent rights of way.
- b. After installation, lighting shall be reviewed by the City Planner, prior to the issuance of a Certificate of Occupancy.

13. HVAC

- a. If an HVAC unit is located on the roof, the City Planner will inspect the installed equipment and report back to the board after the site inspection. If the Planning Board determines it is necessary to visually screen the equipment based on visibility from the abutting property lines and/or visibility from the public right of way, the method for screening the unit, including colors and materials, shall be submitted to the City Planner for review and approval prior to the issuance of a Certificate of Occupancy.

14. Landscaping

- a. All landscaping shall be done in accordance with the approved set of plans.
- b. Maintenance of all landscaping on the site shall be the responsibility of the Applicant. The Applicant, his successors or assigns, shall guarantee all trees and shrubs for a two (2) year period, from issuance of the Certificate of Occupancy and completion of planting.
- c. Any street trees removed as a result of construction shall be replaced. The location of any replacement trees shall be approved by the City Planner prior to replanting.
- d. Final completed landscaping, done in accordance with the approved set of plans, shall be subject to approval by the City Planner prior, for consistency with such plans, to the issuance of a Certificate of Occupancy.

15. As-built Plans

- a. As-built plans, stamped by a Registered Professional Engineer, shall be submitted to the Planning Department and Engineering Department prior to the issuance of the final Certificate of Occupancy.

16. Violations

- a. Violations of any condition shall result in revocation of this permit by the Planning Board, unless the violation of such condition is waived by a majority vote of the Planning Board.

I hereby certify that a copy of this decision and plans has been filed with the City Clerk and copies are on file with the Planning Board. The Special Permit shall not take effect until a copy of this decision bearing the certification of the City Clerk that twenty (20) days have elapsed and no appeal has been filed or that if such appeal has been filed, and it has been dismissed or denied, is recorded in the Essex South Registry of Deeds and is indexed under the name of the owner of record is recorded on the owner's Certificate of Title. The owner or applicant, his successors or assigns, shall pay the fee for recording or registering.

A handwritten signature in black ink, appearing to read 'Ben J. Anderson', with a stylized flourish at the end.

Ben J. Anderson
Chair