

**City of Salem Planning Board  
Meeting Minutes  
Thursday, December 17, 2015**

A regularly scheduled meeting of the Salem Planning Board was held on Thursday, December 17, 2015 at 7:00 p.m. at City Hall Annex, Room 313, 120 Washington Street, Salem, Massachusetts.

Chairman Anderson opened the meeting at 7:14 pm.

**Roll Call**

Those present were: Ben Anderson, Chair, Matt Veno, Vice Chair, Kirt Rieder, Dale Yale, Bill Griset, Noah Koretz and Carole Hamilton. Absent: Helen Sides

Also present: Amanda Chiancola, Staff Planner, and Pamela Broderick, Planning Board Recording Clerk.

**Approval of Minutes**

**December 3, 2015 Regular Meeting Minutes**

No comments or corrections were made by the Planning Board members.

**Motion and Vote:** Carole Hamilton made a motion to approve the December 3, 2015 Regular Meeting Minutes, seconded by Kirt Rieder. The vote was unanimous with five (5) in favor and none (0) opposed.

**Regular Agenda**

**Location:** 14 and 16 ALMEDA STREET (Map 14 Lot 116 and Map 14 Lot 117)

**Applicant:** TOWN AND COUNTRY HOMES, INC.

**Description:** A public hearing for a Definitive Subdivision to construct a roadway to serve two existing undeveloped lots.

Chair Anderson advised the applicant has requested both a continuance to the next regularly scheduled Planning Board meeting on January 7, 2016, and also to extend the deadline for action to January 25, 2016.

**ROLL CALL Motion and Vote:** Dale Yale made a motion to extend the deadline for action to January 25, 2016, seconded by Carole Hamilton. The vote was unanimous with five (5) in favor ( Mr. Anderson, Mr. Rieder, Ms. Yale, Mr. Griset, and Ms. Hamilton) and none (0) opposed.

**ROLL CALL Motion and Vote:** Kirt Rieder made a motion to continue the public hearing to January 7, 2016, seconded by Carole Hamilton. The vote was unanimous with five (5) in favor ( Mr. Anderson, Mr. Rieder, Ms. Yale, Mr. Griset, and Ms. Hamilton) and none (0) opposed.

**Location:** 401 BRIDGE STREET (Map 25, Lot 74) and 44 Boston Street (Map 15, Lot 305)  
**Applicant:** HIGH ROCK BRIDGE STREET, LLC  
**Description:** Continuation of the public hearing for the petition for amendments to the approved Site Plan Review, Flood Hazard Overlay District Special Permit and Special Permits associated with the North River Canal Corridor Neighborhood Mixed Use District in accordance with the following sections of the Salem Zoning Ordinance: Section 9.5 Site Plan Review, Section 8.1 Flood Hazard Overlay District. The applicant requests the following Special Permit associated with the North River Canal Corridor Neighborhood Mixed Use District (NRCC) Sections 8.4.5 and 8.4.13 North River Canal Corridor Neighborhood Mixed Use District). Specifically, the applicant requests a Special Permit per Sec. Sec 4.0 of the NRCC to allow a multi-story arrangement of a multi-family residential use. The applicant requests amendments to the following approved Special Permits of the NRCC: A Special Permit per Sec. 8.4.12 Retail Use of the NRCC to allow ground level retail use to be amended from the original decision to exceed the 3,000 gross square feet for one retailer. A Special Permit per Sec. 6.0 to be amended from the original decision to allow an eating and drinking place on the premises to reflect the new plan. The applicant proposes to construct two separate buildings including the Community Life Center, a two-story building, and a five-story mixed-use residential/retail on the corner of Boston and Bridge Street with an associated revised parking and landscape layout.

Chair Anderson advised the applicant has requested a continuance until January 7, 2016.

**ROLL CALL Motion and Vote:** Matt Veno made a motion to continue the public hearing to January 7, 2016, seconded by Dale Yale. The vote was unanimous with six (6) in favor (Mr. Anderson, Mr. Veno, Mr. Rieder, Ms. Yale, Mr. Griset and Ms. Hamilton) and none (0) opposed.

---

**Location:** CLARK AVENUE (Map 6, Lots 7, 8 and 9)  
**Applicant:** NSD REALTY TRUST  
**Description:** A public hearing for a Definitive Subdivision Plan in accordance with the Salem Subdivision Regulations and a Cluster Residential Development Special Permit per Sec. 7.2 Cluster Residential Development of the Salem Zoning Ordinance to allow the construction of a roadway to serve twenty-six (26) residential lots.

Atty Joseph Correnti, 63 Federal Street, Salem, presented for the applicant. Other presenters included:

- Rich Williams; Civil Engineer; Williams & Sparages, 189 North Main Street, Suite 101, Middleton MA 01949.
- Nick Meninno, president Meninno Construction, 76 Oakville Street, Lynn 01905.
- Doug Jones, LeBlanc Jones landscape Architects, 535 Albany Streets #5A, Boston, MA 02118

**Documents and Exhibitions:**

- Written response to New England Civil Engineering Stormwater peer review dated December 7, 2015
- Updated Proposed Drainage Improvement Plan dated December 16, 2015
- Updated Index Plan dated December 7, 2015
- Landscape Renderings (3 sheets) Entry Planting Plan, Entry Perspective & Plant Images on Clarke Avenue.

After an introduction by Atty Correnti, Rich Williams opened the presentation to update the Board on the engineering issues.

Mr. Williams advised he has a prepared response to the stormwater peer review, dated December 7, 2015. Mr. Williams reported he had a meeting and conference call with Mr. Ross and the applicant's engineering firm to review their comments but Mr. Ross has not seen their written response yet. Chair Anderson advised that the Board will wait for a response from Mr. Ross before moving into deliberations on the stormwater review project.

Mr. Williams informed the board that their project team had met with the City Engineer and Amanda Chiancola to talk about some of the offsite improvements that were proposed as part of the original (Chapel Hill) approval.

- Updated set of plans distributed by Mr. Williams (see document list above).
  - As part of the prior decision, there was a drainage plan for the intersection of Clark Street and Clark Avenue. Presented tonight is an update of those plans because conditions have changed due to road work done by the City.
    - There were previously low spots on the northerly side of Clark Street and at intersection of Clark Ave and Clark Street on the southerly side. The City repaved Clark Street and super elevated portions of the street so that it flows from north to south across the road down the gutter into the catch basin.
    - Two locations at the southerly intersection were not corrected, so there continues to be a puddle on the south side up the street towards the catch basin that is being discharged to. The revised plan distributed tonight incorporates the existing conditions and corrects the drainage issues that exist at that location. Mr. Williams has discussed this with the City Engineer he seemed to be on board with the concept, but the City Engineer has not reviewed the plan yet.
  - Prior approval included a condition for the applicant to study the sewer system that collects sewer from their project, Clark Avenue, Clark Street and a section of Barns. It has been requested that they look at that system and try to find enough infiltration to offset the flow from the proposed project so the net effect is no additional flow to the pump system.
    - Mr. Meninno advised they have contracted National Water Main to perform and II study to clean and video the sewer lines. They anticipate it will be complete after the holidays.

The sharp corner on Clark Avenue with the boulder is being reviewed to come up with a solution to improve site lines. Nick Meninno advised they are prepared to remove the boulder to improve the site

lines and repair the sidewalk after that work is done. The City Engineer is coordinating with the abutter, as most of the boulder lies on the abutter's property.

Mr. Meninno advised the City Engineer has requested a pressure and flow test on the water lines; it will be done at 10pm tonight (December 17). They do not anticipate changes since the pressure and flow test that was done in 2007 for the previous project.

Continuing his presentation, Mr. Williams advised another topic of discussion is the matter of the walking trails and open space, and whether there would be access to open space in parcel 2. At the Conservation Commission meeting they had agreed to propose a walking path that would allow access to Open Space 2. He reviewed the walking path plan and access identified on the updated Topographic Plan dated 12/7/2015.:

- The proposed path to Open Space 1 will allow access from Clark Avenue and another from Woodlands Road, and at the end of the cul-de-sac.
- The new trail to Open Space 2 will be accessed from the end of the circle through lot 27.
- A condition would be needed to reroute the trail in the event there is any development on lot 27.

#### ***Board Discussion of Engineering Update***

- Chair Anderson asked if the open space meets the minimum standard of 20%. Mr. Williams advised the standard is exceeded with 50% open space, not including site 27. He noted the requirement is that at least 50% of the 20% open space standard must be located outside of wetlands areas and slopelands; that calculation will be provided to the staff planner.
- Mr. Koretz asked to know the proposed trail surface and how it will be maintained. Mr. Williams replied the proposed trail area is wooded; the applicant is open to wood mulch or crushed stone/stone dust path, either would work. Wood mulch would be more natural.
  - Atty Correnti advised once the cluster division association takes over the development the trails will be maintained by this entity.
  - Mr. Meninno advised the Conservation Commission had asked that the applicant's landscape architect provide professional assistance in planning the trail in the least invasive manner, also taking into account abutter concerns.
- Chair Anderson advised there are several issues raised in the staff letter, dated October 28, 2015. Atty Correnti advised these will be addressed in writing.

#### ***Landscape Plan***

Mr. Williams invited Doug Jones, LeBlanc Jones Landscape Architects to continue with a presentation of the Landscape Plan.

- Mr. Jones following up on the discussion of the walking trail. He offered that wood chip surface would have the least impact on the natural setting. Crushed gravel will require more disruption of existing root systems and a three inch stone is not walkable whereas crushed stone is squishy. So if the intent is to preserve the vegetation in the open space he recommends wood chip.
- The Board also asked how much clearing is needed to create the path. Mr. Meninno advised minimal clearing of downed trees, little saplings and brush needs to be removed, he does not envision heavy equipment—all handwork.
- There is a need to regrade in two (2) locations, the entrance from the street and the first section of path that accesses the storm water management.

- There is an adjacent property to the regrading location. The sewer will be going through their property (there is a sewer easement). There will not be runoff onto the neighbor's property; it is designed to run into the basin.
- Mr. Jones described the entryway landscaping at Clark Avenue and guided the Board through the design and plans. Street trees will be planted fifty (50) feet on center in the tree lawn between the curb and sidewalk.
  - The Board asked to know tree species selections and size; Mr. Jones replied these have not been finalized but red maples are appropriate, meeting the caliper standard required by Salem. There are existing honey locust street trees in the subdivision.
  - The Board noted trees will be a tight fit in a tree lawn only thirty (30) inches wide as the root balls of trees meeting the required size will be large.
    - Mr. Meninno advised the trees will be installed prior to the sidewalk, nevertheless it is tight.
- Mr. Rieder asked whether the sidewalk will be asphalt on concrete, and noted that the City has a preference for concrete.
  - Mr. Mennino said asphalt is proposed as it is more flexible thus more forgiving to the root balls of the street trees.
- Mr. Koretz asked for clarification regarding a third access point to the open space 1; Mr. Williams and Mr. Meninno clarified the question was regarding how the trail would work with the vegetation between the sidewalk and the neighboring property line.
  - Mr. Jones recommended the trail should access off the sidewalk rather than traverse the area for the new sewer easement. The Board concurred since the path off Clark Ave is a redundant path alongside the sidewalk.
- Mr. Rieder suggested as the standards of the previously approved plan have been set aside it is an opportunity for the Board to stipulate materials for the path.
- Mr. Rieder asked for clarification on the drainage easement between lots 1 and 2. They replied this is a drainage easement that will allow for maintenance vehicles but the surface will be grass, it will not be paved.
- Ms. Yale asked to know where the project is in the approval process of the Conservation Commission. Mr. Correnti advised there is a site walk scheduled for early January and a further presentation to the Conservation Commission at the January meeting.
- Mr. Veno asked to know the proximity of the subdivision to the quarry. Mr. Williams replied it is quite some distance, close to a mile.

***Chair Anderson opened the meeting to public.***

- Dennis Colbert 37 Clarke Street; asked to understand who ultimately bears responsibility for the maintenance of trails. If they become the responsibility of neighborhood association, what can the City do to require maintenance? Trails will be open to the public and he is concerned they will deteriorate over time.
  - Atty. Correnti advised the Planning Board is expected to stipulate maintenance plans as a condition of the permits, so the applicant will include this requirement in the cluster division association documents. The City has the ability to reach out to the association if there is a compliance problem.
  - Mr. Colbert advised the road will still have ice formation in the winter as water runs off the ledges onto the road, often in sheets. The drainage improvements will not correct this problem of large ice patches.

- Polly Wilbert 7 Cedar Street; suggested that all over the City tree lawns are not wide enough and trees often fail. Would like to see trees positioned within the property line adjacent the sidewalk.
  - Mr. Rieder observed that if the trees remain in the tree lawn maintenance is the responsibility of the City rather than the individual property owners once the streets are accepted by the City.

Chair Anderson summarized the current status of the project with regards to review by the Planning Board, noting that the stormwater peer review report rebuttal needs to be presented to Planning Board. Meanwhile the applicant is addressing issues that have been identified to date via a series of meetings with the City Engineer Dave Knowlton and the peer reviewer.

Atty Correnti added the applicant continues to move forward addressing the open issues, with the hope that a draft decision might be appropriate at the end of January.

**ROLL CALL Motion and Vote:** Dale Yale made a motion to continue the public hearing to January 7, 2015, seconded by Noah Koretz. The vote was unanimous with seven (7) in favor (Mr. Anderson, Mr. Veno, Mr. Rieder, Ms. Yale, Mr. Griset, Mr. Koretz and Ms. Hamilton) and none (0) opposed.

#### Old/New Business

None.

#### Adjournment

**Motion and Vote:** Noah Koretz made a motion to adjourn the meeting, seconded by Carole Hamilton. The vote was unanimous with seven (7) in favor (Mr. Anderson, Mr. Veno, Mr. Rieder, Ms. Yale, Mr. Griset, Mr. Koretz and Ms. Hamilton) and none (0) opposed.

Chairman Anderson adjourned the meeting at 8:30pm.

For actions where the decisions have not been fully written into these minutes, copies of the decisions have been posted separately by address or project at: <http://www.salem.com/node/2186/minutes>  
Respectfully submitted,

Pamela Broderick, Recording Clerk

Approved by the Planning Board on XX/XX/2015

*Know your rights under the Open Meeting Law M.G.L. c. 30A § 18-25 and City Ordinance § 2-2028 through § 2-2033.*