

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

A regularly scheduled meeting of the Salem Planning Board was held on Thursday, September 17, 2015 at 7:00 p.m. at Old Town Hall, 32 Derby Square, Salem, Massachusetts.

Chairman Anderson opened the meeting at 7:12 pm.

Roll Call

Those present were: Ben Anderson, Chair, Helen Sides, Kirt Rieder, Dale Yale, Bill Griset, Matthew Veno, Noah Koretz and Carole Hamilton. Absent: None

Also present: Erin Schaeffer, Staff Planner, and Pamela Broderick, Planning Board Recording Clerk.

Regular Agenda

Location: 23 JACKSON and 17 VALE STREET (Map 25 Lot 661 and Map 25 Lot 660)
Applicant: WAYNE and MARIA MALIONEK
Description: A public hearing for a petition requesting a Waiver From Frontage Requirements of the Subdivision Control Law to allow less than the required 100 feet of frontage.

Documents and Exhibitions:

- City of Salem Planning Board Waiver Request, stamped received August 13, 2015.

Atty Scott Grover of Tinti, Quinn, Grover & Frey, P.C., 27 Congress Street, Suite 414 Salem, presented for the applicant. Atty Grover advised the large single lot was purchased by the current owners in the 1990's. Using the plot of land to illustrate, he described the new boundaries being requested by the applicant.

Board Discussion:

The Board asked to know the average frontage in the neighborhood. Atty Grover advised the legal frontage is 100 feet. This is an old neighborhood so the average is most likely less than that. The planned frontage for the Jackson Street lot will slightly exceed the legal requirement.

The Board sought clarification with regard to jurisdictions of the Planning Board and the Zoning Board of Appeals in this matter. The following clarifications were requested and provided:

- Atty Grover indicated the ZBA allowed a variance from the lot area requirement of 15,000 square feet and a waiver for the frontage requirement.
- Atty Grover also advised the original lot lines are shown on the currently drawing. The proposed lot cannot be accessed from Vale Street due to the grade change—hence the proposed driveway access from Jackson Street with a small frontage.
- Chair Anderson observed the requested variance before the Planning Board is for very short frontage, which appears to be significantly less than the average in the neighborhood. It would

be helpful to know the average frontage in the neighborhood. Several members of the Board elaborated on this point and indicated the drawings presented do not provide all the information needed to make an informed decision. A full evaluation of the request should include details including all existing buildings, current driveways and proposed driveways—none of this information is on the drawings provided.

- Mr. Veno asked to know the standards the Board should use in assessing the request.
- Ms. Duncan advised the waiver requested of the Planning Board falls under sub-division law; the Board should determine whether the request provides reasonable access to the lot. The role of the ZBA is to deal with lot size matters.
- Staff planner Erin Schaeffer confirmed no City departments (Fire, Building Inspector, etc.) have registered any concerns with the proposed changes to lot boundaries and access. Some Board members indicated the drawings provided did not include enough details to determine the neighborhood context and whether the request provides reasonable access to the lot.
- Ms. Sides questioned the need to request information that would typically not have been requested in the past. The drawing provided by the applicant is what is typically submitted with a Form A application.

Chairman Anderson opened the meeting for public comment:

- Karen Kastenfema from New York, asked to know if abutters were notified. Atty Grover advised the ZBA process requires notification to abutters, and this is a public hearing of the matter.
- The Board asked the Director of Planning, Lynn Duncan for a recommendation. She recommended approval in this case as there are no abutters who have spoken against the request, and no objections from City Departments. However going forward the Planning Department should adjust the submission requirements to include sufficient detail to allow for a proper evaluation of access.
- In response to a request for clarification from the Board, Atty Grover advised the zoning code for driveways is twelve (12) feet wide.

Motion and Vote: *Kirt Rieder made a motion to close the public hearing, seconded by Helen Sides. The vote was unanimous with eight (8) in favor (Mr. Anderson, Ms. Sides, Mr. Rieder, Ms. Yale, Mr. Griset, Mr. Veno, Mr. Koretz and Ms. Hamilton) and none (0) opposed.*

ROLL CALL Motion and Vote: *Kirt Rieder made a motion to allow the Waiver From Frontage Requirements of the Subdivision Control Law to allow less than the required 100 feet of footage, seconded by Helen Sides. The vote was unanimous with seven (7) in favor (Ms. Sides, Mr. Rieder, Ms. Yale, Mr. Griset, Mr. Veno, Mr. Koretz and Ms. Hamilton) and one (1) opposed (Mr. Anderson).*

Location:	23 JACKSON and 17 VALE STREET (Map 25 Lot 661 and Map 25 Lot 660)
Applicant:	WAYNE and MARIA MALIONEK
Description:	Board discussion and vote on an application for endorsement of a plan believed not to require approval under the Subdivision Control Law (ANR).

Documents and Exhibitions:

- City of Salem Planning Board FORM A Application for Endorsement of Plan Believed Not to Required Approval, stamped received August 13, 2015.
- Plot Plan of Land surveyed and prepared by David P. Terenzoni, P.L.S., 4 Allen Road, Peabody, MA 01960; revised September 8, 2015.

Atty Scott Grover of Tinti, Quinn, Grover & Frey, P.C., 27 Congress Street, Suite 414 Salem, presented for the applicant.

Board Discussion:

No additional discussion.

ROLL CALL Motion and Vote: Dale Yale made a motion to endorse the plan believed not to require approval under the Subdivision Control Law (ANR), seconded by Bill Griset. The vote was unanimous with eight (8) in favor (Mr. Anderson, Ms. Sides, Mr. Rieder, Ms. Yale, Mr. Griset, Mr. Veno, Mr. Koretz and Ms. Hamilton) and none (0) opposed.

Location:	162 FEDERAL STREET (Map 25 Lot 11) (R2 Zoning District)
Applicant:	WILLIAM WHARFF
Description:	Request for a six (6) month extension to commence construction authorized by the September 25, 2012 Site Plan Review and Flood Hazard District Special Permit Planning Board Decision for conversion of a former convent to eight (9) residential units.

Documents and Exhibitions:

- Written correspondence from Atty Scott Grover advising the property is under sale agreement closing November 16, 2015.

Atty Scott Grover of Tinti, Quinn, Grover & Frey, P.C., 27 Congress Street, Suite 414 Salem, presented for the applicant. Atty Grover advised Mr. Wharff is the original developer of the condominiums at 162 Federal Street. He outlined the history of the property and permitting. The agreement to purchase the parcel by Salem Renewal has expired (holder of the current permits). Mr. Wharff, has entered into a new purchase agreement with a new buyer. This is expected to close November. The reason for the delays in closing is the oil leak on the property and ongoing monitoring by the Department of Environmental Protection (DEP). Any buyer of the lot is unable to finance until the DEP signs off. The owner expects one more extension should be enough to conclude the sale as the LSP assigned to the site by the DEP is reaching the end of the monitoring period.

Board Discussion:

Chair Anderson asked what the new owner plans for the property. Atty Grover advised if the permits are extended, the new owner must build as approved.

ROLL CALL Motion and Vote: Matt Veno made a motion to grant a six (6) month extension to commence construction, effective September 25, 2015 to March 25, 2016, seconded by Bill Griset. The vote was unanimous with seven (7) in favor (Mr. Anderson, Ms. Sides, Mr. Clarke, Mr. Rieder, Ms. Yale, Mr. Griset, Mr. Veno, and Ms. Hamilton) and none (0) opposed and one (1) abstained due to ineligibility (Noah Koretz).

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.

Documents and Exhibitions:

- Salem Community Life Center and Multi-Family/Retail Development Boston and Bridge Streets, Planning Board July 30, 2015—slide presentation.
- City of Salem Planning Board Application, Site Plan Review for North River Canal Corridor, stamped received July 9, 2015.
- Correspondence from Atty Joseph Correnti, overview and requested amendments, dated July 9, 2015.
- Amended Traffic Study, titled “Transportation Impact Assessment Proposed Gateway Center, Salem MA”, prepared by Vanasse & Associates, IN., 35 Mew England Business Center Drive, Ste. 140, Andover 01810, dated June 2015.
- Amended Drainage Study, titled “Revised Drainage Analysis Gateway Center – 401 Bridge Street Salem, MA”, revised Jun 18, 2015. Prepared by Hayes Engineering, 603 Salem Street, Wakefield 01880, revised June 18, 2015.
- Amended Plans prepared by Hayes Engineering, 603 Salem Street, Wakefield 01880 unless otherwise noted:
 - Watershed & Soils Map Showing Pre 1995 Conditions
 - Watershed & Soils Map Showing Existing Conditions
 - Proposed Watershed Map WD
 - Grading Plan C5
 - Grading Plan GR
 - Plan Set C1-C8

- Illustrative Landscape Plan prepared by Blair Hines Design Associates (landscape architects) and The Architectural Team.
- Mixed Use Residential/Retail Elevations 01, dated July 2, 2015, prepared by The Architectural Team
- Mixed Use Residential/Retail Elevations 02, dated July 2, 2015, prepared by The Architectural Team
- Mayor Jean A. Levesque Community Life Center Proposed Elevations, prepared by Gundersen Architects.
- Additional written public comments:
 - Dated August 18, 2015, from the Federal Street Neighborhood Association, Salem.
 - Dated August 7, 2015, from Rachel N. Lutts, 92 Orne Street, Salem.
- Slide presentation titled “Civil Engineering Presentation: Gateway Center, Salem MA” dated September 17, 2015, from Hayes Engineering, Inc.

Lynn Duncan addressed the Board and audience explain the meeting was relocated to Old Town Hall to accommodate a large public turnout, to apologize for the warmth of the room, to thank the audience for their interest and participation, and to introduce the peer reviewers and firms working on this project on behalf of the City:

- William Ross P.E., Principal, New England Civil Engineering; 120 Washington Street , Ste. 202, Salem
- Gary Hebert, Vice President, Fay Spofford & Thorndike, LLC; 5 Burlington Woods Dr. #210, Burlington, 01803

Atty Joseph Correnti of Serafini, Darling & Correnti, LLP, 63 Federal Street, Salem, presented for the applicant. Other presenters included:

- Peter J. Ogren, O.E., P.L.S., President, Hayes Engineering Civil Engineering, 603 Salem Street, Wakefield, 01880
 - William R. Bergeron, PE
- Giles Ham, P.E., Managing Principal, Vanasse & Associates Inc., 35 New England Business Center Drive, Suite 140, Andover 01810 (transportation impact assessment)
- Blair Hines, Principal, Blair Hines Design Associates, Landscape Architects, 318 Harvard St #25, Brookline 02446

Atty Correnti opened the presentation with a brief review of the project. There are two buildings proposed for the site, the Community Life Center which the City of Salem will be purchasing from the developer, and the mixed use building with first floor retail and residential units. Recently the architects for the project made presentations to the Design Review Board (DRB) and received valuable feedback. The architects and the DRB are in ongoing discussions to improve the design and incorporate public feedback. The presentation at this meeting will focus on civil engineering and traffic impact analysis.

Civil Engineering

Mr. Ogren continued with presentation with a slide presentation on the civil engineering for the project. Highlights of the amended plan show modest variations from the original:

- Total impervious square footage has been reduced
- Runoff volume and rate have been reduced
- Building footprint is slightly larger (sum of the two footprints)

- Traffic generation is significantly reduced
- Number of parking spaces is reduced from 367 to 298 spaces.

Other key factors:

- Drawings and photos were presented to show the original site during Sylvania ownership and operation of their plant. The site was extensively paved.
- Photometric plan has been done; on the Federal Street side there are residential neighbors. An extensive landscape buffer is planned and lighting is designed to eliminate any spillover onto other lots on this side.
- Utility plan is not significantly changed from what was previously approved.
- Sewer plan is straightforward, two connections on the residential/commercial building into an existing Bridge Street manhole, and a single connection from the community life center to a different Bridge Street manhole.
- Drainage is more complex. Gallows Hill drainage area is large and has gone through multiple changes over the years, discharging into the North River. This drainage line has fallen into substantial disrepair. Flooding at Walgreens is not the North River tidal backup; it is likely due to blockages and backups in the Gallows Hill drainage system. This project will not tie into this system.
 - This project will tie into a drainage system that discharges into the North River further along Bridge Street.
 - They have added catch basins to the site.
 - Currently there is no treatment of drainage into the North River from this site. The storm water system planned for this site will include a deep sump and hooded catch basin discharging into and oil and grit separator, then into a proprietary stormceptor. The total reduction leaves only 14% of solids; and complies with requirements of the Salem Conservation Commission.
- Regarding the site hydrology, it is complex; affected by both coastal ocean storms and terrestrial storms. Numerous studies have been done and reviewed by this team. The AECOM Study by the City of Peabody was the most complex study. FEMA and BioEngineering Group studies focused on coastal ocean storm effects. The AECOM Study used a dynamic model following backwater from Salem Harbor upstream to Peabody Center. Flood levels pegged at elevations of 10.1 feet for 50-year storm and 10.5 feet for 100-year storm.
- At this site, coastal storm flooding would first enter the catch basins in the street; then back up through the site's drainage system. When the tide recedes it would drain away again. This type of flooding occurs over the course of hours and days not flash flooding. There is time for emergency response. The damaged pipe that goes under the site will be eliminated and replaced with a new drain line on City property. After discussions with the Conservation Commission, the proponent has agreed to put a spillway at one low point adjacent Bridge Street.
- Presented drawing with 50-year flood line indicating access/egress points to safety from each of the buildings.
- Summary:
 - Adequate utility capacity
 - Proposed project drainage will have a reduced peak flow rate and volume

- Proponent will replace existing portion of City of Salem drainage system that has blocked sections with new, larger pipe to correct problem area and locate the drain in the public right-of-way.
- Onsite drainage will provide water quality enhancements prior to discharge to the North River.
- Long-term maintenance plan to ensure drainage function property.

Landscape Overview

Blair Hines continued the presentation to cover the revised landscape plan.

- The buffer zone adjacent Federal Street has not changed.
- Fewer parking spaces translate into more green space.
- The Community Life Center (CLC) is considered to have two entrances, from Bridge Street and from the parking lot; landscaping will complement.
- Adding street trees to Bridge Street.
- Commercial/residential, L-shaped building will feature an interior pedestrian plaza at the corner to connect the parking lot to the sidewalk, and landscaping along Boston Street.

Traffic Impact Analysis

- Giles Ham continued the presentation to review the traffic impact analysis. The site is considered to be mixed-use, transit-oriented. This project will undergo a thorough peer review. Design highlights were summarized:
- Boston Street access limited to right turn entrance/exit.
- Expect foot traffic due to proximity to commuter rail.
- Adequate crosswalks across Boston and Bridge Streets will be provided.
- Weekday peak hour traffic volume less than prior proposal
- Accident data reviewed, Bridge/Boston has had about 60 accidents over five years.
- Line of sight for cars exiting/entering driveways meet standards.
- Traffic generators; apartments, retail and recreational.
- Significantly less number of trips than prior proposal.
- Roadway improvements:
 - Adding pedestrian countdown button for crossing at Boston/Bridge intersection,
 - Monitor signal timing at Boston/Bridge Street intersection,
 - Retiming light at Flint Street.

Promoting transit usage: bike racks onsite, promoting rail passes to residential tenants.

Board Discussion:

Chair Anderson advised Board he has requested a site visit be scheduled for the Board. In particular he believes it will be helpful to their deliberations to review the landscaped buffer zone in situ.

The Board asked for clarification of the Flood zone designation for this site; Mr. Ogren confirmed the FEMA designation for the site is AE.

The Board had several questions regarding storm water management:

- Is what is presented tonight the same or different from the prior plan? Mr. Ogren advised this is the same plan, tweaked to accommodate the second building.

- Would baffle features would help manage coastal storm surges? Mr. Ogren responded by explaining the state has prohibited tide gates. The system will have baffles but extreme flooding will overtop.

The Board also explored several questions with regard to vehicular and pedestrian traffic on the site and in the immediate vicinity:

- Is the traffic crosswalk at Bridge Street an actuator? Mr. Ham confirmed yes, the project team will fine-tune the phasing details with the City.
- Several Board members expressed concern with the parking lot layout will facilitate vehicular traffic westbound on Boston Street to use the site as a cut-through to Bridge Street. During morning and evening rush hours there is already traffic backup at this intersection. The Board observed that the parking lot travel aisles are 24-feet wide. They encouraged the project team to discourage cut-through traffic by reducing aisle widths to 20-feet where allowed by code.
 - Mr. Ham advised the developer has not distinguished space uses which is necessary to identify aisles that would qualify for a lesser width. Mr. Ogren reminded the Board the turning radius for fire vehicle access must be maintained.
- The Board noted the drawings show speed bumps, but no pedestrian cross-grain markings in the parking lot. The Board suggested the developer substitute speed tables instead of bumps to reduce cut-through and provide pedestrian paths. Further, the Board pointed out there is not a safe accessible route from the corner of Pope and Boston Streets, through the site to the CLC.
 - Mr. Ogren and Mr. Bergeron advised the pedestrian route is along the perimeter sidewalks on Boston and Bridge Streets.
- The Board expressed concern over the large expanse of the parking area and paved surface. They inquired whether the onsite infiltrations and/or rain gardens are prohibited by the state DEP or the Conservation Commission.
 - Mr. Ogren advised the previous industrial activities on the site have rendered it not optimum for infiltration.
- The Board asked to know the LED lamps color temperature? Not sure.
 - Ms. Duncan advised the City is trying to do 3000 color temperatures in as many places as possible.
 - The Board noted the upgrade in lighting technology to LED is important, and it is also important to do it right by choosing a color temperature of 3000 or higher.

In reviewing the Landscape plan, Mr. Rieder noted there is no specialized gardens outside the CLC as previously mentioned and depicted in the rendering. Current plan shows lawn only. Other details critiqued included: the planting plan currently has inadequate quantities for a site of this size, the number of trees required by code (one per three (3) parking spaces) should be met and trees relocated elsewhere on the site if necessary; trees need to be added to the area around the CLC; the need to better screen the dumpster and its location and the location of bike racks needs to be added to the drawings.

- Mr. Hines agreed both drawings and planting plan will be updated for future presentations.

Mr. Koretz agreed with other Board members this is a very large amount of parking for an urban site. He asked to know how the number of spaces was determined, and was an analysis done for parking demand. He observed the CLC has only three (3) handicapped spaces and no passenger loading lane. He also noted the buffer zone is nominal.

- Mr. Ogren advised no separate analysis was done of parking demand.
- The Board was concerned with the amount of parking provided for the CLC. The huge mass of residential space in the project is driving too much parking.
- Atty Correnti clarified the parking was determined by site layout. The odd shape of the site creates design challenges. Due to the Federal Street neighborhood, there is no “back” to the site. He acknowledged there is a segment of the Board and the community that believe the site plan has too much parking; zoning ordinance and other members of the community indicate the site needs this much and more parking. Developer is flexible but cannot lose fifty (50) spaces or more due to the number of residential units.
 - Ms. Duncan reframed the issue and indicated it would be helpful to the Board to have a better understanding of the parking calculation, recognizing some percent of the CLC spaces will be shared.
- Ms. Sides stated there is not enough clarity of how the buildings are placed on the site. The CLC needs more distinguished space. She suggested turning the building and adding green space in front of it. The CLC needs a better presence on the site and there needs to be more distinction from the residential/commercial building.
- Mr. Veno elaborated on the traffic concerns, particularly on the Boston Street side of the property. He asked if the study captured traffic counts westbound on Boston Street, what proportion go straight to Peabody and what proportion turn right onto Goodhue or Bridge.
 - Mr. Ham said yes they have the data.
 - Mr. Veno asked if we need three (3) westbound lanes rather than the two (2) shown on the plan.
 - Ms. Sides advised this traffic flow issue was addressed in the original plan.
 - Atty Correnti advised the site plan places the buildings back far enough that the land is available if it is determined that a right-turn lane needs to be added.

Chair Anderson asked a series of questions based on his review:

- Is the dumpster location on the plan meant to handle all buildings? It seems to be inadequate capacity. He also indicated a stockade fence is not a good choice of materials given the location and visibility of the dumpster, a masonry wall that complements the building exterior would be preferable. Please clarify the loading zones marked on the plan.
 - Mr. Bergeron said no, CLC will have rollout containers inside.
 - Mr. Bergeron indicated the loading zones on the plan are for ground floor retail.
- Mr. Anderson asked if a left turn from eastbound Boston Street into the site driveway on Boston Street is prohibited. Mr. Ham confirmed yes; only right turn into/exiting is permitted at the Boston Street driveway.
 - Mr. Anderson echoed the concern voiced by other Board members that the parking lot as designed will become a cut-through from Boston to Bridge Street. He urged a different layout of the parking lot, or reducing aisle widths where possible.
 - The passenger drop-off/pick-up at the CLC does not appear to be safe for pedestrians. It is important this be improved and be made safe.
- He noted the CLC building position is problematic. He suggested one way of reducing cut-through traffic would be to push the CLC closer to the residential building facing Bridge Street, create a green space between the two buildings and relocate the CLC parking to the far perimeter of the site, closer to Flint Street.

- There is a need for more accommodation of pedestrians on the site. If the site addressed pedestrian needs more, he would be open to considering a waiver for reducing the number of parking spaces.
- With regard to the buffer area, he expressed concerns about how the current parking and lighting plan impacts the Federal Street neighborhood. Intent of buffer zone is to provide a separation—which in his opinion is inadequate. Proposed lighting is in the buffer zone. He will use the site visit to understand how the grade impacts the neighbors with regard to the buffer zone, lighting and parking lot traffic.
- He requested the proponent make several additions to the drawings/plan set for future presentations:
 - Site section drawings to show relation of height of buildings and heights of neighborhood properties.
 - Would like to see a single elevation from Bridge Street including the CLC and residential building on a single elevation.
 - Fence along the buffer zone should be identified on the plans (existing and proposed).
- Materials on the CLC need work, design can be brought to a higher level and hopes developer will continue to work with the DRB. The tower feature is very prominent and would benefit from more design work.
- NRCC section 4.0 requires that for newly constructed buildings, unit must have entrance on first floor. Needs floorplan to see entrances, elevators for residents, and the retail plan.
- The site is a 100-year flood plain. The developer is already raising the site to an elevation of 10-foot which is the flood-plain designation. Why not raise the site a bit higher to exceed the 100-year flood plain estimate?

Other Board members provided additional remarks regarding the parking plan for the site:

- Mr. Veno noted that wide parking lot aisles are more advantageous for seniors. Who will be using the CLC. He asked to know what the City's expectations are for CLC parking. Planned uses of the CLC include large city functions; we may need all the parking.
- Mr. Koretz asked for a more creative solution to provide overflow parking for occasional CLC demand.

The Board concluded there questioning with these additional matters:

- Mr. Koretz also requested the elevations always include the closest building outside the site to provide perspective.
- Chair Anderson asked the traffic engineer and peer reviewer to be sure to consider other projects coming on line in the area as part of their calculations.
- The Board asked if any units are designated for low income families. Atty Correnti advised this is a market rate project but complies with the standard 10% set aside for low income families.

Chair Anderson opened the meeting for public comment:

Chair Anderson advised that written correspondence has been received from several members of the public and neighborhood groups, and has been distributed to all members of the Planning Board for their consideration and are part of the public record.

- Louis Siranni 6 Botts Court, Salem; stated this is an uninspired plan, agreed buildings need to be turned on the site. The CLC in particular is poorly positioned on the site.

- Ken Wallace 172 Federal Street, Salem; expressed multiple concerns: traffic backups on Bridge Street and cut-throughs; handicapped parking for CLC needs to be increased; sewer line for 117 apartments is inadequate at 16 gallons/minute.
- Heather Famico 195 Essex Street, City Councillor Ward 2, Salem; wants breakdown of unit bedrooms to properly determine parking, utility needs; project needs recycling capability. Wants guarantee that bike racks will be located inside the building for residents; and bike racks should be added adjacent the CLC; there is a need for sidewalk improvement on Flint Street.
- Christine Sullivan 111 Federal Street, Salem; this site plan is an improvement on original. Salem needs rental housing and of course we need the CLC. Spoke in favor of the project.
- Polly Wilbert 7 Cedar Street, Salem; asked if the PB saw a draft of the DRB minutes before this meeting. Chair Anderson advised no. In her opinion the Planning Board needs to see these draft minutes and review both public input and DRB comments; this visibility would have improved the Planning Board deliberations and minimized redundant discussion. Residences as described in the plan and drawings are too vague (need bedrooms, appliance details to adequately determine utility and other needs). Where is snow storage onsite? No green space for 117 apartment units is a mistake. Lighting study did not show lighting around the edges of the building. Federal Street will be looking at a lot of light from inside the buildings as well as parking/exterior lighting. Walking desire lines on the site are critical. The perimeter sidewalks will little used in winter as people seek the shortest routes. The property grade elevation creates ramps for driveways, making it more difficult for some pedestrians to get from sidewalks onto the property, particularly in winter.
- Jerry Ryan 4 Nichols Street, Salem; shares the concern many have expressed about the site being used as a vehicular cut-through. Traffic at Boston/Bridge Street intersection needs more study than has been presented here. Concerned this project needs to be considered in connection with several other projects coming on line in the immediate neighborhood. Wants confirmation from City departments they have considered the traffic and utility needs of all these projects combined.
- Dana Endres 166 Federal Street, Salem; suggested terracing the site with parking under the CLC building.
- Barbara Cleary 104 Federal Street, Salem; the project does not seem to comply with the NRCC as buildings are too big positioned poorly and do not deliver on the intent of the NRCC.

Ms. Duncan spoke NRCC compliance and affirmed the project does comply, pointing out several features including encouragement of pedestrian traffic. The Planning Board will need to discuss this and make their findings.

Atty Correnti note there was a lot of good input tonight, the applicant will work with peer reviewers and DRB and looks forward to presenting updates on Oct 15.

Motion and Vote: Helen Sides made a motion to continue the public hearing to October 15, 2015, seconded by Noah Koretz. The vote was unanimous with eight(8) in favor (Mr. Anderson, Ms. Sides, Mr. Rieder, Ms. Yale, Mr. Griset, Mr. Veno, Mr. Koretz and Ms. Hamilton) and none (0) opposed.

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.

Documents and Exhibitions:

- Written correspondence from Griffin Engineering Group, LLC, with overview and applications/plans/documents dated August 27, 2015.
 - City of Salem Planning Board FORM C Application for Tentative Approval of Definitive Plan, dated August 27, 2015.
 - Environmental Impact Statement
 - Project Plans prepared by Griffin Engineering, dated August 27, 2015
 - C-1 Existing Conditions Plan
 - C-2 Site & Utilities Plan
 - C-3 Grading & Drainage Plan
 - P-1 Profile and Roadway Details
 - D-1 Details 1
 - D-2 Details 2

Robert H. Griffin, P.E., Griffin Engineering Group, LLC, 495 Cabot Street, 2nd Floor, Beverly presented for the applicant. The developer was also present and answered questions:

- George Belleau, Town & Country Homes, Inc., 532 Lowell Street, Peabody MA

Mr. Griffin presented the request using the drawings above to illustrate the requested street extension. There is approximate 6,000 square feet of land on each of the two undeveloped lots. The developer proposes to continue what was approved in 2006 and to extend the roadway to reach these lots. Each proposed lot will feature a modest, single family home. A hammerhead-style turnaround at the end of Almeda Street will be provided with this project. Mr. Griffin outlined storm water management and drainage plans for the roadway extension. Most homes on Almeda Street are served by private wells, only a few homes nearest Highland Avenue are on the public water service.

Board Discussion:

- The Board asked if the Fire Department has commented on the hammerhead dead-end. Mr. Griffin stated the Fire Department has indicated they are in favor but no written comment received yet. Ms. Schaeffer advised all City departments are working through their comments on this project. City policy allows departments 35 days from submission to review and comment; department comments are expected shortly.
- The Board asked if sidewalks are planned for Almeda Street. Mr. Griffin advised they are not due to the small number of houses.
- Ms. Hamilton inquired if there are additional lots in the parcel to be developed. Mr. Griffin advised yes, possibly one or two more lots. Ms. Hamilton observed it may be in the community's best interests to construct the street to the far lot line of the second lot in the application, to provide better preparation for further street extension to access the final lots. Mr. Griffin indicated the developer believes at this time there is no need to build the road this far. Mr. Belleau reminded the Board they will be improving the currently poor section of the road at this time along with building the new roadway.
- The Board collectively agreed they will be interested to hear comments from the City departments on the proposed project.

Staff Planner Erin Schaeffer read into the record the following correspondence received:

- Donald Harlow-Powell 12 Almeda Street, Salem; written correspondence itemized several concerns, including: blasting work completed with adequate precautions to prevent damage, protecting the conservation area around Andy’s Pond and asked if the City of Salem will complete the street or leave it a deadend. Proposed lots have less than 100 feet of frontage and have not received a frontage waiver.

Chair Anderson opened the meeting for public comment:

- Donald Harlow-Powell 12 Almeda Street, Salem; Asked if the developer will add lighting to Almeda Street as there is none at this time. He stated his main concern is the proposed hammerhead is inadequate for vehicles turning around at the deadend. Currently trucks and vehicles are backing up which is dangerous due to a bump in the road that affects visibility. A proper turnaround is critical for safety. There is only one more buildable lot remaining. Development of these last lots will tear up the streets again, who will make those repairs?
- Raymond Letarte 15 Colby Street; concerned about the undersized lots (frontage).

Motion and Vote: Helen Sides made a motion to continue the public hearing to October 15, 2015, seconded by Bill Griset. The vote was unanimous with eight(8) in favor (Mr. Anderson, Ms. Sides, Mr. Rieder, Ms. Yale, Mr. Griset, Mr. Veno, Mr. Koretz 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.

Documents and Exhibitions:

- City of Salem Planning Board Application for Cluster Residential Development Special Permit, Per Section 7.2, stamped received August 27, 2015.
- City of Salem Planning Board FORM C Application for Tentative Approval of Definitive Plan, stamped received August 27, 2015.
- City of Salem Planning Board Decision-Clark Avenue/Chapel Hill Form C—Definitive Subdivision and Cluster Residential Development Special Permit, dated March 3, 2008.
- Correspondence from Atty Joseph Correnti, outlining differences to original plan, dated August 27, 2015.
- Existing Condition Watershed & Soils Map in Salem, MA “The Woodlands”, prepared by Williams & Sparages, 189 North Main Street, Suite 101, Middleton MA 01949; dated August 14, 2015.
- Proposed Condition Watershed & Soils Map in Salem, MA “The Woodlands”, prepared by Williams & Sparages, 189 North Main Street, Suite 101, Middleton MA 01949; dated August 14, 2015.
- “The Woodlands” Plans: prepared by Williams & Sparages, 189 North Main Street, Suite 101, Middleton MA 01949; dated August 14, 2015 (sheets 1-10):
 - Index Plan, “The Woodlands” Subdivision, Salem MA

- Definitive Plan, “The Woodlands” Subdivision, Salem MA, Sheets 1 & 2
- Definitive Plan & Profile, Woodlands Road, Salem MA, Sheets 1 & 2
- Topographic Plan, “The Woodlands” Subdivision, Salem MA, sheets 1 & 2
- Detail Sheet, “The Woodlands” Subdivision, Salem, MA, sheets 1-3

Atty Joseph Correnti of Serafini, Darling & Correnti, LLP, 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.

Atty Correnti advised a cluster sub-division and cluster special permit is intended to waive the normal density requirements for lot area and frontage. The cluster provides open space for common use, with smaller lots surrounding it. Builder Nick Mennino introduced himself and outlined his firm’s experience in the area. They are experienced residential developers especially of undeveloped land.

Rich Williams continued the presentation, and provided an overview of the land challenges and design points.

- Site is the result of several other sub-divisions.
- Clark Avenue was created a long time ago, a loop off of it was provided to enable additional development. This development will provide 26 lots.
- This project proposes relocating parts of Clark Avenue as an improvement for existing lot owners and access for new lots.
 - 700 feet less roadway and less land disturbance by ½ acre; design changes make best use of the overall site.
 - New lots range 6200 – 13000 square feet, with majority about 7000 square feet.
 - Homes to be 30 X 50 footprint perhaps slightly less, in keeping with surrounding homes,
 - Sidewalks planned for both sides.
 - Sewer and water will connect to existing mains on Clark Avenue
 - Zoning requires 20% open space, project provides just over 50% open space.
 - Upland open space required 75000 sf, they have provided over 200,000 sf.
 - Designed drainage to reduce runoff rates, average 10-15% reduction,
 - Storm water management designed to meet Salem standards,
 - Wetlands to the north and south of the site, drainage directed around them.

Board Discussion:

Ms. Sides asked if housing will they be a single design applied to all, or a set of cohesive designs. Mr. Mennino advised a set of cohesive designs; generally three-bedroom and approximately 2000 square feet. An architect will review the designs. Garages will be provided. Houses will be built a few at a time and move along the development as quickly as the market permits. Ms. Sides if the plan is to lay concrete sidewalks and install granite curbing. Mr. Mennino advised no, the planned surface is bituminous paving.

Mr. Rieder asked if the roadway will be a full build-out in one phase. Mr. Mennino advised yes, one phase and willingness to accept this as a condition of approval.

Several Board members asked for clarification with regard to the use of open space.

- Ms. Hamilton observed that cluster subdivision open space tends to be pushed to the rear of the houses. Often the open space isn't used by the community but is comingled in use with private lots. Requested the developer make open space a feature of this development and place it such that it is clearly accessible for community use. She also spoke in favor of residential buildings less than 3,000 square feet as most appropriate to the neighborhood.
- Mr. Rieder asked to know what will be the ownership of open space. Mr. Mennino asked the space will be returned over to a Home Owner Association (HOA). Atty Correnti advised there is also language in the zoning code that the space could be turned over to the City of Salem; the proponent will comply as directed.

Several Board members asked for clarification and the intent of the developer with regard to lot 27, currently zoned for industrial use.

- Mr. Mennino advised they have no plans for it at this time. The builder has had a community meeting with neighbors to discuss blasting and other concerns, the future of this lot was asked; he reiterated there are no plans for this lot.
- Ms. Hamilton asked if the lot, as currently zoned, could be accessed by residential road. Atty Correnti confirmed it cannot as long as zoning is industrial, and emphasized there are no plans for this lot.
- Mr. Rieder suggested as a condition of going forward, the proponent be required to return to the Planning Board for discussion and approval of any changes zoning or planned uses for lot 27.

Chair Anderson asked for the engineer to describe what happens to lots 12, 13 and 14 due to the grade change of approximately 60 feet. Mr. Williams advised the drainage is all directed to a catch basin and storm water drainage.

- Atty Correnti advised some abutters currently suffer from drainage issues; the proposed improvements will help these owners.

Chair Anderson opened the meeting for public comment:

- Sandra Tran, 21 Clark Ave; her is a low lying lot with existing drainage problems. She is concerned about her property being overlooked and more drainage problems due to increased open space and the likelihood of erosion during construction on higher elevations that drain toward her lot. Also concerned about noise and traffic for the neighborhood. Currently flooding in front of her driveway.
- Chair Anderson asked the builder if a privacy fence is under consideration. Mr. Mennino advised it is being considered.
- Chair Anderson requested that future presentations include supporting data that the catch basins and drainage plan are adequate to keep control runoff and prevent spillover onto the lower road and drainage onto lower elevation lots.
- Dennis Colbort 37 Clark Street; raised several concerns: what entity (HOA or City) is responsible for maintaining the open space trails, and if the HOA, can the City enforce maintenance? He urged the Board to review the minutes from 2008 when this subdivision was originally approved, there were several issues raised at that time that are still not addressed including the addition of culverts and the need for fire suppression systems. He expressed concern with possible uses of lot 27, currently zoned for industrial use. Even without road access the lot could be used for unsightly storage inappropriate to a residential subdivision.

- Civil engineer Rich Williams acknowledged the likely need for fire suppression systems and indicated the proponent is willing to accept in-home sprinkler systems as a condition of approvals.
- Builder Nick Mennino added the site has difficult topography but this challenge is a specialty of their firm. The number of homes proposed makes it economically viable to build quality homes (builder cost estimated to be \$300,000 per home) that will generally push home values up in the neighborhood.
- Gayle Fialho, 40 Clark Street; expressed concerns about privacy and safety that could be created by the perimeter walking path. There are already homeless people and camps adjacent, the access provided by the path will attract more. Suggested the Barnes Road/Clark Street connector be designated one-way as it was last winter due to snow. The increase in homes has increased on-street parking on very narrow streets. The blind curve on Barnes Road is particularly dangerous.
 - Ms. Schaeffer suggested Ms. Fialho contact her City Councillor with regard to any changes in traffic direction as this matter is outside the purview of the Planning Board.
- Lorraine Gagne, 42 Clark Street; spoke to support comments from Ms. Fialho regarding the road safety concerns.

Motion and Vote: Dale Yale made a motion to continue the public hearing to October 15, 2015, seconded by Helen Sides. The vote was unanimous with eight (8) in favor (Mr. Anderson, Ms. Sides, Mr. Rieder, Ms. Yale, Mr. Griset, Mr. Veno, Mr. Koretz and Ms. Hamilton) and none (0) opposed.

Old/New Business

Chair Anderson advised that due to the lateness of the hour, these agenda items will be carried over to the October 15, 2015 meeting.

- September 3, 2015 Regular Meeting Minutes , Approval
- 207 Highland Avenue—Project Update
- Election for Planning Board Officers

Adjournment

Motion and Vote: Bill Griset made a motion to adjourn the meeting, seconded by Matt Veno. The vote was unanimous with eight (8) in favor (Mr. Anderson, Ms. Sides, Mr. Rieder, Ms. Yale, Mr. Griset, Mr. Veno, Mr. Koretz and Ms. Hamilton) and none (0) opposed.

Chairman Anderson adjourned the meeting at 11:10pm.

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/Pages/SalemMA_PlanMin/

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.