

**City of Salem Planning Board
Approved Meeting Minutes
Thursday, April 20, 2017**

A public hearing of the Salem Planning Board was held on Thursday, April 20, 2016 at 7:00 p.m. at City Hall Annex, 120 Washington Street, Room 313, Salem, Massachusetts.

Chair Ben Anderson opens the meeting at 7:02 pm.

I. ROLL CALL

Those present were: Chair Ben Anderson, Tony Mataragas (leaving early), Kirt Rieder, Helen Sides, Carole Hamilton, Noah Koretz (not present as of 7:02), Dale Yale, Bill Griset (8)

Absent: Matt Venio (1)

Also in attendance: Amanda Chiancola, Staff Planner, and Stacy Kilb, Recording Clerk

II. REGULAR AGENDA

A. Location: 1 Technology Way (Map 7, Lot 78)

Applicant: KAK REALTY TRUST

Description: A public hearing for an amendment to a Site Plan Review Special Permit, Business Park Development Special Permit and Wetlands and Flood Hazard Overlay District Special Permit. Specifically, the applicant proposes to amend the original decision to allow for an expansion of the existing manufacturing facility to include an addition to the building of approximately 27,000 square feet, additional onsite parking and loading facilities.

Attorney Joseph Correnti of 63 Federal St. introduces the project. The project was originally permitted in 1995, and Atty Correnti describes the history of the business park. Tony Klein, principal, owner is present as is Peter Ogren, project engineer from Hayes Engineering, Harry Samilchuck from Conley Bros, project manager, Kristin Kolick is also present. Permitting from 1995 to create the lot is described. It is one lot in the business park. Not everything in the area is part of the business park, so the logistics of Thermal Circuits and its addition will be outlined.

Noah Koretz arrives at 7:05PM.

Mr. Klein is the owner of Thermal Circuits. He describes the business and the necessity for expansion. Additional plots were purchased four years ago, and three years ago the cul-de-sac was acquired from the city, so that they would not have to move from Salem if expansion was needed. Growth was envisioned and planned for. The product is described; Thermal Circuits makes heaters and high end components, and is the sole supplier for many large companies. Most of their products ship worldwide and they employ over 200 people. Mr. Klein is committed to staying in the area, and to growing, despite fielding offers to move to Mexico or somewhere with less strict labor standards and lower costs, says Attorney Correnti.

Mr. Peter Ogren presents a PowerPoint:

- One Technology Way – current setup
- Proposed site – Overhead view: Residential buffer, wetlands, site
- Building addition, parking spaces, stormwater, tree removal/screening
- Various views at grade and from roof
- Expansion Footprint; traffic pattern and parking changes are outlined, as is shipping & receiving.
 - Utilities are also outlined; what is currently there is sufficient to accommodate the addition.
 - Stormwater management is outlined; they have filed with the Conservation Commission. Infiltration and flow management will be addressed; current drainage is described. Flow mitigation was not originally required, but will be accommodated from the roof of the building. Infiltration and soil

types (type D in one area, type B in another) are further described. Test pits will be dug. Drainage in the parking lot is described.

- Harry Samolchuck discusses landscaping and the building itself. Eight birch trees will be removed and new plantings are outlined.
- East Elevation
- North and South Elevations – Addition is described; it will be at a 17' elevation. Building materials are described. The addition will also be steel frame, but clad with insulated panel. A sample is shown. A combination of flat and ribbed panels will be used. Ribs will run horizontally.
- West Elevation; lighting is described. Existing building has rooftop equipment and the addition will as well, and is described. Chair Anderson asks about the construction of the flat panels; it is the same as the ribbed. D
- Peter Ogren presents conclusions

Kirt Rieder asks about lighting. Existing lighting is unknown, but probably not LED. Proximity of existing structure to existing wetland: It is within the 100' buffer zone. Conservation Commission is reviewing concurrently; addition will also be in the buffer zone.

Chair Anderson asks:

Requesting a reduction from required parking with 137 spots proposed; only 42 are being added. Ordinance in BPD says PB has authority to determine if parking as presented is adequate. Has to do with constraints of the land, but also to accommodate actual demand. Mr. Klein has been there for 22 years and knows what is necessary for parking. It is not open to the public so employee needs can be known and anticipated. Kirt Rieder asks if 200 employees, so some come by van, bus or walk. Of 95 spaces, only 70 or so are used. Rieder says they are not overbuilding and maximizing parking, praises applicant for that.

Chair Anderson says submission could have been clearer, would like updated drawings to be submitted to the Board. This will be done. Also: will there be bike racks? Landscape plans were not included and must be submitted. Lighting, the new section of parking between them and Park St, not concerned as dense and woody but would like to see what is proposed. Hydrants should be outlined. Utilities, snow storage, grading, screening should also be submitted. 75' residential buffer- he thought it was optional, only 50' required by Planning Board. That's the BPD (business park development) buffer. Buffer zone is further discussed. This should be reflected on submission plans, all will be submitted in hard copy to Amanda tomorrow. Chair commends the applicant for keeping his business in Salem.

Kirt Rieder asks Amanda Chiancola about requirements being relevant to existing conditions; proposed turnaround, hard to tell what it's impacting, they will submit existing conditions. Regarding lighting, he would like to see color temperature included on submission.

Dale Yale asks about anticipated increase in traffic and a proposed rotary at Swampscott Rd. Atty Correnti says they have taken that into account, working with Amanda Chiancola and the City Engineer prior to filing to review traffic, site plan and utilities. More information will be available at the next meeting. Their impact will be minimal but it will be there. An ENF was done for the park originally, total square footage is discussed, when ENF was done, expansion was anticipated. Dale Yale asks about the Conservation Commission on May 11th.

Kirt Rieder asks about procedure; no vote is being taken tonight. The filing is not as complete as usual; it is a request to amend, but was put together for this meeting. Timeline is discussed and they will seek a decision in May due to the schedule – reason and need for expansion is specific, so time is of the essence. A large customer they want to keep, hard to keep up with current schedule, convincing customer they can do this. Amanda Chiancola comments that while Conservation Commission will be reviewing at May 11 meeting, the Planning Board does not have to have Conservation Commissions decision before they act. The Planning

Board can approval the amendment with a condition in the decision that Conservation Commission conditions are met.

Amanda Chiancola notes that traffic conditions: The City recently conducted a traffic study at Swampscott Road and First Street. As a result of that study, a traffic circle will be built. The City is also considering traffic improvements at the Technology Way and Swampscott Rd intersection.

Dale Yale asks if looking for vote at next meeting; some Board members may be absent.

Kirt Rieder asks about the landscape plans, he would like to see existing vs. proposed, annotated.

Chair Anderson opens to the public.

Jim Milk owns Salem Glass Company, describes the history of his business. He is in favor of the expansion, speaks highly of the company and the employees. Building is clean, they had a deal they would both build in a way that is aesthetically pleasing, he commends the expansion.

A motion to continue to the May 4, 2017 meeting is made by Kirt Rieder, seconded by Helen Sides, and passes 8-0.

III. OLD/NEW BUSINESS

A. Discussion of thresholds for a TMA membership as a mitigation measure.

Amanda Chiancola reminds the Board of the January TMA presentation. Ms. Chiancola consulted with Matt Smith, the Director of Traffic and Parking, whom recommended we look at transportation demand management strategies. The City could have a TDM list for use by developers with projects that have a nexus for traffic mitigation. The developer would pick from the list, and the mitigation measure would be captured as a condition of the site plan review. Examples are provided as per MAPC suggestions, including membership in the TMA, pedestrian and bicycling improvements etcetera. Cambridge's transportation management plan is cited. Mr. Smith will work with Parking and Traffic Commission to put together a list TDM measures that make sense in Salem. This will be further discussed at a subsequent meeting, after it has been vetted through the Traffic and Parking Commission.

B. Receive and file a Chapter 91 License Application Notification of the project located at 9 S. Mason Street, 3A Buffum St. Ext, and 23 Mason Street.

The board received and filed the Chp. 91 License.

Other News:

- Amanda Chiancola provides an overview of Imagine Salem- a vision plan for the next ten years that focuses on housing, transportation, jobs. All board members are familiar with it- she reiterates for them to take the survey, and tell their friends and family about it. Ms. Chiancola informs the board that there is a community meeting with the Northfields Neighborhood Assoc at 93 North St. 6:30PM next Tuesday. The survey and community conversations will be wrapping up at end of month. A draft report will be available for review and comments in June.
- Also update on subdivision regulations, the comprehensive review will cost \$50-60K, she is looking into funding options.
- FW Webb: Currently being reviewed by the Zoning Board of Appeals, and the Conservation Commission. Will be submitting soon for a Flood Hazard Overlay District Special Permit. The project does not meet the threshold for a Site Plan Review, so there will not be a DRB review.
- The ZBA also received a comprehensive Ch 40B permit application. There will be special meeting on Wed. April 26. Planning Board members could attend the special meeting to hear the presentation to

the ZBA. There will not be a presentation at the Planning Board. On May 4th the Planning Board will be asked to provide comments.

- Kirt Rieder asks about submission for site plan amendment. The board discusses their concerns with a minimal submission. An incomplete submittal is disrespectful to the board members as they are volunteering their time. Carole Hamilton says they are almost always incomplete. Chair Anderson feels the project the Thermal Circuits applications were not trying to runaround, but still feels that it is a bad practice and bad precedent to submit an incomplete application. The Board notes that the Planning Department should evaluate the submission to determine if appropriate to put on agenda. If a submittal is incomplete, they project should not be put on the agenda, as determined by Planning Staff.
- Kirt Rieder, Planning Board representative on the LORAX committee, is assisting in formation of tree protection and replacement ordinance regarding Salem Street trees. Chair Anderson asks if mature trees can be removed/replaced, Kirt responds yes- but typically at great cost so not worth it. A better option would be to replant with additional smaller caliper trees. Applicants could also pay cash to a dedicated fund in the City, which the City would use for replacement if applicant does not want to do it themselves.
- Ms. Chiancola notes that a couple zoning amendment petitions that have been submitted. She will be coordinating with the City Clerk and the Board members on scheduling a Joint City Council special meeting.

APPROVAL OF MINUTES

A. January 19, 2017 Minutes

A motion to approve the minutes is made by Bill Grisct, seconded by Helen Sides, and passes 7-0 Tony Mataragas abstaining.

IV. ADJOURNMENT

A motion to adjourn is made by Helen Sides, seconded by Carole Hamilton, and carries 8-0.

The meeting ends at 8:15PM.

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/planning-board/webforms/planning-board-2017-decisions>

Respectfully submitted,
Stacy Kilb, Recording Clerk

Approved by the Planning Board on 5/4/2017

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