

**City of Salem Planning Board
Approved Meeting Minutes
Thursday, June 1, 2017**

A public hearing of the Salem Planning Board was held on Thursday, June 1, 2017 at 7:00 p.m. at City Hall Annex, 120 Washington Street, Room 313, Salem, Massachusetts.

Chair Ben Anderson opens the meeting at 7:06 pm.

I. ROLL CALL

Those present were: Chair Ben Anderson, Tony Mataragas, Kirt Rieder, Noah Koretz, Dale Yale, Bill Grisct, and Matt Venio (arriving late)

Absent: Carole Hamilton and Helen Sides

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

II. REGULAR AGENDA

A. Location: 120 Washington St. (Map 35, Lot 4)

Applicant: Peabody Block Residential Conversion by RCG.

Description: Site Plan Review

Andrew Zimmerman, project manager of RCG presents. This is a B5 zone; conversion to residential use is by right with required parking onsite. The Site Plan is for six or more units. Matt Venio enters at 7:11PM.

Powerpoint presentation:

- Program:
 - Most work to be done is at 120 Washington, with some work in the connector. The top two floors will see a change to residential use
 - Connector on second floor will be used as an amenity for building tenants in the form of a rooftop deck, which will be ADA accessible
- Program Summary: Some parking, currently no open space; 720 square feet of open space will be added; one parking space will be lost but changes will be made to the trash area
- Site Plan:
 - Trash area to be expanded
 - Roof deck on level 2 to be added
 - Zone outlined on roof to be dedicated to individualized condensing units for residential; equipment is described and will not be visible from the street
 - Building entrances to remain the same but will be a new door from connector to roof deck
- Basement/Parking Plan: nine spaces above ground, 12 below the building. City has dedicated storage that will be made into secured bike spaces, enough for 20-30 bikes for residents. Trash to be expanded so they are losing one parking space; system is changing and will now be screened
 - No changes proposed to arbor or catwalk
- Second Floor Plan
 - Connector is described
 - Deck is reviewed; all tenants will have access; unsure if businesses will have access. Kirt Rieder asks about the railing and Mr. Zimmerman elaborates
- Third Floor Plan
 - Stairway that currently serves the North building, there are three stairs that will be removed to put in a unit
 - New openings for windows required in connector piece; old bricked up openings will be re-opened

- Fourth Floor Plan: Five units
- Views of Exterior Improvements
 - View 1: Trash Enclosure (diagram); route for taking trash from building to enclosure is described; Chair is concerned residents will drag trash along the street to that area. Logistics are discussed. Recycling is currently at the bottom of the hill and will be moved, as will the grease tank for the restaurant. There will be additional capacity for both recycling and trash. It is hoped that the number of trash pickups needed will decrease
 - View 1: Trash Enclosure: current photo and proposed enclosure which should fully screen the dumpster. There is a hose hookup for washing the fence. Chair Anderson does not generally favor vinyl but understands choices for that area may be limited. In any case the area should be cleaned. Mr. Rieder opines that snow pushed against vinyl would make it crack and look unkempt. The Board recommends wood; that option will be explored. Dale Yale asks about snow removal; all snow is taken offsite and that will continue. Compacting unit and possible fencing example are shown
 - View 2: New Windows: Current view, windows to be added. Windows on the second floor and up will be replaced with a Harvey Tribute Commercial in white; intent is to not change the look of the building. Windows are described. Chair Anderson asks if the windows at the front and the back are different; that inventory has not been done, but the ones at the back are 12 over 2 and the ones at the front are 9 over 2. If there is a 9 over 2 at the front, they will be replaced with windows of the same pattern
 - View 3: Roof Deck from Park: Deck will only be seen from Lappin Park. It will have a wood railing, which is described. The roof is due to be replaced; the connector and logistics of the new deck and railing are discussed
 - View 4: View from Roof Deck: Mr. Rieder suggests wood rather than vinyl for the privacy divider. He also suggests that the railing should be sturdier than it appears in this view. Downlighting is proposed to meet requirements; the spill of light will not extend into the park. Bill Griset feels the privacy screen is somewhat awkward looking.

Noah Koretz commends the applicant on their creative use of dead space in a building with an unusual setup; he also feels it will create more activity around the park. Retail tenants will not have access to the deck; the intent is for it to be used for residents. Mr. Koretz asks about soundproofing; there will be sound treatments in the buffer between the businesses and the residential floors. Chair Anderson also applauds the project and comments that there has been no mention of improvements to the exterior of the building, as storefronts are beginning to see wear. He is not sure if this is an issue for the applicant or the building owner to address.

Mr. Rieder notes that the paving coming into the building is chipped; it is not a good setup; that area will be redone. Mr. Rieder notes that it appears that four units will not be accessible on third floor. Three units will not be accessible. The Board cannot compel the applicant to make all units accessible. The Chair notes that the applicant must note this for potential applicants; other units are completely accessible.

Mr. Rieder also comments that opportunities to replace street trees are always being sought; there are no street trees in front of this building and he wonders if they can be reintroduced as surrounding lots have them. He suggests planting at least two street trees. Chair Anderson suggests that the revitalization of the entryway could be framed by trees.

These will be rental units. Mr. Rieder asks about the trellis/arbor in the parking lot and wonders if the applicant has considered having a full height similar structure above to hang string lights from, in order to activate a dark corner of Lappin Park. String lights would be above the deck. Grills on the deck will not be allowed. They can look into lights above the deck.

The Chair notes that the project will be before the Design Review Board. Matt Veno thinks it is an excellent project.

Chair Anderson opens to public comment but there are no comments. City Engineer comments have been obtained but Health Department comments will be available at the next meeting. The DRB will make its recommendation to the Salem Redevelopment Authority but not to this Board. Tony Mataragas suggested cedar is as an option for materials for the trash enclosure and privacy divider. Health Dept. concerns regarding the trash capacity were raised at the One Stop meeting, but since then the applicant has revised the trash system to a compactor to try and address those comments.

At the next meeting the Planning Board would like to see:

- Response to the suggestion to either add Street Trees or pay into a fund for street trees
- Materials for trash enclosure and privacy screen
- Whether deck string lights are feasible

A motion to continue to the June 15 meeting is made by Noah Koretz, seconded by Kirt Rieder, and passes 7-0.

III. APPROVAL OF MINUTES

A. May 4, 2017 Minutes

This item is taken first as the Board is waiting for two members to arrive.

A motion to approve the minutes with minor amendments is made by Kirt Rieder, seconded by Bill Griset, and passes 4-0. Noah Koretz and Dale Yale abstain as they were not at the May 4th meeting.

Amanda Chiancola outlines Salem's new bike sharing program, Zagster, and points out that BIKESALEM is a promo code that can be used for a \$10 membership that will cover unlimited 1 hour rides for one year. Additional possible locations for bikes are discussed, and there is some discussion over helmets. Mr. Griset points out the importance of wearing a helmet and notes his concern that the bikeshare does not offer helmets. Amanda Chiancola will discuss those items with her colleague.

V. ADJOURNMENT

A motion to adjourn is made by Matt Veno, seconded by Tony Mataragas, and carries 7-0.

The meeting ends at 8:09PM.

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 6/15/2017

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