

**MINUTES OF THE PROCEEDINGS OF THE  
PLANNING BOARD OF THE CITY OF WORCESTER**

**May 16, 2007**

**WORCESTER PUBLIC LIBRARY, 2 SALEM SQUARE, SAXE ROOM**

**Planning Board Members Present:** John Shea, Chair  
Scott Cashman, Vice-Chair  
Anne O'Connor, Clerk  
Margaret Guzman  
Nicole Xifaras Parella

**Staff Present:** Joel Fontane, Division of Planning & Regulatory Services  
Robin Bartness, Division of Planning & Regulatory Services  
Lara Bold, Division of Planning & Regulatory Services  
Michael Traynor, Law Department  
Carrie Holtan, Law Department  
K. Russell Adams, Department of Public Works

**REGULAR MEETING (5:30 PM)**

**CALL TO ORDER**

Chair Shea called the meeting to order at 5:40PM.

**APPROVAL OF THE MINUTES**

Approval of the minutes of the May 2, 2007 meeting was held to June 6, 2007.

**UNFINISHED BUSINESS**

**PUBLIC HEARINGS**

1. **271 Mill Street – Spring View (PB-06-168) – Definitive Subdivision:** Stephen O'Connell, representative for the applicant, presented the plan. Mr. O'Connell stated that the applicant seeks subdivision approval for the creation of five lots. He also stated that the owner, James Soffan, met with the Law Department to discuss title rights to the subdivision's proposed right-of-way, Richard Healy Road. Mr. Traynor stated that Mr. Soffan has deeded rights to use Richard Healy Road. In addition, he stated that if the Board approved the Definitive Subdivision for Spring View, it would be a conditional approval which would be rescinded if it was later determined that the applicant or successor does not have the legal right to improve and use that portion of Richard Healey Road. He also advised the applicant that a covenant may not be utilized to secure required improvements to the existing portion of Richard Healy Road because the applicant does not have exclusive ownership of the land. Mr. Soffan acknowledged that some form of monetary security would need to be posted to guarantee that portion of the work.

Mr. O'Connell informed the Board that Richard Healey Road would only be used to access the five lots created by this Definitive Subdivision plan and that any future phases of the subdivision would have to be accessed via a different way. Mr. Adams stated that the radius for the cul-de-sac should be 30' instead of the proposed 20' radius. Upon a motion by Margaret Guzman and seconded by Anne O'Connor, the Board voted 5-0 to close the public hearing. Upon a motion by Margaret Guzman and seconded by Anne O'Connor, the Board voted 5-0 to approve the Definitive Subdivision with the following conditions:

- **The plan is conditionally approved based upon the applicant's representation that he has a deeded right of access over that portion of Richard Healey Road as it exits from its intersection with Mill Street for a distance of approximately 215 feet, and the corresponding right under M.G.L. c. 185 §5 to improve the way. Should it later be determined, through a court of competent jurisdiction, that the applicant or a successor in interest does not have the legal right to improve and use that portion of Richard Healey Road, this approval shall be automatically rescinded.**
- **According to Water Operations records, the existing apartment building (#267 Mill Street) has an 8" fire pipe service installed in 1989 which meets Water Operations standards and can be utilized by the proposed subdivision. At station 2 + 50, an 8"x 8" tee, 2-way gated shall be installed for connection to the 8" fire pipe.**
- **New 8" CLCI extending into the cul-de-sac shall be installed.**
- **Cul-de-sac radius shall be 30'.**
- **All work must conform to the standards contained in the City of Worcester, Department of Public Works & Parks, Engineering Division, Construction Management Section, STANDARD SPECIFICATIONS & DETAILS, most recent edition.**
- **Subject to the Zoning Enforcement Officer's determination that the parcel complies with all the relevant provisions of the Zoning Ordinance.**
- **The appropriate soil erosion and sediment control measures, including hay bales and silt fences, shall be installed and maintained throughout construction by the applicant to the satisfaction of the Director of Code Enforcement.**
- **Six copies of the revised plan and a new mylar must be submitted to the Planning and Regulatory Services Division prior to release of the decision.**

The Board also voted 5-0 to waive the following requirements of the City of Worcester Subdivision Regulations:

- **Waiver from Section X, F1 (Sidewalks) – waiver from this section to allow the sidewalk on the southerly side of proposed street to not extend the full length of the street because of a proposed retaining wall and wetland issues.**
- **Waiver from Section IX, C8 Dead Ends (Cul-de-sacs) –waiver from this section to allow a dead end street with a length of 513.73 feet.**

2. **1112 West Boylston Street (PB-07-44) – More than One Building on a Lot:** The Definitive Site Plan for 1112 West Boylston Street (item #4) was taken up

contemporaneously. Joseph Allen and Seth Toch, representatives for the applicant, presented the plan. Mr. Allen stated that the applicant seeks to amend a previously approved Definitive Site Plan and also seeks a Definitive Plan - More than One Building on a Lot approval for two multi-family, low-rise dwellings with a total of 11 dwelling units and associated parking areas that were not built in accordance with the previously approved site plan. The applicant proposed the following changes: 1.) The foundation of the 6-unit building (rear) is now shown as 12.9 feet from the side lot line. 2.) The foundation of the 5-unit (front) is now shown at 17 feet from the side lot line. 3.) The parking lot has been reconfigured. 4.) The interior landscaping island for the parking lot has been reconfigured. 5.) They have added a dumpster pad along the southerly side lot line. 6.) The footprints for both structures have increased from 2,400 SF to 2,730 SF for the front building (5-unit) and to 2,988 SF for the rear building (6-unit). 7.) The GFA for each building has increased from 7,200 SF to 8,190 SF (5-unit) and to 8,964 SF (6-unit). Mr. Adams stated that Department of Public Works and Parks comments had been addressed. Steve Flagherty stated that he and Mr. Allen had discussed the issue of buffering and had agreed that the applicant should install a stockade fence. Ms. Bartness informed the Board that there are a number of mature trees shown on the existing conditions plan, which would have to be removed for the installation of the fence. Ms. Guzman stated that maintaining existing landscaping is a priority. Chair Shea suggested that the stockade fence be installed with gaps to allow the existing, mature trees to remain. Upon a motion by Anne O'Connor and seconded by Nicole Xifaras Parella, the Board voted 5-0 to close the public hearing. Upon a motion by Anne O'Connor and seconded by Nicole Xifaras Parella, the Board voted 5-0 to approve the Definitive Plan - More than One Building on a Lot with the following conditions.

- **The zoning classification shall be included in the legend provided that, if the land shown on the plan encompasses more than one zoning district, all zoning boundaries shall be shown and the districts designed accordingly:**
  - **The information in the table labeled. "Proposed Development" is incomplete. Half of the table is missing.**
  - **The provided side yard setback is 17 feet and not 18-17 feet for the front building. Label the lesser amount.**
- **Stockade fence be installed 6" to 1' off of the southern property line with gaps in the fencing to allow the retention of existing, mature trees.**
- **All work must conform to the standards contained in the City of Worcester, Department of Public Works & Parks, Engineering Division, Construction Management Section, STANDARD SPECIFICATIONS & DETAILS, most recent edition.**
- **Subject to the Zoning Enforcement Officer's determination that the parcel complies with all the relevant provisions of the Zoning Ordinance.**
- **The appropriate soil erosion and sediment control measures, including hay bales and silt fences, shall be installed and maintained throughout construction by the applicant to the satisfaction of the Director of Code Enforcement.**
- **Six copies of the revised plan must be submitted to the Planning and Regulatory Services Division prior to release of the decision.**

## PUBLIC MEETINGS

3. **725 Southbridge Street (aka 12 Brussels Street) (PB-07-14) – Definitive Site Plan:** Robert D’Auria, representative for the applicant, presented the plan. Mr. D’Auria stated that the applicant seeks to erect a non-accessory sign. He also stated that he is seeking to appeal the Zoning Board of Appeals decision at the April 23, 2007 which denied his request for a Special Permit to allow a non-accessory sign. Mr. Fontane advised the Board to either continue the petition or grant the applicant Leave to Withdraw without Prejudice, if requested. Ms. Bartness stated that there are still some discrepancies between the plan submitted in conjunction with the Special Permit petition and the Definitive Site Plan. Mr. D’Auria requested Leave to Withdraw without Prejudice for the Definitive Site Plan. Upon a motion by Margaret Guzman and seconded by Nicole Xifaras Parella, the Board voted 5-0 to grant the applicant’s request for Leave to Withdraw without Prejudice.
  
4. **1112 West Boylston Street (PB-07-43) – Amendment to Definitive Site Plan:** The application for Definitive Site Plan was taken up contemporaneously with item # 2- More than One (1) Building on a Lot Plan. Upon a motion by Anne O’Connor and seconded by Nicole Xifaras Parella, the Board voted 5-0 to approve the Definitive Site Plan with the following conditions:
  - **The provided side yard setback is 17 feet and not 18-17 feet for the front building. Label the lesser amount.**
  - **Indicate on plan that the Zoning Board of Appeals approved a Special Permit to allow multi-family residential in an RL-7 zone on August 16, 2005.**
  - **Label the date of the Amendment to the Special Permit will be heard by the ZBA (June 25, 2007).**
  - **All work must conform to the standards contained in the City of Worcester, Department of Public Works & Parks, Engineering Division, Construction Management Section, STANDARD SPECIFICATIONS & DETAILS, most recent edition.**
  - **Subject to the Zoning Enforcement Officer’s determination that the parcel complies with all the relevant provisions of the Zoning Ordinance.**
  - **The appropriate soil erosion and sediment control measures, including hay bales and silt fences, shall be installed and maintained throughout construction by the applicant to the satisfaction of the Director of Code Enforcement.**
  - **Six copies of the revised plan must be submitted to the Planning and Regulatory Services Division prior to release of the decision.**
  
5. **435 Shrewsbury Street (PB-07-45) – Definitive Site Plan:** Ken Strom, representative for the applicant, presented the plan. Mr. Strom stated that the applicant seeks to construct a 13,020 square foot office building with 38 parking spaces. He also indicated that a decorative metal fence was added to the plan along the front property line to provide a visual buffer between the sidewalk and the front parking area. He informed the Board that a previously approved pine tree on the abutting lot for the previously approved bank would be replaced by a dogwood tree. He also stated that the three proposed Rose

of Sharon plants shown on the Definitive Site Plan for the bank would be reconfigured on the site but would still be provided. In addition, he stated that he had inadvertently omitted some of the previously approved landscaping on the plan and that the previously approved juniper plants and the lawn area in the rear of the office building would be shown on the final revised plan. Mr. Adams stated that the plan should show the utility connections. Brian Beaton, representative for an abutter, General Wire, inquired what type of office was proposed and inquired specifically if the use would include medical office buildings. Mr. Strom indicated that the site is proposed for general office use, not for medical office use. Mr. Beaton stated for the record that his client was concerned about traffic entering and exiting the site. Ms. Bold indicated that staff was unable to confirm prior to the meeting whether the proposed nonconforming landscaping would require an application to the Zoning Board of Appeals for a Special Permit or Variance. She stated that staff would inform the applicant as soon as a determination was made by the Division of Code Enforcement. Mr. Cashman stated that while the plan is an improvement, he would have preferred the building be located closer to the street with parking in the rear of the building. Upon a motion by Anne O'Connor and seconded by Nicole Xifaras Parella, the Board voted 4-1 (Scott Cashman opposed) to approve the Definitive Site Plan with the following conditions:

- **Label location of previously approved 9 Seagreen Junipers and label location of proposed dogwood tree (to replace previously approved pine tree) on the revised plan.**
- **Label area in the rear of the site as "lawn". The area was labeled as such on the previously submitted plan but is currently not labeled.**
- **The Division of Code Enforcement has stated that a Special Permit or Variance is required because the site is not providing required screening/buffer trees in all parking buffer areas. This item must be addressed prior to issuance of a building permit.**
- **All work must conform to the standards contained in the City of Worcester, Department of Public Works & Parks, Engineering Division, Construction Management Section, STANDARD SPECIFICATIONS & DETAILS, most recent edition.**
- **Subject to the Zoning Enforcement Officer's determination that the parcel complies with all the relevant provisions of the Zoning Ordinance.**
- **The appropriate soil erosion and sediment control measures, including hay bales and silt fences, shall be installed and maintained throughout construction by the applicant to the satisfaction of the Director of Code Enforcement.**
- **Six copies of the revised plan must be submitted to the Planning and Regulatory Services Division prior to release of the decision.**

## **NEW BUSINESS**

### **PUBLIC HEARINGS**

6. **Zoning Map Amendment – Southbridge Street, College Street, and Caro Street:**  
Mr. Fontane informed the Board that abutters to the proposed zone change had not been properly notified, and, therefore, the item must be continued to a future date. Upon a

motion by Margaret Guzman and seconded by Scott Cashman, the Board voted 5-0 to continue the proposed Zoning Map Amendment for Southbridge, College, and Caro Streets to the June 6, 2007 meeting to allow staff to re-advertise the petition and properly notify abutters.

## **PUBLIC MEETINGS**

7. **Lot 7 Sophia Drive, Lots 41-52 Lilac Lane (PB-07-42) –Definitive Site Plan:** Seth Toch, representative for the applicant, presented the plan. Mr. Toch stated that the applicant seeks to construct 13 single-family, semi-detached dwellings (26 dwelling units total). Upon a motion by Anne O’Connor and seconded by Margaret Guzman, the Board voted 5-0 to approve the Definitive Site Plan with the following conditions:

- **Provide ANR reference for Lots 7L and 7R -Plan Book 853, Plan 66 (filed 2/9/07).**
- **Darken lines in the legend.**
- **Darken all property lines on all sheets.**
- **Label any trees in excess of nine (9) inches in diameter.**
- **All the sanitary and drain connections are to be connected to their respective mains.**
- **Provide revised plans clearly delineating the utility infrastructure.**
- **Provide a 10’ separation for all the water and sewer connections.**
- **Provide Rip-Rap for all 1:1 slopes.**
- **All work must conform to the standards contained in the City of Worcester, Department of Public Works & Parks, Engineering Division, Construction Management Section, STANDARD SPECIFICATIONS & DETAILS, most recent edition.**
- **Subject to the Zoning Enforcement Officer’s determination that the parcel complies with all the relevant provisions of the Zoning Ordinance.**
- **The appropriate soil erosion and sediment control measures, including hay bales and silt fences, shall be installed and maintained throughout construction by the applicant to the satisfaction of the Director of Code Enforcement.**
- **Six copies of the revised plan must be submitted to the Planning and Regulatory Services Division prior to release of the decision.**

8. **Lot 2, Burncoat Terrace (PB-07-48) – Definitive Site Plan:** Doug Andrysick, representative for the applicant, presented the plan. Mr. Andrysick stated that the applicant seeks to construct a single-family detached dwelling on property with 15% slope or more. Upon a motion by Margaret Guzman and seconded by Nicole Xifaras Parella, the Board voted 5-0 to approve the Definitive Site Plan with the following conditions:

- **Provide 6’ SDR 35 PVC pipe for the sanitary and surface connections.**
- **Label location of site plan as Lot 2 Burncoat Terrace on site plan.**
- **Label Leo Boffoli as applicant on site plan.**
- **Label owners of property on site plan.**

- Provide a zoning classification table with zoning requirements and what is proposed for the site plan including all dimensional requirements for RS-7.
  - Label height in feet and stories of the proposed structure in the zoning table.
  - Label number of bedrooms on plan.
  - Label building envelop on site plan.
  - Label dimensions and construction materials of driveway.
  - Label locations and methods of erosion control on site plan.
  - Label required safety fences on top of retaining walls over 4 feet in height.
  - Label height of 1-foot retaining walls in front of dwelling.
  - Item F, Page 10 of the application was not filled out. What is the square footage of area to be cleared and how many trees will be removed?
  - Clarify the correct square footage of lot. The application indicates 9,448 SF, the site plan indicates 9,480 SF and the ANR indicates 9, 481 SF.
  - All work must conform to the standards contained in the City of Worcester, Department of Public Works & Parks, Engineering Division, Construction Management Section, STANDARD SPECIFICATIONS & DETAILS, most recent edition.
  - Subject to the Zoning Enforcement Officer's determination that the parcel complies with all the relevant provisions of the Zoning Ordinance.
  - The appropriate soil erosion and sediment control measures, including hay bales and silt fences, shall be installed and maintained throughout construction by the applicant to the satisfaction of the Director of Code Enforcement.
  - Six copies of the revised plan must be submitted to the Planning and Regulatory Services Division prior to release of the decision.
9. **74 Dorchester Street (PB-07-49) – Extension of Time -Definitive Site Plan:** Todd Rodman and Steven Cook, representatives for the applicant, presented the plan. Mr. Rodman indicated that the applicant seeks an extension of time for the previously approved Definitive Site Plan in order to construct a single-family detached dwelling on property with 15% slope or more. He informed the Board that funding cycles for the Oak Hill Community Development Corporation had made it difficult to begin construction but that the applicant was now ready to begin. Upon a motion by Scott Cashman and seconded by Margaret Guzman, the Board voted 5-0 to approve the Extension of Time for the Definitive Site Plan
- All work must conform to the standards contained in the City of Worcester, Department of Public Works & Parks, Engineering Division, Construction Management Section, STANDARD SPECIFICATIONS & DETAILS, most recent edition.
  - Subject to the Zoning Enforcement Officer's determination that the parcel complies with all the relevant provisions of the Zoning Ordinance.
  - The appropriate soil erosion and sediment control measures, including hay bales and silt fences, shall be installed and maintained throughout construction by the applicant to the satisfaction of the Director of Code Enforcement.

**10. 9 May Street/3Silver Street (PB-07-50) – Amendment to Definitive Site Plan:**

Jonathan Finkelstein, Steve Patton, and Kevin Quinn, representatives for the applicant, presented the plan. Mr. Finkelstein informed the Board that the applicant seeks to make the following amendments to the previously approved Definitive Site Plan for the rehabilitation of the former Hammond Organ Reed Factory to 46 units of affordable housing: 1.) Reconfigure front parking areas from two parking areas to one; 2.) Reduce number of parking spaces from 32 to 28 parking spaces; 3.) Eliminate a proposed curb cut on Silver Street; 4.) Retain three mature trees on property abutting land owned N/F by Koza & Servant; 5.) Reduce landscaping in required buffers; 6.) Reduce square footage of required five-foot parking buffer areas; 7.) Use basement as an additional story which changes the use of the building from a multi-family, low-rise dwelling to a multi-family, high-rise dwelling, which would require a loading space. Mr. Quinn stated that the previous plan did not allow for the full utilization of the basement and that the current proposal shifts parking areas away from front of the building where windows to the basement units are located. Mr. Finkelstein informed the Board that at its May 14, 2007 meeting, the Zoning Board of Appeals granted the applicant an Amendment to a Special Permit for expansion or change of a pre-existing, nonconforming use/structure and a Special Permit to modify landscape and buffer requirement for the parking areas. He also indicated that the applicant would place as many trees as reasonably possible in the rear of the property. Mr. Patton stated that while the units do not have the Board's standard 40-60 square feet of open space per dwelling unit due to existing site conditions, the project will provide 1,200 square feet of community and recreational space inside the building. Upon a motion by Anne O'Connor and seconded by Nicole Xifaras Parella, the Board voted 5-0 to approve the Amendment to Definitive Site Plan with the following conditions:

- **Correct scale on Sheet 2. Two different scales were provided. The correct scale is 1"=10'.**
- **Label plan "Amendment to Definitive Site Plan".**
- **Correct the zoning analysis summary so that only one street is counted for the frontage requirement.**
- **Label use as multi-family, high-rise dwelling.**
- **Notes 10 and 11 should include all dates of Zoning Board approval (including May 14, 2007) and the amount of relief granted and the date of previous Planning Board approval.**
- **Note 12 should reflect that the relief granted was a Special Permit to modify parking and loading requirements, not a Variance and that it is specifically for relief from the loading space requirement, landscaping requirements, width of parking buffers, and the width of the rear access aisle.**
- **Label dimensions of the streets.**
- **Label May Street and Silver Street as public or private streets.**
- **Include number of handicapped spaces in parking summary.**
- **The previous site plan for 9 May Street/ 3 Silver Street was approved without a photometric plan. It is recommended that a note be added to the plan indicating that lights will be shielded and directed downward and that there will be no more than one-foot candle of light spillage onto abutting**

residential properties. It is also recommended that high pressure sodium fixtures be used.

- Use 8" DR18 PVC pipe for all the catchbasin connections.
- Use 6" SDR35 PVC for the sanitary connection.
- Use minimum of 12" RCP for the surface connection to May Street.
- Per the May 3, 2007 Water Operations letter: it has been determined that the existing building at 9 May Street has a 6" fire pipe installed in 1981 which can be reused. However, the existing domestic service tapped off the 6" fire pipe is only 3/4" and will not be sufficient to service the apartments. The owners' engineer should determine what size is need and increase the domestic service size of the fire pipe.
- All materials and methods shall meet Water Operations standards.
- All work must conform to the standards contained in the City of Worcester, Department of Public Works & Parks, Engineering Division, Construction Management Section, STANDARD SPECIFICATIONS & DETAILS, most recent edition.
- Subject to the Zoning Enforcement Officer's determination that the parcel complies with all the relevant provisions of the Zoning Ordinance.
- The appropriate soil erosion and sediment control measures, including hay bales and silt fences, shall be installed and maintained throughout construction by the applicant to the satisfaction of the Director of Code Enforcement.
- Six copies of the revised plan must be submitted to the Planning and Regulatory Services Division prior to release of the decision.

Upon a motion by Anne O'Connor and seconded by Nicole Xifaras Parella, the Board voted 5-0 to waive the following:

- Article IV, Table 4.4, Note 6: Parking lots with more than sixteen spaces shall have landscaping in the interior of the parking lot in addition to landscaping along the edges of the lot.
- Waiver from Article V (B) Standards for Review, #8: the adequacy of usable common property or open space for an apartment complex.

11. **83, 83 1/2, 85, 87 Florence Street; 5 Maywood Place, and 18, 20, and 30 Beaver Street – Amendment to Definitive Site Plan (PB-07-51):** Robert Longden, representative for the applicant, presented the plan. Mr. Longden stated that Clark University seeks to amend a previously approved Definitive Site Plan for a new dormitory and 12 associated parking spaces by creating 45 additional campus parking spaces on newly acquired parcels abutting the previously approved Definitive Site Plan. Mr. Longden stated that the applicant does not wish to provide a thick landscaping buffer along the properties at 79 and 73 Florence Street as recommended in Ms. Bold's memo, dated May 15, 2007, because of campus safety concerns and would prefer to provide the proposed fence which the abutters also preferred. He also presented the Board with a campus parking summary submitted in conjunction with the previously approved Definitive Site Plan showing that the campus meets and/or exceeds its off-street parking requirements. Mr. Longden also stated that the applicant will not be able to retain some

of the existing maple trees as requested in Ms. Bold's memo because they have already been removed. Ms. Bold stated that it is preferable to maintain existing vegetation, specifically, mature trees, whenever possible. Upon a motion by Anne O'Connor and seconded by Margaret Guzman, the Board voted 5-0 to approve the Amendment to Definitive Site Plan with the following conditions:

- **Entrance from Maywood Street to be one-way only.**
- **Verify with the Division of Code Enforcement whether a Special Permit from the Zoning Board of Appeals is necessary to modify parking requirements.**
- **Label the plan Amendment to Definitive Site Plan.**
- **Label Clark University's official address for site location or label the addresses provided in the application (83, 83 1/2, 85, 87 Florence Street; 5 Maywood Place, and 18, 20, and 30 Beaver Street) in place of 75 Florence Street.**
- **Remove note and block from plan on Sheet 1 of 3 that states "Approved by the City of Worcester Planning Board" as well as the appeals note 9 not necessary for Site Plans).**
- **Label Trustees of Clark University as the owner and applicant on plan.**
- **Because the entire site plan that is being amended is not shown on this plan, it is recommended that an additional note be placed on the plan, on the bottom of the sheet 2, to indicate the area where the previously approved site plan is located. The note should read: "See Definitive Site Plan dated July 28, 2005 approved on December 14, 2005".**
- **On Sheet 1 of 3, label zone IN-S in addition to RG-5.**
- **Extend the IN-S and RG-5 zone line throughout the site.**
- **Provide a zoning analysis summary for both zones on sheet 2.**
- **Label relief granted by the Zoning Board of Appeals on November 15, 2005 on plan:**
  - **Variance for 27 feet of relief from the 50-foot setback requirement in an IN-S zone**
  - **Variance for 5 feet of relief from the height requirement**
  - **Variance for relief of one story from the height requirement**
- **Provide a photometric plan showing no more than one foot-candle of spillage onto adjacent residential properties.**
- **If previously approved lighting has not already been installed, it is recommended that the amendment include changing proposed lighting fixtures from metal halide to high pressure sodium, which are more suitable for residential areas.**
- **Label location and size of any proposed signs for the parking area.**
- **Proposed landscape buffers should show trees spaced at least 25 feet on center.**
- **Remove snow storage areas from landscape buffers.**
- **Add note snow will be removed off-site.**
- **Increase the pipe size of SD-2 from 8" to a minimum of 12".**
- **Replace the outlet structure with a Worcester standard manhole.**
- **Denote the driveway at Maywood Street as One-Way.**

- **All work must conform to the standards contained in the City of Worcester, Department of Public Works & Parks, Engineering Division, Construction Management Section, STANDARD SPECIFICATIONS & DETAILS, most recent edition.**
- **Subject to the Zoning Enforcement Officer's determination that the parcel complies with all the relevant provisions of the Zoning Ordinance.**
- **The appropriate soil erosion and sediment control measures, including hay bales and silt fences, shall be installed and maintained throughout construction by the applicant to the satisfaction of the Director of Code Enforcement.**
- **Six copies of the revised plan must be submitted to the Planning and Regulatory Services Division prior to release of the decision.**

12. **Lot 4, Ascension Street – Definitive Site Plan (PB-07-52):** Seth Toch, representative for the applicant, presented the plan. Mr. Toch stated that the applicant seeks to construct eight single-family, attached dwelling units (townhouses). He also stated that the applicant seeks a continuance to make revisions based on staff comments. Upon a motion by Margaret Guzman and seconded by Nicole Xifaras Parella, the Board voted 5-0 to continue the Definitive Site Plan at the applicant's request to the June 6, 2007 meeting to allow the applicant sufficient time to make necessary revisions.

13. **103 & 105 Norfolk Street – Definitive Site Plan (PB-07-53):** Seth Toch, representative for the applicant, presented the plan. Mr. Toch stated that the applicant seeks to construct two single-family semi-detached dwellings (four dwelling units total). He also stated that the applicant seeks a continuance to make revisions based on staff comments. Upon a motion by Margaret Guzman and seconded by Nicole Xifaras Parella, the Board voted 5-0 to continue the Definitive Site Plan at the applicant's request to the June 6, 2007 meeting to allow the applicant sufficient time to make necessary revisions.

14. **370 Belmont Street – Parking Plan (PB-07-54):** Robert McNeil, representative for the applicant, presented the plan. Mr. McNeil indicated that the applicant seeks to reconfigure the existing parking area for 5 customer parking spaces and 6 motor vehicle display lot spaces in conjunction with a proposed motor vehicle sales use and to perform auto detailing and install breathalyzer units for the Department of Motor Vehicles. He also informed the Board that the applicant received the following Zoning Board of Appeals approval on April 23, 2007: 1.) Special Permit: expansion or change of a pre-existing nonconforming use/structure; 2.) Special Permit: auto detailing in a BL-1.0 district; 3.) Special Permit: motor vehicle sales in a BL-1.0 district with the following conditions: 1.) A revised plan showing only six display spaces be submitted; 2.) Handicapped parking space be designated on the plan; 3.) Approval is subject to and must be in compliance with the parking plan approved by the Planning Board; 4.) A Motor Vehicle Display Lot License must be obtained from the Worcester Police Department. Mr. McNeil indicated that there is no additional lighting planned for the site; the business will use two existing shielded light fixtures on the western side of the property. He stated that those light fixtures do not create any spillage onto abutting residential properties. In addition, he stated that one sign will be removed from the side of the existing structure and that the two other existing signs will be replaced with Jakes Carvenience signs. Mr. Adams stated that the Department of Public Works and Parks

policy would recommend closure of two of the site's curb cuts and the re-alignment of the remaining curb cut with the proposed access aisle for the site. Mr. McNeil stated that he had met with Ali Khorisani from the Department of Public Works and Parks and was under the impression that the curb cuts could remain as is and indicated that the costs and time involved in closing and re-aligning the curb cuts would be a hardship for the applicant. Chair Shea stated that closing curb cuts on Belmont Street would create a safer site. Mr. McNeil stated that the site will receive very little traffic from Belmont Street due to the nature of the business. He stated that cars brought to the site for auto detailing are picked up by staff and that the breathalyzer installations will be by appointment only. He also added that the Zoning Board of Appeals limited the number of motor vehicles for sale to six vehicles. Chair Shea also stated that the dumpster should be enclosed by a fence and that the proposed snow storage area could cause snow melt to sheet onto Belmont Street. Ms. Bartness stated that she would like to redact the comment in her May 14, 2007 memo requiring that proposed fencing include opaque slats because the fence is off-site. Mr. Cashman inquired how much closing a curb cut would cost on Belmont Street. Mr. McNeil stated that in his opinion the total cost would be approximately \$25,000. Bill Rocco stated that snow will be removed from the site and that a note will be added to the plan stating such. Mr. Traynor informed the Board that a portion of Belmont Street was planned for reconstruction and added that the applicant could possibly request that during the reconstruction project the two curb cuts be closed. Upon a motion by Margaret Guzman and seconded by Anne O'Connor, the Board voted 5-0 to approve the Parking Plan with the following conditions:

- **Provide a note on the plan stating that during reconstruction of Belmont Street, if applicable to this portion of Belmont Street, the applicant will agree to allow the City to eliminate two curb cuts and re-align the remaining curb cut with the proposed access aisle.**
- **Provide and label opaque fence enclosing dumpster.**
- **Provide a note stating snow will be removed from site.**
- **Correct lot area required for non-residential uses in BL-1.0, which is NA.**
- **Label ZBA approvals on parking plan.**
- **Label dimensions of the lot on plan.**
- **Add a note to the plan that no additional lighting will be added to the site and that the existing fixture is to be shielded and directed downward and will not spill more than one foot candle onto adjacent residential properties.**
- **All work must conform to the standards contained in the City of Worcester, Department of Public Works & Parks, Engineering Division, Construction Management Section, STANDARD SPECIFICATIONS & DETAILS, most recent edition.**
- **Subject to the Zoning Enforcement Officer's determination that the parcel complies with all the relevant provisions of the Zoning Ordinance.**
- **The appropriate soil erosion and sediment control measures, including hay bales and silt fences, shall be installed and maintained throughout construction by the applicant to the satisfaction of the Director of Code Enforcement.**
- **Six copies of the revised plan must be submitted to the Planning and Regulatory Services Division prior to release of the decision.**

## **APPROVAL NOT REQUIRED (ANR) PLANS:**

1. **ANR 6511:** Upon a motion by Margaret Guzman and seconded by Nicole Xifaras Parella, the Board voted 5-0 to deny ANR # 6511 Pineview Avenue because it was determined that the way did not have sufficient grades and adequate construction to provide for the needs of vehicular traffic and frontage.
1. **ANR 6514:** Upon a motion by Scott Cashman and seconded by Anne O'Connor, the Board voted 5-0 to endorse ANR # 6514 Tory Fort Lane.
2. **ANR 6517:-**Upon a motion by Margaret Guzman and seconded by Anne O'Connor, the Board voted 5-0 to endorse ANR # 6517 Corning Avenue.
3. **ANR 6519:** Upon a motion by Margaret Guzman and seconded by Anne O'Connor, the Board voted 5-0 to endorse ANR # 6519 Shrewsbury Street.
4. **ANR 6520:** Upon a motion by Margaret Guzman and seconded by Scott Cashman, the Board voted 5-0 to deny #6520 Bullard Avenue because the plan did not clearly indicate the number of lots being created and, therefore, it was unclear if sufficient frontage was provided for each lot.
5. **ANR 6521:** Upon a motion by Scott Cashman and seconded by Anne O'Connor, the Board voted 5-0 to endorse ANR # 6521 Progressive Street.
6. **ANR 6522** Upon a motion by Anne O'Connor and seconded by Margaret Guzman, the Board voted 4-0 (John Shea recused himself) to endorse # 6522 Birchwood Street.

## **OTHER BUSINESS**

**Woodward Street – To Make Public:** Upon a motion by Anne O'Connor and seconded by Nicole Xifaras Parella, the Board voted 5-0 to recommend a Priority 1.

## **ADJOURNMENT**

Chair Shea adjourned the meeting at 8:00 PM.