

Comments re: pre application meeting, 8/25/2015

Jack and Daniel

I am writing to follow up the pre-development meeting yesterday and I have copied Barbara on this e-mail so that she will see there are a couple of questions that she needs to address when she returns from vacation on Monday.

Based on the proposal comprising the creation of 4 condos in the two upper floors of this building, Nell and I advised re site plan/subdivision:

- This does not trigger the need for a Neighborhood Meeting (note - if the restaurant is being created as a separate unit, that might be a fifth (subdivided) unit and trigger a Neighborhood Meeting- I will check with Legal on this);
- It should be possible to take this directly to a PB Hearing, subject to having at least the HP Workshop prior to the PB hearing;
- We encouraged you to add in landscaping/improvements along the boundary with the abutting parking lot, especially since the existing landscaping is proposed to be removed;
- We note that you are intending to sell the restaurant (including the existing sun room) as a separate condo unit from the upper level residential;
- This would go to the Planning Board because [it's] a subdivision;
- Based on the wording of the site plan ordinance, this appeared to be a Level III site plan review as its multi-family and adds dwelling units - there was a question as to whether this was a Level II based on some similar projects and we can check on this and also the implication of the level II vs Level III re applicable standards..

Regarding the timetable for PB, it is my understanding that the three PB meeting agendas in September are full and there is a queue of projects seeking an agenda slot. So October 13th is the most likely, though even that may be difficult.

I will ask Barbara to get back to you on this next week just in case there is some info that I am not aware of, but I would recommend that you get the application formally submitted asap so that you get your place in the queue. In any case, we would appreciate receiving the submission (addressing the "final" requirements for both site plan and subdivision) a least 3 weeks before the date of the PB Hearing in order for there to be time for the review and any concerns to be addressed (and given that there will not be PB workshop, 4 weeks would be desirable).

Please let me know if there are any other site plan/subdivision questions, and also please liaise with Deb Andrews re a possible date for this to be considered by the HP Board.

thank you
Jean

Good morning Jack and Daniel:

Jean spoke with me regarding the timing of the Brown Street application. As you well know, we have a busy schedule and the Board's September agendas are full. I have also received a couple of large scale projects that I will be scheduling shortly. Projects do seek to be postponed at times, so I will move items forward, such as this project, if there is an opportunity. I agree with Jean's advice to submit a complete Level III application for a final plan, so that it is ready to go straight to a public hearing and it is in the queue for pending projects.

Jean did confirm with our legal counsel that the condo for the restaurant does not count as a unit, so the application would be for subdivision review and site plan review of 4 residential units. Subdivision reviews require Planning Board approval and thus, the Level III application is the correct form.

If you have other questions, please let us know.

Thank you.

Barbara

Response:

We have taken all comments into account in our application.

We agree that landscaping and hardscaping would provide mutual benefit. Our landscaping and hardscaping plan currently ties the existing residential entrance on the side of the building into the street with a street tree and some green space around it. We intend to extend this green space with some area trees or greenspace to the rear of the building, separating the property with the neighboring Kimball Court Condominium Association. Currently, we have been unable to come to an agreement with the neighboring Jensen Baird lawfirm, however we intend to explore a more aesthetically pleasing separation further with them.

In response to HVAC and manufacturing equipment federal and state emissions requirements: our proposal does not include HVAC systems that create emissions. All HVAC equipment will be electric.

In response to a written summary of solid waste management: we intend to provide a refuse enclosure in the rear corner of the lot, including a dumpster for restaurant or commercial use, as well as stacked trash and recycling areas for the residential units. We intend to provide a screened in and gated divider for this use.