



Town of Danvers Planning Board

1 Sylvan Street, Danvers, Massachusetts 01923 | p: 978-777-0001

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Planning Board Members:

William Prentiss, Chair
John Farmer
James Sears
Margaret Zilinsky
Charles Smith
Nathaniel Sears, Associate

Daniel J. Toomey Hearing Room

July 9, 2019

7:00 p.m.

MINUTES

William Prentiss called the meeting to order at 7:00 p.m. Planning Board members John Farmer, James Sears, Margaret Zilinsky, Charles Smith and Associate Member Nathaniel Sears were present. Director of Planning and Economic Development, David Fields, was also in attendance.

PUBLIC HEARINGS

310 Andover Street. Request for a Site Plan approval pursuant to Section 4 of the Zoning Bylaw submitted by Inkcups Now Corporation for property at 310 Andover Street. Said property is located in the Residential-III Zoning District. The applicant proposes to construct a new warehouse and office building on the site of its existing headquarters. The building will have a footprint of 13,520 square feet and a small second story space of 3,200 square feet. The first floor will be utilized as warehouse space with a loading dock. (Assessor's Map 039, Lot 70B)

Attorney Nancy McCann appeared before the Board on behalf of the applicant, Inkcups Now Corporation. With her this evening were: Benjamin Adner, President of Inkcups; Elaine Brown, Vice-President of Operations; John Morin, The Morin-Cameron Group, Inc.; and Harry Samulchuk, Architect from Connolly Construction Management. This application is for a new office and warehouse building at 310 Andover Street. Inkcups Now has been in Danvers for a long time. In 2012 they moved from 20 Locust Street to 310 Andover Street. They are an international company that manufactures printing equipment. They make plates that imprint the labels on clothing.

This was the site of an industrial-type building that was constructed in the 1980's. It is in the Industrial Zone. It has been used as various types of industrial uses. They relocated here and have been successful in keeping their manufacturing and offices in this building. They started outgrowing this space about two years ago. They met with the Town Manager to redevelop this site. They met with the Building Inspector and Planning staff to utilize the site effectively. They have had a number of meetings with Planning staff. They went through the Technical Review Process (TRC). They went through a neighborhood meeting. They appeared before the Zoning Board of Appeals (ZBA) for a finding and for the expansion of the non-conforming use for a warehouse and office building at the front of the site. They have a curb cut from Andover Street that will not be changed. The building is being proposed in the front section. The existing building will remain at the rear of the site. The building will have a footprint of 13,520 square feet and a small second story space of 3,200 square feet that will be office space. The first floor

is warehouse space for the machines. There will be loading docks at the rear of the site. They were able to tuck the loading dock in the back so as not to have it visible. The existing building is serviced by one curb cut. There is one-way circulation around the building and back out. It will remain the same. This has been working well since constructed in the 80's. There is no need to alter the existing curb cut. There are 36 parking spaces. This meets the requirements under Section 4 of the zoning bylaw. The building does meet all dimensional and setback requirements. No zoning relief was needed. There is a dumpster that will be next to the loading dock.

All utility requirements are met for the building. The stormwater management report has been reviewed by the Town Engineer. Engineering comments were received on July 5th. The project engineer responded to those comments. They have a good design for the landscaping plan. While they do not have retail customers, they occasionally do have clients come to the building.

The application is complete and gives you the recommendations required for site plan approval under Section 4.

Harry Samulchuk, Project Designer from Connolly Construction, addressed the Board. The building footprint is a rectangle with an 80-foot by 40-foot notch that was removed. The 80-foot by 40-foot lag gives a buffer to the neighbors. The height of the building is 20 feet. There is a two-story business use. The first floor will have a conference room, reception area and demo room. The exterior of the building has a hip roof which takes away from the industrial look of the building. The overall height is about 26 feet from grade. There will be storefront windows along the first floor in front. There will be no operable windows on the north side of the building. There is an industrial door at grade that is all glass. The pitched roof will have asphalt shingles. The flat roof will be membrane with interior roof drains. The siding on the exterior is metal panel. They are two feet wide with a slight texture. There will be a lighter gray on the upper level and a darker gray for the rest of the building.

John Morin, from The Morin Cameron Group, Inc., addressed the Board. There is a single access coming in that will have two-way traffic. However, there is only one way around the building. There is an 8-inch water and 8-inch sewer pipe coming into the site. The existing drainage is serviced by catch basins into a large lawn area. They have proposed 36 parking spaces. There are no existing parking spaces out front. The majority of the parking is in front of the building. There are 8 additional spaces off to the side. He showed the snow storage on the island, the large area out front and an area in the back.

The drainage flows out to the front. They are utilizing the change in topography to store the increase in water runoff by the increase of the impervious surface. There is no increase of rate of runoff. Drainage is being captured before going off-site. More catch basins will be added. Roof drainage will go into the subsurface chambers. It all flows into the existing drainage system. The stormwater calculations show that they meet the state standards.



The topography has high spots. The building is designed to hide the loading dock in back. They will have a trench drain at the loading docks due to the topography.

Morin said that they met with David Fields, Steve King, Chief Pyburn right before the holiday. There were concerns regarding the traffic pattern. They were able to enlarge the throats coming into and exiting the parking lot. The additional pavement did not change the drainage system. They put together revised calculations and submitted them to the Planning Department. They felt they will not have issues with the stormwater.

Morin described the utilities and the stormwater. They received comments from the Engineering Department at the end of last week. They revised the plans accordingly. The changes were minor. The first four comments were general comments. He went over the other requested changes.

The sewer line was increased to a six-inch sewer line.

The detail sheet had all the information on it. They wanted the information added to sheet C-4. They are tapping into the existing sewer. They do not have the exact invert elevation of that sewer. They will determine that at the time of excavation. Once the invert is verified, they want the plan submitted. They wanted an 8-inch by 4-inch water reducer. They wanted the size of the outlet shown on the plan. They requested the detail information of the drainage elevation at Andover Street. They were not able to get the layouts that would show this information. They said that upon approval of the site plan and once construction starts, they will provide the Engineering Department with that information.

Morin said that Engineering wanted the drainage details for the rip rap sizing. The details were revised to show the rip rap outfalls with the stone. They were shown in the design plan. They requested one detail for the water service.

Michael Radner, from Radner Design Associates, Inc., described the landscaping. He started with the lighting plan. The approach was to light areas they want to light and not light areas they do not want to light. With LED lighting it is very easy to control the cut offs. They have a service of pole lights in the parking lot. They have 20-foot tall fixtures. The lighting luminaire is shown on the plan. The lights are dark sky compliant. There is a series of five poles. There are five poles in the traffic islands. There are wall mounts on the building. The photometric plan they have contained the lighting in the parking area.

This is going to be a world class facility, and they want it to be attractive for the company and community. There is a drainage area along the roadway and around the building. There is native vegetation that will grow in that area. There are a series of existing boulders along Andover Street that will be kept. This provides a nice edge to the street. They will have flowering cherry trees that will not have a large canopy. There are a couple of trees that are existing that they are trying to preserve to buffer the view of the existing building. Along the north side they have 13

trees that are evergreen and conifer spaced 12 to 15 feet apart. These will grow in and provide an effective screen. Most of the area is an open field. There is a wooded area along the back that has existing pine trees to be removed. They will be preserving some of the trees in this area as well.

Along the front they have holly shrubs that will screen the cars from the roadway and stop headlights from going out to Andover Street. The island will have ornamental grasses. They have heavily planted areas on either side of the front entrance.

McCann told the Board that the hours of operation is Monday through Friday 8:00 a.m. to 5:00 p.m. There may be some occasional Saturdays. McCann said that the changes requested from the Fire Department were made. They are waiting for a favorable review of these changes.

McCann said that they had a meeting in the fall about this plan. They have had discussions with the cemetery. Inkcups has agreed to place some arborvitae along the lot line. They would accept this as a condition to that approval. They have a contract with a landscaping company to do this in the fall. David McKenna has reached out to her and the Planning Board. There is a lot of effort to create an attractive building. This is a well-run operation now, and that will be the case for the new building.

Fields said that the main concern of the Fire Department was the extension of the impervious surface. Revised plans and comments were dropped off by the applicant to their office today.

Farmer questioned how many buildings were on the site. McCann showed the existing site was highlighted in purple. He asked if this was 100% owner occupied. McCann confirmed this. Farmer asked what the concern was from the Fire Chief. McCann explained that they need to come in from Andover Street. The concern was the “u” in the parking lot. They got the turning templates for the tower truck from the Fire Department and spread the entrances out. They believe that this will be acceptable. Farmer said he liked the design.

Smith confirmed that there were loading docks presently at the back of the first building. He asked how much traffic there would be. Ben Adner said that it is a warehousing building. There is little action.

Smith asked how often tractor trailers would be at the site. Adner said once a week.

N. Sears confirmed that this is a manufacturing facility. He asked if the manufacturing was happening on site. Adner said it was light manufacturing. They build the pieces off site and they are assembled here.

N. Sears asked if there was any lighting between the building and the abutting residential homes. Radner said no. N. Sears asked if the building obstructed the lights from the neighbors. McCann



said that the height of the building at the rear was 20 feet and the main building was 26 feet. It should buffer the light.

N. Sears asked if the lights are on timers. Radner said they can be put on timers or photocells. Timers could be set. McCann said that the lights typically go off an hour after employees leave.

N. Sears asked if there was a plan to keep lights on all night long. Brown said no.

McCann said that the lighting will be on timers going off an hour after employees leave. Security lighting is being proposed.

N. Sears asked about open detention ponds. Morin showed the two drainage basins being proposed. One is 3 feet deep, and the one in the back is 3 ½ feet deep.

N. Sears asked about security fencing. Morin said that the slopes did not require it. They did not see the need for any fencing.

Zilinsky said she would like to see the surrounding property and ownership shown on the plans. She asked how many residents were located on the north side. McCann responded two. She wants to see the impact to the neighbors.

Zilinsky said she counted 15 trees along the border and felt they should be a good buffer. The lights are 20 feet in height including the concrete. Zilinsky asked if the houses were sitting below the site. Radner said that the house up towards Andover Street sits below.

Zilinsky felt they were taking good measures to buffer the building and give the two residents the best views given they abut an industrial property.

J. Sears asked if there was a sidewalk in front of the proposed building. McCann responded no.

J. Sears said his biggest concern was the detention ponds. They are a nuisance and risk. Even though there is a landscape buffer, there is a gap. He asked if it could be solved with a black fence or stockade fence since there is a residential buffer. He confirmed that there would be no outdoor audio. He asked the Board how they felt about the fencing.

Zilinsky noted that trees were being removed near the detention pond. She asked if they have lighting on the existing building. McCann said that there is an existing 6-foot high fence that is not on their property.

Brown said they have one corner light on the building for employees when it is dark. It goes off on a timer. All the lights go off at night. Each corner has a light.

Zilinsky is concerned with the trees being removed since the building is higher than the neighbors.

McCann said that if the security lights do not go off, they can be put on a timer to shut them off. There is a security light on the corner next to the neighbors.

Prentiss said that he was glad they reached out to McKenna. The Board addressed questions that he had concerns about.

Farmer asked why they chose metal for the siding. Samulchuk said this is used a lot due to being a good economic panel. It does not have the typical industrial look. They use it a lot on high-end buildings.

Kathleen Spaziani, 283 Andover Street. Spaziani said she had understood that this area was Residential-III. Various things have happened over the years. The driveway was to have been gated. Lights from Inkcups shine and light up her back yard. The building was to have stayed 300 feet back. How did all this happen? The area is constantly flooding. It felt like the building and the Town have not kept up with the original agreement with the property. There is no sidewalk in front of her house.

Prentiss said that he was not aware that the applicant was breaking any of the rules for this site.

J. Sears said that the applicant had to go to the ZBA for approval.

Spaziani questioned how this came to this. She asked if there was any recourse.

Fields said that he did not have the full property history. He had the ZBA decision. He can go back in their files. The Town did not institute site plans until the 1980's.

Prentiss said that the applicant did get zoning relief from the ZBA.

Spaziani said that it was all a moot point. The lights do not go off.

Prentiss said that they are trying to address the issues there now. He is not sure gating this property would be a good idea.

Prentiss asked about the lighting on the property.

McCann said that they will check on the lighting on the building. They would like to have security lighting near their entrance. When the original building was developed, this was zoned Industrial-II. There was a question of crossing boundaries which required a Special Permit. The property was rezoned. This property did not go to Land Court.

Farmer confirmed that this building was here before the Rosewood building.

McCann said that the Town rezoned this property into Residential-III. There was a large push to rezone from Industrial into Residential-III. This went through the public hearing process and a finding was granted.

Zilinsky said that she was involved with a project at the location of the Rosewood building for 28 residential units. It was denied because it was Industrial. There is a lot of history.

McCann said that they will look at the lighting at the corners and make sure that they are on timers.

Prentiss said that the applicant is all set with the lighting changes, and there was a discussion about fencing for the detention ponds. Does the Board have strong feelings regarding the fence?

J. Sears said that there is a day care facility next door. Children could be crossing over the property. He does not feel it will have a buffer to the pond in front. He would like to see a 4-foot black gauge fence in front. A 6-foot to 8-foot white stockade fence would help buffer the neighbors and prevent issues with the pond.

Adner asked if he was concerned with the children on Route 114? J. Sears said that this site abuts a day care center.

Adner said Route 114 is a major highway.

McCann confirmed that they wanted a low fence along the front.

Morin said that the depth would be 3 to 3 ½ feet when full during a 100-year storm event.

McCann confirmed they wanted a fence along the side.

Adner asked if they wanted this in lieu of plants.

J. Sears said that the plants are not a hedge. They are not close together.

Radner said that firs and spruce will grow very large.

J. Sears asked what the size was at planting.

Radner said they were 6 to 7 feet in height and can grow up to 12 inches a year. You would have a fairly substantial buffer in a few years. He does not agree with the black fence. He felt it would be very unattractive.

Brown said she has spoken with the day care about the facility. The day care facility is fully enclosed. Parents pick the children up in front. They have never asked and have never crossed the driveway onto our property. They asked if they could use parking for an event due to traffic, and they told the day care no. They have never seen children on their property

J. Sears asked if they were worried about liability. He felt that this would be an extra safeguard. He asked if it took three days for a pond to drain and a child drowned, wouldn't you want to try to mitigate that liability?

McCann said that they were trying to mitigate it with landscaping.

J. Sears said that they were looking for a small see-through fence in front, and to address the same issue on the right-hand side of the building.

McCann said that that made more sense. She felt little issue or concern with the water with the proximity of Route 114 with no sidewalk. They will discuss it.

J. Sears asked if the pond was rip rap. Morin said it was grass.

Zilinsky said she would like to see screening at the back. She agreed that it will take a while for things to grow.

Adner asked if they could eliminate the trees. Do one or the other.

Zilinsky has watched how the ponds function. It would be more of a danger of being hit by a car in front. She is not sold on the fence up front.

N. Sears felt that even if you have spruce and fir trees, children love ponds. It may take a while for the water to drain. He thought it was a good idea to take precautions that need to be taken in addition to the trees as a visual block to the neighbors. Safety is more important than looks.

N. Sears said that when cars pull in, the headlights point back at Spaziani's property. He asked if it was unfeasible to install a wooden bar gate to prevent people from turning around.

Prentiss would not be in favor of this. He cannot remember any other property on Route 114 getting a gate like this.

McCann said that there was a gate to separate the two properties.

McCann said that they would look at the detention ponds and the fencing issues.

Prentiss would be more concerned with the back pond. He can see where the Board members are discussing a visually unobtrusive fence.

Farmer was more sensitive to the side than the front. There is no perfect solution to safety.

Smith agreed with Farmer.

Spaziani said that children have gone to the lawn area on the site with a teacher. They should be told not to walk the children over to the Inkcups.

Fields said he would like to get together with the applicant team. McCann said she will be in touch.

Zilinsky would like them to look at the lights on the existing building in front. She confirmed that within the next two weeks they would get a report from Engineering. She confirmed that the Board would get a summary from Fields.

MOTION: Zilinsky moved to continue the application for Site Plan relative to 310 Andover Street to July 23, 2019. Sears seconded the motion. The motion passed by unanimous vote.

J. Sears said that he may be amenable to larger stones instead of fencing along the front.

BRIEFING

Planning staff and Chair will update the Board of various items of interest. This agenda item may include requests to set public hearing and workshop dates, sign plans, informal discussion regarding future projects and current projects under construction.

Fields wanted to provide the Board with an update after the meeting of June 25, 2019. They have received letters of appeal for the IRA project for Conservation Commission. He is not sure if the person filed this appeal through the DEP.

Fields confirmed with the Board that they are not having a meeting on August 13, 2019.

51 Needham Road (1 Hutchinson Drive). Request for a Major Modification to an approved Site Plan pursuant to Section 4 of the Zoning Bylaw submitted by North Shore Medical Center/North Shore Physicians Group (NSCM/NSPG) for property at 51 Needham Road (a/k/a Hutchinson Drive). The applicant proposes to modify the previously approved Site Plan to allow 23 additional new parking spaces. Landscaping that was previously removed will be replaced. (Map 064, Lot 009A)

J. Sears recused himself from the meeting.

Scott Patrowicz, from Patrowicz Land Development Engineering, appeared before the Board. With him this evening were Julie St. Louis and Shelly Bisegna from North Shore Medical



Planning Board Minutes

July 9, 2019

Center. Patrowicz said that they were planning for additional parking spaces for the Women's Health Center. A lot of people park on Hutchinson Drive and cross landscaping to get to the building. The goal was to pull at least 23 spaces off Hutchinson Drive to park on the site. There was an opportunity for spaces to be put on the property.

Patrowicz said that they met with the Town Engineer and addressed his comments in this plan.

Fields said that Planning staff and Engineering staff worked to address the stormwater issues on the site. There were minor tweaks. There were three comments that the Engineering Department wanted.

Patrowicz said that the changes requested have been made to the plan.

Zilinsky went to the site. They are looking to see where the new parking spaces are going to be.

Patrowicz confirmed that the trees between the neighbors were not being removed.

Zilinsky said that she has seen the cars parked all over the street. She wanted to see where the residences were. As long as all issues were taken care of, she is fine.

N. Sears said that he had nothing to add.

C. Smith had nothing to add.

Farmer asked if this would solve the problem. Patrowicz said no.

Prentiss asked if there was a specific area for employees to park.

Bisegna said that employees are encouraged to park in the back. A lot of the employees enter the building using the rear entrance.

Prentiss asked if there had been any discussion of shared parking for the staff. He has seen that the BJ's parking never fills.

Bisegna said that they asked the landlord if they could work out something with BJ's with parking and to have a gate for their employees. The landlord said no because they are concerned with liability. Bisegna said they were willing to pay for the shared parking. They asked five years ago when they were considering leaving that building. They may have to go elsewhere.

Prentiss said that shared parking is being used more than it has in the past.

Prentiss asked where were the trees that were removed that they are looking for forgiveness for.



Fields said that the trees were where the parking was along Hutchinson Drive. To provide for the additional parking spaces, the trees were in the way.

Bisegna said they jumped the gun. They did not think they had to come to the Planning Board for parking spaces. It was ignorance.

Zilinsky said that she drove to the site and saw that there was not one parking space available on the site. Yet along the BJ's fence, there was not one car parked.

Prentiss said that he had not had a problem parking in BJ's. He was disappointed that they would not share the parking.

Marie Plankey, 59 Endicott Street. Plankey is concerned about preserving green space. Removal of any green space is an issue. There is a lot of wildlife that have come near their home including chipmunks, pheasants, fisher cats, mallard ducks and turkeys. Green space is important. She is glad the shared parking was brought up. The parking lot for Sylvania is now vacant. The Mass General building is having their employees walk down Endicott Street to use the parking lot. She is proposing that is what they should do with the Women's Health Center. She showed the Planning Board pictures. She would like to propose that they use the parking for a long term solution.

Prentiss said that he cannot speak for the rest of the Board, but he is not sure they would want staff using parking off site. Shared parking can only be used when parking is on both sides. They would not want to have people crossing Endicott Street on a continuous basis. There is a lot of shared parking going on now.

Plankey asked what the construction phase would be if this application is approved. There were long hours during the demolition of the Sylvania building. The Building Inspector's office said 7:30 a.m. to 5:00 p.m. Here she was told 7:00 a.m. to 7:00 p.m. She called the police and they did not know.

Prentiss said this work should be done in a small amount of time. Maybe a couple of months.

Bisegna said it should take less than a month.

Plankey said that she would like clarification. Landscapers once were at the Sylvania site at 6:00 a.m. Once you are awoken, you are awake for the day. The demolition of the building across the street was continuous.

Plankey asked about the times allowed for parking lot sweepers.

Prentiss said there are no restrictions on street sweepers.



Fields said that the Town does street sweeping very early in the morning. Fields said that construction is limited to 7:00 a.m. to 7:00 p.m. Monday through Friday and 8:00 a.m. to 5:00 p.m. on Saturdays. The applicant will be held to that. What the applicant is proposing should take less than a month to do.

Plankey said that if there are issues should she call the police?

Fields told her to call the police or the Planning office.

Kathleen Lounsbury, 49 Endicott Street. Lounsbury said that they are residents in an industrial area. There is a spot of green. There is concern with a lot of the things happening at that site. When you take the first right into BJ's, that is the main entrance to their parking lot. She felt they did not want to allow the parking due to this being their main entrance.

Prentiss said that BJ's has to approve the parking. The Board wants as much green space as possible.

MOTION: Zilinsky moved to close the public hearing for the Major Modification to Site Plan for 51 Needham Road a/k/a 1 Hutchinson Drive. Farmer seconded the motion. The motion passed by unanimous vote.

MOTION: Farmer read the Certificate of Action and moved to approve the Major Modification to Site Plan for 51 Needham Road a/k/a 1 Hutchinson Drive. Smith seconded the motion. The motion passed by unanimous vote.

ADJOURNMENT

MOTION: Farmer moved to adjourn. Zilinsky seconded the motion. The motion passed by unanimous vote.

The meeting adjourned at 9:15 p.m.

Respectfully submitted: Francine T. Butler

The Planning Board approved these minutes on September 10, 2019.



Planning Board Minutes

July 9, 2019

12