



CITY OF HAVERHILL
CITY COUNCIL AGENDA

August 8, 2023 at 7:00 PM

Theodore A. Pelosi, Jr. Council Chambers, 4 Summer st, Room 202

In-Person/Remote Meeting

This meeting/hearing of Haverhill City Council will be held in-person at the location provided on this notice. Members of the public are welcome to attend this in-person meeting. Please note that while an option for remote attendance and/or participation is being provided as a courtesy to the public, the meeting/hearing will not be suspended or terminated if technological problems interrupt the virtual broadcast, unless otherwise required by law. Members of the public with particular interest in any specific item on this agenda should make plans for in-person vs. virtual attendance accordingly.

1. OPENING PRAYER
2. PLEDGE OF ALLEGIANCE
3. APPROVAL OF MINUTES OF PRIOR MEETING
4. ASSIGNMENT OF THE MINUTES REVIEW FOR THE NEXT MEETING

5. COMMUNICATIONS FROM THE MAYOR:

5.1. Mayor Fiorentini requests to have the staff of the *Merrimack Valley Planning Commission (MVPC)* to make a brief presentation to the City Council regarding housing and the process of updating the Haverhill Housing Production Plan as part of the August 8th meeting

5.2. Mayor Fiorentini requests hearing for proposed zoning amendments relating to Inclusionary Zoning Ordinance Refer to Planning Board & Council Hearing Nov 14 2023

5.2.1. Ordinance re: Zoning – amend Chapter 255, Zoning – **Section 8.4 Flexible Development** File 10 days

5.2.2. Ordinance re: Zoning – amend Chapter 255, Zoning, Appendix B Table 2 Table of Dimensional and Density Regulations – **Zoning District RM minimum lot area (sq. ft.) eliminate 20,000 and replace with 15,000** File 10 days

5.2.3. Ordinance re: Zoning – amend Chapter 255, Zoning, Appendix B Table 2 Table of Dimensional and Density Regulations – **Zoning district RR Minimum Lot Area (Sq. Ft.) eliminate 80,000 and replace with 40,000** File 10 days



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6. COMMUNICATIONS FROM COUNCILLORS TO INTRODUCE AN INDIVIDUAL(S) TO ADDRESS THE COUNCIL:

- 6.1. Councillors Sullivan and Barrett and President Jordan request to introduce Jennifer Houle announcing the Butterfly Mural Migration Project in Haverhill from September 1 to October 31 2023
- 6.2. Council President Jordan requests to introduce Steve Costa who will introduce Haverhill native, Jordan Harris, who plays for the Montreal Canadiens in the NHL

7. PUBLIC PARTICIPATION- REQUESTS UNDER COUNCIL RULE 28

8. COMMUNICATIONS AND REPORTS FROM CITY OFFICERS AND EMPLOYEES:

- 8.1. Kaitlin Wright, City Clerk requests approval of an Order regarding a change from Veterans Northeast Outreach Center, 10 Reed st to Consentino Middle School as a designated polling place in Haverhill
 - 8.1.1. Order – that the following location is hereby established as a Polling Place for all elections this year, in accordance with Chapter 54, Section 24 of the Massachusetts General Laws
Ward 1 Precinct 1 Consentino School – 685 Washington st
- 8.2. Attorney Thomas C Fallon, Assistant City Solicitor submits a proposed amendment to Zoning, Chapter 255, 8.3 entitled:
INCLUSIONARY ZONING, by striking it in its entirety and inserting the following in place thereof
 - 8.2.1. AN ORDINANCE RELATING TO INCLUSIONARY ZONING
- 8.3. John Pettis, City Engineer requests approval to open 11 High st and 108 South Prospect st for utilities work
 - 8.3.1. Order – permission to open 11 High st & 108 South Prospect st



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9. UTILITY HEARING(S) AND RELATED ORDER(S):

10. HEARINGS AND RELATED ORDERS:

10.1. Document 73: CCSP 23-4: Attorney Michael Migliori representing applicant TOPNOTCH HOMES LLC requests to build a 3-family residential building at 66 Riverdale av; Parcel ID 745-1-17 Lot 2 *Comments from City Depts are included*

10.2. Document 74: CCSP 23-5: Attorney Michael Migliori representing applicant TOPNOTCH HOMES LLC requests to build a 3-family residential building at 66 Riverdale av; Parcel ID 745-1-18 Lot 1 *Comments from City Depts are included*

11.APPOINTMENTS:

11.1. **Confirming Appointments:**

11.1.1. *Central District Parking Commission*, Matthew Gaiero, 108 Washington st expires August 8, 2026

11.1.2. *Rocks Village Historic District Commission*, Christopher Wasmer, 18 East Main st expires August 8, 2026

11.2. **Non-Confirming:**

11.3. **Resignations**

11.4. **PETITIONS:**

11.4.1. Attorney Robert Harb, for applicant Kenoza Avenue Properties, LLC. requests approval of Minor Changes to Special Permit, CCSP 21-17, plans for property at 62 Kenoza av, Assessor's Map 619-525-15 – minor changes to the exterior of the building are being proposed by the architect

11.4.2. Attorney Robert Harb, for applicant Jared Fish, Trustee of Eight Vine st Realty Trust, requests Special Permit, CCSP 23-6, for property at 8 Vine st, Assessor's Map 108-15-12, to build a new three story, six unit, multifamily dwelling

Hearing Sept 19, 2023



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- 11.4.3. Attorney Robert Harb, for applicant *Matias Capital LLC*, requests Special Permit, *CCSP 23-7*, Assessor's Map 609-488-12, to expand an existing 12 unit multifamily building at 71 Portland st, to a 16 unit multifamily building, in a CC zone

Hearing Oct 3, 2023

- 11.4.4. Attorney Robert Harb, for applicant *Shoe City Development Corporation* owned by *Haverhill Housing Authority*, requests Special Permit, *CCSP 23-9*, Assessor's Map 423-151-18A & 423-151-1B, to expand an existing 4 unit multifamily dwelling at 335 Groveland st and 0 Katsaros dr, to an 8 unit multifamily dwelling, in an RH zone

Hearing Sept 19, 2023

- 11.4.5. Attorney Michael Migliori, for applicant *JCG Investments LLC*, requests Special Permit, *CCSP 23-8*, Assessor's Map 674-601-16 & 17, to build 6 condominiums for residential housing at 94 Gile st, in the RM zone

Hearing Sept 26, 2023

- 11.5. **Applications Handicap Parking Sign:** *with Police approval*

- 11.6. **Amusement/Event Application** - *with Police approval*

- 11.6.1. Hailey Moschella for *Wisteria Montessori School*, requests to reschedule the Boardwalk Block Party on the lawn area at *Harbor Place*, to September 9th due to rain, that was previously granted by Council on May 9th

- 11.7. **Auctioneer License:**

- 11.8. **Tag Days:** *with Police approval*

- 11.9. **One Day Liquor License** – *with License Commission & Police approval*

- 11.10. **Annual License Renewals:**

- 11.10.1. **Hawker Peddlers License- Fixed location** – *w/approval*

- 11.10.2. **Coin-Op License Renewals** – *with Police approval*

- 11.10.3. **Christmas Tree Vendor** – *with Police approval*

- 11.10.4. **Taxi Driver Licenses for 2023:** *with Police approval*

- 11.10.5. **Taxi/Limousine License** *with Police approval:*



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- 11.10.6. **Junk Dealer /Collector License** *with Police approval*
 - 11.10.6.1. Cabot Smith for *T & R Salvage*, 99 Newark st
- 11.10.7. **Sunday Pool**
- 11.10.8. **Bowling**
- 11.10.9. **Sunday Bowling**
- 11.10.10. **Buy & Sell Second Hand Articles** *with Police approval*
- 11.10.11. **Buy & Sell Second Hand Clothing**
- 11.10.12. **Pawnbroker license** - *with police approval*
- 11.10.13. **Fortune Teller** *with - Police approval*
- 11.10.14. **Buy & Sell Old Gold** – *with Police approval*
- 11.10.15. **Roller Skating Rink**
- 11.10.16. **Sunday Skating**
- 11.10.17. **Exterior Vending Machines/Redbox Automated Retail, LLC**
- 11.10.18. **Limousine/Livery License/Chair Cars** *with Police approval*

12.MOTIONS AND ORDERS:

13.ORDINANCES (FILE 10 DAYS)

- 13.1. Ordinance re: Vehicles and Traffic – Delete handicap parking at 459 Washington st File 10 days
- 13.2. Loan Order - \$1,350,000 to complete South Elm st – Railroad av Improvement Project File 10 days
- 13.3. Loan Order - \$3,200,000 Tennis Facility Bonds, 137 Monument st File 10 days

COMMUNICATIONS FROM COUNCILLORS:

- 13.4. Council Vice President Michitson requests to update City Council on Haverhill's Smart Biomanufacturing plan to attract Life Science businesses, jobs, and workforce training for all with equity and inclusion
- 13.5. Council President Jordan requests to have the City Council meeting scheduled for Tuesday, September 12, 2023 in the Theodore Pelosi Jr. City Council Chambers cancelled due to the City preliminary election



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14. UNFINISHED BUSINESS OF PRECEEDING MEETING:

14.1.1. Document 76; Jason Babin, 620 Primrose st, requests Valet Parking Business License, *Shoe City Valet*
*Comments from City Departments are included. Pending receipt by City Clerk's Office of agreement with approved off-street parking facility & pending approval of Downtown Parking Commission *Related communication from MEVA Transit, Noah Berger, Administrator (continued from July 25)*

14.1.2. Document 12-F; Loan Order - \$516,540 appropriated for 2 salting/snowplowing trucks *filed 7/26*

14.1.3. Document 69-B; Ordinance re: Vehicles and Traffic – proposed on Cedar st and existing on Twelfth av, Stop Ordinance *filed 7/26*

14.2. Document 77; Ordinance re: Vehicles and Traffic – Parking Restriction on Kingsbury av adjacent to the College and Carrington Estates properties *filed 7/26*

14.3. Document 9-M; Mayor Fiorentini submits Salary Ordinance & Memorandum of Agreement (MOA) between City of Haverhill and City Hall Clerk's Group and Animal Control-Mechanic-Custodian Group

14.3.1. Document 34-E; Memorandum of Agreement between City of Haverhill and City Hall Clerk's Group -Teamsters Local #170

14.3.2. Document 35-D; Ordinance re: Salaries – City Hall Clerk's Group *filed 7/26*



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- 14.3.3. Document 34-F; Memorandum of Agreement between the City of Haverhill and Animal control Officers, Police Mechanics (ME Repairmen) Police Building Maintenance Craftsmen/Custodian and Public Property Building Custodian Group-Teamsters Local #170
- 14.3.4. Document 35-E; Ordinance re: Salaries - Animal control Officers, Police Mechanics (ME Repairmen) Police Building Maintenance Craftsmen/Custodian and Public Property Building Custodian Group-Teamsters Local #170 *filed 7/26*

- 14.4. Document 9-N; Mayor Fiorentini submits Salary Ordinance & Memorandum of Agreement (MOA) between City of Haverhill and Police Patrolman Association

- 14.4.1. Document 34-G; Memorandum of Agreement between the City of Haverhill and Haverhill Police Patrolmen's Association

- 14.4.2. Document 35-F; Ordinance re: Salaries -Law Enforcement Police Officers *filed 7/26*

15.RESOLUTIONS AND PROCLAMATIONS:

16.COUNCIL COMMITTEE REPORTS AND ANNOUNCEMENTS

17.DOCUMENTS REFERRED TO COMMITTEE STUDY

18.LONG TERM MATTERS STUDY LIST

19.ADJOURN :



JAMES J. FIORENTINI
MAYOR

CITY OF HAVERHILL
MASSACHUSETTS

1
CITY HALL, ROOM 100
FOUR SUMMER STREET
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511

February 11, 2023

Mr. Timothy J. Jordan, President
Haverhill City Council
4 Summer Street
Haverhill, MA 01830

Dear President Jordan and Members of the City Council:

I am requesting an opportunity for staff of the Merrimack Valley Planning Commission (MVPC) to make a brief presentation to the City Council regarding housing and the process of updating the Haverhill Housing Production Plan as part of the next meeting on August 8, 2023.

The MVPC presentation on Haverhill housing market and updated demographic trends will satisfy part of the Commonwealth's public notification and participation requirements of the Five-Year Housing Production Plan. Working with my Housing Task Force, the MVPC is underway with efforts to update this expiring Housing Plan.

Having a State-certified Housing Production Plan can provide a 'safe harbor' from M.G.L. Chapter 40B regulations, so updating this Plan has assumed new importance.

Very truly yours,

James J. Fiorentini
Mayor

JAMES J. FIORENTINI
MAYOR



**CITY OF HAVERHILL
MASSACHUSETTS**

Heating November 14, 2023
Zoning
Amendments

CITY HALL, ROOM 100
FOUR SUMMER STREET
HAVERHILL, MA 01830
PHONE 978-374-2300
FAX 978-373-7544
MAYOR@CITYOFHAVERHILL.COM
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5.2

August 3, 2023

Memo To: City Council President Timothy J. Jordan and Members of the Haverhill City Council

From: Mayor James J. Fiorentini

RE: Proposed Zoning Amendments

Dear Mr. President and Members of the Haverhill City Council:

After consultation with Utile, our planning consultant who did the master plan, I am submitting several proposed amendments to our zoning ordinance.

I do not intend to speak on these at Tuesday's meeting which I am unable to attend. I would like to address the ordinances some time in September or October.

No action is required at this time other than to send this to the planning board. If the council plans to send this to a subcommittee for review, I ask that this be done prior to this coming back to the council in October or November so that these items can be acted upon as quickly as possible.

I respectfully ask that the City Council refer these requests to the Planning Board for recommendations at their October 2023 meeting. I also ask that the council place these items on their agenda in late October or early November.

Very truly yours,

James J. Fiorentini
Mayor

JJF/lyf



DOCUMENT

CITY OF HAVERHILL

In Municipal Council

5.2.1

ORDERED:
MUNICIPAL ORDINANCE

CHAPTER 255

AN ORDINANCE RELATING TO ZONING

BE IT ORDAINED by the City Council of the City of Haverhill that the Code of the City of Haverhill, Chapter 255, Zoning as amended, be and is hereby amended as follows:

SECTION 8.4 FLEXIBLE DEVELOPMENT

AMEND SECTION 8.4.3 PROCEDURES AS FOLLOWS:

Delete "city council" and replace with "Planning Board".

AMEND SECTION 8.4.6 BASIC MINIMUM NUMBER OF DWELLING UNITS AS FOLLOWS:

Insert after the words "shall not exceed" insert the words "three times (3 times)"

AMEND SECTION 8.4.7 DENSITY BONUS AS FOLLOWS

Delete 40% and insert 80%

AMEND SECTION 8.4.7.1

Delete 20% and insert 40%

AMEND SECTION 8.4.7.2

Delete 20% and insert 40%

AMEND SECTION 8.4.8 TYPES OF BUILDINGS AS FOLLOWS

Delete six (6) and insert Twelve (12)



DOCUMENT

CITY OF HAVERHILL

In Municipal Council

5.2.2

ORDERED:

MUNICIPAL ORDINANCE

CHAPTER 255

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BE IT ORDAINED by the City Council of the City of Haverhill that the Code of the City of Haverhill, Chapter 255, Zoning as amended, be and is hereby amended as follows:

Appendix B Table 2 Table of Dimensional and Density Regulations

Zoning District RM minimum lot area (sq. ft.) eliminate 20,000 and replace with 15,000.



DOCUMENT

CITY OF HAVERHILL

In Municipal Council

File today
5.2.3

ORDERED:

MUNICIPAL ORDINANCE

CHAPTER 255

AN ORDINANCE RELATING TO
ZONING

BE IT ORDAINED by the City Council of the City of Haverhill that the Code of the City of Haverhill, Chapter 255, Zoning as amended, be and is hereby amended as follows:

Appendix B Table 2 Table of Dimensional and Density Regulations

Zoning district RR Minimum Lot Area (Sq. Ft.) eliminate 80,000 and replace with 40,000.

CITY COUNCIL

Timothy J. Jordan
President

John A. Michitson
Vice President

Melinda E. Barrett

Joseph J. Bevilacqua

Thomas J. Sullivan

Melissa J. Lewandowski

Michael S. McGonagle

Catherine P. Rogers

Shaun P. Toohey



CITY OF HAVERHILL

HAVERHILL, MASSACHUSETTS 01830-5843

CITY HALL, ROOM 204

4 SUMMER STREET

TELEPHONE: 978-374-2328

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CITYCNCL@CITYOFHAVERHILL.COM

July 28, 2023

To: President and Members of the City Council:

Councilors Sullivan and Barrett and President Jordan request to introduce Jennifer Houle announcing the Butterfly Mural Migration Project in Haverhill from 9/1-10/31/23.

Thomas J. Sullivan /lab

Councilor Thomas J. Sullivan

Melinda E. Barrett /lab

Councilor Melinda E. Barrett

Timothy J. Jordan /lab

Council President Timothy J. Jordan

(meeting 8.8.2023)

Butterfly Sign Install

The Butterfly Mural Migration is underway and I wanted to check in about installing the signs on conservation land in Haverhill from September 1-October 31. I should have approximately 15 signs to install, and often put a few on each site. I have liability insurance, if you can please let me know how the City of Haverhill would like to proceed in terms of reviewing it, that would be great.

We had discussed the following possible sites in Haverhill, please let me know if you are still interested in them or have other suggestions:

- Bradford Commons near new Farmer's Market location
- Winnekenni Park
- Plug Pond
- Tattersall Farm Conservation Area
- Whittier's Birthplace (*I have been in touch with the coordinator over there, not sure if I need to go through your commission for approval*)

In addition the signs will also be at the following sites during this time:

- Walnut Square School (working with Jen on this)
- Northern Essex Community College Haverhill & Lawrence campuses

Project Updates

I have created [an interactive map](#) of the butterflies in their current spots in Groveland, Merrimac, and West Newbury and had a nice feature article written about the project in [Newburyport Magazine](#). The Butterfly Mural Migration is currently on display in Amesbury at Camp Kent, Battis Farm and outside the Amesbury Public Library. There's a bunch more info and images about the project on my [website](#), including this short video that shows all of the 15 community created butterfly signs: https://youtu.be/ca_SoqcKffM

CITY COUNCIL

Timothy J. Jordan

President

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Vice President

Melinda E. Barrett

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Shaun P. Toohey



CITY OF HAVERHILL

HAVERHILL, MASSACHUSETTS 01830-5843

HAVERHILL CITY CLERK AUG 4/23 AM 10:12

612

CITY HALL, ROOM 204

4 SUMMER STREET

TELEPHONE: 978-374-2328

FACSIMILE: 978-374-2329

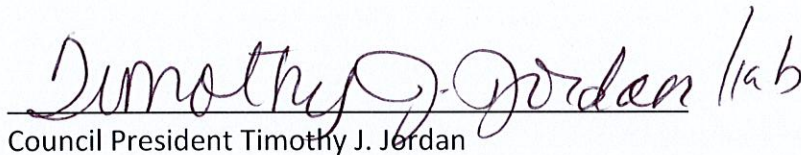
WWW.CITYOFHAVERHILL.COM

CITYCNCL@CITYOFHAVERHILL.COM

August 4, 2023

To: President and Members of the City Council:

President Jordan to introduce Steve Costa who will introduce Haverhill native, Jordan Harris, who plays for the Montreal Canadiens in the NHL.


Council President Timothy J. Jordan

(meeting 8.8.2023)



Haverhill

City Clerk's Office, Room 118
Phone: 978-374-2312 Fax: 978-373-8490
cityclerk@cityofhaverhill.com

August 1, 2023

8.1

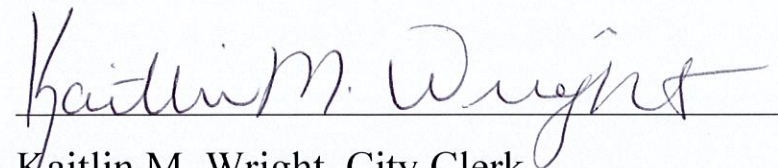
HAU CITY CLERK AUG 1/23 PM 4:26

To: President and Members of the City Council

City Clerk, Kaitlin M. Wright, requests approval of the following item:

1. Proposed location listed be designated as a polling place in Haverhill for all elections this year requesting to change Ward 1, Precinct 1 from Veterans Northeast Outreach Center, 10 Reed St, to Consentino Middle School, 685 Washington st – with change only for all elections this year

Ward 1 Precinct 1 Consentino School – 685 Washington st


Kaitlin M. Wright, City Clerk



Haverhill

City Clerk's Office, Room 118
Phone: 978-374-2312 Fax: 978-373-8490
cityclerk@cityofhaverhill.com

HAV CITY CLERK AUG 1'23 PM 426

August 1, 2023

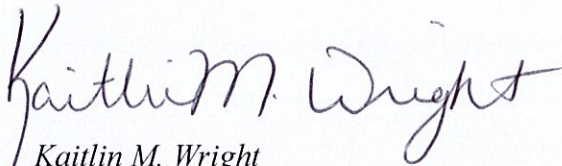
Dear President Jordan and Members of the Haverhill City Council,

I am requesting the Council approve the following polling location change for all elections this year - Ward 1, Precinct 1 from Veterans Northeast Outreach Center, 10 Reed St, to Consentino Middle School, 685 Washington St.

In May the Council approved this location change for the June special election due to burst pipes at Veterans Northeast Outreach Center. To avoid confusion with voters, I would like to keep the polling location consistent for all elections this year and seek your approval to have Consentino Middle School designated as the polling location for the remainder of the 2023 calendar year.

Thank you for your consideration.

Respectfully,


Kaitlin M. Wright
City Clerk



DOCUMENT

CITY OF HAVERHILL

In Municipal Council

ORDERED:

Order – That the following location is hereby established as a Polling Place for all elections this year, in accordance with Chapter 54, Section 24 of the Massachusetts General Laws:

Ward 1 Precinct 1 Consentino School – 685 Washington st

8.1.11
TOWN OF HAVERHILL, MASSACHUSETTS
CITY CLERK
JULY 22, 2011

EX-117 131402127-27

(82)

**CITY OF HAVERHILL
MASSACHUSETTS
ASSISTANT CITY SOLICITOR'S OFFICE**

900 Cummings Center, Suite 306-T
Beverly, MA 01915
Tel: (978) 927-2211
Fax: (978) 336-0256
TFallon@sebflaw.com

**THOMAS C. FALLON
ASSISTANT CITY SOLICITOR**

MOTION RE: Inclusionary Zoning Ordinance Chapter 255, 8.3

I hereby move to amend the proposed Ordinance relating to zoning, Chapter 255, 8.3 entitled: INCLUSIONARY ZONING, by striking it in its entirety and inserting the following in place thereof:

Very truly yours,

Thomas C. Fallon,
Assistant City Solicitor

8.3

JAMES J. FIORENTINI
MAYOR



CITY OF HAVERHILL
MASSACHUSETTS

CITY HALL, ROOM 100
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August 1, 2023

Haverhill City Council
Timothy J. Jordan, President
4 Summer Street
Haverhill, MA 01830

Dear Mr. President and Members of the Haverhill City Council:

As I have spoken about numerous times, and as I believe the City Council knows, we have a crisis right now in the availability of housing in Haverhill. There are simply not enough places for people to live. This housing crisis is one major reason why Massachusetts is rapidly losing residents. It is a reason why, for the first time in decades, Haverhill lost population. The lack of housing impedes our economic growth. We cannot attract more business if there is no place for employees to live.

The shortage of housing is causing rents to go up to unsustainable levels. While there is much more to be done to increase our housing stock, we have been increasing it. The laws of supply and demand tell us that more housing will ultimately lower rents. In the short term, rents continue to rise.

In addition, Haverhill has just received word for the first time in many years we have slipped below the threshold of having 10% of its housing stock be affordable. Should this trend continue, we will lose control of our ability to stop unwanted projects.

To meet the housing and affordability challenge we have taken a number of steps:

- We reactivated our housing task force.
- We passed a comprehensive accessory dwelling unit ordinance.
- We put funding into having a Legal Services presence here so that tenants being evicted for not being able to pay rent increases can fight those evictions in court.
- We are updating our housing production plan.
- We are preparing a comprehensive proposal to increase our housing stock and will shortly be introducing ordinances on that.

As part of our effort to ease the housing burden, several months ago we introduced a comprehensive inclusionary zoning ordinance. That ordinance requires that for new rental units being built in the city a minimum of 10% of the units be affordable. While we continue to welcome new growth and new development, the sad truth is that some developers are not doing their fair share to provide affordable housing so that more of our existing residents can afford to stay in their homes.

That ordinance was sent to City Council committee. There were a number of excellent comments, suggestions, and ideas from City Councilors and from the public. What emerged is a better ordinance which is attached.

Attached, please find the final amended version of the proposed Inclusionary Zoning ordinance that incorporates all the changes that arose from the initial City Council meeting and subsequent Administration & Finance Committee meetings.

To facilitate your review, please see below a summary of the changes from the initial ordinance filed and this amended ordinance.

Insertion of a Non-Applicability section. To facilitate compliance with new MBTA zoning, it is a state requirement to exclude zones which currently allow multi-family housing as-of-right from any inclusionary zoning ordinance. Specifically, these are downtown 40R and some Waterfront districts (see specific language recommended by City Solicitor).

Addition of a Homeownership Density Bonus. In recent years, the city has almost inclusively seen housing development in the form of multi-family rental projects. Based on input from committee members, Density Bonus language was added specifically to ownership units in an effort to incentivize the production of condominiums and offer increased first-time homebuyer opportunities. The density bonus now proposed will feature two market-rate units additional per each affordable homeownership unit provided.

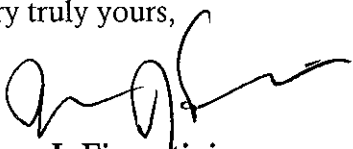
Removal of option for provision of affordable units at a City Council approved off-site location. Concerns regarding fair housing arose in connection with this option. As a result, the proposed zoning requires the provision of affordable units to be either constructed on the same site as the proposed development project or provided via the payment in-lieu option.

Finalize Payment in-lieu. Discussion regarding the Cash Payment option was a focal point of the committee meetings. While Inclusionary Zoning is intended to produce affordable units, the Cash Payment option can be used to ultimately achieve the same goal. The proposed Cash Payment option is based on the most popular methodology (the affordability gap approach – the difference between the market rate price and the affordable price). Typically, this gap is \$100,000 - \$150,000. Based on Haverhill market data, we recently found the gap to be \$158,000. The Housing Task Force's Cash Payment recommendation is \$50,000 per unit for both rental and ownership units that is intended to approximate 50% or less of the affordability gap. However, we leave the final determination of the cash payment to the City Council.

I support the Housing Task Force recommendation as we recognize that the proposed zoning is intended to be as straightforward as possible.

I appreciate the input, patience, and diligence of members throughout this iterative process.

I strongly recommend approval of this inclusionary zoning ordinance as one step of many that we need to take to give relief to our residents in this housing crisis.

Very truly yours,

James J. Fiorentini
Mayor

JJF/lyf



DOCUMENT

CITY OF HAVERHILL

In Municipal Council

8.2.1

MUNICIPAL ORDINANCE

CHAPTER 255

AN ORDINANCE RELATING TO INCLUSIONARY ZONING

IT IS ORDAINED by the City Council of the City of Haverhill that Chapter 255 of the Code of the City of Haverhill, as amended, being and is hereby further amended by inserting 8.3 entitled Inclusionary Zoning as follows:

A True Record, Attest:

Date Approved

Kaitlin M. Wright, City Clerk

James J. Fiorentini, Mayor

An Ordinance Relating to Zoning

BE IT ORDAINED by the City Council of the City of Haverhill that the code of the City of Haverhill, Chapter 255 be and is hereby further amended as follows:

8.3 INCLUSIONARY ZONING

8.3.1 Purpose. In order to meet the needs of the community for housing serving households of all incomes, any multifamily residential development requiring a special permit from the City Council with ten (10) or more dwelling units is required to make available 10% or more of the units for low and/or moderate income households, or make a cash contribution to the designated housing entity as described herein.

8.3.1.5 Non-Applicability. The provisions of this Section shall not be applicable in the following zoning districts:

- Downtown Smart Growth (40R) Overlay District (DSGOD, §9.8) a.k.a Waterfront District A (WD-A, §9.3.4);
- Merrimack Street Gateway Renaissance Overlay District (MSGROD, §9.5) a.k.a Waterfront District B (WD-B, §9.3.4);
- Waterfront District C (WD-C, §9.3.4); and
- Waterfront District E (WD-W, §9.3.4)

Provided said zones are included in the City's approved MBTA Community zoning district pursuant to G.L. c. 40A, §3A.

8.3.2 Applicability to Multifamily Dwelling Units. Prior to favorable action on an application for a special permit to construct multifamily dwelling units, the following requirements must be met:

1. All new multifamily housing and mixed use developments with ten (10) or more residential dwelling units are required to provide 10% of their units for occupancy by low and/or moderate income households.

- a. **Fractional Share.** In determining the number of low and moderate income units to be provided, a fractional share of 0.5 or more shall be regarded as a whole unit and a fractional share of 0.4 or less shall require no contribution to satisfy the fractional share.

2. This Section does not apply to the rehabilitation of any building or structure, all of or substantially all of which is destroyed or damaged by fire or other casualty or a natural disaster; provided, however, no rehabilitation nor repair **shall result in net increase in the density, bulk or size of any such building or structure which previously existed prior to the damage or destruction thereof except in conformance with this Section.**
3. This Section shall not apply to the proposed rehabilitation or replacement of any housing units in existence at the time of adoption of this Section and shall only apply to net new units that increase the density of such existing buildings or structures.
4. Projects and developments shall not be segmented or phased in a manner to avoid compliance with the provisions of this Section. These provisions apply to the creation of units over a five-year period.
5. **Avoidance by Phasing.** A development shall not be phased or segmented in a manner to avoid compliance with this Section.
6. **Avoidance by Segmentation.** The Special Permitting Granting Authority shall not approve any Inclusionary Development Project that results in ten or more dwelling units if the land or parcels of land were held in common ownership (including ownership by related or jointly controlled persons or entities) and were subdivided or otherwise modified within the previous five years to avoid compliance without complying with this section.
7. **Enforceability.** This Section shall also be enforceable against purchasers of land previously held in common ownership with land that received, after the date of adoption of this Section, approvals or permits for development, to the effect that units developed under such previous development shall be counted toward the calculation of number of units under this Section.

8.3.3 Special Permit. An Inclusionary Development, as defined herein this Ordinance, shall require a special permit.

1. Special Permit Granting Authority. The special permit granting authority (SPGA) for an Inclusionary Development shall be the City Council.

2. Required Findings. A special permit may be granted only if the SPGA finds the proposal complies with the requirements of this Section; and provided that the proposal complies with other applicable provisions of this Ordinance.

8.3.4 Provision of Affordable Units. The requirement of low and moderate income housing units may be met in one of the following ways. The developer as part of his/her special permit application shall include a proposal to address this requirement. The City Council shall make the final determination of which method is appropriate.

1. The low and moderate income housing units will be constructed on the same site as other units and indistinguishably interspersed throughout the project (except as provided for below). In all cases, the low and moderate income housing units to be provided shall be equal in quality, materials and character to the base level market rate units in development if a homeownership project, and indistinguishable if a rental project. If the project is built in phases, a proportionate share of low and moderate income units shall be built in each phase.

2. The SPGA may grant a Special Permit to provide affordable housing through a cash payment to the Haverhill Affordable Residence Trust or Designated Housing Entity, in lieu of providing one or more of the affordable units required under this Section. Calculation of payment in lieu of provision of affordable units shall follow the methodology below:

a. Payment-in-lieu of provision of affordable units is **FOR DISCUSSION: \$20,000 to \$50,000 per unit** and is intended to approximate 50% of the difference between the average (mean) price of qualified market sales of condominium units in the City of Haverhill for the prior twelve months and the maximum purchase price of an affordable unit as defined by DHCD.

b. Annually, the City Council upon recommendation from the Planning Board may by majority vote modify the per unit fee to reflect current market conditions, following a duly noticed public hearing and consultation with the Haverhill Affordable Residence Trust or Designated Housing Entity. Fee schedule shall be kept on file in the Planning Office.

c. A combination of construction of dwelling units and payment -in -lieu -of -units may be combined by the Applicant to meet a single project's requirement if granted approval by the SPGA.

d. Payment in Lieu shall follow the processes below:

- i. Timing of payment. Payment(s) shall be received by the Haverhill Affordable Residence Trust or Designated Housing Entity concurrently with the development of the market rate units prior to issuance of the Building Permit;
- ii. Use of Cash Payment in Lieu. Cash payments made to Haverhill Affordable Residence Trust or Designated Housing Entity in accordance with this Section shall be used exclusively for the purpose of promoting the City's affordable housing goals; and
- iii. Designated Housing Entity. If the Haverhill Affordable Residence Trust or its successor organization has been dissolved or is otherwise no longer in existence as of the time any application has been submitted, then cash payments received under the provisions of this Section shall be paid into a Designated Housing Entity, to be established by the City.

8.3.5 Density Bonus. To facilitate the objectives of this Section, the following modification to the dimensional requirements in any zoning district may be authorized by special permit by the **Special Permit Granting Authority** for a development of ten or more units that provides affordable units **on-site** in accordance with Section 8.3.2 and 8.3.4 above.

1. For every affordable rental unit provided in accordance with Section 8.3.2, above, the developer may build one additional unit in the development, regardless of the minimum lot area required for the additional unit or units. For every affordable ownership unit provided in accordance with Section 8.3.2, above, the developer may build two additional units in the development, regardless of the minimum lot area required for the additional unit or units. Except for the resulting reduction in the minimum lot area, all other dimensional and density regulations shall apply to the development.

2. The total number of additional units (bonus units) must not exceed 25% of the number of units otherwise permissible on the lot under lot area per dwelling unit requirements.

3. No density bonus shall be granted when the requirements of this Section are met with cash payment pursuant to Section 8.3.4(2).

8.3.6 Household Eligibility. An Inclusionary Development shall comply with the following regulations:

- 1. Rental.** For Inclusionary Developments with rental Affordable Housing Units, all required Affordable Housing Units shall be reserved for households earning not more than 80% AMI (area median income of the Lawrence, MA-NH HUD Metro FMR Area published annually by the U.S. Department of Housing and Urban Development [HUD]);
- 2. Homeownership.** For Inclusionary Developments with homeownership Affordable Housing Units, all required Affordable Housing Units shall be reserved for households earning not more than 80% AMI (area median income of the Lawrence, MA-NH HUD Metro FMR Area published annually by the U.S. Department of Housing and Urban Development [HUD]); and
- 3. Local Preference.** To the maximum extent permitted by law, including the regulations of HUD and/or the MA Department of Housing and Community Development (DHCD) or any successor agency, any special permit granted hereunder shall include a condition that a preference for Haverhill residents shall be included as part of any lottery and marketing plan for the Affordable Housing Units.

8.3.7 Standards for Construction and Occupancy of Affordable Units.

The following criteria shall apply:

- 1. Siting of affordable units.** All affordable units constructed or rehabilitated under this Section shall be situated within the development so as not to be in less desirable locations than market-rate units in the development and shall, on average, be no less accessible to public amenities, such as open space, than the market-rate units.
- 2. Minimum design and construction standards for affordable units.** Affordable housing units shall be integrated with the rest of the development and shall be compatible in design, appearance, construction, and quality of materials with other units. Interior features and mechanical systems of affordable units shall conform to the same specifications as apply to market-rate units.
- 3. Timing of construction or provision of affordable units or lots.** Where feasible, affordable housing units shall be provided coincident to the development of market-rate units.
- 4. Occupancy.** Affordable units shall serve eligible households of diverse sizes based on the number of bedrooms in each affordable unit.
 - a. The number of persons occupying the affordable units shall be consistent with the state sanitary code and the applicable state and federal guidelines.

- b. The rental or ownership of affordable units shall mirror the project as a whole. For example, affordable units should be sold, not rented, where a majority of units will be offered for sale.

5. Lottery or Tenant Selection Agent. The applicant for an Inclusionary Development Project shall engage a DHCD and City of Haverhill Office of Economic Development and Planning-approved lottery agent for homeownership units who shall ensure affirmative marketing and compliance with income requirements as well as DHCD requirements for maximum housing purchase price for affordable housing units. If the affordable units will be rental units, the applicant shall engage an approved lottery agent qualified to prepare and implement a tenant selection plan consistent with these standards. For certain state and federally funded projects more restrictive requirements may supersede state requirements.

8.3.8 Affordability Standards. The maximum housing purchase price or rent for affordable housing units shall be consistent with the affordability guidelines established by the DHCD Local Initiative Program or as required by other state or federal programs. If multiple funding sources are used, the units must still be eligible for inclusion on DHCD's Subsidized Housing Inventory (SHI). As a condition for the granting of the special permit for an Inclusionary Development Project, all affordable housing units shall be subject to an Affordable Deed Restriction and Regulatory Agreement in a form as described below.

8.3.9 Preservation of Affordability; Restrictions on Resale. Each homeownership affordable housing unit created in accordance with this ordinance shall have limitations governing its resale through the use of a regulatory agreement. The purpose of these limitations is to preserve the long-term affordability of the unit and to ensure its continued availability for affordable income households. The resale controls shall be established through a restriction on the property and shall be in force for **perpetuity**.

- 1. Resale price.** Sales beyond the initial sale to a qualified affordable income purchaser shall comply with the requirements of the DHCD Local Initiative Program (LIP).
- 2. Right of first refusal to purchase.** The purchaser of an affordable housing unit developed as a result of this article shall agree to execute a condition in its deed restriction to be approved by the City and DHCD, granting, among other things, the municipality's and DHCD's right of first refusal to purchase the property in the event that a subsequent qualified purchaser cannot be located.
- 3. Affordable Deed Restriction.** The SPGA shall require, as a condition for special permit under this Section, that the applicant comply with the mandatory set-asides and accompanying restrictions on affordability, including the execution of an Affordable Deed Restriction in a form consistent with LIP or any other applicable guidelines issued by DHCD, and that ensures affordable units can be counted toward Haverhill's Subsidized Housing Inventory (SHI). The Building Commissioner shall not issue a Certificate of Occupancy permit for any affordable unit without evidence of the recording of the Affordable Deed Restriction.

4. Regulatory Agreement. The applicant shall use the DHCD Local Initiative Program Regulatory Agreement for all Inclusionary Development Projects. No building permit shall be issued until an approved regulatory agreement is recorded at the Registry of Deeds and the Building Commissioner is notified by the Director of the Office of Economic Development and Planning or his/her representative that the project is progressing in a satisfactory manner in fulfilling its affordable housing requirement.

8.3.10 Administration. Applicants creating new affordable units under this Section are required to select qualified homebuyers or renters via lottery or a tenant selection plan under an Affirmative Fair Housing Marketing Plan prepared and submitted by the applicant and approved by the **Haverhill Affordable Residence Trust or Designated Housing Entity** and DHCD. The marketing plan shall comply with federal and state fair housing laws and guidelines in effect on the date of filing of the special permit or other permit application(s) with the **City of Haverhill**. The plan must describe the household selection process, set forth a plan for affirmative fair marketing to protected groups underrepresented in the municipality, describe outreach efforts and include provisions for a lottery. No building permit for an Inclusionary Development Project shall be issued unless the Director of the Office of Economic Development and Planning has determined that the applicant's affirmative marketing plan satisfies these requirements. The affirmative marketing costs for the affordable housing units shall be the responsibility of the applicant.

1. Preparation of Lottery or Tenant Selection Plan. The applicant is responsible for the application process and lottery or tenant selection plan to establish buyers or tenants for the affordable housing units. The affordable housing lottery or tenant selection plan shall take place prior to the Building Commissioner issuing Certificates of Occupancy for the affordable housing units.

2. Submittal to DHCD. The applicant shall provide the City with required information to submit application to DHCD for inclusion of the Affordable Housing Units on the City's Subsidized Housing Inventory before the issuance of the Certificates of Occupancy for the Affordable Housing Units.

3. Local Action Units. The Affordable Housing Units shall qualify as local action units in compliance with the provisions of 760 CMR for inclusion on the Subsidized Housing Inventory (SHI) or any successor inventory. Failure to gain approval to maintain compliance with the criteria for inclusion on the SHI, or removal of an Affordable Housing Unit from the SHI for any reason, shall be deemed to be noncompliance with this Ordinance.

8.3.11 Compliance and Monitoring.

- 1. Rental.** Developers/owners of Inclusionary Development Projects with rental Affordable Housing Units shall be required to submit to the **City of Haverhill** an annual statement of rent level, rental income, verification of tenant income, and any other information necessary to confirm compliance with the requirements of this Ordinance.
- 2. Homeownership.** If the owner shall desire to sell, dispose of, or otherwise convey a homeownership Affordable Housing Unit, the owner shall notify the **City of Haverhill** prior to listing the property for-sale to ensure compliance with the requirements of this Ordinance.
- 3. Rules and Regulations.** The City of Haverhill shall have the authority to develop rules and regulations appropriate to and consistent with the compliance and monitoring provisions of this Ordinance.

8.3.12 Outside Consultants. The SPGA may hire and employ an outside consultant to assist the SPGA in its review of the application, any study and supporting documentation submitted in conjunction with a petition for a special permit, including conducting a peer review and analysis of any study or documentation, and the fees for the employment of said consultant shall be reasonable and paid to the City by the petitioner or applicant in advance of the consultant services being performed, and in accordance with G.L. c. 44, Section 53G.

8.3.13 Conflict with Other Ordinances. The provisions of this Section shall be considered supplemental of existing zoning ordinances. To the extent that a conflict exists between this Section and others, the more restrictive ordinance, or provisions therein, shall apply.

ADD TO SECTION 11.0:

INCLUSIONSARY ZONING: The following definitions shall apply for the purposes of Section 8.3:

AFFORDABLE HOUSING RESTRICTION: A right, either in perpetuity or for the longest period permitted by law, whether or not stated in the form of a restriction, easement, covenant or condition in any deed, mortgage, will, agreement, or other instrument executed by or on behalf of the owner of the land appropriate to (a) limiting the use of all or part of the land to occupancy by persons, or families of low-to-moderate income in either rental housing or other housing, (b) restricting the resale price of all or part of the property in order to assure its affordability by future low-to-moderate income purchasers or (c) in any way limiting or restricting the use of enjoyment of all or any portion of the land for the purpose of encouraging or assuring creation or retention of rental and other housing for occupancy by low-to-moderate income persons and families.

AFFORDABLE HOUSING UNIT (or AFFORDABLE UNIT): Any residential dwelling unit constructed as part of an Inclusionary Development Project (a) for which the rent, including utilities, or monthly mortgage payment, including insurance, taxes and fees, does not exceed *30% of gross household income* (the maximum allowable percentage of household's income), (b) is affordable to and occupied by a low-to-moderate income household, and (c) meets the requirements of this article and the Local Initiative Program (LIP) for the inclusion in the Chapter 40B Subsidized Housing Inventory (SHI).

AREA MEDIAN INCOME (AMI): The median family income, adjusted for household size, for the metropolitan area that includes the **City of Haverhill**, as determined annually by the U.S. Department of Housing and Urban Development (HUD).

CHAPTER 40B SUBSIDIZED HOUSING INVENTORY: The official listing of low-to-moderate income housing in the **City of Haverhill**, as determined by the Department of Housing and Community Development (DHCD) under G.L. c. 40B, §§ 20—23.

INCLUSIONARY DEVELOPMENT PROJECT: Any multifamily housing or mixed use development containing ten or more new residential dwelling units. An Inclusionary Development Project shall include projects that are incrementally divided or phased within a five-year period.

LOCAL INITIATIVE PROGRAM: A program administered by the Massachusetts Department of Housing and Community Development (DHCD) pursuant to 760 CMR 45.00 (760 CMR 56) to develop and implement local initiatives that produce affordable housing for low-to-moderate income households.

LOW-TO-MODERATE INCOME HOUSEHOLD: A household whose income is at or below 80 percent of the Lawrence Metropolitan Area Median Income (AMI) as defined by the U.S. Department of Housing and Urban Development (HUD), adjusted for household size.

MARKET-RATE HOUSING: Residential dwelling units for which prices are captured based on market conditions, without rent or income restrictions. In a development with affordable housing, market-rate housing means all units other than the affordable housing units as defined in this section.

MAXIMUM AFFORDABLE PURCHASE PRICE OR RENT: A maximum purchase price or monthly rent that complies with the regulations and guidelines of the Local Initiative Program as published by the Department of Housing and Community Development (DHCD) pursuant to 760 CMR 56 and G.L. c. 40B guidance, other subsidized funding programs whose regulations are consistent with state guidelines, or where no such regulations or guidelines exist, the regulations of the **Haverhill Affordable Residence Trust or Designated Housing Entity**.

SEGMENTED: A Inclusionary Development Project that has incrementally divided or phased one or more large tract(s), parcel(s), division(s) of land or project(s) linked in common ownership, control or purpose for which special permits are sought within a five-year period so as to appear unrelated, but such that the division(s) would cumulatively result in ten or more dwelling units. The Special Permit Granting Authority shall determine if there is any shared impact amongst any segmented component(s) or if one or more component(s) relate to other identifiable phases. Segmented components need not be contiguous to relate to a larger, discernable plan or project.

SPECIAL PERMIT GRANTING AUTHORITY: The **City Council** shall be the Special Permit Granting Authority (SPGA) for an inclusionary zoning special permit.



Haverhill

Engineering Department, Room 300
Tel: 978-374-2335 Fax: 978-373-8475
John H. Pettis III, P.E. - City Engineer
JPettis@CityOfHaverhill.com

8.31

August 3, 2023

**MEMO TO: CITY COUNCIL PRESIDENT TIMOTHY J. JORDAN AND
MEMBERS OF THE CITY COUNCIL**

**Subject: Road Opening, 11 High Street and 108 South Prospect Street,
EROM-23-12 and EROM-23-13**

As the subject streets were paved within the last 5 years, Council approval is required to open the roadways for utilities work associated with service replacement including testing station and a leak repair. I am supportive of this request, and the Engineering Office will require proper trench compaction and either infrared treatment or repaving over the limits of new trenching.

Please contact me if you have any questions.

Sincerely,

John H. Pettis III, P.E.
City Engineer

C: Mayor Fiorentini, Ward, Cox

Hearing Argued 8/2023

FIORIELLO & MIGLIORI
ATTORNEYS AT LAW

73

KAREN L. FIORELLO
(Retired)

MICHAEL J. MIGLIORI
mmigliori@fimilaw.com

23-4

280 Merrimack Street
Suite B
Methuen, Massachusetts 01844
FAX 978-849-5191

1011

June 26, 2023

Timothy J. Jordan, President
Haverhill City Council
City Hall
4 Summer Street
Haverhill, MA 01830

Re: Special Permit

Owner/Applicant: TOPNOTCH HOMES, LLC
66 Riverdale Avenue, Haverhill MA
Parcel ID: 745-1-17 Lot 2

Dear President Jordan:

Please be advised this office represents TOPNOTCH HOMES, LLC regarding the property located at 66 Riverdale Avenue and being shown on Haverhill Assessor's Map 745 Block 1 Lot 17 (Lot 2 on submitted plans).

Lot 2 consists of 37,103 square feet of land.

TOPNOTCH HOMES, LLC is requesting a Special Permit from the City of Haverhill to construct a three-family residential building. The Haverhill Zoning Ordinance Chapter 255 Section 80 requires a Special Permit in light of the three-family use.

The property is shown in Haverhill Assessor's Map 745 Block 1 Lot 17 (Lot 2 on submitted plans) and is located in the "RH" Zoning District.

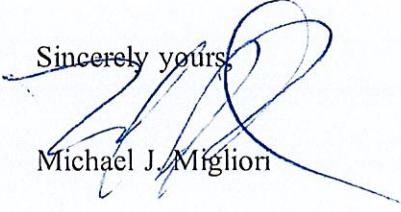
The property meets all of the dimensional and use criteria as set out in the Haverhill Zoning Ordinance and requires no waivers or variances.

Kindly schedule a hearing to be held before the City Council. I have enclosed the appropriate plans, reports and fees in connection with the requested Special Permit.

The applicant further agrees to waive the statutory requirement for Haverhill City Council to hold a hearing on the matter within sixty-five (65) days.

Should you have any questions or need any additional information, please don't hesitate to contact me.

Sincerely yours,


Michael J. Miglioni

MJM/dma

Enc.

c.c.: Shane Wakeen
William Pillsbury, Economic Development Office

IN CITY COUNCIL: July 11 2023

VOTED: ~~that~~ HEARING BE HELD

AUGUST 8 2023

Attest:

City Clerk

1011

City Council Special Permit · Add to a project



Expiration Date

Active



CCSP-23-4



Details

Submitted on Jun 26, 2023 at 8:08 am



Attachments

12 files



Activity Feed

Latest activity on Jul 20, 2023



Applicant

michael miglioni

0



Location

66 RIVERDALE AVE, Bradford, MA 01835



Timeline

Add New ▾

Special Permit Filing Fee

Paid Jun 26, 2023 at 8:09 am

Planning Director Review

Completed Jun 28, 2023 at 9:57 am

Police Department Review

Completed Jun 28, 2023 at 12:04 pm

School Department Review

Completed Jun 28, 2023 at 2:12 pm

City Clerk Review - Hearing Dates Set

Completed Jun 28, 2023 at 2:26 pm

Fire1 Department Review

Completed Jun 28, 2023 at 2:58 pm

Fire2 Department Review

Skipped Jun 28, 2023 at 2:59 pm

Assessor for Abutter's List

Completed Jun 28, 2023 at 3:09 pm

**Conservation Department Review**

Completed Jun 29, 2023 at 1:22 pm

**Storm Water Review**

Completed Jun 29, 2023 at 1:24 pm

**City Council Clerk Notified**

Completed Jun 30, 2023 at 10:08 am

**Building Inspector Approval for Agenda**

Completed Jul 3, 2023 at 1:32 pm

**Health Department Review**

Completed Jul 10, 2023 at 9:33 am

**First Ad Placement**

Completed Jul 13, 2023 at 1:12 pm

**Second Ad Placement**

Completed Jul 13, 2023 at 1:12 pm

**Placed on Agenda**

Completed Jul 13, 2023 at 1:13 pm

**DPW Review**

In Progress

**Engineering Department Review**

In Progress

**Water/Wastewater Review**

In Progress

**Water Supply Review**

In Progress

**Abutter Notification**

Review

**City Councilor A Review**

Review

**City Councilor B Review**

Review

**City Councilor C Review**

Review



City Councilor D Review

Review

**City Councilor E Review**

Review

**City Councilor F Review**

Review

**City Councilor G Review**

Review

**City Councilor H Review**

Review

**City Councilor I Review**

Review

**City Council Meeting**

Review

**Meeting Minutes & Decision Filed w/City Clerk**

Review

**Planning Director Review****● Complete ▾**

Complete

Assignee

William Pillsbury

Due date

 None**William Pillsbury**

Remove Comment • Jun 28, 2023 at 9:57 am

ok for agenda

**William Pillsbury**

Remove Comment • Aug 3, 2023 at 8:41 am

I recommend approval of the special permit with the addition of any comments /letters from the city departments added to the approval if granted.

This step was assigned to William Pillsbury - Jun 26, 2023 at 8:09 am
William Pillsbury approved this step - Jun 28, 2023 at 9:57 am

City Council Special Permit · Add to a project

 **Expiration Date**

Active



CCSP-23-4



Details

Submitted on Jun 26, 2023 at 8:08 am



Attachments

10 files



Activity Feed

Latest activity on Jul 3, 2023



Applicant

michael miglioni

 0



Location

66 RIVERDALE AVE, Bradford, MA 01835



Timeline

Add New ▾

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In Progress

**Health Department Review**

In Progress

**Water/Wastewater Review**

In Progress

**Water Supply Review**

In Progress

**First Ad Placement**

Review

**Placed on Agenda**

Review

**Abutter Notification**

Review

**Second Ad Placement**

Review

**City Councilor A Review**

Review

**City Councilor B Review**

Review

**City Councilor C Review**

Review





City of Haverhill, MA

07/07/2023

CCSP-23-4

City Council Special Permit

Status: Active**Date Created:** Jun 26, 2023**Applicant**

michael miglioni
mmiglioni@fimilaw.com
280 Merrimack Street
Methuen, MA 01844
978-884-6431

Primary Location

66 RIVERDALE AVE
Bradford, MA 01835

Owner:

TOPNOTCH HOMES, LLC
436 HOWE ST METHUEN, MA 01844

Important: Please Read Before Starting Your Application**Applicant Information****What is Your Role in This Process?**

Attorney/Agent

Applicant Business/Firm Phone

9788846431

Applicant Business/Firm City

Methuen

Applicant Business/Firm Zip

01844

Client Business Name

TOPNOTCH HOMES, LLC

Client Email

shane@topnotch-homes.com

Client City

Methuen

Client Zip

01844

Client Business Structure

Limited Liability Corporation (LLC)

Applicant Business/Firm Name

Fiorello & Miglioni

Applicant Business/Firm Address

280 Merrimack Street

Applicant Business/Firm State

MA

Client Name

TOPNOTCH HOMES, LLC

Client Phone

9783617084

Client Address

436 Howe Street

Client State

MA

Client County

Essex

Property Information**Proposed Housing Plan Name**

na

How Long Owned by Current Owner?

7 months

Lot Dimension(s)

109x564x109x358

Proposed Street Name(s)

na

Type of Dwelling(s) Planned in Project

Multi-Family

Registry Plat Number, Block & Lot

745-1-17

Zoning District Where Property Located

RH - Residential High Density

--

Deed Recorded in Essex South Registry: Block Number

41297

Deed Recorded in Essex South Registry: Page

525

Does the Property Have Multiple Lots?

No

Thoroughly Describe the Reason(s) for thre Special Permit

A three family home in the RH Zone requires a Special Permit from the City Council.

Property Description

Lot 2 contains 37,103 square feet.

Current Property Use

Vacant

TOTAL Number of Units Planned

3

TOTAL Number of Parking Spaces Planned

6

Special Circumstances

Building Coverage

☐

Dimensional Variance

☐

Front Yard Setback

☐

Side Yard Setback

☐

Rear Yard Setback

☐

Lot Frontage

☐

Lot Depth

☐

Lot Area

☐

Building Height

☐

Floor Area Ratio

☐

Open Space

☐

Parking

☐

Sign Size

☐

Use

☐

Other

☐

Hearing Waiver

Agrees

Yes

Agreement & Signature

Agrees

☒

PLEASE READ

Office Use Only**City Council Decision**

--

City Council Hearing Date

--

Reason for Council's Decision

--

City Council Members Absent

--

City Council Members Present

--

Continuance Meeting Date

--

Also Present

--

City Councilor Who Seconded Motion

--

City Councilor Who Made Motion

--

City Councilors Who Voted Against

--

City Councilors Who Abstained

--

Continuance Motion Decision

--

Who Submitted Continuance Request?

--

City Councilors Who Voted in Favor

--

Number of 12"x18" Mylar Copies

--

Appeal Expiration Date

--

Number of 24"x36" Mylar Copies

--

Number of 18"x24" Mylar Copies

--

Attachments

Deed In.pdf

Uploaded by michael migliori on Jun 26, 2023 at 8:05 am



Transmittal to Council Topnotch Lot 2.pdf

Uploaded by michael migliori on Jun 26, 2023 at 8:05 am



Recorded ANR Plan.pdf

Uploaded by michael migliori on Jun 27, 2023 at 8:36 am



22-10405 - SP Plan Set.pdf

Uploaded by michael migliori on Jun 26, 2023 at 8:06 am



Transmittal to Council Topnotch Lot 2.pdf

Uploaded by michael migliori on Jun 26, 2023 at 8:06 am



Transmittal to Council Topnotch Lot 2.pdf

Uploaded by michael migliori on Jun 26, 2023 at 8:06 am



Assessor Card.pdf

Uploaded by michael migliori on Jun 26, 2023 at 8:06 am



22-10405 - Def Sub Concept.pdf

Uploaded by michael migliori on Jun 26, 2023 at 8:06 am



Abutters 66 Riverdale Ave 745.1.17.xlsx

Uploaded by Christine Webb on Jun 28, 2023 at 3:07 pm



Mailing Labels 66 Riverdale Ave 745.1.17.pdf

Uploaded by Christine Webb on Jun 28, 2023 at 3:08 pm

History**Date****Activity**

Jun 26, 2023 at 7:54 am

michael migliori started a draft of Record CCSP-23-4

City Councilor D Review

Review

**City Councilor E Review**

Review

**City Councilor F Review**

Review

**City Councilor G Review**

Review

**City Councilor H Review**

Review

**City Councilor I Review**

Review

**City Council Meeting**

Review

**Meeting Minutes & Decision Filed w/City Clerk**

Review

**michael migliori**[View Profile](#)**Email Address**

mmigliori@fimilaw.com (mailto:mmigliori@fimilaw.com)

Phone Number

978-884-6431

Address

280 Merrimack Street, Methuen, MA 01844

Guests

Other users that have the ability to add attachments, request inspections, and pay fees on this record.

Guest's Email

Grant Access

No guests with access to this record yet



City of Haverhill, MA

Jul 7, 2023

CCSP-23-4

Fire1 Department Review

City Council Special Permit

Status: Complete**Became Active:** Jun 28, 2023**Assignee:** Eric Tarpy**Completed:** Jun 28, 2023

Applicant

michael miglioni
mmiglioni@fimilaw.com
280 Merrimack Street
Methuen, MA 01844
978-884-6431

Primary Location

66 RIVERDALE AVE
Bradford, MA 01835

Owner:

TOPNOTCH HOMES, LLC
436 HOWE ST METHUEN, MA 01844

Comments

Eric Tarpy, Jun 28, 2023

The installation of a fire alarm system shall be compliant to applicable MSBC 780 CMR 1, NFPA 1 2021 ED, 9th edition for 1 & 2 Residential Dwellings, MGL, City of Haverhill ordinances including City of Haverhill Subdivision Rules and Regulations and fire prevention regulations that are required with this project.

Required permitting of fire protection systems should not hold up foundation permit, however Contractor information will be required. Contractors hired to install fire protection systems shall be required to obtain permit approval before any building permit will be issued.

Failure to abide by the permitting process as required by the 9th edition of the MSBC, 780 CMR 51.R106.3.3.4 shall cause a delay in acquiring the final occupancy certificate

A compliant NFPA 13 fire suppression system will be required with this project



City of Haverhill, MA

Jul 7, 2023

CCSP-23-4

School Department Review

City Council Special Permit

Status: Complete**Became Active:** Jun 28, 2023**Assignee:** Mike Pfifferling**Completed:** Jun 28, 2023

Applicant

michael miglioni
mmiglioni@fimilaw.com
280 Merrimack Street
Methuen, MA 01844
978-884-6431

Primary Location

66 RIVERDALE AVE
Bradford, MA 01835

Owner:

TOPNOTCH HOMES, LLC
436 HOWE ST METHUEN, MA 01844

Comments

Mike Pfifferling, Jun 28, 2023

The School Department has received this notification and has no opinion on the application.

Date	Activity
Jun 26, 2023 at 8:06 am	michael migliori added attachment Assessor Card.pdf to Record CCSP-23-4
Jun 26, 2023 at 8:06 am	michael migliori added attachment 22-10405 - Def Sub Concept.pdf to Record CCSP-23-4
Jun 26, 2023 at 8:08 am	michael migliori submitted Record CCSP-23-4
Jun 26, 2023 at 8:09 am	completed payment step Special Permit Filing Fee on Record CCSP-23-4
Jun 26, 2023 at 8:09 am	approval step Planning Director Review was assigned to William Pillsbury on Record CCSP-23-4
Jun 28, 2023 at 9:57 am	William Pillsbury approved approval step Planning Director Review on Record CCSP-23-4
Jun 28, 2023 at 9:57 am	approval step Assessor for Abutter's List was assigned to Christine Webb on Record CCSP-23-4
Jun 28, 2023 at 9:57 am	approval step Conservation Department Review was assigned to Robert Moore on Record CCSP-23-4
Jun 28, 2023 at 9:57 am	approval step Engineering Department Review was assigned to John Pettis on Record CCSP-23-4
Jun 28, 2023 at 9:57 am	approval step Water/Wastewater Review was assigned to Robert Ward on Record CCSP-23-4
Jun 28, 2023 at 9:57 am	approval step Health Department Review was assigned to Bonnie Dufresne on Record CCSP-23-4
Jun 28, 2023 at 9:57 am	approval step Fire1 Department Review was assigned to Eric Tarpy on Record CCSP-23-4
Jun 28, 2023 at 9:57 am	approval step Fire2 Department Review was assigned to Michael Picard on Record CCSP-23-4
Jun 28, 2023 at 9:57 am	approval step Police Department Review was assigned to Kevin Lynch on Record CCSP-23-4
Jun 28, 2023 at 9:57 am	approval step Storm Water Review was assigned to Robert Moore on Record CCSP-23-4
Jun 28, 2023 at 9:57 am	approval step City Clerk Review - Hearing Dates Set was assigned to Maria Bevilacqua on Record CCSP-23-4
Jun 28, 2023 at 9:57 am	approval step DPW Review was assigned to Robert Ward on Record CCSP-23-4
Jun 28, 2023 at 9:57 am	approval step School Department Review was assigned to Mike Pfifferling on Record CCSP-23-4
Jun 28, 2023 at 9:57 am	approval step Building Inspector Approval for Agenda was assigned to Tom Bridgewater on Record CCSP-23-4
Jun 28, 2023 at 9:57 am	approval step Water Supply Review was assigned to Robert Ward on Record CCSP-23-4
Jun 28, 2023 at 9:57 am	approval step City Council Clerk Notified was assigned to Laurie Brown on Record CCSP-23-4
Jun 28, 2023 at 12:04 pm	Kevin Lynch approved approval step Police Department Review on Record CCSP-23-4
Jun 28, 2023 at 2:12 pm	Mike Pfifferling approved approval step School Department Review on Record CCSP-23-4
Jun 28, 2023 at 2:26 pm	Kaitlin Wright assigned approval step City Clerk Review - Hearing Dates Set to Kaitlin Wright on Record CCSP-23-4
Jun 28, 2023 at 2:26 pm	Kaitlin Wright approved approval step City Clerk Review - Hearing Dates Set on Record CCSP-23-4
Jun 28, 2023 at 2:58 pm	Eric Tarpy approved approval step Fire1 Department Review on Record CCSP-23-4
Jun 28, 2023 at 2:59 pm	Eric Tarpy waived approval step Fire2 Department Review on Record CCSP-23-4
Jun 28, 2023 at 3:07 pm	Christine Webb added attachment Abutters 66 Riverdale Ave 745.1.17.xlsx to Record CCSP-23-4
Jun 28, 2023 at 3:08 pm	Christine Webb added attachment Mailing Labels 66 Riverdale Ave 745.1.17.pdf to Record CCSP-23-4
Jun 28, 2023 at 3:09 pm	Christine Webb approved approval step Assessor for Abutter's List on Record CCSP-23-4
Jun 28, 2023 at 3:44 pm	Bonnie Dufresne assigned approval step Health Department Review to Mark Tolman on Record CCSP-23-4
Jun 29, 2023 at 1:22 pm	Robert Moore approved approval step Conservation Department Review on Record CCSP-23-4
Jun 29, 2023 at 1:24 pm	Robert Moore approved approval step Storm Water Review on Record CCSP-23-4
Jun 30, 2023 at 10:08 am	Laurie Brown approved approval step City Council Clerk Notified on Record CCSP-23-4
Jul 3, 2023 at 1:32 pm	Tom Bridgewater approved approval step Building Inspector Approval for Agenda on Record CCSP-23-4

Timeline

Label	Status	Activated	Completed	Assignee	Due Date
 Special Permit Filing Fee	Paid	Jun 26, 2023 at 8:08 am	Jun 26, 2023 at 8:09 am	-	-
 Planning Director Review	Complete	Jun 26, 2023 at 8:09 am	Jun 28, 2023 at 9:57 am	William Pillsbury	-
 Police Department Review	Complete	Jun 28, 2023 at 9:57 am	Jun 28, 2023 at 12:04 pm	Kevin Lynch	-
 School Department Review	Complete	Jun 28, 2023 at 9:57 am	Jun 28, 2023 at 2:12 pm	Mike Pfifferling	-
 City Clerk Review - Hearing Dates Set	Complete	Jun 28, 2023 at 9:57 am	Jun 28, 2023 at 2:26 pm	Kaitlin Wright	-
 Fire1 Department Review	Complete	Jun 28, 2023 at 9:57 am	Jun 28, 2023 at 2:58 pm	Eric Tarpy	-
Fire2 Department Review	Skipped	Jun 28, 2023 at 9:57 am	Jun 28, 2023 at 2:59 pm	Michael Picard	-
 Assessor for Abutter's List	Complete	Jun 28, 2023 at 9:57 am	Jun 28, 2023 at 3:09 pm	Christine Webb	-
 Conservation Department Review	Complete	Jun 28, 2023 at 9:57 am	Jun 29, 2023 at 1:22 pm	Robert Moore	-

Label	Status	Activated	Completed	Assignee	Due Date
✓ Storm Water Review	Complete	Jun 28, 2023 at 9:57 am	Jun 29, 2023 at 1:24 pm	Robert Moore	-
✓ City Council Clerk Notified	Complete	Jun 28, 2023 at 9:57 am	Jun 30, 2023 at 10:08 am	Laurie Brown	-
✓ Building Inspector Approval for Agenda	Complete	Jun 28, 2023 at 9:57 am	Jul 3, 2023 at 1:32 pm	Tom Bridgewater	-
✓ DPW Review	Active	Jun 28, 2023 at 9:57 am	-	Robert Ward	-
✓ Engineering Department Review	Active	Jun 28, 2023 at 9:57 am	-	John Pettis	-
✓ Health Department Review	Active	Jun 28, 2023 at 9:57 am	-	Mark Tolman	-
✓ Water/Wastewater Review	Active	Jun 28, 2023 at 9:57 am	-	Robert Ward	-
✓ Water Supply Review	Active	Jun 28, 2023 at 9:57 am	-	Robert Ward	-
✓ First Ad Placement	Inactive	-	-	-	-
✓ Placed on Agenda	Inactive	-	-	-	-
✓ Abutter Notification	Inactive	-	-	-	-
✓ Second Ad Placement	Inactive	-	-	-	-
✓ City Councilor A Review	Inactive	-	-	-	-
✓ City Councilor B Review	Inactive	-	-	-	-
✓ City Councilor C Review	Inactive	-	-	-	-
✓ City Councilor D Review	Inactive	-	-	-	-
✓ City Councilor E Review	Inactive	-	-	-	-
✓ City Councilor F Review	Inactive	-	-	-	-
✓ City Councilor G Review	Inactive	-	-	-	-
✓ City Councilor H Review	Inactive	-	-	-	-
✓ City Councilor I Review	Inactive	-	-	-	-
✓ City Council Meeting	Inactive	-	-	-	-
✓ Meeting Minutes & Decision Filed w/City Clerk	Inactive	-	-	-	-



City of Haverhill, MA

Jul 7, 2023

CCSP-23-4

Assessor for Abutter's List

City Council Special Permit

Status: Complete**Became Active:** Jun 28, 2023**Assignee:** Christine Webb**Completed:** Jun 28, 2023

Applicant

michael migliori
mmigliori@fimilaw.com
280 Merrimack Street
Methuen, MA 01844
978-884-6431

Primary Location

66 RIVERDALE AVE
Bradford, MA 01835

Owner:

TOPNOTCH HOMES, LLC
436 HOWE ST METHUEN, MA 01844

Comments

Christine Webb, Jun 28, 2023

Please see the attached abutters and mailing lists for 66 Riverdale Ave 745.1.17



City of Haverhill, MA

Jul 7, 2023

CCSP-23-4

Conservation Department Review

City Council Special Permit

Status: Complete**Became Active:** Jun 28, 2023**Assignee:** Robert Moore**Completed:** Jun 29, 2023

Applicant

michael migliori
mmigliori@fimilaw.com
280 Merrimack Street
Methuen, MA 01844
978-884-6431

Primary Location

66 RIVERDALE AVE
Bradford, MA 01835

Owner:

TOPNOTCH HOMES, LLC
436 HOWE ST METHUEN, MA 01844

Comments

Robert Moore, Jun 29, 2023

No objections to issuance of the Special Permit. SP layout appears to result in less impervious area than the conventional layout. The SP layout also eliminates cost to the City for future maintenance of the conventional roadway and associated infrastructure. The SP layout locates the housing units on higher ground than some of the conventional units are located, reducing the potential for flood event impacts.

Should site plans for the project be further developed, I would request they use the site-specific flood elevation of 24.3' that FEMA identifies on the area's FIRMette; provide additional spot elevations to more precisely identify the 24.3' contour; label the approximate locations of wetlands, buffer zones, and floodplain on Lot 3; and provide a total limit of disturbance for the project.



City of Haverhill, MA

Jul 7, 2023

CCSP-23-4

Storm Water Review

City Council Special Permit

Status: Complete**Assignee:** Robert Moore**Became Active:** Jun 28, 2023**Completed:** Jun 29, 2023

Applicant

michael migliori
mmigliori@fimilaw.com
280 Merrimack Street
Methuen, MA 01844
978-884-6431

Primary Location

66 RIVERDALE AVE
Bradford, MA 01835

Owner:

TOPNOTCH HOMES, LLC
436 HOWE ST METHUEN, MA 01844

Comments

Robert Moore, Jun 29, 2023

See "Conservation" comments.

If limit of disturbance is less than one acre, a local stormwater management permit (C. 219) is not required.



City of Haverhill, MA

Jul 7, 2023

CCSP-23-4

Building Inspector Approval for Agenda

City Council Special Permit

Status: Complete**Became Active:** Jun 28, 2023**Assignee:** Tom Bridgewater**Completed:** Jul 3, 2023

Applicant

michael miglioni
mmiglioni@fimilaw.com
280 Merrimack Street
Methuen, MA 01844
978-884-6431

Primary Location

66 RIVERDALE AVE
Bradford, MA 01835

Owner:

TOPNOTCH HOMES, LLC
436 HOWE ST METHUEN, MA 01844

Comments

Tom Bridgewater, Jul 3, 2023

Meets Zoning Requirements for a RH Zone

FIORIELLO & MIGLIORI
ATTORNEYS AT LAW

KAREN L. FIORELLO
(Retired)

280 Merrimack Street
Suite B
Methuen, Massachusetts 01844
FAX 978-849-5191

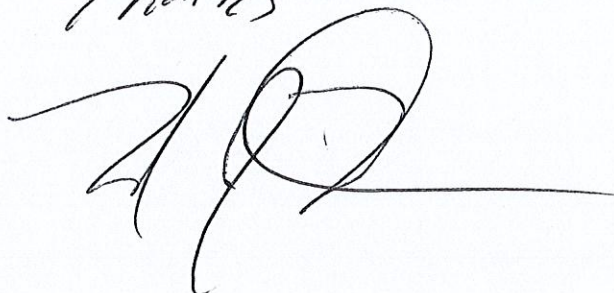
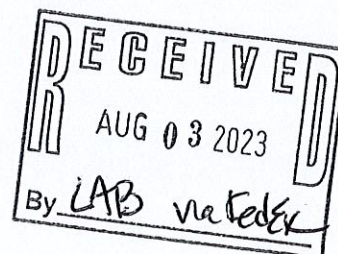
MICHAEL J. MIGLIORI
mmigliori@fimilaw.com

HAN CITY CLERK AUG 3/23 AM 10:50

LeCurie

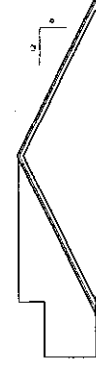
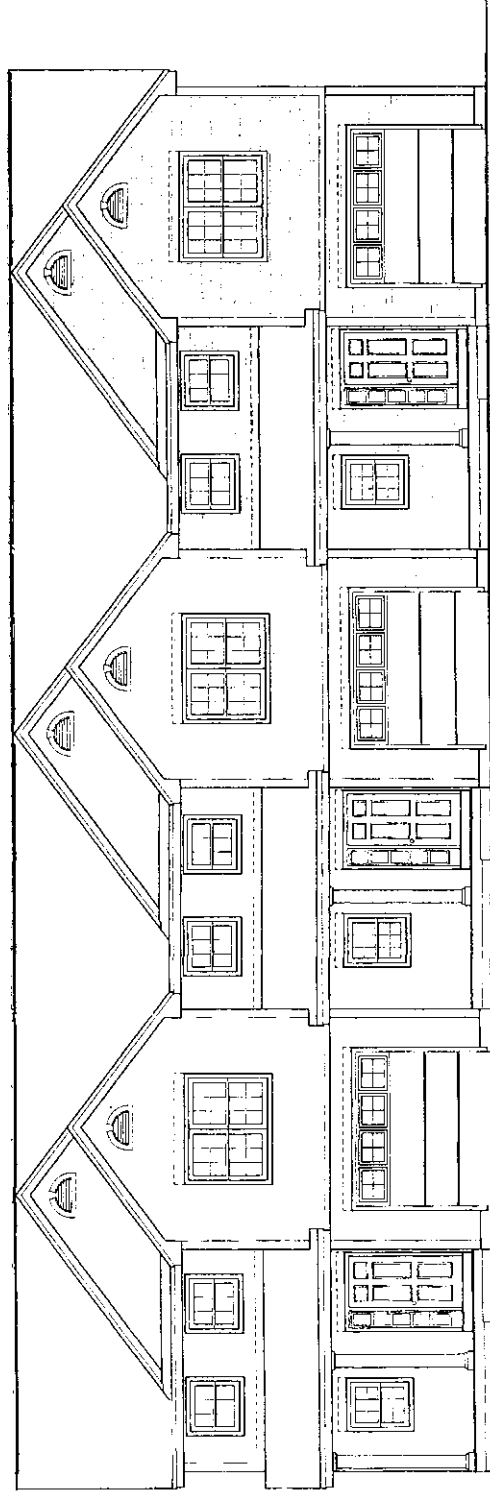
*Plans for 8/8/23 Special Permit
hearing on Riverdale Ave.*

Thanks

A large, stylized handwritten signature, likely belonging to Michael J. Migliori, written in black ink.

Riverdale Ave. Bradford, Ma

-New Homes-



Hearing August 8 2023

FIORIELLO & MIGLIORI
ATTORNEYS AT LAW

23-5

KAREN L. FIORELLO
(Retired)

MICHAEL J. MIGLIORI
mmigliori@fimilaw.com

280 Merrimack Street
Suite B
Methuen, Massachusetts 01844
FAX 978-849-5191

10.2

June 26, 2023

Timothy J. Jordan, President
Haverhill City Council
City Hall
4 Summer Street
Haverhill, MA 01830

Re: Special Permit

Owner/Applicant: TOPNOTCH HOMES, LLC
66 Riverdale Avenue, Haverhill MA
Parcel ID: 745-1-18 Lot 1

Dear President Jordan:

Please be advised this office represents TOPNOTCH HOMES, LLC regarding the property located at 66 Riverdale Avenue and being shown on Haverhill Assessor's Map 745 Block 1 Lot 18 (Lot 1 on submitted plans).

Lot 1 consists of 31,101 square feet of land.

TOPNOTCH HOMES, LLC is requesting a Special Permit from the City of Haverhill to construct a three-family residential building. The Haverhill Zoning Ordinance Chapter 255 Section 80 requires a Special Permit in light of the three-family use.

The property is shown in Haverhill Assessor's Map 745 Block 1 Lot 18 (Lot 1 on submitted plans) and is located in the "RH" Zoning District.

The property meets all of the dimensional and use criteria as set out in the Haverhill Zoning Ordinance and requires no waivers or variances.

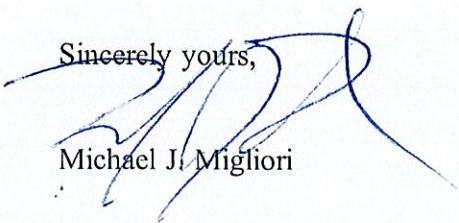
Kindly schedule a hearing to be held before the City Council. I have enclosed the appropriate plans, reports and fees in connection with the requested Special Permit.

The applicant further agrees to waive the statutory requirement for Haverhill City Council to hold a hearing on the matter within sixty-five (65) days.

Should you have any questions or need any additional information, please don't hesitate to contact me.

74

Sincerely yours,



Michael J. Migliori

MJM/dma

Enc.

c.c.: Shae Wakeen
William Pillsbury, Economic Development Office

IN CITY COUNCIL: July 11 2023
VOTED: that COUNCIL HEARING BE HELD
AUGUST 8 2023

Attest:

City Clerk

City Council Special Permit · Add to a project

 **Expiration Date**

Active



10.2

CCSP-23-5



Details

Submitted on Jun 26, 2023 at 8:10 am



Attachments

12 files



Activity Feed

Latest activity on Jul 27, 2023



Applicant

michael miglioni

 0



Location

66 RIVERDALE AVE, Bradford, MA 01835



Timeline

Add New ▾

Special Permit Filing Fee

Paid Jun 26, 2023 at 8:12 am

Planning Director Review

Completed Jun 28, 2023 at 9:57 am



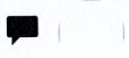
Police Department Review

Completed Jun 28, 2023 at 12:04 pm



School Department Review

Completed Jun 28, 2023 at 2:12 pm



Fire1 Department Review

Completed Jun 28, 2023 at 2:38 pm



Fire2 Department Review

Skipped Jun 28, 2023 at 2:38 pm



Assessor for Abutter's List

Completed Jun 28, 2023 at 3:18 pm



Conservation Department Review

Completed Jun 29, 2023 at 1:29 pm

**Storm Water Review**

Completed Jun 29, 2023 at 1:30 pm

**City Council Clerk Notified**

Completed Jun 30, 2023 at 10:07 am

**Building Inspector Approval for Agenda**

Completed Jul 3, 2023 at 1:31 pm

**Health Department Review**

Completed Jul 10, 2023 at 9:32 am

**First Ad Placement**

Completed Jul 13, 2023 at 1:15 pm

**Second Ad Placement**

Completed Jul 13, 2023 at 1:15 pm

**Placed on Agenda**

Completed Jul 13, 2023 at 1:15 pm

**City Clerk Review - Hearing Dates Set**

Completed Jul 27, 2023 at 9:44 am

**Abutter Notification**

Completed Jul 27, 2023 at 9:45 am

**DPW Review**

In Progress

**Engineering Department Review**

In Progress

**Water/Wastewater Review**

In Progress

**Water Supply Review**

In Progress

**City Councilor A Review**

Review

**City Councilor B Review**

Review

**City Councilor C Review**

Review



City Councilor D Review

Review

**City Councilor E Review**

Review

**City Councilor F Review**

Review

**City Councilor G Review**

Review

**City Councilor H Review**

Review

**City Councilor I Review**

Review

**City Council Meeting**

Review

**Meeting Minutes & Decision Filed w/City Clerk**

Review

**Planning Director Review****● Complete ▾**

Complete

Assignee

William Pillsbury

Due date

None

**William Pillsbury**

Remove Comment • Jun 28, 2023 at 9:57 am

ok for agenda

**William Pillsbury**

Remove Comment • Aug 3, 2023 at 8:42 am

I recommend approval of the special permit with the addition of any comments /letters from the city departments added to the approval if granted.

This step was assigned to William Pillsbury - Jun 26, 2023 at 8:12 am
William Pillsbury approved this step - Jun 28, 2023 at 9:57 am



City of Haverhill, MA

07/07/2023

CCSP-23-5

City Council Special Permit

Status: Active**Date Created:** Jun 26, 2023**Applicant**

michael miglioni
mmiglioni@fimilaw.com
280 Merrimack Street
Methuen, MA 01844
978-884-6431

Primary Location

66 RIVERDALE AVE
Bradford, MA 01835

Owner:

TOPNOTCH HOMES, LLC
436 HOWE ST METHUEN, MA 01844

Important: Please Read Before Starting Your Application**Applicant Information****What is Your Role in This Process?**

Attorney/Agent

Applicant Business/Firm Phone

978 884 6431

Applicant Business/Firm City

Methuen

Applicant Business/Firm Zip

01844

Client Business Name

TOPNOTCH HOMES LLC

Client Email

shane@topnotch-homes.com

Client City

Methuen

Client Zip

01844

Client Business Structure

Limited Liability Corporation (LLC)

Applicant Business/Firm Name

Fiorello & Miglioni

Applicant Business/Firm Address

280 Merrimack Street

Applicant Business/Firm State

MA

Client Name

TOPNOTCH HOMES LLC

Client Phone

978 361 7084

Client Address

436 Howe Street

Client State

MA

Client County

Essex

Property Information**Proposed Housing Plan Name**

NA

How Long Owned by Current Owner?

7 months

Lot Dimension(s)

Lot 1, 109x252x138x266,

Proposed Street Name(s)

NA

Type of Dwelling(s) Planned in Project

Multi-Family

Registry Plat Number, Block & Lot

745--1-18

Zoning District Where Property Located

RH - Residential High Density

--

Deed Recorded in Essex South Registry: Block Number

41297

Deed Recorded in Essex South Registry: Page

525

Does the Property Have Multiple Lots?

No

Thoroughly Describe the Reason(s) for thre Special Permit

A three family home in the RH Zone requires a Special Permit from the City Council.

Property Description

Lot 1 is 31,101 sf,

Current Property Use

Residential Housing

TOTAL Number of Units Planned

3

TOTAL Number of Parking Spaces Planned

6

Special Circumstances**Building Coverage**☐**Dimensional Variance**☐**Front Yard Setback**☐**Side Yard Setback**☐**Rear Yard Setback**☐**Lot Frontage**☐**Lot Depth**☐**Lot Area**☐**Building Height**☐**Floor Area Ratio**☐**Open Space**☐**Parking**☐**Sign Size**☐**Use**☐**Other**☐**Hearing Waiver****Agrees**

Yes

Agreement & Signature**Agrees**☒

PLEASE READ

Office Use Only

City Council Decision

--

City Council Hearing Date

--

Reason for Council's Decision

--

City Council Members Absent

--

City Council Members Present

--

Continuance Meeting Date

--

Also Present

--

City Councilor Who Seconded Motion

--

City Councilor Who Made Motion

--

City Councilors Who Voted Against

--

City Councilors Who Abstained

--

Continuance Motion Decision

--

Who Submitted Continuance Request?

--

City Councilors Who Voted in Favor

--

Number of 12"x18" Mylar Copies

--

Appeal Expiration Date

--

Number of 24"x36" Mylar Copies

--

Number of 18"x24" Mylar Copies

--

Attachments

 Deed In.pdf

Uploaded by michael migliori on Jun 21, 2023 at 7:50 am

 Transmittal to Council Topnotch Lot 1.pdf

Uploaded by michael migliori on Jun 26, 2023 at 7:40 am

 Recorded ANR Plan.pdf

Uploaded by michael migliori on Jun 27, 2023 at 8:35 am

 22-10405 - SP Plan Set.pdf

Uploaded by michael migliori on Jun 21, 2023 at 7:51 am

 Transmittal to Council Topnotch Lot 1.pdf

Uploaded by michael migliori on Jun 26, 2023 at 7:40 am

 Transmittal to Council Topnotch Lot 1.pdf

Uploaded by michael migliori on Jun 26, 2023 at 7:40 am

 Assessor Card.pdf

Uploaded by michael migliori on Jun 26, 2023 at 7:41 am

 22-10405 - Def Sub Concept.pdf

Uploaded by michael migliori on Jun 26, 2023 at 8:10 am

 Abutters Riverdale Ave 745.1.18.xlsx

Uploaded by Christine Webb on Jun 28, 2023 at 3:16 pm

 Mailing Labels Riverdale Ave 745.1.18.pdf

Uploaded by Christine Webb on Jun 28, 2023 at 3:17 pm

History

Date	Activity
Jun 17, 2023 at 10:01 am	michael migliori started a draft of Record CCSP-23-5
Jun 26, 2023 at 6:48 am	michael migliori altered Record CCSP-23-5, changed ownerEmail from "" to "shane@topnotch-homes.com"
Jun 26, 2023 at 6:48 am	michael migliori altered Record CCSP-23-5, changed ownerPhoneNo from "" to "9783617084"
Jun 26, 2023 at 7:41 am	michael migliori added attachment Assessor Card.pdf to Record CCSP-23-5
Jun 26, 2023 at 8:10 am	michael migliori added attachment 22-10405 - Def Sub Concept.pdf to Record CCSP-23-5
Jun 26, 2023 at 8:10 am	michael migliori submitted Record CCSP-23-5
Jun 26, 2023 at 8:12 am	completed payment step Special Permit Filing Fee on Record CCSP-23-5
Jun 26, 2023 at 8:12 am	approval step Planning Director Reviewwas assigned to William Pillsbury on Record CCSP-23-5
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Jun 28, 2023 at 9:58 am	approval step Health Department Reviewwas assigned to Bonnie Dufresne on Record CCSP-23-5
Jun 28, 2023 at 9:58 am	approval step Fire1 Department Reviewwas assigned to Eric Tarpy on Record CCSP-23-5
Jun 28, 2023 at 9:58 am	approval step Fire2 Department Reviewwas assigned to Michael Picard on Record CCSP-23-5
Jun 28, 2023 at 9:58 am	approval step Police Department Reviewwas assigned to Kevin Lynch on Record CCSP-23-5
Jun 28, 2023 at 9:58 am	approval step Storm Water Reviewwas assigned to Robert Moore on Record CCSP-23-5
Jun 28, 2023 at 9:58 am	approval step City Clerk Review - Hearing Dates Setwas assigned to Maria Bevilacqua on Record CCSP-23-5
Jun 28, 2023 at 9:58 am	approval step DPW Reviewwas assigned to Robert Ward on Record CCSP-23-5
Jun 28, 2023 at 9:58 am	approval step School Department Reviewwas assigned to Mike Pfifferling on Record CCSP-23-5
Jun 28, 2023 at 9:58 am	approval step Building Inspector Approval for Agendawas assigned to Tom Bridgewater on Record CCSP-23-5
Jun 28, 2023 at 9:58 am	approval step Water Supply Reviewwas assigned to Robert Ward on Record CCSP-23-5
Jun 28, 2023 at 9:58 am	approval step City Council Clerk Notifiedwas assigned to Laurie Brown on Record CCSP-23-5
Jun 28, 2023 at 12:04 pm	Kevin Lynch approved approval step Police Department Review on Record CCSP-23-5
Jun 28, 2023 at 2:12 pm	Mike Pfifferling approved approval step School Department Review on Record CCSP-23-5
Jun 28, 2023 at 2:38 pm	Eric Tarpy approved approval step Fire1 Department Review on Record CCSP-23-5
Jun 28, 2023 at 2:38 pm	Eric Tarpy waived approval step Fire2 Department Review on Record CCSP-23-5
Jun 28, 2023 at 3:16 pm	Christine Webb added attachment Abutters Riverdale Ave 745.1.18.xlsx to Record CCSP-23-5
Jun 28, 2023 at 3:17 pm	Christine Webb added attachment Mailing Labels Riverdale Ave 745.1.18.pdf to Record CCSP-23-5
Jun 28, 2023 at 3:18 pm	Christine Webb approved approval step Assessor for Abutter's List on Record CCSP-23-5
Jun 28, 2023 at 3:44 pm	Bonnie Dufresne assigned approval step Health Department Review to Mark Tolman on Record CCSP-23-5
Jun 29, 2023 at 1:29 pm	Robert Moore approved approval step Conservation Department Review on Record CCSP-23-5
Jun 29, 2023 at 1:30 pm	Robert Moore approved approval step Storm Water Review on Record CCSP-23-5
Jun 30, 2023 at 10:07 am	Laurie Brown approved approval step City Council Clerk Notified on Record CCSP-23-5
Jul 3, 2023 at 1:31 pm	Tom Bridgewater approved approval step Building Inspector Approval for Agenda on Record CCSP-23-5

Timeline

Label	Status	Activated	Completed	Assignee	Due Date
 Special Permit Filing Fee	Paid	Jun 26, 2023 at 8:10 am	Jun 26, 2023 at 8:12 am	-	-
 Planning Director Review	Complete	Jun 26, 2023 at 8:12 am	Jun 28, 2023 at 9:57 am	William Pillsbury	-
 Police Department Review	Complete	Jun 28, 2023 at 9:57 am	Jun 28, 2023 at 12:04 pm	Kevin Lynch	-
 School Department Review	Complete	Jun 28, 2023 at 9:57 am	Jun 28, 2023 at 2:12 pm	Mike Pfifferling	-
 Fire1 Department Review	Complete	Jun 28, 2023 at 9:57 am	Jun 28, 2023 at 2:38 pm	Eric Tarpy	-
Fire2 Department Review	Skipped	Jun 28, 2023 at 9:57 am	Jun 28, 2023 at 2:38 pm	Michael Picard	-
 Assessor for Abutter's List	Complete	Jun 28, 2023 at 9:57 am	Jun 28, 2023 at 3:18 pm	Christine Webb	-
 Conservation Department Review	Complete	Jun 28, 2023 at 9:57 am	Jun 29, 2023 at 1:29 pm	Robert Moore	-

Label	Status	Activated	Completed	Assignee	Due Date
✓ Storm Water Review	Complete	Jun 28, 2023 at 9:57 am	Jun 29, 2023 at 1:30 pm	Robert Moore	-
✓ City Council Clerk Notified	Complete	Jun 28, 2023 at 9:57 am	Jun 30, 2023 at 10:07 am	Laurie Brown	-
✓ Building Inspector Approval for Agenda	Complete	Jun 28, 2023 at 9:57 am	Jul 3, 2023 at 1:31 pm	Tom Bridgewater	-
✓ City Clerk Review - Hearing Dates Set	Active	Jun 28, 2023 at 9:57 am	-	Maria Bevilacqua	-
✓ DPW Review	Active	Jun 28, 2023 at 9:57 am	-	Robert Ward	-
✓ Engineering Department Review	Active	Jun 28, 2023 at 9:57 am	-	John Pettis	-
✓ Health Department Review	Active	Jun 28, 2023 at 9:57 am	-	Mark Tolman	-
✓ Water/Wastewater Review	Active	Jun 28, 2023 at 9:57 am	-	Robert Ward	-
✓ Water Supply Review	Active	Jun 28, 2023 at 9:57 am	-	Robert Ward	-
✓ First Ad Placement	Inactive	-	-	-	-
✓ Placed on Agenda	Inactive	-	-	-	-
✓ Abutter Notification	Inactive	-	-	-	-
✓ Second Ad Placement	Inactive	-	-	-	-
✓ City Councilor A Review	Inactive	-	-	-	-
✓ City Councilor B Review	Inactive	-	-	-	-
✓ City Councilor C Review	Inactive	-	-	-	-
✓ City Councilor D Review	Inactive	-	-	-	-
✓ City Councilor E Review	Inactive	-	-	-	-
✓ City Councilor F Review	Inactive	-	-	-	-
✓ City Councilor G Review	Inactive	-	-	-	-
✓ City Councilor H Review	Inactive	-	-	-	-
✓ City Councilor I Review	Inactive	-	-	-	-
✓ City Council Meeting	Inactive	-	-	-	-
✓ Meeting Minutes & Decision Filed w/City Clerk	Inactive	-	-	-	-



City of Haverhill, MA

Jul 7, 2023

CCSP-23-5

Planning Director Review

City Council Special Permit

Status: Complete**Became Active:** Jun 26, 2023**Assignee:** William Pillsbury**Completed:** Jun 28, 2023

Applicant

michael migliori
mmigliori@fimilaw.com
280 Merrimack Street
Methuen, MA 01844
978-884-6431

Primary Location

66 RIVERDALE AVE
Bradford, MA 01835

Owner:

TOPNOTCH HOMES, LLC
436 HOWE ST METHUEN, MA 01844

Comments

William Pillsbury, Jun 28, 2023

ok for agenda



City of Haverhill, MA

Jul 7, 2023

CCSP-23-5

Fire1 Department Review

City Council Special Permit

Status: Complete**Became Active:** Jun 28, 2023**Assignee:** Eric Tarpy**Completed:** Jun 28, 2023

Applicant

michael migliori
mmigliori@fimilaw.com
280 Merrimack Street
Methuen, MA 01844
978-884-6431

Primary Location

66 RIVERDALE AVE
Bradford, MA 01835

Owner:

TOPNOTCH HOMES, LLC
436 HOWE ST METHUEN, MA 01844

Comments

Eric Tarpy, Jun 28, 2023

The installation of a fire alarm system shall be compliant to applicable MSBC 780 CMR 1, NFPA 1 2021 ED, 9th edition for 1 & 2 Residential Dwellings, MGL, City of Haverhill ordinances including City of Haverhill Subdivision Rules and Regulations and fire prevention regulations that are required with this project.

Required permitting of fire protection systems should not hold up foundation permit, however Contractor information will be required. Contractors hired to install fire protection systems shall be required to obtain permit approval before any building permit will be issued.

Failure to abide by the permitting process as required by the 9th edition of the MSBC, 780 CMR 51.R106.3.3.4 shall cause a delay in acquiring the final occupancy certificate

A compliant NFPA 13 fire suppression system will be required with this project

**City of Haverhill, MA**

Jul 7, 2023

CCSP-23-5**School Department Review****City Council Special Permit****Status:** Complete**Became Active:** Jun 28, 2023**Assignee:** Mike Pfifferling**Completed:** Jun 28, 2023

Applicant

michael migliori
mmigliori@fimilaw.com
280 Merrimack Street
Methuen, MA 01844
978-884-6431

Primary Location

66 RIVERDALE AVE
Bradford, MA 01835

Owner:

TOPNOTCH HOMES, LLC
436 HOWE ST METHUEN, MA 01844

Comments**Mike Pfifferling, Jun 28, 2023**

The School Department has received this notification and has no opinion on the application.



City of Haverhill, MA

Jul 7, 2023

CCSP-23-5

Conservation Department Review

City Council Special Permit

Status: Complete**Became Active:** Jun 28, 2023**Assignee:** Robert Moore**Completed:** Jun 29, 2023

Applicant

michael migliori
mmigliori@fimilaw.com
280 Merrimack Street
Methuen, MA 01844
978-884-6431

Primary Location

66 RIVERDALE AVE
Bradford, MA 01835

Owner:

TOPNOTCH HOMES, LLC
436 HOWE ST METHUEN, MA 01844

Comments

Robert Moore, Jun 29, 2023

No objections to issuance of the Special Permit. SP layout appears to result in less impervious area than the conventional layout. The SP layout also eliminates cost to the City for future maintenance of the conventional roadway and associated infrastructure. The SP layout locates the housing units on higher ground than some of the conventional units are located, reducing the potential for flood event impacts.

Should site plans for the project be further developed, I would request they use the site-specific flood elevation of 24.3' that FEMA identifies on the area's FIRMette; provide additional spot elevations to more precisely identify the 24.3' contour; label the approximate locations of wetlands, buffer zones, and floodplain on Lot 3; and provide a total limit of disturbance for the project.



City of Haverhill, MA

Jul 7, 2023

CCSP-23-5

Storm Water Review

City Council Special Permit

Status: Complete**Became Active:** Jun 28, 2023**Assignee:** Robert Moore**Completed:** Jun 29, 2023

Applicant

michael migliori
mmigliori@fimilaw.com
280 Merrimack Street
Methuen, MA 01844
978-884-6431

Primary Location

66 RIVERDALE AVE
Bradford, MA 01835

Owner:

TOPNOTCH HOMES, LLC
436 HOWE ST METHUEN, MA 01844

Comments

Robert Moore, Jun 29, 2023

See "Conservation" comments.

If limit of disturbance is less than one acre, a local stormwater management permit (C. 219) is not required



City of Haverhill, MA

Jul 7, 2023

CCSP-23-5

Building Inspector Approval for Agenda

City Council Special Permit

Status: Complete**Assignee:** Tom Bridgewater**Became Active:** Jun 28, 2023**Completed:** Jul 3, 2023

Applicant

michael migliori
mmigliori@fimilaw.com
280 Merrimack Street
Methuen, MA 01844
978-884-6431

Primary Location

66 RIVERDALE AVE
Bradford, MA 01835

Owner:

TOPNOTCH HOMES, LLC
436 HOWE ST METHUEN, MA 01844

Comments

Tom Bridgewater, Jul 3, 2023

Meets zoning requirements for a RH Zone

JAMES J. FIORENTINI
MAYOR



**CITY OF HAVERHILL
MASSACHUSETTS**


CITY HALL, ROOM 100
FOUR SUMMER STREET
HAVERHILL, MA 01830
PHONE 978-374-2300
FAX 978-373-7544
MAYOR@CITYOFHAVERHILL.COM
WWW.CITYOFHAVERHILL.COM

August 1, 2023

City Council President Timothy J. Jordan and Members of the Haverhill City Council

RE: Central District Parking Commission Appointment – Matthew Gaiero

Dear Mr. President and Members of the Haverhill City Council:

Pursuant to the Parking Ordinance, I hereby appoint Matthew Gaiero, 108 Washington Street, # 4, Haverhill to the Central District Parking Commission. Mr. Gaiero is replacing John Tynan whose appointment expired on March 10, 2023. This is a confirming appointment which will expire on August 8, 2026. I recommend approval.

Respectfully submitted,



James J. Fiorentini
Mayor

Cc: Bob Ward, DPW Director

JJF/lyf

JAMES J. FIORENTINI
MAYOR



**CITY OF HAVERHILL
MASSACHUSETTS**

11.1.2
CITY HALL, ROOM 100
FOUR SUMMER STREET
HAVERHILL, MA 01830
PHONE 978-374-2300
FAX 978-373-7544
MAYOR@CITYOFHAVERHILL.COM
WWW.CITYOFHAVERHILL.COM

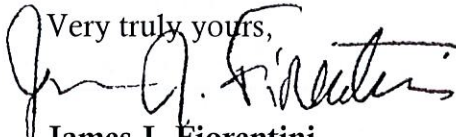
August 4, 2023

City Council President Timothy J. Jordan & Members of the City Council

RE: Rocks Village Historic District Commission Appointment – Christopher Wasmer

Dear Mr. President and City Council Members:

I hereby appoint Christopher Wasmer, 18 East Main Street, Haverhill to the Rocks Village Historic District Commission. This is a confirming appointment and I recommend your approval. This appointment will take effect upon confirmation and expire on August 8, 2026.

Very truly yours,

James J. Fiorentini
Mayor

JJF/lyf

cc:

William Pillsbury, Director of Economic Development, City of Haverhill
Patrick Sullivan, Chairman, Rocks Village Historic District Commission

11, 4, 1

HAU CITY CLERK JUL 25/23 PM 2:41

ROBERT D. HARB
ATTORNEY AT LAW
40 KENOZA AVENUE
HAVERHILL, MASSACHUSETTS 01830

TEL: (978) 373-5611
FAX: (978) 373-7441
EMAIL: bobharb@aol.com

July 25, 2023

City Council
City of Haverhill
4 Summer Street
Haverhill, MA 01830

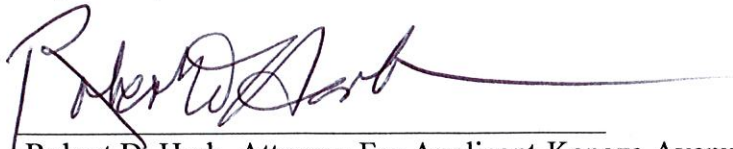
Re: **APPLICATION FOR APPROVAL OF MINOR CHANGES TO SPECIAL PERMIT PLANS FOR 62 Kenoza Avenue, Haverhill, MA CCSP-21-17**
KENOZA AVENUE PROPERTIES, LLC-Owner/Applicant
Property: 62 Kenoza Avenue, Haverhill
Haverhill Assessor's Map 619-525-15

Kenoza Avenue Properties, LLC, Owner and Applicant, obtained a Special Permit from the City Council for an Eight Unit Multifamily Dwelling for the property located at 62 Kenoza Avenue (CCSP-21-17).

Minor changes to the exterior of the building are being proposed by the Architect Phillip A. Kritikos, R.A. See attached letter from Kritikos Architects explaining the proposed changes along with plans and sketches showing previously approved design and currently proposed design of the exterior of the building.

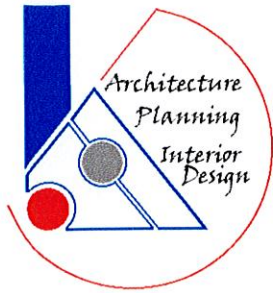
Applicant would respectfully request the City Council approve the new plans and grant this Application for Minor Changes to the Special Permit Plans for the eight unit residential dwelling.

Respectfully submitted,



Robert D. Harb, Attorney For Applicant-Kenoza Avenue Properties, LLC

l-city-sohan-kenoza-small change petition



Kritikos Architects

July 14, 2023

Attorney Bob Harb
17 West Street
Haverhill, MA 01830

RE: Revisions to Exterior
62 Kenoza Avenue
Haverhill, MA 01830

Dear Attorney Harb,

I am including this letter to better identify the purpose of the changes to the exterior of the building. The reasons are as follows:

1. **BALCONIES**

The balconies which were approved in the previous submittal, we feel will pose a constant maintenance issue to the owner of the building and in time will be a detriment to the appearance of the building due to wear and tear of the material and design of the balconies.

In addition, there is also a safety concern in the winter months. Snow drifts will make use for egress of the balconies in an emergency impossible. Even access by the fire department will be hampered and may result in loss of life.

Thus, we have proposed to eliminate the balconies and add double glass doors with continuous railing to give the sense and image of a balcony without these negative affects. The inclusion of maintenance free trim, moldings and panels will ensure the longevity and improve the appearance of the façade while also guaranteeing greater safety.

2. **RECESSED FIRST FLOOR ENTRIES ALONG STREET**

The original design indicated recessed entries. As a resident of either of these front facing units, I would fear going into a dark alcove when I returned home at night, not knowing, if and who might be there either stalking or sleeping.

We have eliminated these alcoves and infilled them with a stucco material, transomed windows and doors which are in keeping with the character of the building.

The doors, although could be all glass for a nicer appearance, again could make the tenants a feeling of insecurity, not knowing if someone is looking in. The doors we have proposed give enough light to the hallway while providing that sense of security.

Revisions to Exterior
62 Kenoza Avenue
Haverhill, MA 01830

Page 2

All other exterior features included in the previous submittal remain unchanged, such as window and door awnings, landscaping, window flower boxes etc.

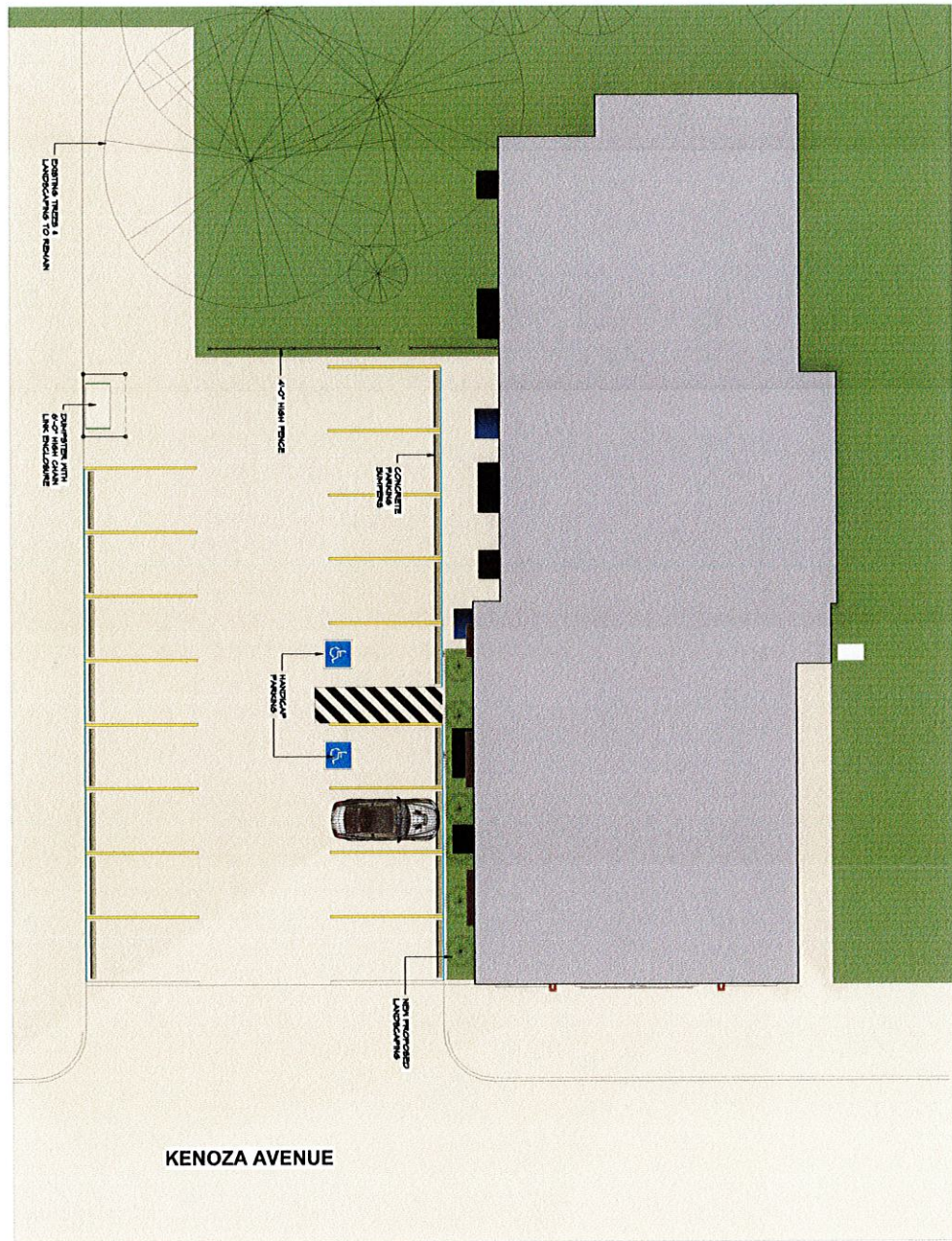
If there is anything further that you may need, please feel free to reach out to me anytime.

Sincerely,

KRITIKOS ARCHITECTS



Phillip A. Kritikos R.A.



① SITE PLAN
1/8" = 1'-0"

L-1



KRITIKOS ARCHITECTS

14 Olsen Road Peabody, MA 01960 (978) 531-4164
E-Mail: phil@kritikosarchitects.com
www.kritikosarchitects.com

JOB TITLE # NEW RESIDENTIAL CONVERSION
62 KENOZA AVENUE
HAVERHILL, MA 01830

CLIENT NAME # MR. SOHAN SANGI
62 KENOZA AVENUE
HAVERHILL, MA 01830

DATE: 7-14-2023

SCALE:

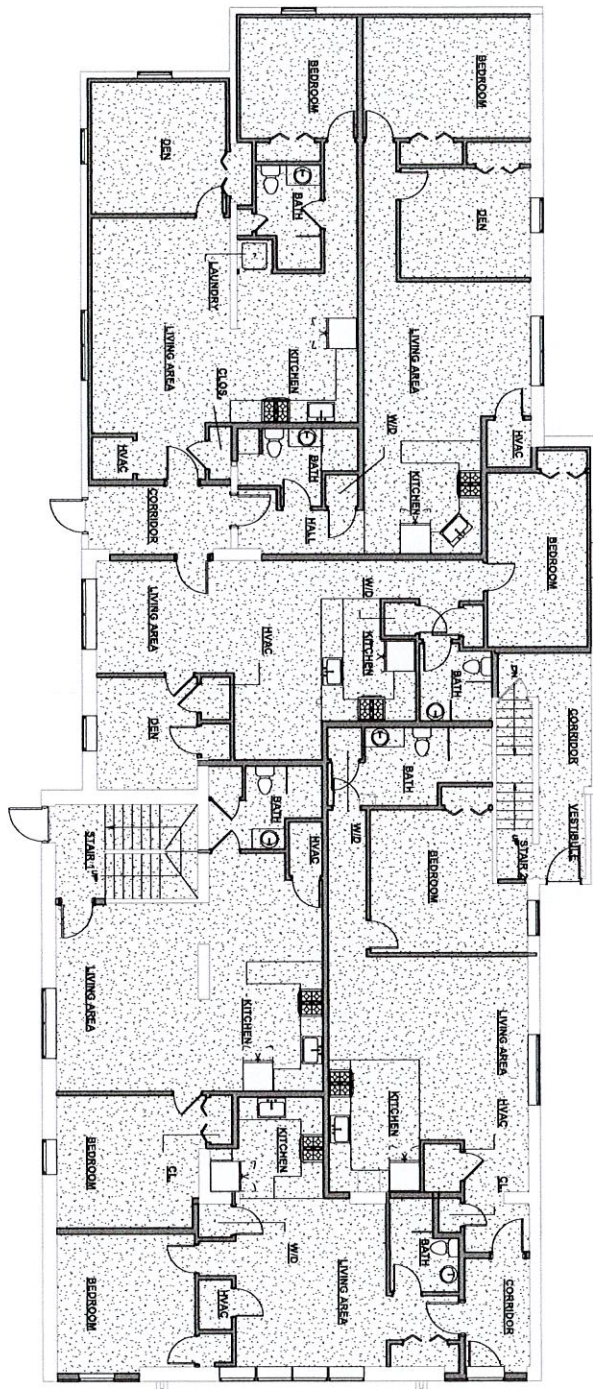
AS NOTED

DRAWN BY:
PAK

DRAWING TITLE: SITE PLAN

REVISIONS:

STAMP:



① PROPOSED FIRST FLOOR PLAN
3/8" = 1'-0"

A-1



KRITIKOS ARCHITECTS

14 Olsen Road Peabody, MA 01960 (978) 531-4164
E-Mail: phil@kritikosarchitects.com
www.kritikosarchitects.com

JOB TITLE # NRI RESIDENTIAL CONVERSION
62 KENOGA AVENUE
HAVERHILL, MA 01830

CLIENT NAME # HIR, SOHAN SARI
62 KENOGA AVENUE
HAVERHILL, MA 01830

DATE: 7-14-2023

SCALE:

AS NOTED

DRAWN BY:
Author

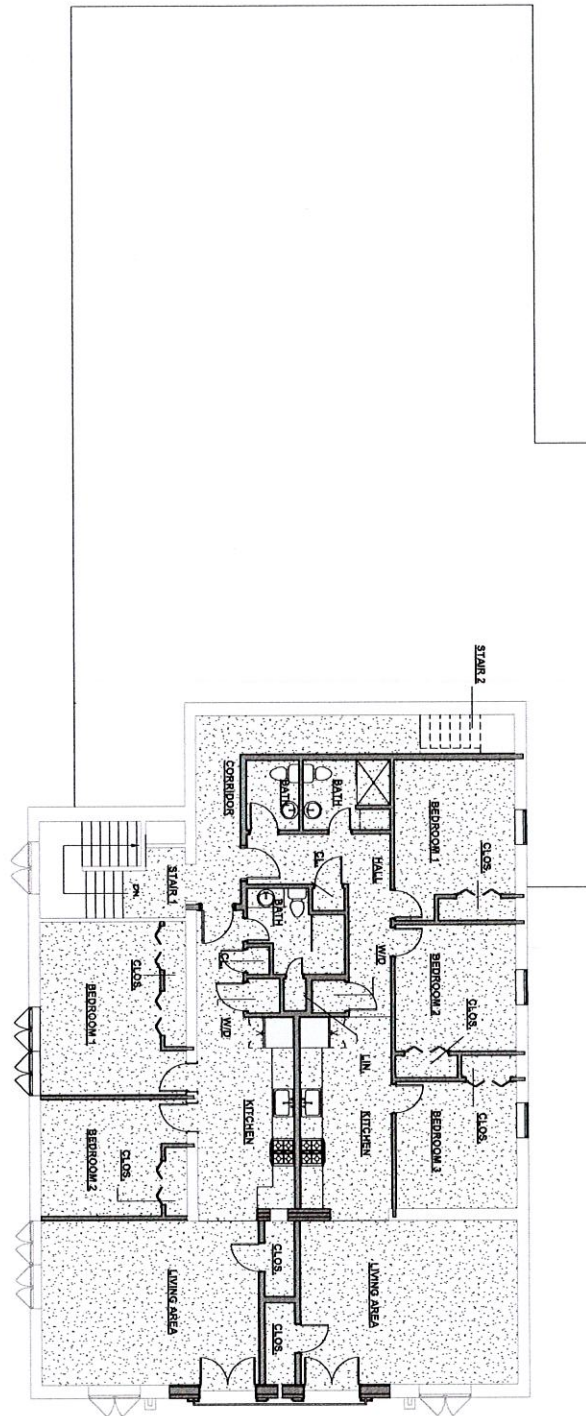
DRAWING TITLE PROPOSED FIRST FLOOR PLAN

REVISIONS:

STAMP:



PROPOSED SECOND FLOOR PLAN
3/8" = 1'-0"



A-2



KRITIKOS ARCHITECTS

14 Olsen Road Peabody, MA 01960 (978) 531-4164
E-Mail: phil@kritikosarchitects.com
www.kritikosarchitects.com

JOB TITLE # NRI RESIDENTIAL CONVERSION
83 KENOZA AVENUE
HAVERHILL, MA 01830

CLIENT NAME # HIL SOHAN SARI
83 KENOZA AVENUE
HAVERHILL, MA 01830

DATE:
7-14-2023

SCALE:

AS NOTED

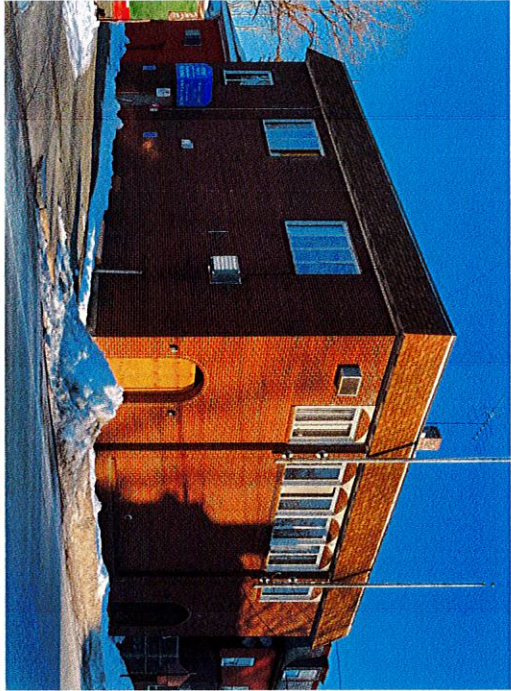
DRAWN BY:
Author

DRAWING TITLE: PROPOSED SECOND FLOOR PLAN

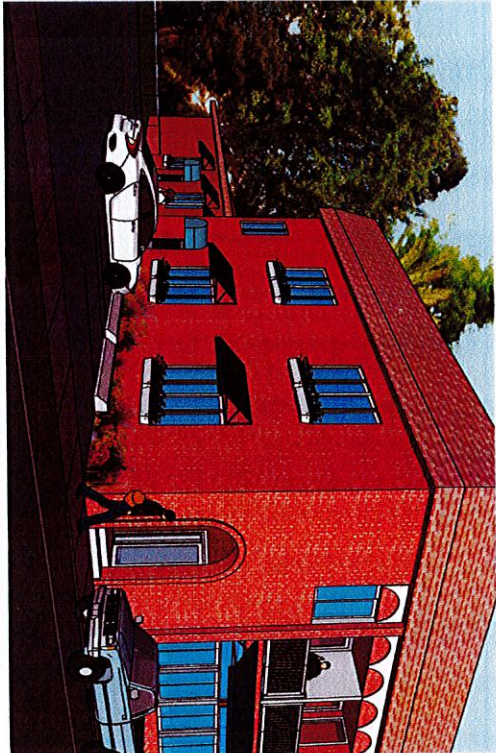
REVISIONS:

STAMP:

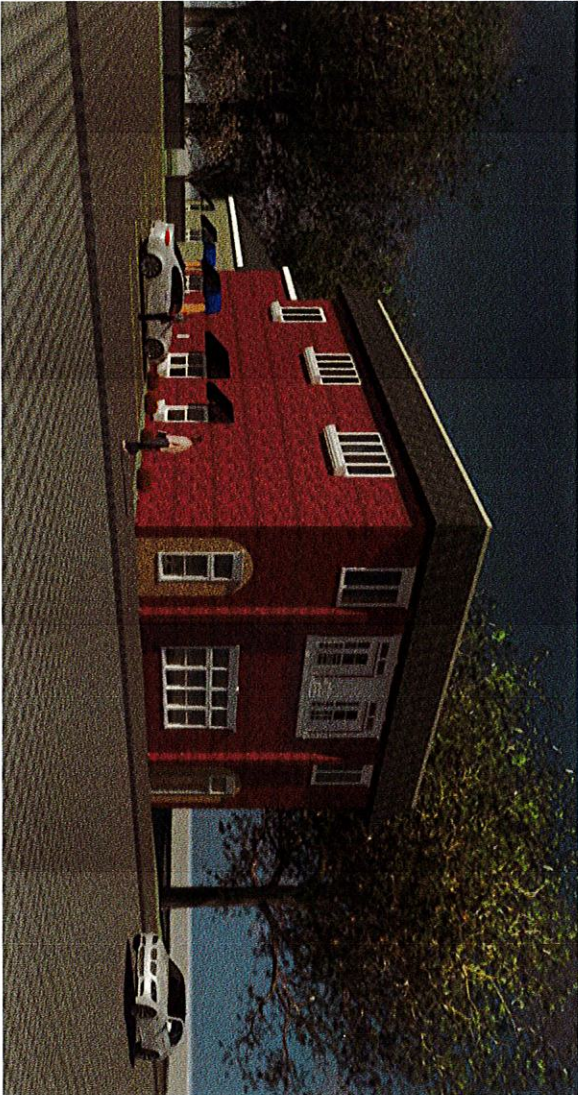




CURRENT VIEW



PREVIOUSLY APPROVED



CURRENTLY PROPOSED

STAMP:

DRAWING TITLE: **RENDERINGS**

DATE: 7-14-2023

SCALE:

AS NOTED

DRAWN BY:

Author

REVISIONS:

JOB TITLE # **NEW RESIDENTIAL CONVERSION**
83 KENOSIA AVENUE
HAVERHILL, MA 01830

CLIENT NAME # **MR. SHAH SARI**
83 KENOSIA AVENUE
HAVERHILL, MA 01830

KRITIKOS ARCHITECTS

14 Olsen Road Peabody, MA 01960 (978) 531-4164
E-Mail: phil@kritikosarchitects.com
www.kritikosarchitects.com



R-1



City of Haverhill, MA

CCSP-23-6

City Council Special Permit

Status: Active

Date Created: Jul 21, 2023

Applicant

Robert Harb
bobharb@aol.com
40 Kenoza Avenue
Haverhill, MA 01830
9783735611

Primary Location

8 VINE ST
Haverhill, MA 01830

Owner:

EIGHT VINE ST REALTY TRUST FISH JARED TRUSTEE
946 Greenland Road Portsmouth, NH 03801

Important: Please Read Before Starting Your Application**Applicant Information****What is Your Role in This Process?**

Attorney/Agent

Applicant Business/Firm Phone

978-373-5611

Applicant Business/Firm City

Haverhill

Applicant Business/Firm Zip

01830

Client Business Name

Eight Vine Street Realty Trust

Client Email

budfishbosox@yahoo.com

Client City

Portsmouth

Client Zip

03801

Client Business Structure

Sole Proprietorship

Applicant Business/Firm Name

Robert D. Harb, Attorney At Law

Applicant Business/Firm Address

40 Kenoza Avenue

Applicant Business/Firm State

MA

Client Name

Jared Fish, Trustee of Eight Vine Street Realty Trust

Client Phone

603-502-3157

Client Address

946 Greenland Road

Client State

NH

Client County

Rockingham

Property Information**Proposed Housing Plan Name**

N/A

How Long Owned by Current Owner?

13 years

Lot Dimension(s)**Proposed Street Name(s)**

N/A

Type of Dwelling(s) Planned in Project

Multi-Family

Registry Plat Number, Block & Lot

Hearing September 19
2023

07/26/2023

11.4.2

Lot Frontage:60 feet;Lot depth:124.50 feet;Lot area:7,342 S.F.

Map 108 Block 15 Lot 12

Zoning District Where Property Located

CC - Commercial Central

--

Deed Recorded in Essex South Registry: Block Number

Book 29663

Deed Recorded in Essex South Registry: Page

Page 83

Does the Property Have Multiple Lots?

No

Thoroughly Describe the Reason(s) for thre Special Permit

Applicant/Owner seeks a Special Permit to construct a 6 unit mutifamily dwelling in a CC Zone. Lot is currently vacant. Prior building destroyed by fire on August 1, 2020 and was demolished on October 27, 2020.

Property Description

The land situated in Haverhill, now known as 8 Vine Street, bounded and described as follows:

Beginning at the Southeast corner of Vine Street and by land sometime of Kimball running Westerly by said Kimball land, one hundred twenty-four and 5/10 (124.5) feet, more or less, to land now or formerly of Flynn;

Northerly thirty (30) feet;

Easterly eleven (11) feet;

Northerly thirty and 5/10 (30.5) feet; to land now or formerly of Swain, said last three courses being by said land now or formerly of Flynn;

Easterlky by land now or formerly of Swain, one hundred thirteen (113) feet, more or less, to Vine Street;

Southerly by said Street, sixty (60) feet to the point begun at.

Current Property Use

Vacant

TOTAL Number of Units Planned

6

TOTAL Number of Parking Spaces Planned

6

Special Circumstances**Building Coverage**☐**Dimensional Variance**☐**Front Yard Setback**☐**Side Yard Setback**☐**Rear Yard Setback**☐**Lot Frontage**☐**Lot Depth**☐**Lot Area**☐**Building Height**☐**Floor Area Ratio**☐**Open Space**☐**Parking**☐**Sign Size**☐**Use**☐**Other**☒**IF OTHER, Please Describe**

Special Permit for a multifamily Dwelling in the CC Zone

Hearing Waiver**Agrees**

Yes

Agreement & Signature**Agrees**

PLEASE READ**Office Use Only****City Council Decision**

--

City Council Hearing Date

--

Reason for Council's Decision

--

City Council Members Absent

--

City Council Members Present

--

Continuance Meeting Date

--

Also Present

--

City Councilor Who Seconded Motion

--

City Councilor Who Made Motion

--

City Councilors Who Voted Against

--

City Councilors Who Abstained

--

Continuance Motion Decision

--

Who Submitted Continuance Request?

--

City Councilors Who Voted in Favor

--

Number of 12"x18" Mylar Copies

--

Appeal Expiration Date

--

Number of 24"x36" Mylar Copies

--

Number of 18"x24" Mylar Copies

--

Attachments

-  Applicant is Owner.docx
Uploaded by Robert Harb on Jul 11, 2023 at 6:47 pm
-  fish-sp bried-col-07212023164653.pdf
Uploaded by Robert Harb on Jul 21, 2023 at 4:52 pm
-  Vine_St-Updated_Plan.pdf
Uploaded by Robert Harb on Jul 11, 2023 at 6:50 pm
-  Vine_St-Updated_Plan.pdf
Uploaded by Robert Harb on Jul 11, 2023 at 6:51 pm
-  fish-sp bried-col-07212023164653.pdf
Uploaded by Robert Harb on Jul 21, 2023 at 4:53 pm
-  fish-sp bried-col-07212023164653.pdf
Uploaded by Robert Harb on Jul 21, 2023 at 4:53 pm

ROBERT D. HARB
ATTORNEY AT LAW
40 KENOZA AVENUE
HAVERHILL, MASSACHUSETTS 01830

TEL: (978) 373-5611
FAX: (978) 373-7441
EMAIL: bobharb@aol.com

July 21, 2023

City Council
City of Haverhill
4 Summer Street
Haverhill, MA 01830

Re: **APPLICATION FOR A SPECIAL PERMIT
FOR A SIX UNIT MULTIFAMILY DWELLING IN A CC ZONE**
Jared Fish, Trustee of the Eight Vine Street Realty Trust-Owner/Applicant
Property: 8 Vine Street, Haverhill
Haverhill Assessor's Map 108-15-12

Jared Fish, Trustee of the Eight Vine Street Realty Trust, Owner and Applicant, with mailing address 110 Exeter Road, Kingston, NH 03848, is applying to the City Council for a Special Permit under the terms and provisions of the Haverhill Zoning Ordinance Chapter 255 for a Six Unit Multifamily Dwelling for the property located at 8 Vine Street. See Site Plan filed herewith. Applicant proposes 6 one bedroom dwelling units.

The building formerly on the property was destroyed by a fire on August 11, 2020 and was demolished on October 27, 2020. See Photos attached. The property has remained vacant since the fire. Applicant proposes to build a new three story, six unit, multifamily dwelling on this site.

A Multifamily dwelling is allowed in this CC Zone with a Special Permit. All variances required for this project have been obtained from the Board of Appeals and the decision has been recorded at the Registry of Deeds. This use is the best use of the property where it is located.

The required parking spaces are provided on the lot.

This project on this lot will be a valuable addition to the neighborhood. It would make valuable use of a presently vacant lot.

Architectural Plans drawn by Matthew Carlson are filed with this application.

Applicant meets all the following requirements under Chapter 255 Section 10.4.2 for a Special Permit:

- A. The proposed use or structure will not cause substantial detriment to the neighborhood or the City taking into account the characteristics of the site (its size, location, and existing structure) and the proposal in regard to this site.
- B. Community need for additional housing is served by this proposal.
- C. Traffic and pedestrian flow and safety have been addressed and the required parking has been supplied.
- D. Adequate utilities and other public services are all supplied for this project. Property is on city water and city sewer.
- E. The neighborhood character and social structures have been addressed in the architectural designs of this project. Many multifamily dwellings are in the neighborhood. See Assessors Report attached hereto.
- F. There will be no impact to natural environment.
- G. The project will increase the city's tax base and have no adverse impact on City services.

Applicants would respectfully request the City Council grant this Application for a Special Permit for a six unit residential dwelling.

Respectfully submitted,

Robert D. Harb

Robert D. Harb, Attorney For Applicant-Jared Fish, Trustee

l-city council-fish-vine street-sp-brief

:



Vine St.-thumbnail.jpg

Uploaded by Robert Harb on Jul 11, 2023 at 6:54 pm

8VineSt_floor plans for Special permit.pdf

Uploaded by Robert Harb on Jul 11, 2023 at 6:54 pm

8 Vine Street-business structure.docx

Uploaded by Robert Harb on Jul 21, 2023 at 4:57 pm

8 Vine Street-business structure.docx

Uploaded by Robert Harb on Jul 21, 2023 at 4:57 pm

Abutters 8 Vine St 108.15.12.xlsx

Uploaded by Christine Webb on Jul 24, 2023 at 8:54 am

Mailing Labels 8 Vine St 108.15.12.pdf

Uploaded by Christine Webb on Jul 24, 2023 at 8:54 am

History

Date	Activity
Jul 11, 2023 at 6:19 pm	Robert Harb started a draft of Record CCSP-23-6
Jul 11, 2023 at 6:23 pm	Robert Harb altered Record CCSP-23-6, changed ownerCity from "PORTSMOUTH" to "Kingston"
Jul 11, 2023 at 6:23 pm	Robert Harb altered Record CCSP-23-6, changed ownerEmail from "" to "budfishbosox@yahoo.com"
Jul 11, 2023 at 6:23 pm	Robert Harb altered Record CCSP-23-6, changed ownerName from "EIGHT VINE ST REALTY TRUST CYNEWSKI BARRY L TRUSTEE FISH JARED TRUSTEE" to "EIGHT VINE ST REALTY TRUST FISH JARED TRUSTEE"
Jul 11, 2023 at 6:23 pm	Robert Harb altered Record CCSP-23-6, changed ownerPhoneNo from "" to "603-502-3157"
Jul 11, 2023 at 6:23 pm	Robert Harb altered Record CCSP-23-6, changed ownerPostalCode from "03801" to "03848"
Jul 11, 2023 at 6:23 pm	Robert Harb altered Record CCSP-23-6, changed ownerStreetName from "GREENLAND RD" to "Exeter Road"
Jul 11, 2023 at 6:23 pm	Robert Harb altered Record CCSP-23-6, changed ownerStreetNo from "946" to "110"
Jul 11, 2023 at 6:23 pm	Robert Harb altered Record CCSP-23-6, changed ownerUnit from "" to ""
Jul 11, 2023 at 6:54 pm	Robert Harb added attachment Vine St.-thumbnail.jpg to Record CCSP-23-6
Jul 11, 2023 at 6:54 pm	Robert Harb added attachment 8VineSt_floor plans for Special permit.pdf to Record CCSP-23-6
Jul 21, 2023 at 4:49 pm	Robert Harb altered Record CCSP-23-6, changed ownerCity from "Kingston" to "Portsmouth"
Jul 21, 2023 at 4:49 pm	Robert Harb altered Record CCSP-23-6, changed ownerPostalCode from "03848" to "03801"
Jul 21, 2023 at 4:49 pm	Robert Harb altered Record CCSP-23-6, changed ownerStreetName from "Exeter Road" to "Greenland Road"
Jul 21, 2023 at 4:49 pm	Robert Harb altered Record CCSP-23-6, changed ownerStreetNo from "110" to "946"
Jul 21, 2023 at 4:57 pm	Robert Harb added attachment 8 Vine Street-business structure.docx to Record CCSP-23-6
Jul 21, 2023 at 4:57 pm	Robert Harb added attachment 8 Vine Street-business structure.docx to Record CCSP-23-6
Jul 21, 2023 at 4:58 pm	Robert Harb submitted Record CCSP-23-6
Jul 21, 2023 at 5:14 pm	completed payment step Special Permit Filing Fee on Record CCSP-23-6
Jul 21, 2023 at 5:14 pm	approval step Planning Director Reviewwas assigned to William Pillsbury on Record CCSP-23-6
Jul 21, 2023 at 5:16 pm	William Pillsbury approved approval step Planning Director Review on Record CCSP-23-6
Jul 21, 2023 at 5:16 pm	approval step Assessor for Abutter's Listwas assigned to Christine Webb on Record CCSP-23-6
Jul 21, 2023 at 5:16 pm	approval step Conservation Department Reviewwas assigned to Robert Moore on Record CCSP-23-6
Jul 21, 2023 at 5:16 pm	approval step Engineering Department Reviewwas assigned to John Pettis on Record CCSP-23-6
Jul 21, 2023 at 5:16 pm	approval step Water/Wastewater Reviewwas assigned to Robert Ward on Record CCSP-23-6
Jul 21, 2023 at 5:16 pm	approval step Health Department Reviewwas assigned to Bonnie Dufresne on Record CCSP-23-6
Jul 21, 2023 at 5:16 pm	approval step Fire1 Department Reviewwas assigned to Eric Tarpy on Record CCSP-23-6
Jul 21, 2023 at 5:16 pm	approval step Fire2 Department Reviewwas assigned to Michael Picard on Record CCSP-23-6
Jul 21, 2023 at 5:16 pm	approval step Police Department Reviewwas assigned to Kevin Lynch on Record CCSP-23-6
Jul 21, 2023 at 5:16 pm	approval step Storm Water Reviewwas assigned to Robert Moore on Record CCSP-23-6
Jul 21, 2023 at 5:16 pm	approval step City Clerk Review - Hearing Dates Setwas assigned to Maria Bevilacqua on Record CCSP-23-6
Jul 21, 2023 at 5:16 pm	approval step DPW Reviewwas assigned to Robert Ward on Record CCSP-23-6
Jul 21, 2023 at 5:16 pm	approval step School Department Reviewwas assigned to Mike Pfifferling on Record CCSP-23-6
Jul 21, 2023 at 5:16 pm	approval step Building Inspector Approval for Agendawas assigned to Tom Bridgewater on Record CCSP-23-6
Jul 21, 2023 at 5:16 pm	approval step Water Supply Reviewwas assigned to Robert Ward on Record CCSP-23-6
Jul 21, 2023 at 5:16 pm	approval step City Council Clerk Notifiedwas assigned to Laurie Brown on Record CCSP-23-6
Jul 22, 2023 at 9:58 am	Tom Bridgewater approved approval step Building Inspector Approval for Agenda on Record CCSP-23-6

Date	Activity
Jul 24, 2023 at 8:54 am	Christine Webb added attachment Abutters 8 Vine St 108.15.12.xlsx to Record CCSP-23-6
Jul 24, 2023 at 8:54 am	Christine Webb added attachment Mailing Labels 8 Vine St 108.15.12.pdf to Record CCSP-23-6
Jul 24, 2023 at 8:57 am	Christine Webb approved approval step Assessor for Abutter's List on Record CCSP-23-6
Jul 24, 2023 at 8:58 am	Eric Tarpay approved approval step Fire1 Department Review on Record CCSP-23-6
Jul 24, 2023 at 9:04 am	Robert Moore approved approval step Conservation Department Review on Record CCSP-23-6
Jul 24, 2023 at 9:04 am	Robert Moore approved approval step Storm Water Review on Record CCSP-23-6
Jul 24, 2023 at 9:41 am	Bonnie Dufresne assigned approval step Health Department Review to Mark Tolman on Record CCSP-23-6
Jul 24, 2023 at 11:13 am	Mike Pfifferling approved approval step School Department Review on Record CCSP-23-6
Jul 24, 2023 at 12:02 pm	Eric Tarpay waived approval step Fire2 Department Review on Record CCSP-23-6
Jul 24, 2023 at 12:55 pm	Kevin Lynch approved approval step Police Department Review on Record CCSP-23-6
Jul 25, 2023 at 10:59 am	Laurie Brown approved approval step City Council Clerk Notified on Record CCSP-23-6
Jul 26, 2023 at 9:49 am	Kaitlin Wright approved approval step City Clerk Review - Hearing Dates Set on Record CCSP-23-6
Jul 26, 2023 at 9:49 am	Kaitlin Wright reactivated approval step City Clerk Review - Hearing Dates Set on Record CCSP-23-6
Jul 26, 2023 at 9:49 am	Kaitlin Wright assigned approval step City Clerk Review - Hearing Dates Set to Kaitlin Wright on Record CCSP-23-6
Jul 26, 2023 at 9:49 am	Kaitlin Wright approved approval step City Clerk Review - Hearing Dates Set on Record CCSP-23-6
Jul 26, 2023 at 9:54 am	Kaitlin Wright reactivated approval step City Clerk Review - Hearing Dates Set on Record CCSP-23-6
Jul 26, 2023 at 9:56 am	Kaitlin Wright approved approval step City Clerk Review - Hearing Dates Set on Record CCSP-23-6

Timeline

Label	Status	Activated	Completed	Assignee	Due Date
 Special Permit Filing Fee	Paid	Jul 21, 2023 at 4:58 pm	Jul 21, 2023 at 5:14 pm	-	-
 Planning Director Review	Complete	Jul 21, 2023 at 5:14 pm	Jul 21, 2023 at 5:16 pm	William Pillsbury	-
 Building Inspector Approval for Agenda	Complete	Jul 21, 2023 at 5:16 pm	Jul 22, 2023 at 9:58 am	Tom Bridgewater	-
 Assessor for Abutter's List	Complete	Jul 21, 2023 at 5:16 pm	Jul 24, 2023 at 8:57 am	Christine Webb	-
 Fire1 Department Review	Complete	Jul 21, 2023 at 5:16 pm	Jul 24, 2023 at 8:58 am	Eric Tarpay	-
 Conservation Department Review	Complete	Jul 21, 2023 at 5:16 pm	Jul 24, 2023 at 9:04 am	Robert Moore	-
 Storm Water Review	Complete	Jul 21, 2023 at 5:16 pm	Jul 24, 2023 at 9:04 am	Robert Moore	-
 School Department Review	Complete	Jul 21, 2023 at 5:16 pm	Jul 24, 2023 at 11:13 am	Mike Pfifferling	-
Fire2 Department Review	Skipped	Jul 21, 2023 at 5:16 pm	Jul 24, 2023 at 12:02 pm	Michael Picard	-
 Police Department Review	Complete	Jul 21, 2023 at 5:16 pm	Jul 24, 2023 at 12:55 pm	Kevin Lynch	-
 City Council Clerk Notified	Complete	Jul 21, 2023 at 5:16 pm	Jul 25, 2023 at 10:59 am	Laurie Brown	-
 City Clerk Review - Hearing Dates Set	Complete	Jul 21, 2023 at 5:16 pm	Jul 26, 2023 at 9:56 am	Kaitlin Wright	-
 DPW Review	Active	Jul 21, 2023 at 5:16 pm	-	Robert Ward	-
 Engineering Department Review	Active	Jul 21, 2023 at 5:16 pm	-	John Pettis	-
 Health Department Review	Active	Jul 21, 2023 at 5:16 pm	-	Mark Tolman	-
 Water/Wastewater Review	Active	Jul 21, 2023 at 5:16 pm	-	Robert Ward	-
 Water Supply Review	Active	Jul 21, 2023 at 5:16 pm	-	Robert Ward	-
 First Ad Placement	Inactive	-	-	-	-
 Placed on Agenda	Inactive	-	-	-	-

Label	Status	Activated	Completed	Assignee	Due Date
✓ Abutter Notification	Inactive	-	-	-	-
✓ Second Ad Placement	Inactive	-	-	-	-
✓ City Councilor A Review	Inactive	-	-	-	-
✓ City Councilor B Review	Inactive	-	-	-	-
✓ City Councilor C Review	Inactive	-	-	-	-
✓ City Councilor D Review	Inactive	-	-	-	-
✓ City Councilor E Review	Inactive	-	-	-	-
✓ City Councilor F Review	Inactive	-	-	-	-
✓ City Councilor G Review	Inactive	-	-	-	-
✓ City Councilor H Review	Inactive	-	-	-	-
✓ City Councilor I Review	Inactive	-	-	-	-
✓ City Council Meeting	Inactive	-	-	-	-
✓ Meeting Minutes & Decision Filed w/City Clerk	Inactive	-	-	-	-



City of Haverhill, MA

Jul 26, 2023

CCSP-23-6

Planning Director Review

City Council Special Permit

Status: Complete

Assignee: William Pillsbury

Became Active: Jul 21, 2023

Completed: Jul 21, 2023

Applicant

Robert Harb
bobharb@aol.com
40 Kenoza Avenue
Haverhill, MA 01830
9783735611

Primary Location

8 VINE ST
Haverhill, MA 01830

Owner:

EIGHT VINE ST REALTY TRUST FISH JARED
TRUSTEE
946 Greenland Road Portsmouth, NH 03801

Comments

William Pillsbury, Jul 21, 2023

ok to schedule hearing

**City of Haverhill, MA**

Jul 26, 2023

CCSP-23-6**Assessor for Abutter's List****City Council Special Permit****Status:** Complete**Became Active:** Jul 21, 2023**Assignee:** Christine Webb**Completed:** Jul 24, 2023**Applicant**

Robert Harb
bobharb@aol.com
40 Kenoza Avenue
Haverhill, MA 01830
9783735611

Primary Location

8 VINE ST
Haverhill, MA 01830

Owner:

EIGHT VINE ST REALTY TRUST FISH JARED
TRUSTEE
946 Greenland Road Portsmouth, NH 03801

Comments**Christine Webb, Jul 24, 2023**

Please see the attached abutters and mailing lists for 8 Vine St 108.15.12



City of Haverhill, MA

Jul 26, 2023

CCSP-23-6

Fire1 Department Review

City Council Special Permit

Status: Complete**Assignee:** Eric Tarpy**Became Active:** Jul 21, 2023**Completed:** Jul 24, 2023

Applicant

Robert Harb
bobharb@aol.com
40 Kenoza Avenue
Haverhill, MA 01830
9783735611

Primary Location

8 VINE ST
Haverhill, MA 01830

Owner:

EIGHT VINE ST REALTY TRUST FISH JARED
TRUSTEE
946 Greenland Road Portsmouth, NH 03801

Comments

Eric Tarpy, Jul 24, 2023

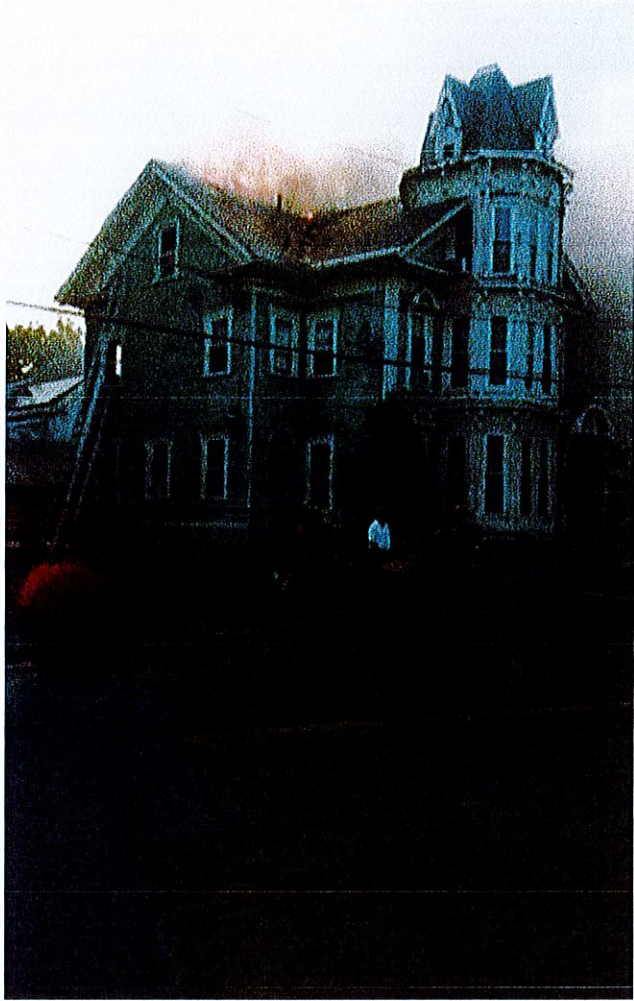
The planning, design and construction of new buildings, renovation of existing buildings and structures to provide egress facilities, fire protection and built-in fire protection equipment shall be in accordance with 780 CMR; and any alterations, additions or changes in buildings required by the provisions of 527 CMR which in the scope of 780 CMR, 9th edition, shall be made in accordance therewith. (527 CMR 1.04(4) and 780 CMR 101.2). Additionally, 780 CMR (901.2.1) Document Submittal Process will be required.

Plans approved by the fire department are approved with the intent they comply in all respects to MSBC, 780 CMR, 527 CMR 1.00, NFPA 1 2021 ed., MGL Chapter 148 and any City of Haverhill ordinance. Any omissions or errors on the plans do not relieve the applicant of complying with applicable requirements.

Driveway must comply with the Public Safety Driveway Design Standard for Residential Dwellings.

This project requires NFPA compliant Sprinkler and Fire Alarm Systems

Snow storage plan needs to be addressed. Stored on site or removed.





[Sent from AOL on Android](#)

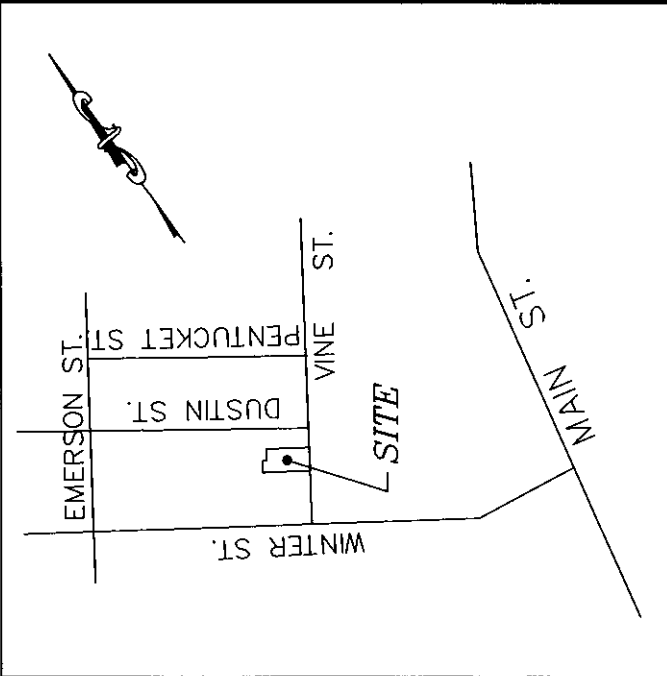
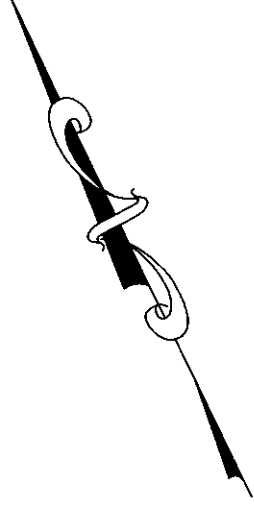
Click on the Column Headings to sort accordingly.
Click on the Parcel ID to view the parcel detail.

Parcel ID	Location	Owner	Built Type	Total Value	Beds Baths	Lot size Fin area	LUC Description	NHood	Sale date Sale price	Book Page
108-15-11	10 VINE ST	FORMIGONI MARCO A-ETUX GOES POLLYANNA T	1900 MULTI-GRDN	\$639,200	7 3	3,698 2,820	105 3 FAMLY	XF	4/14/2020 \$530,000	38419-483
109-18-7	13 VINE ST	LOPEZ GERONIMO-ETUX LOPEZ TRIGIDIA	1900 OLD STYLE	\$423,200	6 3	8,320 3,128	101 ONE FAM	XF	1/29/1993 \$80,000	11722-493
108-16-1	16 VINE ST	VELAZQUEZ JAVIER	1900 MULTI-GRDN	\$650,800	6 4	11,099 3,938	105 3 FAMLY	XF	5/22/2006 \$329,000	25693-72
109-18-8	17 VINE ST	VINE REALTY GROUP LLC	1900 APRTMNT-GN	\$759,600	9 9	8,002 4,107	112 APTS >8	AF	7/26/2019 \$670,000	37700-249
108-16-13	22 VINE ST	ERAZO NATALIE	1900 MULTI-GRDN	\$636,600	7 3	3,171 3,780	105 3 FAMLY	XF	4/11/2012 \$100	31249-565
109-18-9	23 VINE ST	CATALINA CLARIBEL-ETUX QUELIZ EDGAR	1900 APT CONV	\$511,500	6 5	8,651 3,558	111 APT 4-8	XF	10/13/2017 \$365,000	36251-477
109-18-10	25 VINE ST	BROADWAY-VINE REALTY TR BUCKLEY NANCY W-TRUSTEE	1875 APT CONV	\$579,000	8 7	6,922 3,969	111 APT 4-8	XF	5/12/1995 \$100	13019-83
108-17-1	2628 VINE ST	VS PROPERTIES, LLC C/O PARTRIDGE SNOW & HAHN, LLP	1900 APT CONV	\$779,800	8 8	6,081 6,080	111 APT 4-8	XF	12/22/2021 \$100	40600-211
109-21-4	27 VINE ST	VS PROPERTIES, LLC C/O PARTRIDGE SNOW & HAHN, LLP	1880 APT CONV	\$587,000	7 6	5,040 4,555	111 APT 4-8	XF	12/22/2021 \$100	40600-206
109-18-5	35 VINE ST	KINGSTON FAMILY IRREVOCABLE TR KINGSTON DAWN M-TRUSTEE	1870 APT CONV	\$636,000	10 5	3,642 4,691	111 APT 4-8	XF	5/24/2016 \$100	34944-490
108-17-14	30 VINE ST	VS PROPERTIES, LLC C/O PARTRIDGE SNOW & HAHN, LLP	1900 APT CONV	\$521,000	7 5	4,900 3,982	111 APT 4-8	XF	12/22/2021 \$1,400	40600-206
109-21-5	31 VINE ST	MARTINEZ ARIEL JONES-ETUX LUNA ANYERINES MARTINEZ	1900 MULTI-CONV	\$466,200	5 3	5,502 2,516	104 TWO FAM	XF	5/29/2018 \$380,000	36742-580
108-17-13	34 VINE ST	34 VINE ST., LLC	1909 MULTI-GRDN	\$482,200	6 3	5,380 2,271	104 TWO FAM	XF	9/11/2019 \$358,827	37831-418
109-21-6	35 VINE ST	35 VINE STREET, LLC	1854 APT CONV	\$454,900	5 4	7,902 2,819	111 APT 4-8	XF	10/4/2021 \$100	40345-301
109-21-7A	39 VINE ST	BRUNET WILLIAM J ETUX BRUNET NANCY A	1920 CONDO-GRDN	\$86,700	1 1	0 487	102 CONDO	C4	11/4/2008 \$40,000	28134-255
109-21-7B	39 VINE ST	MANN STEPHANIE E	1920 CONDO-GRDN	\$96,800	1 1	0 657	102 CONDO	C4	12/29/2020 \$87,000	39355-287
109-21-7C	39 VINE ST	MANN STEPHANIE E	1920 CONDO-GRDN	\$83,300	1 1	0 477	102 CONDO	C4	9/29/2010 \$26,000	29813-475
109-21-7D	39 VINE ST	MANN STEPHANIE E	1920 CONDO-TNHS	\$124,700	2 1	0 1,225	102 CONDO	C4	3/6/2009 \$35,000	28383-526
108-15-12	8 VINE ST	EIGHT VINE ST REALTY TRUST CYNEWSKI BARRY L TRUSTEE FISH JARED TRUSTEE		\$130,600		7,179	111 APT 4-8	XF	8/6/2010 \$179,900	29663-83
109-18-6	9 VINE ST	KINGSTON FAMILY IRREVOCABLE TR KINGSTON DAWN M-TRUSTEE	1905 OLD STYLE	\$440,800	3 2	7,100 2,732	101 ONE FAM	XF	5/24/2016 \$100	34944-493

EMMA'S HOLDINGS INC
N/F

150.00'

150.00'

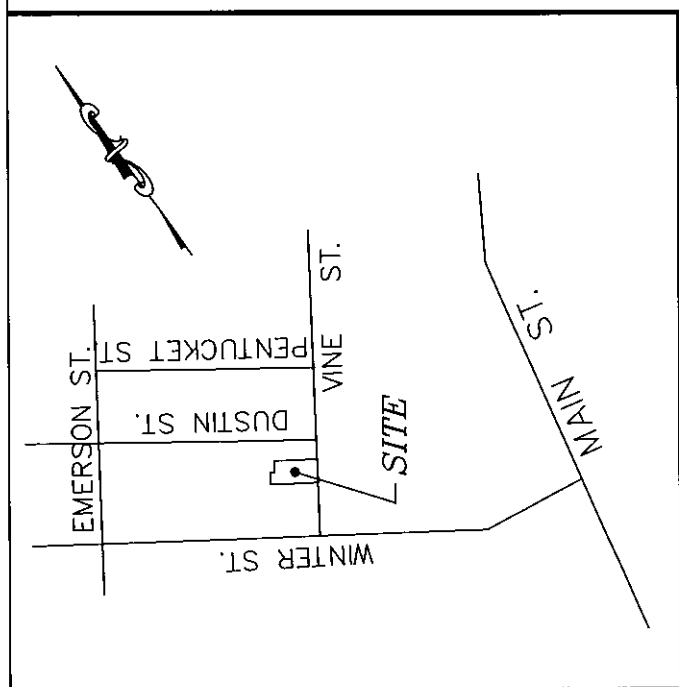
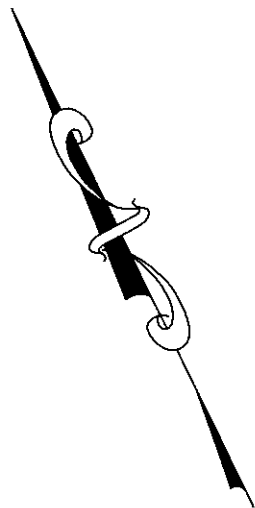


LOCUS
1' = 1200'

N/F
EPA/PA/ALIS HO/DINCE INC

150.00'

150.00'



LOCUS
1' = 1200'

MECHANICAL
EQUIPMENT ZONE

ROOF DRAIN

14' - 10 1/2"

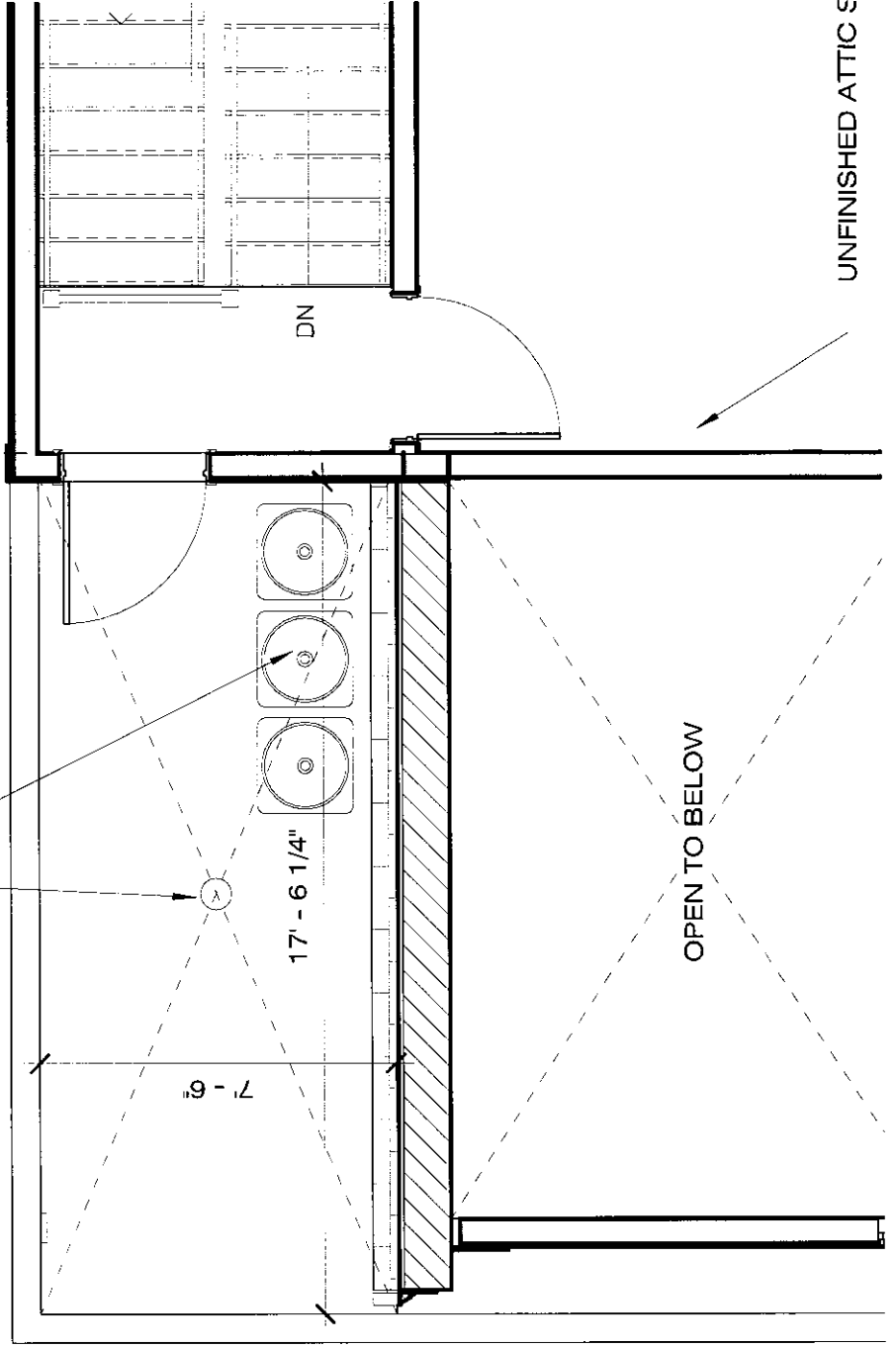
7' - 6"

17' - 6 1/4"

DN

OPEN TO BELOW

UNFINISHED ATTIC S



BALCONY

7' - 6"

16' - 11 1/2"

DEN
211b

7' - 5 1/2"

STAIR 2
210

UP

DN

CL.

211a

21' - 7 1/2"

LIVING
211

11' - 0"

12' - 0"

2' - 0"

UNIT 202

KIT



City of Haverhill, MA

Hearing October 3 2023

08/01/2023

CCSP-23-7

City Council Special Permit

Status: Active

Date Created: Jul 26, 2023

11.43

Applicant

Robert Harb
bobharb@aol.com
40 Kenoza Avenue
Haverhill, MA 01830
9783735611

Primary Location

71 PORTLAND ST
Haverhill, MA 01830

Owner:

MATIAS CAPITAL, LLC
64 BROADWAY METHUEN, MA 01844

Important: Please Read Before Starting Your Application**Applicant Information****What is Your Role in This Process?**

Attorney/Agent

Applicant Business/Firm Phone

978-373-5611

Applicant Business/Firm City

Haverhill

Applicant Business/Firm Zip

01830

Client Business Name

Matias Capital, LLC

Client Email

matias.enterprises@gmail.com

Client City

Methuen

Client Zip

01844

Client Business Structure

Limited Liability Corporation (LLC)

Applicant Business/Firm Name

Robert D Harb, Attorney At Law

Applicant Business/Firm Address

40 Kenoza Avenue

Applicant Business/Firm State

MA

Client Name

Matias Capital, LLC

Client Phone

978-361-0601

Client Address

64 Broadway

Client State

MA

Client County

Essex County

Property Information**Proposed Housing Plan Name**

Special permit Plan of Land at 71,73,75,77 Portland Street

How Long Owned by Current Owner?

4 1/2 years

Lot Dimension(s)**Proposed Street Name(s)**

N/A

Type of Dwelling(s) Planned in Project

Multi-Family

Registry Plat Number, Block & Lot

8/1/23, 12:30 PM	OpenGov
92' frontage; 118' depth;11,155 S.F. area	609-488-12
Zoning District Where Property Located	--
CC - Commercial Central	
Deed Recorded in Essex South Registry: Block Number	
37308	
Deed Recorded in Essex South Registry: Page	
236	
Does the Property Have Multiple Lots?	
No	
Thoroughly Describe the Reason(s) for thre Special Permit	
Applicant seeks a Special Permit to expand an exiting 12 unit multifamily building to a 16 unit multifamily building in a CC Zone.	
Property Description	
The land with the buildings thereon situated in Haverhill, Essex County, Commonwealth of Massachusetts on the easterly side of Portland Street and bounded and described as follows: On the West by said Portland Street 92 feet; on the north by land now or formerly of F. J. Stevens 126 feet; on the east by land now or formerly of Annie E. Emery 92 feet; on the south by land now or formerly of E.W. Allen and Mrs. A.T. Noyes 118 feet.	
Current Property Use	TOTAL Number of Units Planned
Residential Housing	16
TOTAL Number of Parking Spaces Planned	
13	
Special Circumstances	
Building Coverage	Dimensional Variance
☐	☐
Front Yard Setback	Side Yard Setback
☐	☐
Rear Yard Setback	Lot Frontage
☐	☐
Lot Depth	Lot Area
☐	☐
Building Height	Floor Area Ratio
☐	☐
Open Space	Parking
☐	☐
Sign Size	Use
☐	☐
Other	IF OTHER, Please Describe
☒	Special permit to expand an existing 12 Unit multifamily building to a 16 Unit multifamily building
Hearing Waiver	
Agrees	
No	

Agreement & Signature**Agrees****PLEASE READ****Office Use Only****City Council Decision**

--

City Council Hearing Date

--

Reason for Council's Decision

--

City Council Members Absent

--

City Council Members Present

--

Continuance Meeting Date

--

Also Present

--

City Councilor Who Seconded Motion

--

City Councilor Who Made Motion

--

City Councilors Who Voted Against

--

City Councilors Who Abstained

--

Continuance Motion Decision

--

Who Submitted Continuance Request?

--

City Councilors Who Voted in Favor

--

Number of 12"x18" Mylar Copies

--

Appeal Expiration Date

--

Number of 24"x36" Mylar Copies

--

Number of 18"x24" Mylar Copies

--

Attachments

-  Applicant is Owner.docx
Uploaded by Robert Harb on Jul 25, 2023 at 3:44 pm
-  I-city-matias-07262023145012.pdf
Uploaded by Robert Harb on Jul 26, 2023 at 4:09 pm
-  71PortlandStSpPermitMatias.pdf
Uploaded by Robert Harb on Jul 26, 2023 at 4:14 pm
-  71PortlandStSpPermitMatias.pdf
Uploaded by Robert Harb on Jul 26, 2023 at 4:14 pm
-  I-city-matias-07262023145012.pdf
Uploaded by Robert Harb on Jul 26, 2023 at 4:15 pm
-  I-city-matias-07262023145012.pdf
Uploaded by Robert Harb on Jul 26, 2023 at 4:15 pm
-  71_Portland_St._13x19_(2)_Floor PLans.pdf
Uploaded by Robert Harb on Jul 26, 2023 at 4:18 pm
-  Abutters 71 Portland St 609.488.12.xlsx
Uploaded by Christine Webb on Jul 31, 2023 at 3:34 pm

History

Date	Activity
Jul 25, 2023 at 3:16 pm	Robert Harb started a draft of Record CCSP-23-7
Jul 26, 2023 at 4:18 pm	Robert Harb added attachment 71_Portland_St._13x19_(2)_Floor PLans.pdf to Record CCSP-23-7
Jul 26, 2023 at 4:18 pm	Robert Harb added attachment 71_Portland_St._13x19_(2)_Floor PLans.pdf to Record CCSP-23-7
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✓ City Councilor C Review	Inactive	-	-	-	-
✓ City Councilor D Review	Inactive	-	-	-	-
✓ City Councilor E Review	Inactive	-	-	-	-
✓ City Councilor F Review	Inactive	-	-	-	-
✓ City Councilor G Review	Inactive	-	-	-	-
✓ City Councilor H Review	Inactive	-	-	-	-
✓ City Councilor I Review	Inactive	-	-	-	-
✓ City Council Meeting	Inactive	-	-	-	-
✓ Meeting Minutes & Decision Filed w/City Clerk	Inactive	-	-	-	-



City of Haverhill, MA

08/01/2023

CCSP-23-7

City Council Special Permit

Status: Active**Date Created:** Jul 26, 2023**Applicant**

Robert Harb
bobharb@aol.com
40 Kenoza Avenue
Haverhill, MA 01830
9783735611

Primary Location

71 PORTLAND ST
Haverhill, MA 01830

Owner:

MATIAS CAPITAL, LLC
64 BROADWAY METHUEN, MA 01844

Important: Please Read Before Starting Your Application**Applicant Information****What is Your Role in This Process?**

Attorney/Agent

Applicant Business/Firm Phone

978-373-5611

Applicant Business/Firm City

Haverhill

Applicant Business/Firm Zip

01830

Client Business Name

Matias Capital, LLC

Client Email

matias.enterprises@gmail.com

Client City

Methuen

Client Zip

01844

Client Business Structure

Limited Liability Corporation (LLC)

Applicant Business/Firm Name

Robert D Harb, Attorney At Law

Applicant Business/Firm Address

40 Kenoza Avenue

Applicant Business/Firm State

MA

Client Name

Matias Capital, LLC

Client Phone

978-361-0601

Client Address

64 Broadway

Client State

MA

Client County

Essex County

Property Information**Proposed Housing Plan Name**

Special permit Plan of Land at 71,73,75,77 Portland Street

How Long Owned by Current Owner?

4 1/2 years

Lot Dimension(s)**Proposed Street Name(s)**

N/A

Type of Dwelling(s) Planned in Project

Multi-Family

Registry Plat Number, Block & Lot

8/1/23, 1:22 PM

OpenGov

92' frontage; 118' depth;11,155 S.F. area

609-488-12

Zoning District Where Property Located

CC - Commercial Central

--

Deed Recorded in Essex South Registry: Block Number

37308

Deed Recorded in Essex South Registry: Page

236

Does the Property Have Multiple Lots?

No

Thoroughly Describe the Reason(s) for thre Special Permit

Applicant seeks a Special Permit to expand an exiting 12 unit multifamily building to a 16 unit multifamily building in a CC Zone.

Property Description

The land with the buildings thereon situated in Haverhill, Essex County, Commonwealth of Massachusetts on the easterly side of Portland Street and bounded and described as follows: On the West by said Portland Street 92 feet; on the north by land now or formerly of F. J. Stevens 126 feet; on the east by land now or formerly of Annie E. Emery 92 feet; on the south by land now or formerly of E.W. Allen and Mrs. A.T. Noyes 118 feet.

Current Property Use

Residential Housing

TOTAL Number of Units Planned

16

TOTAL Number of Parking Spaces Planned

13

Special Circumstances

Building Coverage

☐

Front Yard Setback

☐

Rear Yard Setback

☐

Lot Depth

☐

Building Height

☐

Open Space

☐

Sign Size

☐

Other

☒

Dimensional Variance

☐

Side Yard Setback

☐

Lot Frontage

☐

Lot Area

☐

Floor Area Ratio

☐

Parking

☐

Use

☐

IF OTHER, Please Describe

Special permit to expand an existing 12 Unit multifamily building to a 16 Unit multifamily building

Hearing Waiver

Agrees

No

https://haverhillma.viewpointcloud.io/#/explore/records/156850/printable?act=true&app=true&att=true&emp=true&int=true&loc=true&sec=1014439%2...

2/5

Agreement & Signature**Agrees****PLEASE READ****Office Use Only****City Council Decision**

--

City Council Hearing Date

--

Reason for Council's Decision

--

City Council Members Absent

--

City Council Members Present

--

Continuance Meeting Date

--

Also Present

--

City Councilor Who Seconded Motion

--

City Councilor Who Made Motion

--

City Councilors Who Voted Against

--

City Councilors Who Abstained

--

Continuance Motion Decision

--

Who Submitted Continuance Request?

--

City Councilors Who Voted in Favor

--

Number of 12"x18" Mylar Copies

--

Appeal Expiration Date

--

Number of 24"x36" Mylar Copies

--

Number of 18"x24" Mylar Copies

--

Attachments

-  Applicant is Owner.docx
Uploaded by Robert Harb on Jul 25, 2023 at 3:44 pm
-  l-city-matias-07262023145012.pdf
Uploaded by Robert Harb on Jul 26, 2023 at 4:09 pm
-  71PortlandStSpPermitMatias.pdf
Uploaded by Robert Harb on Jul 26, 2023 at 4:14 pm
-  71PortlandStSpPermitMatias.pdf
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-  l-city-matias-07262023145012.pdf
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ROBERT D. HARB
ATTORNEY AT LAW
40 KENOZA AVENUE
HAVERHILL, MASSACHUSETTS 01830

TEL: (978) 373-5611
FAX: (978) 373-7441
EMAIL: bobharb@aol.com

July 25, 2023

City Council
City of Haverhill
4 Summer Street
Haverhill, MA 01830

**Re: APPLICATION FOR A SPECIAL PERMIT
TO EXPAND AN EXISTING 12 UNIT MULTIFAMILY DWELLING TO A
16 UNIT MULTIFAMILY DWELLING IN A CC ZONE**
Matias Capital, LLC-Owner/Applicant
Property: 71-77 Portland Street, Haverhill
Haverhill Assessor's Map 609-488-12

Matias Capital, LLC, Owner and Applicant, with mailing address 64 Broadway, Methuen, MA 01844, is applying to the City Council for a Special Permit under the terms and provisions of the Haverhill Zoning Ordinance Chapter 255 to expand an existing 12 Unit Multifamily Dwelling to a 16 Unit Multifamily Dwelling for the property located at 71-77 Portland Street.. See Site Plan and Floor Plans filed herewith. Applicant proposes a total of 16 one bedroom dwelling units.

A Multifamily dwelling is allowed in this CC Zone with a Special Permit. This multifamily dwelling already exists. All variances required for this expansion project have been obtained from the Board of Appeals and the decision has been recorded at the Registry of Deeds. This use is the best use of the property in the neighborhood where it is located.

The Applicant has upgraded the premises since its purchase. See Photos attached. At present an application for over \$600,000.00 in renovations has been filed with the City.

The neighborhood is occupied by multifamily dwellings. See Assessor database for Portland Street attached.

The additional units in this building with no exterior changes will provide needed housing in the City, will not affect the character of the neighborhood, has on site parking, and will have a newly installed sprinkler system.

By allowing this additional housing in the already existing building, it will bring added tax revenue to the City and will be consistent with the neighborhood .

It should be noted that from the Applicant's history, in one-bedroom dwellings only about one half of the residents have vehicles, and most of the units are rented to single persons. Other multifamily dwellings in the neighborhood have little or no parking.

This project on this lot will be a valuable improvement to the building and the neighborhood.

Applicant meets all the requirements under Chapter 255 Section 10.4.2 for a Special permit:

- A. The proposed use or structure will not cause substantial detriment to the neighborhood or the City taking into account the characteristics of the site (its size, location, and existing structure) and the proposal in regard to this site.
- B. Community need for additional housing is served by this proposal.
- C. Traffic and pedestrian flow and safety have been addressed and the required parking has been supplied.
- D. Adequate utilities and other public services are all supplied for this project. Property is on city water and city sewer.
- E. The neighborhood character and social structures have been addressed in the architectural designs of this project. Many multifamily dwellings are in the neighborhood. See Assessors Report attached hereto.
- F. There will be no impact to natural environment.
- G. The project will increase the city's tax base and have no adverse impact on City services.

Applicants would respectfully request the City Council grant this Application for a Special Permit to expand an existing 12 unit multifamily building to a 16 unit multifamily building.

Respectfully submitted,

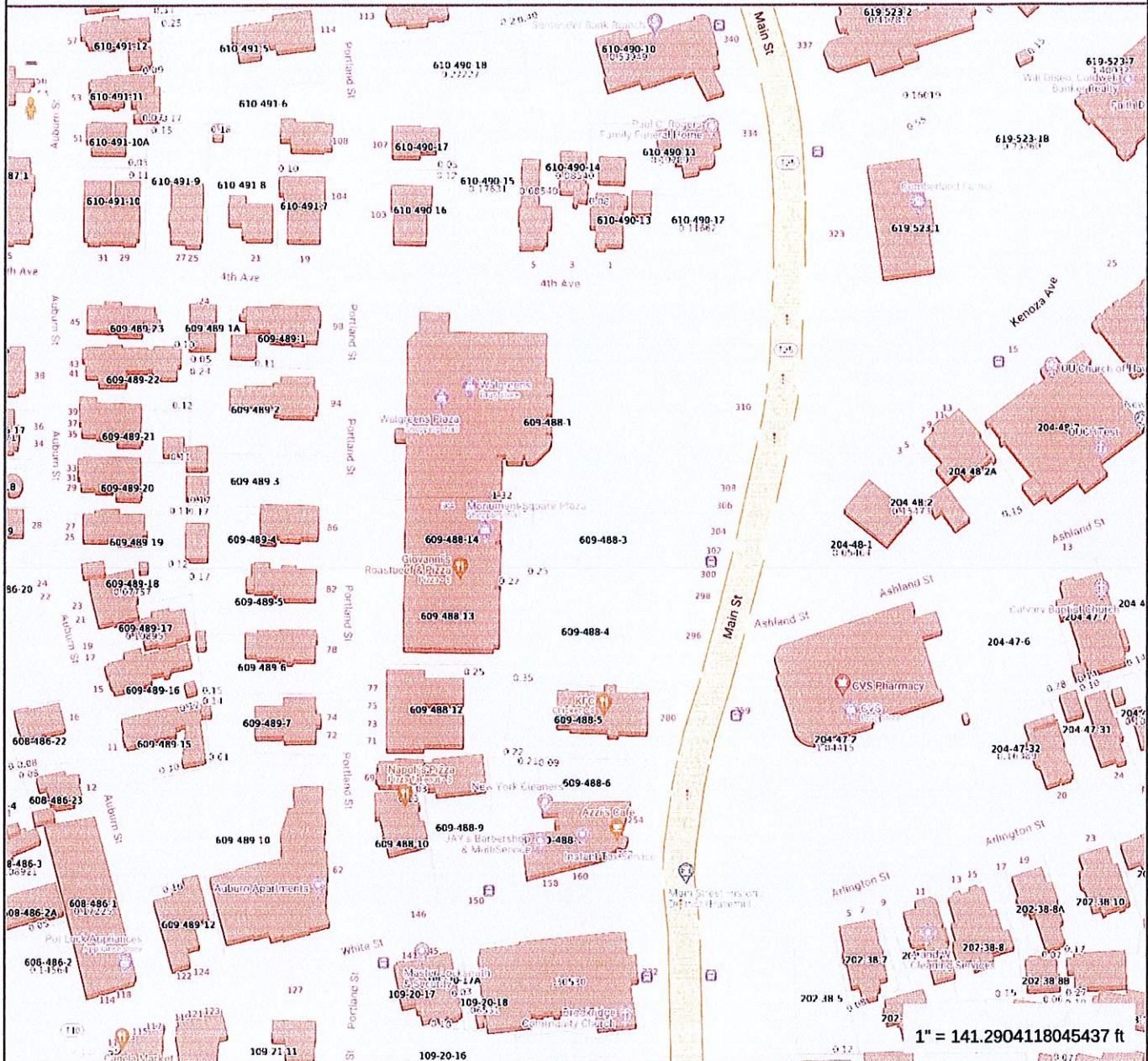
Robert D. Harb

Robert D. Harb, Attorney For Applicant-Matias Capital, LLC

l-city council-Matias-portland street-sp-brief

:

71-77 Portland Street

MAP FOR REFERENCE ONLY
NOT A LEGAL DOCUMENT

City of Haverhill, MA makes no claims and no warranties, expressed or implied, concerning the validity or accuracy of the GIS data presented on this map.

Geometry updated February 5, 2019
Data updated February 4, 2019

Print map scale is approximate.
Critical layout or measurement
activities should not be done using
this resource.

Click on the Column Headings to sort accordingly.
Click on the Parcel ID to view the parcel detail.

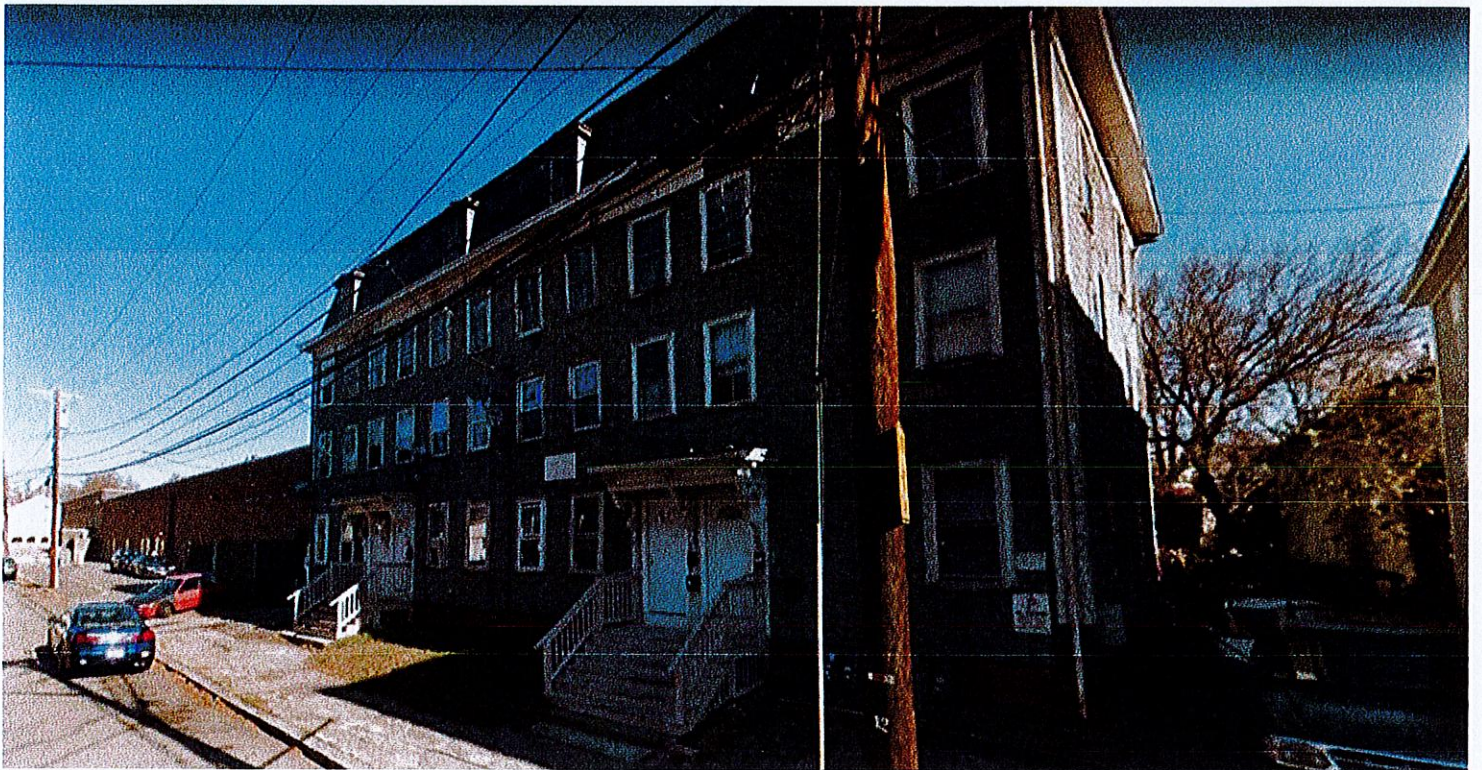
Parcel ID	Location	Owner	Built Type	Total Value	Beds Baths	Lot size Fin area	LUC Description	NHood	Sale date Sale price	Book Page
109-18-16	PORTLAND ST	NEW ENGLAND TEL + TEL CO C/O DUFF AND PHELPS		\$291,700		20,600	337 PARKLOT	60	2/6/1963	5699 63
109-20-16	PORTLAND ST	BROOKRIDGE COMMUNITY CHURCH		\$259,400		6,900	960 RELIGIOUS	60	9/12/2008	28035-290
609-489-3	PORTLAND ST	94 PORTLAND STREET, LLC		\$132,900		7,205	106 OUT BLD	XF	8/17/2022	41136-53
610-491-2	PORTLAND ST	CITY OF HAVERHILL PUBLIC PROPERTY DEPT		\$147,900		18,169	931 MUNICIPAL	XF	\$100	
610-490-16	103 PORTLAND ST	D AND F REALTY TRUST PETER DIZOGLIO-TRUSTEE	1910 APT CONV	\$525,200	8 6	5,088 3,141	111 APT 4-8	XF	3/7/2012	31147-116
610-491-7	104 PORTLAND ST	104 PORTLAND STREET REALTY TR SOCAGE, LLC-TRUSTEE	1900 APT CONV	\$430,400	11 5	4,225 3,454	111 APT 4-8	XF	8/21/2018	36952-137
610-490-17	107 PORTLAND ST	SAINVAL MAGALIE L-ETUX SAINVAL MONDESTIN	1860 OLD STYLE	\$335,600	3 2	2,317 1,418	101 ONE FAM	XF	6/3/2021	39943-194
610-491-6	108 PORTLAND ST	GUGLIELMI ALFONSO	1880 MULTI-GRDN	\$523,600	7 3	7,366 2,948	104 TWO FAM	XF	4/1/2022	40835-397
109-20-5	11 PORTLAND ST	SHAW FAMILY REALTY TRUST SHAW JESSIE R TRUSTEE		\$284,700		4,922	390 LAND-C	10	9/18/2006	26090-367
610-490-19	113 PORTLAND ST	HAVERHILL MULTI FAMILY LLC C/O JOHN CRAIG	1890 APT CONV	\$638,500	8 7	9,069 4,360	111 APT 4-8	XF	5/22/2009	28611-591
610-491-5	114 PORTLAND ST	GOLDWETHA PROPERTIES SOLUTIONS LLC	1900 APT CONV	\$608,100	8 6	10,968 4,311	111 APT 4-8	XF	11/16/2022	41304-122
610-490-20	117 PORTLAND ST	QUEZADA TULIO	1900 APT CONV	\$554,800	6 4	11,295 4,376	111 APT 4-8	XF	11/25/2022	41320-255
610-491-4-1	118 PORTLAND ST	DROUIN MADISON ROSE	1988 CONDO-TNHS	\$258,200	2 1	0 1,124	102 CONDO	C23	6/16/2021	39986-465
610-491-4-2	118 PORTLAND ST	HANDLOFF JOEL	1988 CONDO-TNHS	\$266,600	2 1	0 1,240	102 CONDO	C23	4/16/2021	39773-475
610-491-4-3	120 PORTLAND ST	ELPENORD DARLY	1988 CONDO-TNHS	\$239,400	2 1	0 1,102	102 CONDO	C23	11/19/2018	37160-261
610-491-4-4	120 PORTLAND ST	LI MAN CHEE	1988 CONDO-TNHS	\$246,600	2 1	0 1,296	102 CONDO	C23	1/29/2009	28279-541
610-491-4-5	120 PORTLAND ST	ADAMS NANCY	1988 CONDO-TNHS	\$241,000	2 1	0 1,120	102 CONDO	C23	1/12/2006	25282-119
610-490-21-121	121 PORTLAND ST	KILSON GISSEL	2019 CONDO-TNHS	\$362,800	3 2	0 1,601	102 CONDO	UA	5/5/2020	38487-471
610-490-21-123	123 PORTLAND ST	HICKERNELL ANDREW	2019 CONDO-TNHS	\$362,800	3 2	0 1,601	102 CONDO	UA	5/6/2020	38489-229
610-491-3A	124 PORTLAND ST	MARTINEZ MARIA	1900 OLD STYLE	\$418,300	3 1	6,007 1,593	101 ONE FAM	XF	10/18/2021	40388-302
610-490-21-125	125 PORTLAND ST	MENDOZA GUARINA I. JAQUEZ	2019 CONDO-TNHS	\$362,800	3 2	0 1,601	102 CONDO	UA	7/2/2020	38679-271
610-491-3	126 PORTLAND ST	DUSHAME LISA M-ETAL WILLIAMS JOEL M FERNANDEZ BARBARA A-LIFE EST	1885 MULTI-GRDN	\$422,700	5 2	6,761 2,536	104 TWO FAM	XF	6/8/2022	40988-477

Parcel ID	Location	Owner	Built Type	Total Value	Beds Baths	Lot size Fin area	LUC Description	NHood	Sale date Sale price	Book Page
610-490-23	127 PORTLAND ST	127 PORTLAND STREET REALTY TR TOLIOS THEODORE V TRUSTEE TOLIOS ERATO TRUSTEE	1860 MULTI-GRDN	\$601,600	5 3	6,081 3,677	105 3 FAMLY	XF	2/12/2008 \$100	27515- 556
610-490-25	133 PORTLAND ST	PAULINO NICOLAS RAMIREZ	1900 MULTI-GRDN	\$470,700	4 2	4,748 2,718	104 TWO FAM	XF	5/29/2013 \$187,270	32509- 471
610-490-26	135 PORTLAND ST	PEARSON DAVID R	1870 MULTI-GRDN	\$491,700	5 2	4,434 3,960	104 TWO FAM	XF	7/7/2020 \$100	38687- 55
610-491-1	136 PORTLAND ST	RODRIGUEZ CARMEN L	1890 MULTI-GRDN	\$498,400	6 3	4,256 2,907	104 TWO FAM	XF	9/3/2003 \$229,900	21678- 179
610-490-27	139 PORTLAND ST	ADOMAKO NYAMEKYE	2003 COLONIAL	\$379,800	3 1	3,350 1,440	101 ONE FAM	EF	5/6/2004 \$247,000	22802- 245
109-20-6	17 PORTLAND ST	DOMBROWSKI GREGORY	1900 APT CONV	\$395,700	4 4	6,281 2,144	111 APT 4-8	XF	11/20/2007 \$165,000	27335- 462
109-20-7	21 PORTLAND ST	CASTANEDA EMMANUEL	1900 APT CONV	\$472,500	5 4	5,362 2,635	111 APT 4-8	XF	7/17/2020 \$480,000	38721- 301
109-20-9	2329 PORTLAND ST	IGLESIA BIBLICA BAUTISTA, INC.	1950 CHURCH/SYN	\$1,025,600	0 0	16,479 9,428	960 RELIGIOUS	60	2/28/2020 \$100	38296- 466
109-18-14	24 PORTLAND ST	DIAZ PEDRO MANUEL PANIAGUA DIAZ LUIS ANTONIO PANIAGUA	1875 MULTI-GRDN	\$481,100	6 3	5,998 3,294	104 TWO FAM	XF	4/6/2022 \$590,000	40845- 94
109-20-8	25 PORTLAND ST	25 PORTLAND STREET REAL ESTATE GROUP, L.L.C.	1900 APRTMNT-GN	\$1,338,900	20 18	5,192 9,724	112 APTS >8	AF	7/15/2022 \$2,675,000	41067- 452
109-18-13	26 PORTLAND ST	EDOBOR-OVABOR JOY	1900 OLD STYLE	\$372,700	4 2	5,062 2,577	101 ONE FAM	XF	3/7/2016 \$195,000	526- 89255
109-21-1	30 PORTLAND ST	BLY BRIAN R ETUX BLY LORIA	1900 OLD STYLE	\$298,600	3 1	1,803 1,352	101 ONE FAM	XF	9/27/1996 \$50,000	137-74- 311
109-21-18	34 PORTLAND ST	THE JAVIER CORTES REVOCABLE TRUST OF 2012 CORTES JAVIER- TRUSTEE	1900 APT CONV APT CONV	\$646,100	8 4	11,282 6,445	111 APT 4-8	XF	4/30/2015 \$100	34017- 430
109-21-16	40 PORTLAND ST	MOLTEN BABYLON AJ, LLC	1780 MULTI-GRDN OLD STYLE OLD STYLE	\$580,300	13 4	7,841 5,397	109 MULT HS	XF	10/26/2015 \$430,000	34470- 383
109-21-15	50 PORTLAND ST	D AND F REALTY TRUST FORTUNATO GEORGE-TRUSTEE MCQUILKIN YVONNE	1940 APT CONV	\$489,500	6 6	7,453 2,968	111 APT 4-8	XF	7/19/2013 \$313,000	32669- 470
109-21-14	54 PORTLAND ST	MCQUILKIN YVONNE	1900 MULTI-GRDN	\$453,500	6 3	3,698 1,860	105 3 FAMLY	XF	3/31/2017 \$311,000	35771-3 236
109-21-13	56 PORTLAND ST	TERRERO EURIN RAFAEL	1900 OLD STYLE	\$462,100	5 2	3,960 2,242	101 ONE FAM	XF	12/23/2021 \$100	40603- 525
609-489-10	62 PORTLAND ST	GREAT BRIDGE HAVERHILL LTD PTN	2003 APRTMNT-GN	\$3,670,700	65 42	26,415 35,032	114 AFFORDABLE	AF	5/3/2002 \$350,000	18667- 71
609-488-11	69 PORTLAND ST	FILS GARY	1890 OLD STYLE	\$287,800	3 1	1,259 1,583	101 ONE FAM	XF	12/1/2021 \$320,000	40538- 232
609-488-12	71 PORTLAND ST	MATIAS CAPITAL, LLC	1900 APRTMNT-GN	\$1,139,800	18 12	10,711 11,412	112 APTS >8	AF	2/1/2019 \$685,000	37308- 236
609-489-7	7274 PORTLAND ST	ATLANTIS VENTURES, LLC	1900 APT CONV	\$472,800	10 5	6,229 3,294	111 APT 4-8	XF	2/1/2021 \$475,000	39482- 398
609-489-6	7678 PORTLAND ST	PENALO FRANCISCO A ETUX ROSAA. CORONADO de PENALO	1900 MULTI-GRDN	\$481,700	9 2	6,364 2,938	104 TWO FAM	XF	7/1/2009 \$117,900	28751- 198
609-489-5	82 PORTLAND	D & G REALTY DEVELOPMENT, LLC	1900 MULTI-GRDN	\$535,600	10 3	7,309 2,664	105 3 FAMLY	XF	12/30/2010 \$127,000	30115- 536

<u>Parcel ID</u>	<u>Location</u>	<u>Owner</u>	<u>Built Type</u>	<u>Total Value</u>	<u>Beds Baths</u>	<u>Lot size Fin area</u>	<u>LUC Description</u>	<u>NHood</u>	<u>Sale date Sale price</u>	<u>Book Page</u>
609-489-4	ST 86 PORTLAND ST	MATIAS JUANA B	1905 MULTI-GRDN	\$577,000	6 3	7,205 3,065	105 3 FAMLY	XF	5/15/2019 \$240,000	37511- 167
609-489-2	94 PORTLAND ST	94 PORTLAND STREET, LLC	1900 APT CONV	\$454,900	8 4	10,289 3,260	111 APT 4-8	XF	8/17/2022 \$100	41136-53
609-489-1	98 PORTLAND ST	GODIN DAVID K ETUX GODIN JILL F	1900 MULTI-GRDN	\$568,800	4 3	4,639 2,778	105 3 FAMLY	XF	2/6/1963	8786 537

Print page 1 of 1

BEFORE



AFTER



Lot Dimension(s)

92' frontage; 118' depth; 11,155 S.F. area

Registry Plat Number, Block & Lot

609-488-12

Zoning District Where Property Located

CC - Commercial Central

--

Deed Recorded in Essex South Registry: Block Number

37308

Deed Recorded in Essex South Registry: Page

236

Does the Property Have Multiple Lots?

No

Thoroughly Describe the Reason(s) for thre Special Permit

Applicant seeks a Special Permit to expand an exiting 12 unit multifamily building to a 16 unit multifamily building in a CC Zone.

Property Description

The land with the buildings thereon situated in Haverhill, Essex County, Commonwealth of Massachusetts on the easterly side of Portland Street and bounded and described as follows: On the West by said Portland Street 92 feet; on the north by land now or formerly of F. J. Stevens 126 feet; on the east by land now or formerly of Annie E. Emery 92 feet; on the south by land now or formerly of E.W. Allen and Mrs. A.T. Noyes 118 feet.

Current Property Use

Residential Housing

TOTAL Number of Units Planned

16

TOTAL Number of Parking Spaces Planned

13

Special Circumstances**Building Coverage**☐**Dimensional Variance**☐**Front Yard Setback**☐**Side Yard Setback**☐**Rear Yard Setback**☐**Lot Frontage**☐**Lot Depth**☐**Lot Area**☐**Building Height**☐**Floor Area Ratio**☐**Open Space**☐**Parking**☐**Sign Size**☐**Use**☐**Other**☒**IF OTHER, Please Describe**

Special permit to expand an existing 12 Unit multifamily building to a 16 Unit multifamily building

Hearing Waiver**Agrees**

No

Agreement & Signature**Agrees****PLEASE READ****Office Use Only****City Council Decision**

--

City Council Hearing Date

--

Reason for Council's Decision

--

City Council Members Absent

--

City Council Members Present

--

Continuance Meeting Date

--

Also Present

--

City Councilor Who Seconded Motion

--

City Councilor Who Made Motion

--

City Councilors Who Voted Against

--

City Councilors Who Abstained

--

Continuance Motion Decision

--

Who Submitted Continuance Request?

--

City Councilors Who Voted in Favor

--

Number of 12"x18" Mylar Copies

--

Appeal Expiration Date

--

Number of 24"x36" Mylar Copies

--

Number of 18"x24" Mylar Copies

--

Attachments

Applicant is Owner.docx

Uploaded by Robert Harb on Jul 25, 2023 at 3:44 pm



l-city-matias-07262023145012.pdf

Uploaded by Robert Harb on Jul 26, 2023 at 4:09 pm



71PortlandStSpPermitMatias.pdf

Uploaded by Robert Harb on Jul 26, 2023 at 4:14 pm



71PortlandStSpPermitMatias.pdf

Uploaded by Robert Harb on Jul 26, 2023 at 4:14 pm



l-city-matias-07262023145012.pdf

Uploaded by Robert Harb on Jul 26, 2023 at 4:15 pm



l-city-matias-07262023145012.pdf

Uploaded by Robert Harb on Jul 26, 2023 at 4:15 pm



71_Portland_St._13x19_(2)_Floor PLans.pdf

Uploaded by Robert Harb on Jul 26, 2023 at 4:18 pm

History

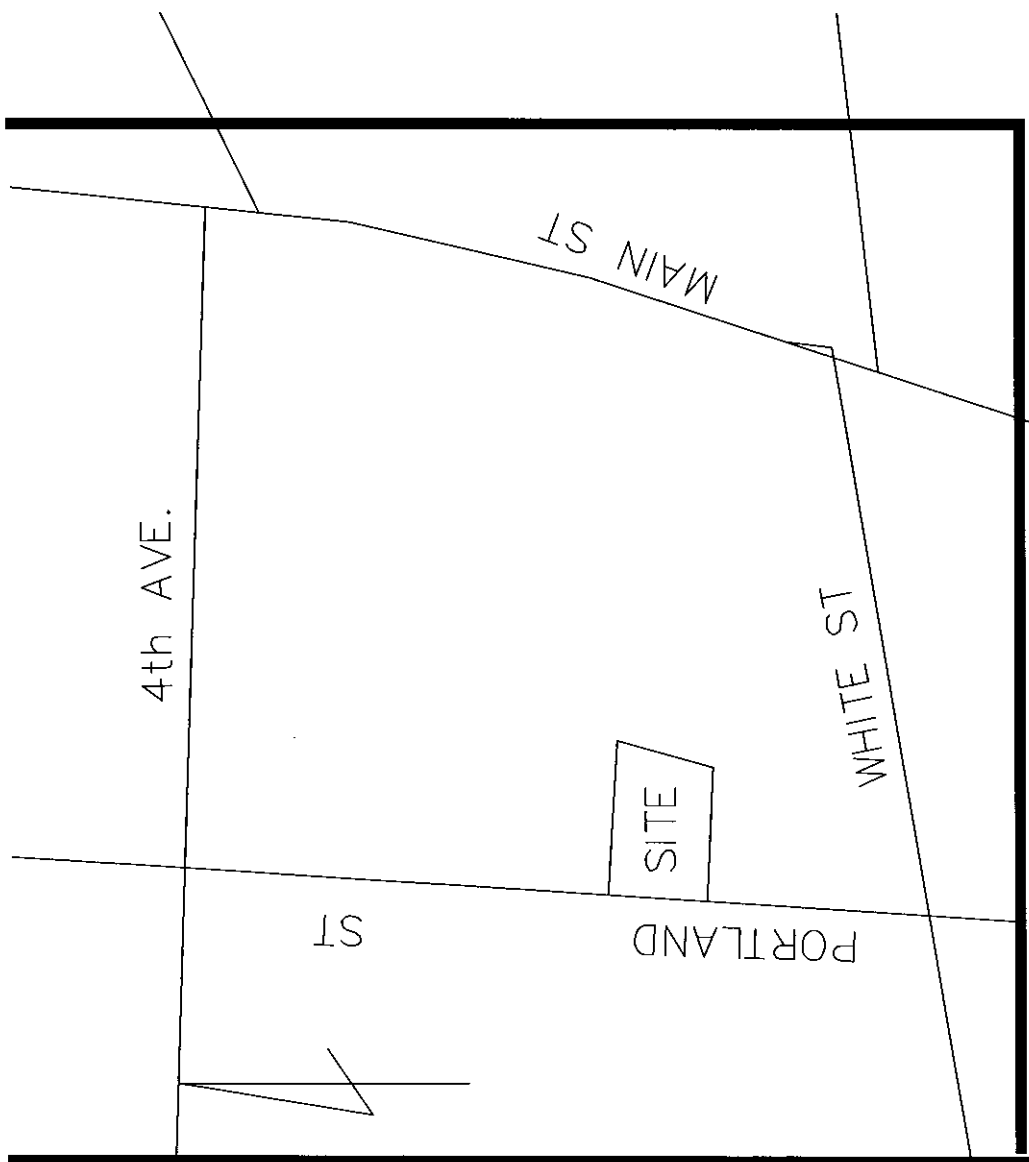
Date	Activity
Jul 25, 2023 at 3:16 pm	Robert Harb started a draft of Record CCSP-23-7
Jul 26, 2023 at 4:18 pm	Robert Harb added attachment 71_Portland_St._13x19_(2)_Floor PLans.pdf to Record CCSP-23-7
Jul 26, 2023 at 4:18 pm	Robert Harb added attachment 71_Portland_St._13x19_(2)_Floor PLans.pdf to Record CCSP-23-7
Jul 26, 2023 at 4:18 pm	Robert Harb removed attachment 71_Portland_St._13x19_(2)_Floor PLans.pdf from Record CCSP-23-7
Jul 26, 2023 at 4:19 pm	Robert Harb submitted Record CCSP-23-7
Jul 26, 2023 at 4:22 pm	completed payment step Special Permit Filing Fee on Record CCSP-23-7
Jul 26, 2023 at 4:22 pm	approval step Planning Director Reviewwas assigned to William Pillsbury on Record CCSP-23-7
Jul 31, 2023 at 1:03 pm	William Pillsbury approved approval step Planning Director Review on Record CCSP-23-7
Jul 31, 2023 at 1:03 pm	approval step Assessor for Abutter's Listwas assigned to Christine Webb on Record CCSP-23-7
Jul 31, 2023 at 1:03 pm	approval step Conservation Department Reviewwas assigned to Robert Moore on Record CCSP-23-7
Jul 31, 2023 at 1:03 pm	approval step Engineering Department Reviewwas assigned to John Pettis on Record CCSP-23-7
Jul 31, 2023 at 1:03 pm	approval step Water/Wastewater Reviewwas assigned to Robert Ward on Record CCSP-23-7
Jul 31, 2023 at 1:03 pm	approval step Health Department Reviewwas assigned to Bonnie Dufresne on Record CCSP-23-7
Jul 31, 2023 at 1:03 pm	approval step Fire1 Department Reviewwas assigned to Eric Tarpy on Record CCSP-23-7
Jul 31, 2023 at 1:03 pm	approval step Fire2 Department Reviewwas assigned to Michael Picard on Record CCSP-23-7
Jul 31, 2023 at 1:03 pm	approval step Police Department Reviewwas assigned to Kevin Lynch on Record CCSP-23-7
Jul 31, 2023 at 1:03 pm	approval step Storm Water Reviewwas assigned to Robert Moore on Record CCSP-23-7
Jul 31, 2023 at 1:03 pm	approval step City Clerk Review - Hearing Dates Setwas assigned to Maria Bevilacqua on Record CCSP-23-7
Jul 31, 2023 at 1:03 pm	approval step DPW Reviewwas assigned to Robert Ward on Record CCSP-23-7
Jul 31, 2023 at 1:03 pm	approval step School Department Reviewwas assigned to Mike Pfifferling on Record CCSP-23-7
Jul 31, 2023 at 1:03 pm	approval step Building Inspector Approval for Agendawas assigned to Tom Bridgewater on Record CCSP-23-7
Jul 31, 2023 at 1:03 pm	approval step Water Supply Reviewwas assigned to Robert Ward on Record CCSP-23-7
Jul 31, 2023 at 1:03 pm	approval step City Council Clerk Notifiedwas assigned to Laurie Brown on Record CCSP-23-7
Jul 31, 2023 at 1:06 pm	Robert Moore approved approval step Conservation Department Review on Record CCSP-23-7
Jul 31, 2023 at 1:07 pm	Robert Moore approved approval step Storm Water Review on Record CCSP-23-7
Jul 31, 2023 at 1:16 pm	Mike Pfifferling approved approval step School Department Review on Record CCSP-23-7

Timeline

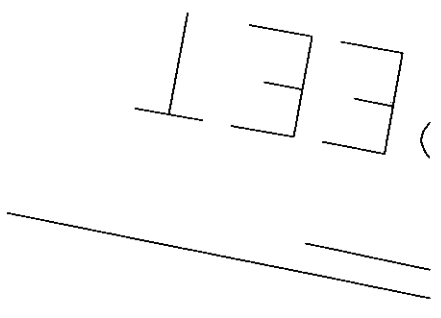
Label	Status	Activated	Completed	Assignee	Due Date
 Special Permit Filing Fee	Paid	Jul 26, 2023 at 4:19 pm	Jul 26, 2023 at 4:22 pm	-	-
 Planning Director Review	Complete	Jul 26, 2023 at 4:22 pm	Jul 31, 2023 at 1:03 pm	William Pillsbury	-
 Conservation Department Review	Complete	Jul 31, 2023 at 1:03 pm	Jul 31, 2023 at 1:06 pm	Robert Moore	-
 Storm Water Review	Complete	Jul 31, 2023 at 1:03 pm	Jul 31, 2023 at 1:07 pm	Robert Moore	-
 School Department Review	Complete	Jul 31, 2023 at 1:03 pm	Jul 31, 2023 at 1:16 pm	Mike Pfifferling	-
 City Clerk Review - Hearing Dates Set	Active	Jul 31, 2023 at 1:03 pm	-	Maria Bevilacqua	-
 City Council Clerk Notified	Active	Jul 31, 2023 at 1:03 pm	-	Laurie Brown	-
 Assessor for Abutter's List	Active	Jul 31, 2023 at 1:03 pm	-	Christine Webb	-
 DPW Review	Active	Jul 31, 2023 at 1:03 pm	-	Robert Ward	-
 Engineering Department Review	Active	Jul 31, 2023 at 1:03 pm	-	John Pettis	-
 Fire1 Department Review	Active	Jul 31, 2023 at 1:03 pm	-	Eric Tarpy	-
 Fire2 Department Review	Active	Jul 31, 2023 at 1:03 pm	-	Michael Picard	-

Label	Status	Activated	Completed	Assignee	Due Date
✓ Health Department Review	Active	Jul 31, 2023 at 1:03 pm	-	Bonnie Dufresne	-
✓ Police Department Review	Active	Jul 31, 2023 at 1:03 pm	-	Kevin Lynch	-
✓ Water/Wastewater Review	Active	Jul 31, 2023 at 1:03 pm	-	Robert Ward	-
✓ Water Supply Review	Active	Jul 31, 2023 at 1:03 pm	-	Robert Ward	-
✓ Building Inspector Approval for Agenda	Active	Jul 31, 2023 at 1:03 pm	-	Tom Bridgewater	-
✓ First Ad Placement	Inactive	-	-	-	-
✓ Placed on Agenda	Inactive	-	-	-	-
✓ Abutter Notification	Inactive	-	-	-	-
✓ Second Ad Placement	Inactive	-	-	-	-
✓ City Councilor A Review	Inactive	-	-	-	-
✓ City Councilor B Review	Inactive	-	-	-	-
✓ City Councilor C Review	Inactive	-	-	-	-
✓ City Councilor D Review	Inactive	-	-	-	-
✓ City Councilor E Review	Inactive	-	-	-	-
✓ City Councilor F Review	Inactive	-	-	-	-
✓ City Councilor G Review	Inactive	-	-	-	-
✓ City Councilor H Review	Inactive	-	-	-	-
✓ City Councilor I Review	Inactive	-	-	-	-
✓ City Council Meeting	Inactive	-	-	-	-
✓ Meeting Minutes & Decision Filed w/City Clerk	Inactive	-	-	-	-

GENERAL NOTES
1. BOUNDARY DEEDS AND STR
2. ADDITIONAL I
AN ON SITE SUI



LOCUS PLAN
SCALE - NTS



City Council Special Permit · Add to a project



Expiration Date

Active



CCSP-23-7



Details

Submitted on Jul 26, 2023 at 4:19 pm



Attachments

1 file



Activity Feed

Latest activity on Jul 31, 2023



Applicant

Robert Harb

0



Location

71 PORTLAND ST, Haverhill, MA 01830



Timeline

Add New ▾

Special Permit Filing Fee

Paid Jul 26, 2023 at 4:22 pm

Planning Director Review

Completed Jul 31, 2023 at 1:03 pm



City Clerk Review - Hearing Dates Set

In Progress



City Council Clerk Notified

In Progress



Assessor for Abutter's List

In Progress



Conservation Department Review

In Progress



DPW Review

In Progress



Engineering Department Review

In Progress

**Fire1 Department Review**

In Progress

**Fire2 Department Review**

In Progress

**Health Department Review**

In Progress

**Police Department Review**

In Progress

**School Department Review**

In Progress

**Storm Water Review**

In Progress

**Water/Wastewater Review**

In Progress

**Water Supply Review**

In Progress

**Building Inspector Approval for Agenda**

In Progress

**First Ad Placement**

Review

**Placed on Agenda**

Review

**Abutter Notification**

Review

**Second Ad Placement**

Review

**City Councilor A Review**

Review

**City Councilor B Review**

Review

**City Councilor C Review**

Review



City Councilor D Review

Review

**City Councilor E Review**

Review

**City Councilor F Review**

Review

**City Councilor G Review**

Review

**City Councilor H Review**

Review

**City Councilor I Review**

Review

**City Council Meeting**

Review

**Meeting Minutes & Decision Filed w/City Clerk**

Review



Location

PRIMARY LOCATION

The main location associated with this record.

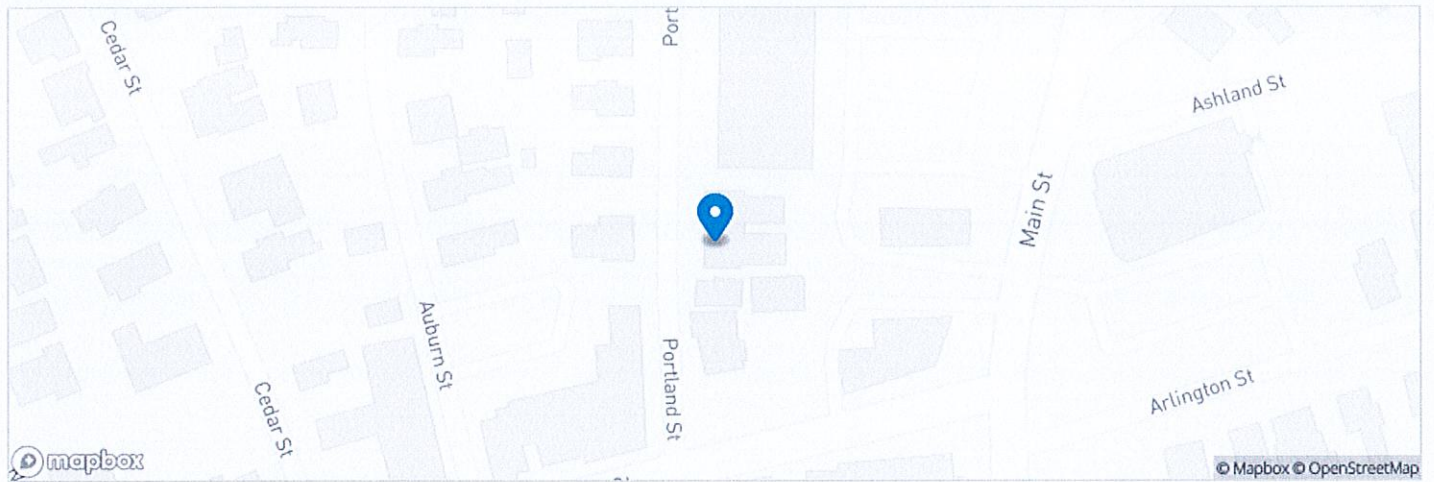
71 PORTLAND ST

Haverhill, MA 01830

609-488-12

[View Location](#)

\$300 FINE PER TOM, DEMO WITH NO PERMIT ON FILE



Property Owner Information (for this record)

Name

MATIAS CAPITAL, LLC

Email Address

--

Phone Number

--

Address

64 BROADWAY
METHUEN, MA 01844

City Councilor D Review

Review

**City Councilor E Review**

Review

**City Councilor F Review**

Review

**City Councilor G Review**

Review

**City Councilor H Review**

Review

**City Councilor I Review**

Review

**City Council Meeting**

Review

**Meeting Minutes & Decision Filed w/City Clerk**

Review

**Robert Harb**[View Profile](#)**Email Address**

bobharb@aol.com (mailto:bobharb@aol.com)

Phone Number

9783735611

Address

40 Kenoza Avenue, Haverhill, MA 01830

City Councilor D Review

Review



City Councilor E Review

Review



City Councilor F Review

Review



City Councilor G Review

Review



City Councilor H Review

Review



City Councilor I Review

Review



City Council Meeting

Review



Meeting Minutes & Decision Filed w/City Clerk

Review



Special Permit Filing Fee



Paid

Due date

None

Fees

Special Permit Filing Fee	\$250.00
Total Fees	\$250.00

Payments

Date	Method	Note	Amount	
Jul. 26, 2023	Credit Card		\$250.00	⋮

Robert Harb processed a \$250.00 payment - Jul 26, 2023 at 4:22 pm

City Councilor D Review

Review



City Councilor E Review

Review



City Councilor F Review

Review



City Councilor G Review

Review



City Councilor H Review

Review



City Councilor I Review

Review



City Council Meeting

Review



Meeting Minutes & Decision Filed w/City Clerk

Review



Planning Director Review



● Complete ▾

Complete

Assignee

William Pillsbury

Due date

None



William Pillsbury

Remove Comment • Jul 31, 2023 at 1:03 pm

ok for agenda

This step was assigned to William Pillsbury - Jul 26, 2023 at 4:22 pm
William Pillsbury approved this step - Jul 31, 2023 at 1:03 pm



City of Haverhill, MA

Hearing September 19, 2023

HAV CITY CLK AUG 1 '23 PM 1:07 08/01/2023

CCSP-23-9

City Council Special Permit

Status: Active**Date Created:** Jul 31, 2023

11,414

Applicant

Robert Harb
bobharb@aol.com
40 Kenoza Avenue
Haverhill, MA 01830
9783735611

Primary Location

335 GROVELAND ST
Haverhill, MA 01830

Owner:

HAVERHILL HOUSING AUTHORITY
25C WASHINGTON SQUARE HAVERHILL, MA 01830

Important: Please Read Before Starting Your Application**Applicant Information****What is Your Role in This Process?**

Attorney/Agent

Applicant Business/Firm Name

Robert D Harb, Attorney At Law

Applicant Business/Firm Phone

978-373-5611

Applicant Business/Firm Address

40 Kenoza Avenue

Applicant Business/Firm City

Haverhill

Applicant Business/Firm State

MA

Applicant Business/Firm Zip

01830

Client Name

Shoe City Development Corporation

Client Business Name

Shoe City Development Corporation

Client Phone

978-372-6761

Client Email

clara@haverhillhousing.com

Client Address

25-C Washington Street

Client City

Haverhill

Client State

MA

Client Zip

01831

Client County

Essex

Client Business Structure

Corporation

Property Information**Proposed Housing Plan Name**

N/A

Proposed Street Name(s)

N/A

How Long Owned by Current Owner?

under agreement

Type of Dwelling(s) Planned in Project

Multi-Family

Lot Dimension(s)

Frontage: 149.84' ; Depth: 85.8' ; area: 13,789S.F.

Registry Plat Number, Block & Lot

423-151-18A & 423-151-1B

Zoning District Where Property Located

RH - Residential High Density

--

Deed Recorded in Essex South Registry: Block Number

41388

Deed Recorded in Essex South Registry: Page

66

Does the Property Have Multiple Lots?

Yes

IF YES, How Many Lots?

2

IF YES, What Is/Are the Map, Block Lot (MBL) Number(s)?

423-151-18A and 423-151-1B (335 Groveland St and O Katsaros Drive)

IF YES, Provide Additional Addresses if Different Than "Location" (or Enter NONE)

O Katsaros Drive

Thoroughly Describe the Reason(s) for thre Special Permit

Applicant seeks a Special Permit to expand an existing 4 unit multifamily dwelling to an 8 unit multifamily dwelling in an RH Zone.

Property Description

Being the same premises conveyed in Book 41388 Page 66. See attached property description.

Current Property Use

Residential Housing

TOTAL Number of Units Planned

8

TOTAL Number of Parking Spaces Planned

9

Special Circumstances**Building Coverage**☐**Dimensional Variance**☐**Front Yard Setback**☐**Side Yard Setback**☐**Rear Yard Setback**☐**Lot Frontage**☐**Lot Depth**☐**Lot Area**☐**Building Height**☐**Floor Area Ratio**☐**Open Space**☐**Parking**☐**Sign Size**☐**Use**☐**Other**☒**IF OTHER, Please Describe**

Special Permit to expand a 4 unit multifamily dwelling to an 8 unit multifamily dwelling in an RH Zone.

Hearing Waiver**Agrees**

No

Agreement & Signature**Agrees****PLEASE READ****Office Use Only****City Council Decision**

--

City Council Hearing Date

--

Reason for Council's Decision

--

City Council Members Absent

--

City Council Members Present

--

Continuance Meeting Date

--

Also Present

--

City Councilor Who Seconded Motion

--

City Councilor Who Made Motion

--

City Councilors Who Voted Against

--

City Councilors Who Abstained

--

Continuance Motion Decision

--

Who Submitted Continuance Request?

--

City Councilors Who Voted in Favor

--

Number of 12"x18" Mylar Copies

--

Appeal Expiration Date

--

Number of 24"x36" Mylar Copies

--

Number of 18"x24" Mylar Copies

--

Attachments shoe_city-owner_consent-06142023092814_Wed_Jun_14_2023_10-27-59.pdf

Uploaded by Robert Harb on Jul 28, 2023 at 4:05 pm

 l-city council-Shoe city-HHA-Groveland street-sp-brief.pdf

Uploaded by Robert Harb on Jul 28, 2023 at 4:55 pm

 Groveland-4510_Site_plan_revisions_6-26-23_revision_1_(2)_Mon_Jun_26_2023_16-15-07.pdf

Uploaded by Robert Harb on Jul 28, 2023 at 4:06 pm

 Groveland-4510_Site_plan_revisions_6-26-23_revision_1_(2)_Mon_Jun_26_2023_16-15-07.pdf

Uploaded by Robert Harb on Jul 28, 2023 at 4:06 pm

 l-city council-Shoe city-HHA-Groveland street-sp-brief.pdf

Uploaded by Robert Harb on Jul 28, 2023 at 4:55 pm

 l-city council-Shoe city-HHA-Groveland street-sp-brief.pdf

Uploaded by Robert Harb on Jul 28, 2023 at 4:56 pm

 Groveland_Street_Revised_Floor_Plans_Mon_Jun_26_2023_10-35-25.pdf

Uploaded by Robert Harb on Jul 28, 2023 at 4:38 pm

 shoe-desc-07282023164453.pdf

Uploaded by Robert Harb on Jul 28, 2023 at 4:53 pm

 Abutters 335 Groveland St and Karsaros Dr 423.151.1B 423.151.18A.xlsx

Uploaded by Christine Webb on Jul 31, 2023 at 2:18 pm



 Mailing Labels 335 Groveland St and Karsaros Dr 423.151.1B 423.151.18A.pdf
 Uploaded by Christine Webb on Jul 31, 2023 at 2:19 pm

History

Date	Activity
Jul 28, 2023 at 3:47 pm	Robert Harb started a draft of Record CCSP-23-9
Jul 28, 2023 at 4:38 pm	Robert Harb added attachment Groveland_Street_Revised_Floor_Plans_Mon_Jun_26_2023_10-35-25.pdf to Record CCSP-23-9
Jul 28, 2023 at 4:53 pm	Robert Harb added attachment shoe-desc-07282023164453.pdf to Record CCSP-23-9
Jul 31, 2023 at 11:58 am	Robert Harb submitted Record CCSP-23-9
Jul 31, 2023 at 12:03 pm	completed payment step Special Permit Filing Fee on Record CCSP-23-9
Jul 31, 2023 at 12:03 pm	approval step Planning Director Review was assigned to William Pillsbury on Record CCSP-23-9
Jul 31, 2023 at 1:02 pm	William Pillsbury approved approval step Planning Director Review on Record CCSP-23-9
Jul 31, 2023 at 1:02 pm	approval step Assessor for Abutter's List was assigned to Christine Webb on Record CCSP-23-9
Jul 31, 2023 at 1:02 pm	approval step Conservation Department Review was assigned to Robert Moore on Record CCSP-23-9
Jul 31, 2023 at 1:02 pm	approval step Engineering Department Review was assigned to John Pettis on Record CCSP-23-9
Jul 31, 2023 at 1:02 pm	approval step Water/Wastewater Review was assigned to Robert Ward on Record CCSP-23-9
Jul 31, 2023 at 1:02 pm	approval step Health Department Review was assigned to Bonnie Dufresne on Record CCSP-23-9
Jul 31, 2023 at 1:02 pm	approval step Fire1 Department Review was assigned to Eric Tarpy on Record CCSP-23-9
Jul 31, 2023 at 1:02 pm	approval step Fire2 Department Review was assigned to Michael Picard on Record CCSP-23-9
Jul 31, 2023 at 1:02 pm	approval step Police Department Review was assigned to Kevin Lynch on Record CCSP-23-9
Jul 31, 2023 at 1:02 pm	approval step Storm Water Review was assigned to Robert Moore on Record CCSP-23-9
Jul 31, 2023 at 1:02 pm	approval step City Clerk Review - Hearing Dates Set was assigned to Maria Bevilacqua on Record CCSP-23-9
Jul 31, 2023 at 1:02 pm	approval step DPW Review was assigned to Robert Ward on Record CCSP-23-9
Jul 31, 2023 at 1:02 pm	approval step School Department Review was assigned to Mike Pfifferling on Record CCSP-23-9
Jul 31, 2023 at 1:02 pm	approval step Building Inspector Approval for Agenda was assigned to Tom Bridgewater on Record CCSP-23-9
Jul 31, 2023 at 1:02 pm	approval step Water Supply Review was assigned to Robert Ward on Record CCSP-23-9
Jul 31, 2023 at 1:02 pm	approval step City Council Clerk Notified was assigned to Laurie Brown on Record CCSP-23-9
Jul 31, 2023 at 1:17 pm	Mike Pfifferling approved approval step School Department Review on Record CCSP-23-9
Jul 31, 2023 at 2:18 pm	Christine Webb added attachment Abutters 335 Groveland St and Karsaros Dr 423.151.1B 423.151.18A.xlsx to Record CCSP-23-9
Jul 31, 2023 at 2:19 pm	Christine Webb added attachment Mailing Labels 335 Groveland St and Karsaros Dr 423.151.1B 423.151.18A.pdf to Record CCSP-23-9
Jul 31, 2023 at 2:21 pm	Christine Webb added attachment Mailing Labels 335 Groveland St and Karsaros Dr 423.151.1B 423.151.18A.pdf to Record CCSP-23-9
Jul 31, 2023 at 2:22 pm	Christine Webb removed attachment Mailing Labels 335 Groveland St and Karsaros Dr 423.151.1B 423.151.18A.pdf from Record CCSP-23-9
Jul 31, 2023 at 2:23 pm	Christine Webb approved approval step Assessor for Abutter's List on Record CCSP-23-9
Jul 31, 2023 at 3:48 pm	Laurie Brown approved approval step City Council Clerk Notified on Record CCSP-23-9
Aug 1, 2023 at 8:46 am	Robert Moore approved approval step Conservation Department Review on Record CCSP-23-9
Aug 1, 2023 at 8:47 am	Robert Moore approved approval step Storm Water Review on Record CCSP-23-9
Aug 1, 2023 at 11:36 am	Kevin Lynch approved approval step Police Department Review on Record CCSP-23-9
Aug 1, 2023 at 1:07 pm	Kaitlin Wright assigned approval step City Clerk Review - Hearing Dates Set to Kaitlin Wright on Record CCSP-23-9

Timeline

Label	Status	Activated	Completed	Assignee	Due Date
 Special Permit Filing Fee	Paid	Jul 31, 2023 at 11:58 am	Jul 31, 2023 at 12:03 pm	-	-
 Planning Director Review	Complete	Jul 31, 2023 at 12:03 pm	Jul 31, 2023 at 1:02 pm	William Pillsbury	-
 School Department Review	Complete	Jul 31, 2023 at 1:02 pm	Jul 31, 2023 at 1:17 pm	Mike Pfifferling	-
 Assessor for Abutter's List	Complete	Jul 31, 2023 at 1:02 pm	Jul 31, 2023 at 2:23 pm	Christine Webb	-
 City Council Clerk Notified	Complete	Jul 31, 2023 at 1:02 pm	Jul 31, 2023 at 3:48 pm	Laurie Brown	-

Label	Status	Activated	Completed	Assignee	Due Date
 Conservation Department Review	Complete	Jul 31, 2023 at 1:02 pm	Aug 1, 2023 at 8:46 am	Robert Moore	-
 Storm Water Review	Complete	Jul 31, 2023 at 1:02 pm	Aug 1, 2023 at 8:47 am	Robert Moore	-
 Police Department Review	Complete	Jul 31, 2023 at 1:02 pm	Aug 1, 2023 at 11:36 am	Kevin Lynch	-
 City Clerk Review - Hearing Dates Set	Active	Jul 31, 2023 at 1:02 pm	-	Kaitlin Wright	-
 DPW Review	Active	Jul 31, 2023 at 1:02 pm	-	Robert Ward	-
 Engineering Department Review	Active	Jul 31, 2023 at 1:02 pm	-	John Pettis	-
 Fire1 Department Review	Active	Jul 31, 2023 at 1:02 pm	-	Eric Tarpy	-
 Fire2 Department Review	Active	Jul 31, 2023 at 1:02 pm	-	Michael Picard	-
 Health Department Review	Active	Jul 31, 2023 at 1:02 pm	-	Bonnie Dufresne	-
 Water/Wastewater Review	Active	Jul 31, 2023 at 1:02 pm	-	Robert Ward	-
 Water Supply Review	Active	Jul 31, 2023 at 1:02 pm	-	Robert Ward	-
 Building Inspector Approval for Agenda	Active	Jul 31, 2023 at 1:02 pm	-	Tom Bridgewater	-
 First Ad Placement	Inactive	-	-	-	-
 Placed on Agenda	Inactive	-	-	-	-
 Abutter Notification	Inactive	-	-	-	-
 Second Ad Placement	Inactive	-	-	-	-
 City Councilor A Review	Inactive	-	-	-	-
 City Councilor B Review	Inactive	-	-	-	-
 City Councilor C Review	Inactive	-	-	-	-
 City Councilor D Review	Inactive	-	-	-	-
 City Councilor E Review	Inactive	-	-	-	-
 City Councilor F Review	Inactive	-	-	-	-
 City Councilor G Review	Inactive	-	-	-	-
 City Councilor H Review	Inactive	-	-	-	-
 City Councilor I Review	Inactive	-	-	-	-
 City Council Meeting	Inactive	-	-	-	-
 Meeting Minutes & Decision Filed w/City Clerk	Inactive	-	-	-	-

Hearing September 26, 2023



City of Haverhill, MA

08/03/2023

CCSP-23-8

City Council Special Permit

Status: Active**Date Created:** Jul 27, 2023

11.4.5

Applicant

michael miglioni
mmiglioni@fimilaw.com
280 Merrimack Street
Methuen, MA 01844
978-884-6431

Primary Location

94 GILE ST
Haverhill, MA 01830

Owner:

JCG INVESTMENTS LLC
135 SEAPORT BLVD, UNIT 1703 BOSTON, MA 02210

Important: Please Read Before Starting Your Application**Applicant Information****What is Your Role in This Process?**

Attorney/Agent

Applicant Business/Firm Name

Fiorello & Miglioni

Applicant Business/Firm Phone

9788846431

Applicant Business/Firm Address

280 Merrimack Street

Applicant Business/Firm City

Methuen

Applicant Business/Firm State

MA

Applicant Business/Firm Zip

01844

Client Name

JCG INVESTMENTS LLC

Client Business Name

JCG INVESTMENTS LLC

Client Phone

9786042491

Client Email

james@mayflowerrealtygroup.com

Client Address

135 Seaport Blvd, Unit 1703

Client City

Boston

Client State

MA

Client Zip

02210

Client County

Suffolk

Client Business Structure

Limited Liability Corporation (LLC)

Property Information**Proposed Housing Plan Name**

na

Proposed Street Name(s)

na

How Long Owned by Current Owner?

3 months

Type of Dwelling(s) Planned in Project

Condominiums

Lot Dimension(s)

See attached plans.

Registry Plat Number, Block & Lot

674-601-16 & 17

Zoning District Where Property Located

RM - Residential Medium Density

--

Deed Recorded in Essex South Registry: Block Number

41588

Deed Recorded in Essex South Registry: Page

130

Does the Property Have Multiple Lots?

Yes

IF YES, How Many Lots?

2

IF YES, What Is/Are the Map, Block Lot (MBL) Number(s)?

674-601-16, 674-601-17

IF YES, Provide Additional Addresses if Different Than "Location" (or Enter NONE)

none

Thoroughly Describe the Reason(s) for thre Special Permit

This is a Flexible Development project which requires a Special Permit from the Council.

Property Description

See attached plans.

Current Property Use

Residential Housing

TOTAL Number of Units Planned

6

TOTAL Number of Parking Spaces Planned

12

Special Circumstances**Building Coverage**☐**Dimensional Variance**☐**Front Yard Setback**☐**Side Yard Setback**☐**Rear Yard Setback**☐**Lot Frontage**☐**Lot Depth**☐**Lot Area**☐**Building Height**☐**Floor Area Ratio**☐**Open Space**☐**Parking**☐**Sign Size**☐**Use**☐**Other**☐**Hearing Waiver****Agrees**

Yes

Agreement & Signature

Agrees

☒

PLEASE READ

Office Use Only

City Council Decision

--

City Council Hearing Date

--

Reason for Council's Decision

--

City Council Members Absent

--

City Council Members Present

--

Continuance Meeting Date

--

Also Present

--

City Councilor Who Seconded Motion

--

City Councilor Who Made Motion

--

City Councilors Who Voted Against

--

City Councilors Who Abstained

--

Continuance Motion Decision

--

Who Submitted Continuance Request?

--

City Councilors Who Voted in Favor

--

Number of 12"x18" Mylar Copies

--

Appeal Expiration Date

--

Number of 24"x36" Mylar Copies

--

Number of 18"x24" Mylar Copies

--

Attachments

- pdf

Deed In.pdf

Uploaded by michael migliori on Jul 26, 2023 at 12:06 pm
- pdf

Gile Council Ltr 7-3-23.pdf

Uploaded by michael migliori on Aug 3, 2023 at 12:38 pm
- pdf

Site Plan 7-24-23.pdf

Uploaded by michael migliori on Jul 26, 2023 at 12:06 pm
- pdf

Site Plan 7-24-23.pdf

Uploaded by michael migliori on Jul 26, 2023 at 12:06 pm
- pdf

Gile Council Ltr 7-3-23.pdf

Uploaded by michael migliori on Aug 3, 2023 at 12:39 pm
- pdf

Gile Council Ltr 7-3-23.pdf

Uploaded by michael migliori on Aug 3, 2023 at 12:39 pm

History

Date	Activity
Jul 26, 2023 at 11:53 am	michael migliori started a draft of Record CCSP-23-8
Jul 27, 2023 at 1:52 pm	michael migliori submitted Record CCSP-23-8

Date	Activity
Jul 27, 2023 at 1:53 pm	completed payment step Special Permit Filing Fee on Record CCSP-23-8
Jul 27, 2023 at 1:53 pm	approval step Planning Director Reviewwas assigned to William Pillsbury on Record CCSP-23-8
Aug 3, 2023 at 12:43 pm	William Pillsbury approved approval step Planning Director Review on Record CCSP-23-8
Aug 3, 2023 at 12:43 pm	approval step Assessor for Abutter's Listwas assigned to Susan Powell on Record CCSP-23-8
Aug 3, 2023 at 12:43 pm	approval step Conservation Department Reviewwas assigned to Robert Moore on Record CCSP-23-8
Aug 3, 2023 at 12:43 pm	approval step Engineering Department Reviewwas assigned to John Pettis on Record CCSP-23-8
Aug 3, 2023 at 12:43 pm	approval step Water/Wastewater Reviewwas assigned to Robert Ward on Record CCSP-23-8
Aug 3, 2023 at 12:43 pm	approval step Health Department Reviewwas assigned to Bonnie Dufresne on Record CCSP-23-8
Aug 3, 2023 at 12:43 pm	approval step Fire1 Department Reviewwas assigned to Eric Tarpy on Record CCSP-23-8
Aug 3, 2023 at 12:43 pm	approval step Fire2 Department Reviewwas assigned to Michael Picard on Record CCSP-23-8
Aug 3, 2023 at 12:43 pm	approval step Police Department Reviewwas assigned to Kevin Lynch on Record CCSP-23-8
Aug 3, 2023 at 12:43 pm	approval step Storm Water Reviewwas assigned to Robert Moore on Record CCSP-23-8
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Aug 3, 2023 at 12:43 pm	approval step DPW Reviewwas assigned to Robert Ward on Record CCSP-23-8
Aug 3, 2023 at 12:43 pm	approval step School Department Reviewwas assigned to Mike Pfifferling on Record CCSP-23-8
Aug 3, 2023 at 12:43 pm	approval step Building Inspector Approval for Agendawas assigned to Tom Bridgewater on Record CCSP-23-8
Aug 3, 2023 at 12:43 pm	approval step Water Supply Reviewwas assigned to Robert Ward on Record CCSP-23-8
Aug 3, 2023 at 12:43 pm	approval step City Council Clerk Notifiedwas assigned to Laurie Brown on Record CCSP-23-8
Aug 3, 2023 at 12:44 pm	Kaitlin Wright assigned approval step City Clerk Review - Hearing Dates Set to Kaitlin Wright on Record CCSP-23-8
Aug 3, 2023 at 12:44 pm	Kaitlin Wright approved approval step City Clerk Review - Hearing Dates Set on Record CCSP-23-8

Timeline

Label	Status	Activated	Completed	Assignee	Due Date
 Special Permit Filing Fee	Paid	Jul 27, 2023 at 1:52 pm	Jul 27, 2023 at 1:53 pm	-	-
 Planning Director Review	Complete	Jul 27, 2023 at 1:53 pm	Aug 3, 2023 at 12:43 pm	William Pillsbury	-
 City Clerk Review - Hearing Dates Set	Complete	Aug 3, 2023 at 12:43 pm	Aug 3, 2023 at 12:44 pm	Kaitlin Wright	-
 City Council Clerk Notified	Active	Aug 3, 2023 at 12:43 pm	-	Laurie Brown	-
 Assessor for Abutter's List	Active	Aug 3, 2023 at 12:43 pm	-	Susan Powell	-
 Conservation Department Review	Active	Aug 3, 2023 at 12:43 pm	-	Robert Moore	-
 DPW Review	Active	Aug 3, 2023 at 12:43 pm	-	Robert Ward	-
 Engineering Department Review	Active	Aug 3, 2023 at 12:43 pm	-	John Pettis	-
 Fire1 Department Review	Active	Aug 3, 2023 at 12:43 pm	-	Eric Tarpy	-
 Fire2 Department Review	Active	Aug 3, 2023 at 12:43 pm	-	Michael Picard	-
 Health Department Review	Active	Aug 3, 2023 at 12:43 pm	-	Bonnie Dufresne	-
 Police Department Review	Active	Aug 3, 2023 at 12:43 pm	-	Kevin Lynch	-
 School Department Review	Active	Aug 3, 2023 at 12:43 pm	-	Mike Pfifferling	-
 Storm Water Review	Active	Aug 3, 2023 at 12:43 pm	-	Robert Moore	-
 Water/Wastewater Review	Active	Aug 3, 2023 at 12:43 pm	-	Robert Ward	-
 Water Supply Review	Active	Aug 3, 2023 at 12:43 pm	-	Robert Ward	-
 Building Inspector Approval for Agenda	Active	Aug 3, 2023 at 12:43 pm	-	Tom Bridgewater	-

Label	Status	Activated	Completed	Assignee	Due Date
✓ First Ad Placement	Inactive	-	-	-	-
✓ Placed on Agenda	Inactive	-	-	-	-
✓ Abutter Notification	Inactive	-	-	-	-
✓ Second Ad Placement	Inactive	-	-	-	-
✓ City Councilor A Review	Inactive	-	-	-	-
✓ City Councilor B Review	Inactive	-	-	-	-
✓ City Councilor C Review	Inactive	-	-	-	-
✓ City Councilor D Review	Inactive	-	-	-	-
✓ City Councilor E Review	Inactive	-	-	-	-
✓ City Councilor F Review	Inactive	-	-	-	-
✓ City Councilor G Review	Inactive	-	-	-	-
✓ City Councilor H Review	Inactive	-	-	-	-
✓ City Councilor I Review	Inactive	-	-	-	-
✓ City Council Meeting	Inactive	-	-	-	-
✓ Meeting Minutes & Decision Filed w/City Clerk	Inactive	-	-	-	-

FIORIELLO & MIGLIORI
ATTORNEYS AT LAW

11.4.5

KAREN L. FIORELLO
(Retired)

MICHAEL J. MIGLIORI
mmigliori@fimilaw.com

280 Merrimack Street
Suite B
Methuen, Massachusetts 01844
FAX 978-849-5191

August 3, 2023

Timothy J. Jordan, President
Haverhill City Council
City Hall
4 Summer Street
Haverhill, MA 01830

Re: SPECIAL PERMIT Ch 255 Sec 8.4.1
Owner/Applicant: JCG INVESTMENTS, LLC
94 Gile Street, Haverhill MA
Parcel ID: 674-601- Lots 16 & 17

Dear President Jordan:

Please be advised this office represents JCG INVESTMENTS, LLC regarding the property located at 94 Gile Street and being shown on Haverhill Assessor's Map 674 Block 601 Lots 16 & 17.

JCG INVESTMENTS, LLC is requesting a Special Permit from the City of Haverhill to construct two three-family residential buildings on the property at 94 Gile Street. The Haverhill Zoning Ordinance Chapter 255 Section 8.4.1, Flexible Development, requires a Special Permit from the Council for the proposed project use.

The property is shown in Haverhill Assessor's Map 674 Block 601 Lots 16 & 17 and is located in the "RM" Zoning District.

The Applicant meets the requirements of Ch. 255-8.4 and meets the requirements to develop 6 residential units. Pursuant to the Table of Dimensional and Density Regulations the existing land can be developed with 5 residential homes. Chapter 255 sec 8.4.7, allows for a density bonus which brings us to the 6 residential units being requested.

"The SPGA may award a density bonus to increase the number of dwelling units beyond the basic maximum number. The density bonus for the flexible development shall not, in the aggregate exceed 40% of the basic maximum number".....

The proposed development was planned to meet the express purpose and intent of sec 8.4 and provides the City with 2.23 acres of open space.

The property meets all of the dimensional and use criteria as set out in the Haverhill Zoning Ordinance and requires no waivers or variances.

Kindly schedule a hearing to be held before the City Council. I have enclosed the appropriate plans, reports and fees in connection with the requested Special Permit.

The applicant further agrees to waive the statutory requirement for Haverhill City Council to hold a hearing on the matter within sixty-five (65) days.

Should you have any questions or need any additional information, please don't hesitate to contact me.

Sincerely yours,

Michael J. Migliori

MJM/dma

Enc.

c.c.:

William Pillsbury, Economic Development Office



SO.ESSEX #96 Bk:41588 Pg:130
05/31/2023 10:00 AM DEED Pg 1/3
eRecorded

MASSACHUSETTS EXCISE TAX
Southern Essex District ROD
Date: 05/31/2023 10:00 AM
ID: 1577128 Doc# 20230531000960
Fee: \$1,755.60 Cons: \$385,000.00

QUITCLAIM DEED

11, 4, 5

By THIS INDENTURE, made this 30 day of March 2023, by and between **HB1 Alternative Holdings, LLC, a Delaware limited liability company** whose address 14405 Walters Road Suite 200 Houston TX 77014, (hereinafter referred to as "Grantor") and **JCG Investments LLC, a Massachusetts limited liability company** whose address is 135 Seaport Blvd, Unit 1703, Boston, MA 02210 (hereinafter referred to as "Grantee"), for valuable consideration of **Three Hundred Eighty Five Thousand and 00/100 Dollars (\$385,000.00)**, received to Grantor's full satisfaction from the Grantee, Grantor does hereby give, grant, bargain, sell and confirm unto said Grantee and its assigns, with *Quitclaim Covenants* the real property described on **Schedule "A"** attached hereto and made a part hereof.

AND BEING SAME PREMISES conveyed to Grantor via Foreclosure Deed recorded in the Essex County (Southern District) Registry of Deeds in Book 41384, Page 339

TO HAVE AND TO HOLD the premises to Grantee and unto Grantee, their heirs and assigns forever, to its and their own proper use and behoof.

AND ALSO, Grantor does, for itself its successors and assigns, covenant with Grantee, their heirs and assigns forever, that the premises are free from all encumbrances made or suffered by Grantor.

AND FURTHERMORE, Grantor does by these presents, bind itself, its successors and assigns forever, to warrant and defend the Premises to Grantee, their heirs and assigns forever, against claims and demands made or suffered by Grantor, except as aforesaid, but against none other.

This conveyance does not constitute the sale or transfer of all or substantially all of the Grantor's assets within the Commonwealth of Massachusetts and is made in the ordinary course of Grantor's business.

Property Address: 94 Gile Street Haverhill, MA 01830

Executed as a sealed instrument this 30 day of March, 2023

HB1 Alternative Holdings, LLC

By PHH Mortgage Corporation d/b/a PHH
Mortgage Services as Attorney in Fact

By:

Tawana Maxwell

For authority, see Limited Power of Attorney
recorded

Essex South Registry of Deeds
in Book 41136, Page 3

Its:

Authorized Signer

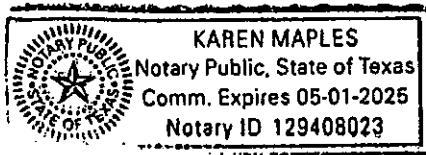
STATE OF TX }
COUNTY OF Harris }

On this 30 day of March, 2023 before me, the undersigned Notary Public, personally appeared Tawana Maxwell Authorized Signer of PHH Mortgage Corporation d/b/a PHH Mortgage Services, as Attorney in Fact for HB1 Alternative Holdings, LLC, who proved to me through satisfactory identification, which was ☒ a TX driver's license or ☐ personally known to me to be the person whose name is on the preceding or attached document, acknowledged to me that he/she signed it voluntarily for its stated purpose and as the free act and deed of HB1 Alternative Holdings, LLC.

Karen Maples
Notary Public Signature

Karen Maples
Notary Public Printed Name

My commission expires: 05-01-2025



Schedule A

Property Address: 94 Gile Street, Haverhill, MA 01830

The land with the buildings situated thereon, located on the southerly side of Gile Street, in Haverhill, Essex County, Massachusetts, containing about one acre and twenty five rods, more or less, and bounded and described as follows:

Beginning at the northerly corner thereof by said road and land now or formerly of Mrs. Amos Carleton, thence running

South about $39\frac{1}{4}^{\circ}$ east by said road about 11 rods and two and one-half links to land now or formerly of Elihu Randall, thence

Southwesterly by said land now or formerly of Randall about 28 rods and 2 links to a stake by said land now or formerly of Randall and to land now or formerly of Betsey A. Little and Mary J. Stevens, thence a stone wall dividing these premises from said land of Little and Stevens north about 16° west about 4 rods and 3 links; and thence by said wall and all by said land now or formerly of Little and Stevens north about $17\frac{1}{4}^{\circ}$ west about $7\frac{1}{2}$ rods to land now or formerly of Mrs. Amos Carleton, thence running

North about 76° east about 24 rods by said land of Carleton to said road and point of beginning.

Also another parcel of land situated on the southwesterly side of Gile Street, in said Haverhill, with the buildings thereon, bounded and described as follow:

Northeasterly by Gile Street $7\frac{1}{2}$ rods;

Southeasterly by land now or formerly of Albert Wentworth about 31 rods and 8 links;

Southwesterly by land now or formerly of Little and Stevens, along a stone wall, 9 rods, and 4 links; and.

Northwesterly by land now or formerly of Frank Davis about 28 rods and 2 links.

Containing $1\frac{1}{2}$ acres.

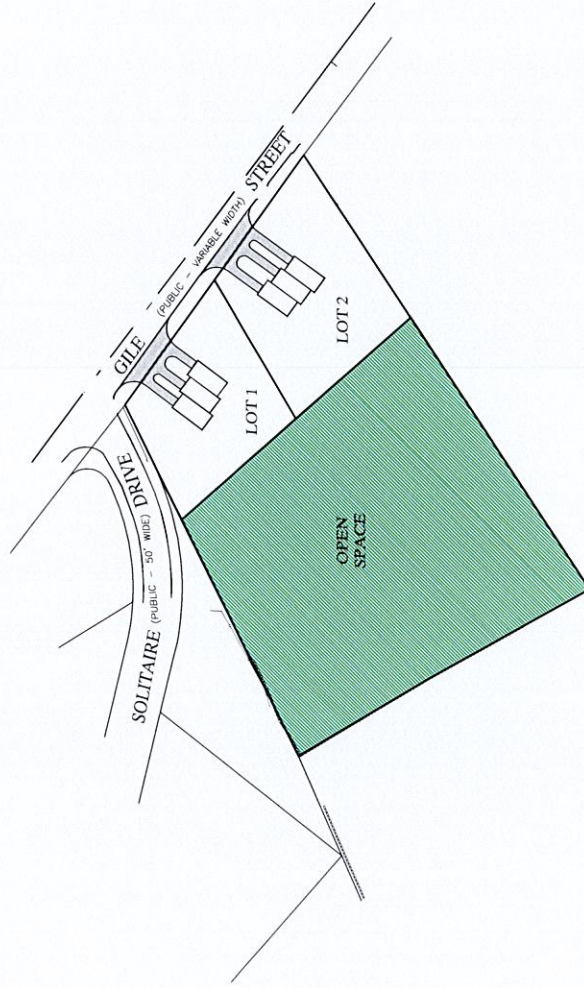


FLEXIBLE DEVELOPMENT IN HAVERHILL, MA JULY 2023

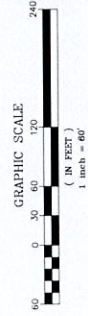


PLAN INDEX

SHEET NO.	TITLE
1	COVER SHEET
2	EXISTING CONDITIONS
3	CONVENTIONAL YIELD PLAN
4	SITE PLAN
5	GRAVING PLAN
6	UTILITIES PLAN
7	EROSION AND SEDIMENTATION CONTROL PLAN



THIS PLAN IS FOR PERMITTING
PURPOSES ONLY AND IS NOT
INTENDED FOR CONSTRUCTION.



PREPARED FOR
JCG INVESTMENTS, LLC
JAMES CATTUSO, MANAGER
94 GILE STREET
HAVERHILL, MA 01830



MILLENNIUM ENGINEERING, INC.
ENGINEERING AND LAND SURVEYING
62 ELM ST. SALESBURY, MA 01852 (978) 463-8980
13 HAMPTON RD. EXETER, NH 03833 (603) 778-0526
PROJECT: M24199

SITE PLAN
IN
HAVERHILL, MA
AT
94 GILE STREET

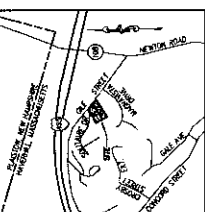
**COVER
SHEET**
SHEET C-1

BASIS OF BEARINGS
MASSACHUSETTS STATE PLANE
COORDINATE SYSTEM
NAD-83

OWNER OF RECORD
NATHANIEL E. PECK
NATHANIEL E. PECK
BK 3942 PG. 73

PLAN REFERENCES
PLAN BOOK 35 PLAN 34
PLAN BOOK 23 PLAN 65
PLAN BOOK 30 PLAN 61

NOTE
THIS PLAN DOES NOT SHOW ANY UNRECORDED OR
UNRECORDED EASEMENTS WHICH MAY EXIST. A
REASONABLE AND BLUNTLY A TRUE AND CORRECT
LAND, CHAINED, THIS DOES NOT CONSTITUTE A
GUARANTEE THAT NO SUCH EASEMENTS EXIST.



ZONING TABLE

ADDRESS - ASSESSORS MAP 674 LOT 60-16			
ZONING DISTRICT RM			
REQUIRED	EXISTING	PROPOSED	
LOT AREA	20,000 S.F.	77,355 S.F.	**
LOT FRONTAGE	150 FT.	162.15 FT.	**
FRONT SETBACK	25 FT.	**	**
SIDE SETBACK	15 FT.	**	**
REAR SETBACK	30 FT.	**	**
LOT COVERAGE	25%	**	**
OPEN SPACE	45%	**	**
BLDG HEIGHT	35 FT.	**	**

ZONING TABLE

ADDRESS - ASSESSORS MAP 674 LOT 60-17			
ZONING DISTRICT RM			
REQUIRED	EXISTING	PROPOSED	
LOT AREA	20,000 S.F.	98,337 S.F.	**
LOT FRONTAGE	150 FT.	131.13 FT.	**
FRONT SETBACK	25 FT.	53.4 FT.	**
SIDE SETBACK	15 FT.	3.1 FT.	**
REAR SETBACK	30 FT.	372.6 FT.	**
LOT COVERAGE	25%	3.1%	**
OPEN SPACE	45%	92.8%	**
BLDG HEIGHT	35 FT.	< 35 FT.	**

JOHN R. MANDZIEJ
BK 31541 PG. 284



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BK 31541 PG. 284



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BK 31541 PG. 284



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BK 31541 PG. 284



JOHN R. MANDZIEJ
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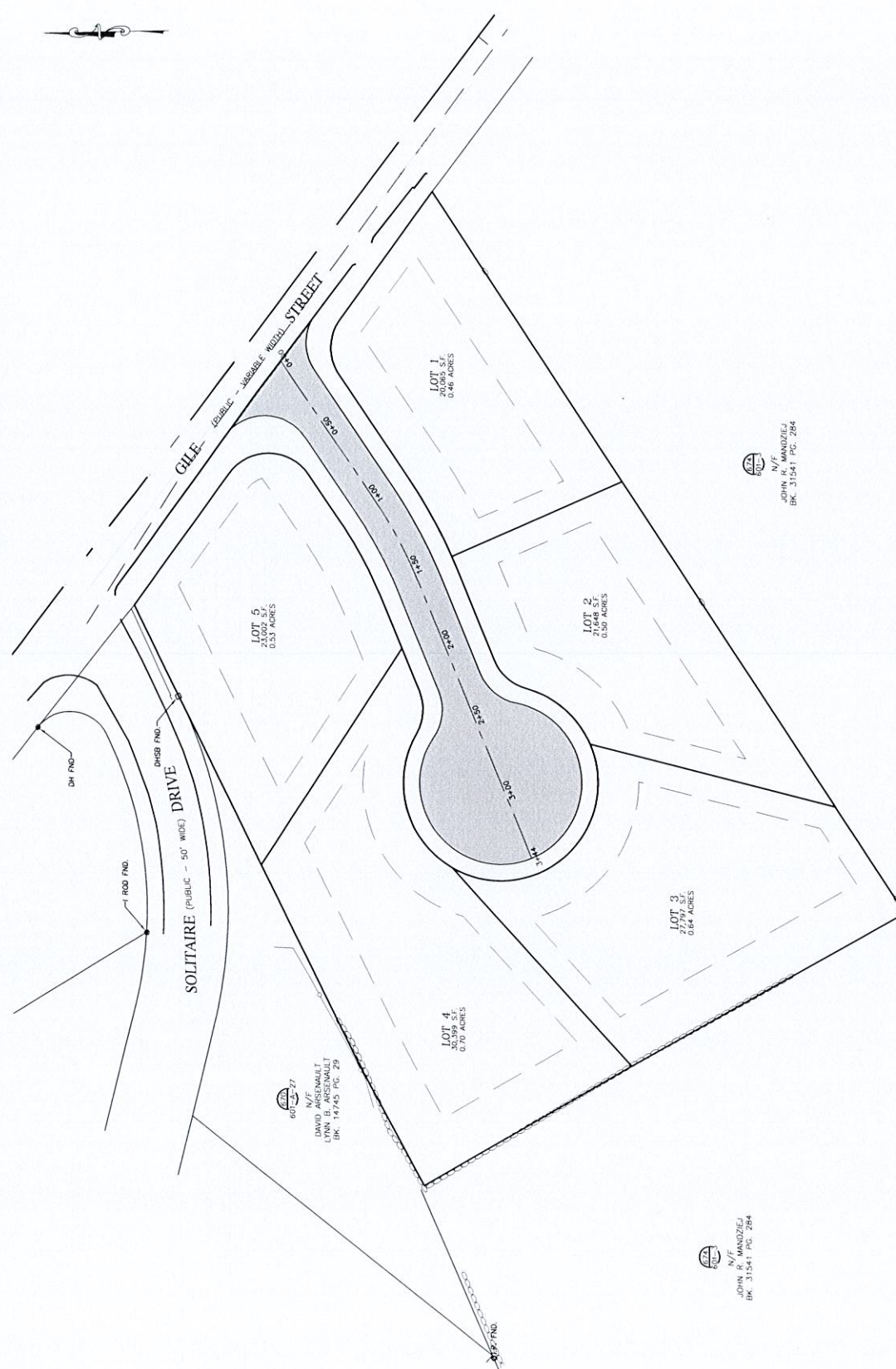
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JOHN R. MANDZIEJ
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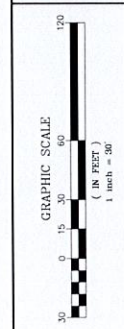


ZONING DISTRICT - RM
 LOT AREA: 20,000 S.F.
 LOT FRONTAGE: 150 FT.
 REQUIRED SETBACKS:
 FRONT: 25 FT.
 SIDE: 10 FT.
 REAR: 30 FT.
 LOT COVERAGE: 25%
 OPEN SPACE: 45%
 BLDG. HEIGHT: 35 FT.

SEAL
 JOHN R. MANOZIEJ
 BK. 31541 PG. 284

SEAL
 JOHN R. MANOZIEJ
 BK. 31541 PG. 284

THIS PLAN IS FOR PERMITTING PURPOSES ONLY AND IS NOT INTENDED FOR CONSTRUCTION.



PREPARED FOR
JCS INVESTMENTS, LLC
JAMES CATTUSO, MANAGER
 94 GILE STREET
 HAVERHILL, MA 01830

NO.	DATE	DESCRIPTION	BY

SEAL
 MEI
 MILLENNium ENGINEERING, INC.
 ENGINEERING AND LAND SURVEYING
 62 Elm St. Salem, MA 01852 (978) 463-9980
 13 HAMPTON RD. EXETER, NH 03833 (603) 778-0026
 SCALE: 1"=30'
 DATE: JULY 24, 2023
 CHKD: BTJ
 PROJECT: M234199

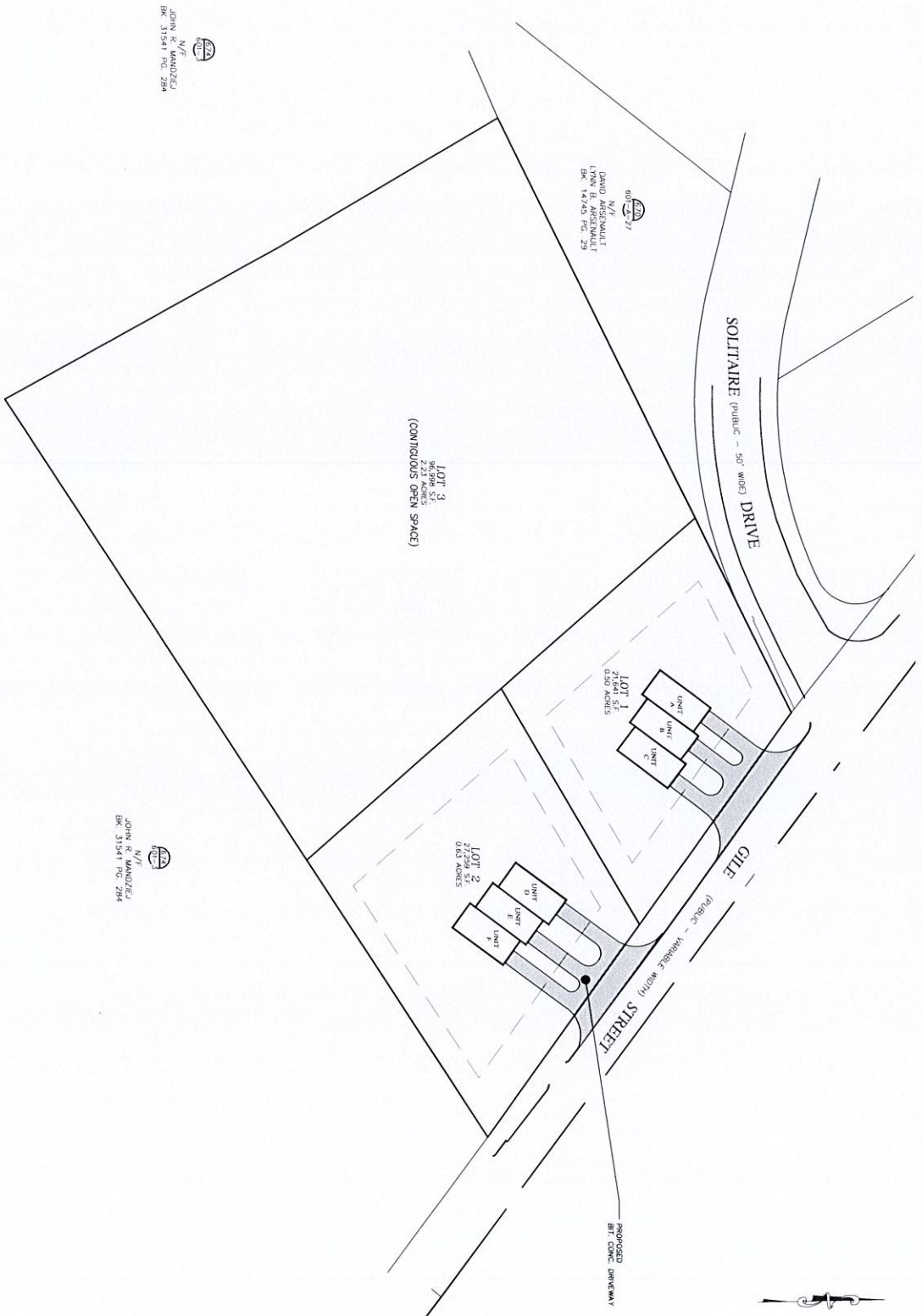
SITE PLAN
 IN
HAVERHILL, MA
 AT
94 GILE STREET

YIELD PLAN
 SHEET: C-3

ZONING DISTRICT - RM
 LOT AREA - 20,000 S.F.
 LOT FRONTAGE - 200.00 FT
 REQUIRED SETBACKS
 FRONT - 25 FT
 SIDE - 10 FT
 REAR - 30 FT
 LOT COVERAGE - 20%
 MIN. LOT AREA - 20,000 S.F.
 MIN. LOT FRONTAGE - 200 FT
 MIN. LOT DEPTH - 100 FT
 MIN. LOT WIDTH - 30 FT

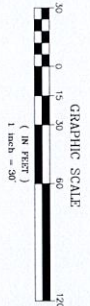
FLEXIBLE DEVELOPMENT CALCULATIONS:

TOTAL LOT AREA = 145,892 S.F.
 TOTAL OPEN SPACE = 145,892 S.F.
 CONTIGUOUS OPEN SPACE PROVIDED = 96,998 S.F.
 96,998 S.F. / 145,892 S.F. = 0.664
 66.4% (MINIMUM REQUIRED) (MAX 70%) -> [ADDITIONAL DIMENSION (6 TOTAL UNITS)]



JOHN R. MANOZEC
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JOHN R. MANOZEC
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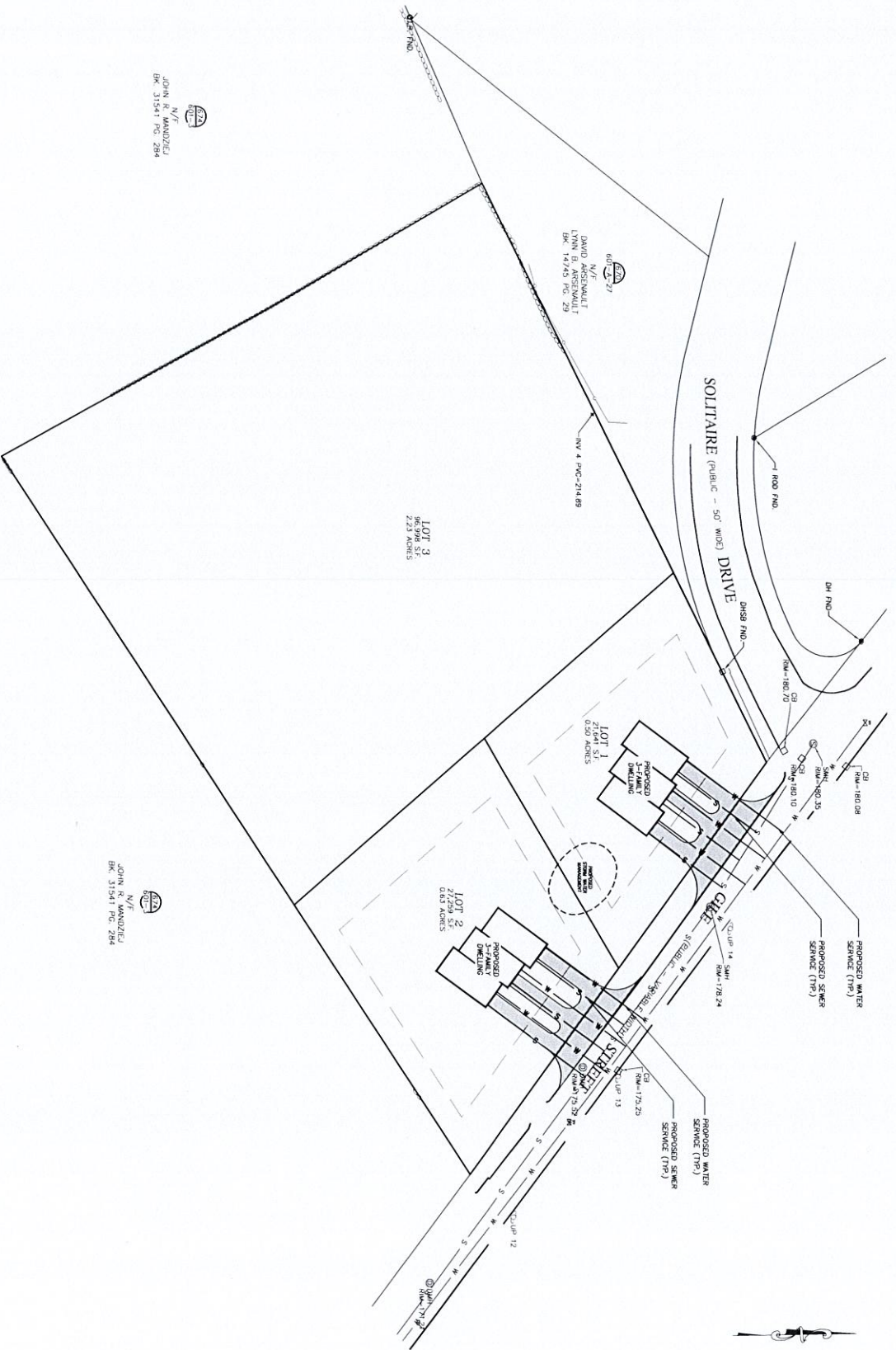


PREPARED FOR
JOG INVESTMENTS, LLC
JAMES CATTUSO, MANAGER
 94 GLE STREET
 HAVERHILL, MA 01830

NO.	DATE	DESCRIPTION	BY

MEI **MILLENNIUM ENGINEERING, INC.**
 ENGINEERING AND LAND SURVEYING
 62 ELM ST SUITE 200, HAVERHILL, MA 01830 (978) 453-8988
 10 WASHINGTON ST. SUITE 200, HAVERHILL, MA 01830 (978) 778-0528
 SCALE: 1"=30'
 DATE: JULY 24, 2023
 CADD BY: S.R.C.
 PROJECT: M234195

SITE PLAN
 IN
HAVERHILL, MA
 AT
94 GLE STREET
SHEET: C-4



THIS PLAN IS FOR PERMITTING PURPOSES ONLY AND IS NOT INTENDED FOR CONSTRUCTION.

GRAPHIC SCALE
(IN FEET)
1 inch = 30'

PREPARED FOR
JOS INVESTMENTS, LLC
JAMES CATTUSO, MANAGER
94 GILE STREET
HAVERHILL, MA 01830

NO.	DATE	DESCRIPTION	BY

SCALE: 1"=30'

DATE: JULY 24, 2023

MEI INC.
MILLENNIUM ENGINEERING, INC.
ENGINEERING AND LAND SURVEYING
62 ELM ST. SUITE 200 (978) 452-8980
13 HAMPTON RD. EXETER, NH 03823 (603) 778-0258

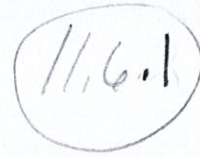
CALC. BY: S.R.C.
CHECKED BY: J.T.M.
PROJECT: W234199

SITE PLAN
IN
HAVERHILL, MA
AT
94 GILE STREET

UTILITIES
PLAN
SHEET: C-6



City of Haverhill, MA



07/24/2023

EVNT-23-16**Event Permit**

HAV CITY CLRK JUL24'23 AM11:10

Status: Complete**Date Created:** Apr 1, 2023**Applicant**

Hailey Moschella
hailey@wisteriamontessori.org
11 Allen Street
Haverhill, MA 01835
8457507941

Primary Location

44 Merrimack
Haverhill, MA 01830

Owner:

Harbor Place at Merrimack LLC c/o Planning Office for
Urban Affairs
84 State Street Boston, MA 02109

Organization Information**Organization**

Wisteria Montessori School

Organization Phone

978-308-9038

Organization Address

76 Merrimack St Ste. 4

Organization City

Haverhill

Organization State

MA

Organization Zip

01830

Is the Organization Tax Exempt?

Yes

Is the Organization Non-Profit?

Yes

Is the Organization a House of Worship?

No

Contact Information**Contact Name**

Hailey Moschella

Contact Title

Event Coordinator

Contact Phone

845-750-7941

Contact Email

hailey@wisteriamontessori.org

Contact Address

11 Allen St.

Contact City

Haverhill

Contact State

MA

Contact Zip

01835

Property Owner Information

Property Owner Name

Peabody Properties

Property Owner Phone

978-478-6310

Property Owner Address

44 Merrimack St.

Property Owner City

Haverhill

Property Owner State

MA

Property Owner Zip

01830

Is the Applicant the Property Owner?

No

Event Information**Description of event**

The Boardwalk Block Party hosted by the Wildflower Montessori Schools of Haverhill will invite the public to enjoy a day of free, family friendly programming. Activities may include but are not limited to; interactive art projects, music and dance performances.

Type of Event

Amusement

Event Date

09/09/2023

Event Location

Lawn area at Harbor Place

is the Event on Bradford Common?

No

Is the Event on City Property?

No

Event Venue

Outdoor

Number of Anticipated Attendees

300

Are You Requesting Additional Fees Be Waived? (APPLICATION FEE IS NOT WAIVABLE)

Yes

Event Start Time

3pm

Event End Time

6pm

Will Food Be Served/Sold at the Event?

--

IF YES TO FOOD, By What Means?

--

IF OTHER FOOD, Please Explain

--

IF YES To FOOD, How Will it be Cooked?

--

IF OTHER COOKING, Please Explain

--

Any Helpful Comments about Food

--

Special Considerations (i.e. fireworks)

n/a

Parking Information**Number of Parking Spaces Onsite**

200

Have Off-site Parking Arrangements Been Made?

No

Are There Charges/Fees for Parking?

No

Sanitation Information**Number of Public Restrooms Available**

1

Type of Toilets

Permanent

Please Describe Plans for Solid Waste Disposal & Recycling

We will encourage a carry in, carry out garbage policy. There are also two garbage cans available on site, and we will have a team of volunteers cleaning up at the end of the event.

IF PORTABLE TOILETS, Who is the Vendor?

--

General Release & Indemnity Agreement

Yes

**Terms of Understanding**

Yes

**Attachments**

Vendor.jpg

Uploaded by Hailey Moschella on Apr 1, 2023 at 12:31 pm



General Release and Indemnity Agreement.pdf

Uploaded by Hailey Moschella on Apr 1, 2023 at 12:58 pm



nonprofit status.pdf

Uploaded by Hailey Moschella on Apr 1, 2023 at 1:14 pm



Boardwalk Use Permission.pdf

Uploaded by Hailey Moschella on Mar 25, 2023 at 7:14 pm



Insurance Policy.pdf

Uploaded by Hailey Moschella on Apr 1, 2023 at 12:33 pm



Montessori.pdf

Uploaded by Kevin Lynch on Apr 11, 2023 at 10:59 am

History

Date	Activity
Mar 25, 2023 at 6:55 pm	Hailey Moschella started a draft of Record EVNT-23-16
Apr 1, 2023 at 1:14 pm	Hailey Moschella submitted Record EVNT-23-16
Apr 5, 2023 at 3:33 pm	Jennifer Sanchez waived payment step Event Permit Payment on Record EVNT-23-16
Apr 5, 2023 at 3:33 pm	approval step City Clerk Approval was assigned to Kaitlin Wright on Record EVNT-23-16

Date	Activity
Apr 5, 2023 at 3:57 pm	Kaitlin Wright approved approval step City Clerk Approval on Record EVNT-23-16
Apr 5, 2023 at 3:57 pm	approval step Fire Chief Approval was assigned to Eric Tarpay on Record EVNT-23-16
Apr 5, 2023 at 3:57 pm	approval step Police Department Approval was assigned to Kevin Lynch on Record EVNT-23-16
Apr 5, 2023 at 3:57 pm	approval step Health Inspector Approval was assigned to Miguel Nieto on Record EVNT-23-16
Apr 5, 2023 at 3:57 pm	approval step Recreational Director Approval was assigned to Ben Delaware on Record EVNT-23-16
Apr 5, 2023 at 3:57 pm	approval step Public Works Director Approval was assigned to Robert Ward on Record EVNT-23-16
Apr 5, 2023 at 3:57 pm	approval step Building Inspector Approval was assigned to Tom Bridgewater on Record EVNT-23-16
Apr 5, 2023 at 4:04 pm	Eric Tarpay approved approval step Fire Chief Approval on Record EVNT-23-16
Apr 5, 2023 at 5:12 pm	Tom Bridgewater approved approval step Building Inspector Approval on Record EVNT-23-16
Apr 6, 2023 at 7:41 am	Miguel Nieto assigned approval step Health Inspector Approval to Mark Tolman on Record EVNT-23-16
Apr 6, 2023 at 8:21 am	Ben Delaware approved approval step Recreational Director Approval on Record EVNT-23-16
Apr 10, 2023 at 2:02 pm	Mark Tolman approved approval step Health Inspector Approval on Record EVNT-23-16
Apr 11, 2023 at 10:59 am	Kevin Lynch added attachment Montessori.pdf to Record EVNT-23-16
Apr 11, 2023 at 10:59 am	Kevin Lynch approved approval step Police Department Approval on Record EVNT-23-16
May 2, 2023 at 9:30 am	Robert Ward approved approval step Public Works Director Approval on Record EVNT-23-16
May 2, 2023 at 9:30 am	approval step City Council Approval was assigned to Kaitlin Wright on Record EVNT-23-16
May 3, 2023 at 2:33 pm	Kaitlin Wright assigned approval step City Council Approval to Maria Bevilacqua on Record EVNT-23-16
May 10, 2023 at 1:41 pm	Maria Bevilacqua approved approval step City Council Approval on Record EVNT-23-16
May 10, 2023 at 1:41 pm	completed document step Event Permit Issued on Record EVNT-23-16
May 10, 2023 at 1:41 pm	Maria Bevilacqua completed Record EVNT-23-16
Jul 14, 2023 at 11:48 am	Kaitlin Wright changed Event Date from "06/17/2023" to "09/09/2023" on Record EVNT-23-16

Timeline

Label	Status	Activated	Completed	Assignee	Due Date
Event Permit Payment	Waived	Apr 1, 2023 at 1:14 pm	Apr 5, 2023 at 3:33 pm	-	-
✓ City Clerk Approval	Complete	Apr 5, 2023 at 3:33 pm	Apr 5, 2023 at 3:57 pm	Kaitlin Wright	-
✓ Fire Chief Approval	Complete	Apr 5, 2023 at 3:57 pm	Apr 5, 2023 at 4:04 pm	Eric Tarpay	-
✓ Building Inspector Approval	Complete	Apr 5, 2023 at 3:57 pm	Apr 5, 2023 at 5:12 pm	Tom Bridgewater	-
✓ Recreational Director Approval	Complete	Apr 5, 2023 at 3:57 pm	Apr 6, 2023 at 8:21 am	Ben Delaware	-
✓ Health Inspector Approval	Complete	Apr 5, 2023 at 3:57 pm	Apr 10, 2023 at 2:02 pm	Mark Tolman	-
✓ Police Department Approval	Complete	Apr 5, 2023 at 3:57 pm	Apr 11, 2023 at 10:59 am	Kevin Lynch	-
✓ Public Works Director Approval	Complete	Apr 5, 2023 at 3:57 pm	May 2, 2023 at 9:30 am	Robert Ward	-
✓ City Council Approval	Complete	May 2, 2023 at 9:30 am	May 10, 2023 at 1:41 pm	Maria Bevilacqua	-
📄 Event Permit Issued	Issued	May 10, 2023 at 1:41 pm	May 10, 2023 at 1:41 pm	-	-



City of Haverhill, MA

Jul 24, 2023

EVNT-23-16

Police Department Approval

Event Permit

Status: Complete**Assignee:** Kevin Lynch**Became Active:** Apr 5, 2023**Completed:** Apr 11, 2023

Applicant

Hailey Moschella
hailey@wisteriamontessori.org
11 Allen Street
Haverhill, MA 01835
8457507941

Primary Location

44 Merrimack
Haverhill, MA 01830

Owner:

Harbor Place at Merrimack LLC c/o Planning
Office for Urban Affairs
84 State Street Boston, MA 02109

Comments

Kevin Lynch, Apr 11, 2023

Signed approved application attached.

Kaitlin Wright, Jul 14, 2023

@Kevin Lynch Applicant states the event was postponed due to rain and would like to have the event on September 9th now. Is police okay with date change?

Kaitlin Wright, Jul 24, 2023

@Kevin Lynch

(<https://haverhillma.viewpointcloud.io/#/explore/users/auth0|5f33f90009263f003a186b8c>) Applicant states the event was postponed due to rain and would like to have the event on September 9th now. Is police okay with date change?

Kaitlin Wright, Jul 24, 2023

Spoke with Kevin, PD is fine with date change.



City of Haverhill, MA

Jul 24, 2023

EVNT-23-16

City Clerk Approval

Event Permit

Status: Complete**Assignee:** Kaitlin Wright**Became Active:** Apr 5, 2023**Completed:** Apr 5, 2023

Applicant

Hailey Moschella
hailey@wisteriamontessori.org
11 Allen Street
Haverhill, MA 01835
8457507941

Primary Location

44 Merrimack
Haverhill, MA 01830

Owner:

Harbor Place at Merrimack LLC c/o Planning
Office for Urban Affairs
84 State Street Boston, MA 02109

Comments

Kaitlin Wright, Jul 14, 2023

Applicant states the event was postponed due to rain and would like to have the event on September 9th now. Will need to be approved by council again.



City of Haverhill, MA

Jul 24, 2023

EVNT-23-16

Health Inspector Approval

Event Permit

Status: Complete**Became Active:** Apr 5, 2023**Assignee:** Mark Tolman**Completed:** Apr 10, 2023

Applicant

Hailey Moschella
hailey@wisteriamontessori.org
11 Allen Street
Haverhill, MA 01835
8457507941

Primary Location

44 Merrimack
Haverhill, MA 01830

Owner:

Harbor Place at Merrimack LLC c/o Planning
Office for Urban Affairs
84 State Street Boston, MA 02109

Comments

Mark Tolman, Apr 6, 2023

Hi Hailey,

Are you going to have food vendors and Porta Potties?

Mark

Hailey Moschella, Apr 10, 2023

Hi Mark, No, there will not be food or porta potties. Thank you!

Mark Tolman, Apr 10, 2023

Thanks! Hailey,

Mark



City of Haverhill, MA

Jul 24, 2023

EVNT-23-16

City Council Approval

Event Permit

Status: Complete**Assignee:** Maria Bevilacqua**Became Active:** May 2, 2023**Completed:** May 10, 2023

Applicant

Hailey Moschella
hailey@wisteriamontessori.org
11 Allen Street
Haverhill, MA 01835
8457507941

Primary Location

44 Merrimack
Haverhill, MA 01830

Owner:

Harbor Place at Merrimack LLC c/o Planning
Office for Urban Affairs
84 State Street Boston, MA 02109

Comments

Kaitlin Wright, May 2, 2023

Will be heard before Council on May 9th meeting.

Maria Bevilacqua, May 10, 2023

GRANTED WITH FEES WAIVED BY COUNCIL MAY 9 2023

From: Hailey Moschella <hailey@wisteriamontessori.org>

Sent: Friday, July 14, 2023 11:27 AM

To: Kaitlin Wright <KWright@Cityofhaverhill.com>

Subject: [EXTERNAL]Rescheduled Event

Warning! External Email. Exercise caution when opening attachments or clicking on any links. . .

Hi Kaitlyn,

I hope your summer is going well. I was reaching out to see what the protocol is for rescheduling an event that received an event permit. We rescheduled the Boardwalk Block Party to September 9th due to rain. There is no detail required for this event, and all of the departments signed off on it, including approval from the city council. Am I set to just move forward with the event?

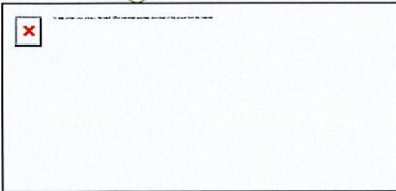
Thank you!

Hailey

978-308-9038

www.wisteriamontessori.org

Facebook @WisteriaMontessori



11.10.61

Junk Dealer/Collector License · Add to a project

**Expiration Date**

Active

**JUNK-23-4****Details**

Submitted on Jul 13, 2023 at 9:17 am

**Attachments**

0 files

**Activity Feed**

Latest activity on Jul 24, 2023

**Applicant**

Cabot Smith

0

**Location**

99 NEWARK ST, Haverhill, MA 01832

Timeline**Add New** ▾**Junk Dealer/Collector License Fee Payment**

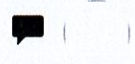
Paid Jul 13, 2023 at 9:18 am

City Clerk Approval

Completed Jul 19, 2023 at 8:24 am

**Police Approval**

Completed Jul 24, 2023 at 12:27 pm

**City Council Approval**

In Progress

**Junk Dealer/Collector Permit Issued**

Document

View Profile

**JUNK-23-4****Junk Dealer/Collector License****Status:** Active**Date Created:** Jul 13, 2023**Applicant**

Cabot Smith
csmith@cabotcoach.com
99 Newark Street
100 Newark Street
Haverhill, Ma 01832
9783744530

Primary Location

99 NEWARK ST
Haverhill, MA 01832

Owner:

CABOT COACH BUILDERS INC
99 NEWARK ST HAVERHILL, MA 01832

Business Information**Applicant's Relationship to Owner**

Owner

Business Owner Address

99 Newark St

Name of Business

T&R SALVAGE

Type of Business

Junk Dealer

Type of Business Structure

Sole Proprietor

Application Information**Type of Application**

Renewal

Attachments

No attachments

History

Date	Activity
Jul 13, 2023 at 9:09 am	Cabot Smith started a draft of Record JUNK-23-4
Jul 13, 2023 at 9:13 am	Cabot Smith altered Record JUNK-23-4, changed ownerEmail from "" to "csmith@cabotcoach.com"
Jul 13, 2023 at 9:13 am	Cabot Smith altered Record JUNK-23-4, changed ownerPhoneNo from "" to "978.374.4530"
Jul 13, 2023 at 9:17 am	Cabot Smith submitted Record JUNK-23-4
Jul 13, 2023 at 9:18 am	completed payment step Junk Dealer/Collector License Fee Payment on Record JUNK-23-4
Jul 13, 2023 at 9:18 am	approval step City Clerk Approval was assigned to Maria Bevilacqua on Record JUNK-23-4
Jul 19, 2023 at 8:24 am	Maria Bevilacqua approved approval step City Clerk Approval on Record JUNK-23-4
Jul 19, 2023 at 8:24 am	approval step Police Approval was assigned to Kevin Lynch on Record JUNK-23-4
Jul 21, 2023 at 8:12 am	Maria Bevilacqua assigned approval step City Council Approval to Maria Bevilacqua on Record JUNK-23-4
Jul 24, 2023 at 11:52 am	Kaitlin Wright changed Business Owner Address from "15 Dutton Road" to "99 Newark St" on Record JUNK-23-4
Jul 24, 2023 at 12:27 pm	Kevin Lynch approved approval step Police Approval on Record JUNK-23-4

Timeline

Label	Status	Activated	Completed	Assignee	Due Date
 Junk Dealer/Collector License Fee Payment	Paid	Jul 13, 2023 at 9:17 am	Jul 13, 2023 at 9:18 am	-	-
 City Clerk Approval	Complete	Jul 13, 2023 at 9:18 am	Jul 19, 2023 at 8:24 am	Maria Bevilacqua	-
 Police Approval	Complete	Jul 19, 2023 at 8:24 am	Jul 24, 2023 at 12:27 pm	Kevin Lynch	-
 City Council Approval	Active	Jul 24, 2023 at 12:27 pm	-	Maria Bevilacqua	-
 Junk Dealer/Collector Permit Issued	Inactive	-	-	-	-

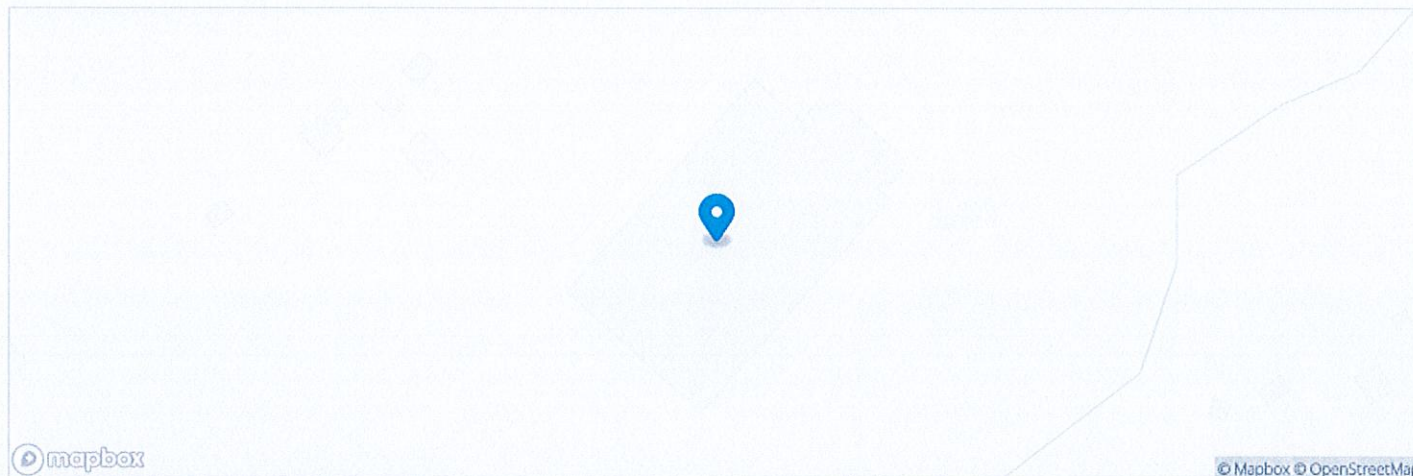
PRIMARY LOCATION

The main location associated with this record.

99 NEWARK ST

Haverhill, MA 01832

562-1-7B

[View Location](#)**Property Owner Information** (for this record)

Name

CABOT COACH BUILDERS INC

Email Address

csmith@cabotcoach.com

Phone Number

978.374.4530

Address

99 NEWARK ST
HAVERHILL, MA 01832



DOCUMENT

CITY OF HAVERHILL

In Municipal Council

File 10 days

10/27/2010 10:24:13 AM

13.1

ORDERED:

AN ORDINANCE RELATING TO VEHICLES AND TRAFFIC

BE IT ORDAINED by the City Council of the City of Haverhill that the Code of the City of Haverhill, Chapter 240, §85, Schedule B: Parking Restrictions and Prohibitions, as amended, is hereby further amended by **DELETING** the following:

Washington Street:

In front of #459

No Parking

**(except for 1 24-hour
parking space)**

24 hours

APPROVED AS TO LEGALITY

City Solicitor



Haverhill

Engineering Department, Room 300
Tel: 978-374-2335 Fax: 978-373-8475
John H. Pettis III, P.E. - City Engineer
JPettis@CityOfHaverhill.com

July 24, 2023

**MEMO TO: CITY COUNCIL PRESIDENT TIMOTHY J. JORDAN AND
MEMBERS OF THE CITY COUNCIL**

Subject: *459 Washington Street – HPS-23-10 - Delete Handicap
Parking*

As requested, see attached ordinance for deleting handicap spot at the subject location.

Please contact me if you have any questions.

Sincerely,

John H. Pettis III, P.E.
City Engineer

C: Mayor Fiorentini, Ward, Cox, Pistone



DOCUMENT

CITY OF HAVERHILL

In Municipal Council

File 10 days

13.2

ORDERED: \$1,350,000 Road Improvement Bonds

That the order adopted by the City Council on June 27, 2023, which authorized a total of \$900,000 for roadway improvements be amended to increase the amount appropriated and authorized to be borrowed for engineering and construction of roadway improvements for a new aggregate total of \$1,350,000 so the amended loan order reads as follows:

Ordered: That One Million Three Hundred and Fifty Thousand Dollars (\$1,350,000) is appropriated to pay costs of designing, constructing, reconstructing, paving and improving roadways, bike lanes and sidewalks and acquiring and installing traffic signal controls and other traffic safety signs and equipment, including the payment of all costs incidental and related thereto; that to meet this appropriation, the Treasurer, with the approval of the Mayor, is authorized to borrow said amount pursuant to Chapter 44, Section 7(1) of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor; that said appropriation shall be in addition to any grants received for the project; and that the Mayor is authorized to take any action necessary to carry out the project.

Further Ordered: That the Treasurer is authorized to file an application with the appropriate officials of the Commonwealth of Massachusetts (the "Commonwealth") to qualify under Chapter 44A of the General Laws any and all bonds of the City authorized to be borrowed pursuant to this loan order and to provide such information and execute such documents as such officials of the Commonwealth may require in connection therewith.

Loan Order

JAMES J. FIORENTINI
MAYOR



**CITY OF HAVERHILL
MASSACHUSETTS**

CITY HALL, ROOM 100
FOUR SUMMER STREET
HAVERHILL, MA 01830
PHONE 978-374-2300
FAX 978-373-7544
MAYOR@CITYOFHAVERHILL.COM
WWW.CITYOFHAVERHILL.COM

August 1, 2023

City Council President Timothy J. Jordan and Members of the Haverhill City Council

RE: Amended Loan Order for \$1,350,000.00 to complete the South Elm Street - Railroad Avenue Improvement Project

Dear Mr. President and Members of the Haverhill City Council:

Please see attached an amended loan order for \$1,350,000.00 to be used to complete the South Elm Street – Railroad Avenue Roadway Improvement Project. This item must remain on file for 10 days after which I recommend approval.

Very truly yours,

James J. Fiorentini
Mayor

JJF/lyf



DOCUMENT

CITY OF HAVERHILL

In Municipal Council

File 10 days

13.3

ORDERED:

City of Haverhill, Massachusetts

\$3,200,000 Tennis Facility Bonds

Ordered: That Three Million Two Hundred Thousand Dollars (\$3,200,000) is appropriated for the purpose of paying costs designing, constructing, reconstructing, paving and acquiring and installing equipment for a tennis facility located at 137 Monument Street, Haverhill, including the payment of all costs incidental and related thereto; that to meet this appropriation, the Treasurer, with the approval of the Mayor, is authorized to borrow said amount pursuant to Chapter 44, Section 7(1) of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor.

Further Ordered: That the Treasurer is authorized to file an application with the appropriate officials of The Commonwealth of Massachusetts (the "Commonwealth") to qualify under Chapter 44A of the General Laws any and all bonds of the City authorized to be borrowed pursuant to this loan order and to provide such information and execute such documents as such officials of the Commonwealth may require in connection therewith.

Loan Order

JAMES J. FIORENTINI
MAYOR



**CITY OF HAVERHILL
MASSACHUSETTS**

CITY HALL, ROOM 100
FOUR SUMMER STREET
HAVERHILL, MA 01830
PHONE 978-374-2300
FAX 978-373-7544
MAYOR@CITYOFHAVERHILL.COM
WWW.CITYOFHAVERHILL.COM

August 1, 2023

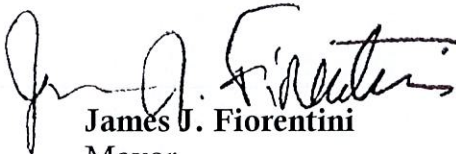
City Council President Timothy J. Jordan and Members of the Haverhill City Council

RE: Loan Order for \$3,200,000.00 for Tennis Facility

Dear Mr. President and Members of the Haverhill City Council:

Please see attached loan order for \$3,200,000.00 to design, construct, reconstruct and to install equipment to build a tennis facility at Haverhill High School. This item must remain on file for 10 days after which I recommend approval.

Very truly yours,



James J. Fiorentini
Mayor

JJF/lyf

CITY COUNCIL

Timothy J. Jordan
President

John A. Michitson
Vice President

Melinda E. Barrett

Joseph J. Bevilacqua

Thomas J. Sullivan

Melissa J. Lewandowski

Michael S. McGonagle

Catherine P. Rogers

Shaun P. Toohey



CITY OF HAVERHILL

HAVERHILL, MASSACHUSETTS 01830-5843

13.4
CITY HALL, ROOM 204

4 SUMMER STREET

TELEPHONE: 978-374-2328

FACSIMILE: 978-374-2329

WWW.CITYOFHAVERHILL.COM

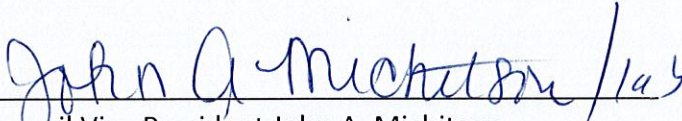
CITYCNCL@CITYOFHAVERHILL.COM

HAVERHILL CITY CLERK AUG 13 AM 8:42

August 4, 2023

To: President and Members of the City Council:

Council Vice President Michitson wishes to update City Council on Haverhill's Smart Biomanufacturing plan to attract Life Science businesses, jobs, and workforce training for all with equity and inclusion.


Council Vice President John A. Michitson

(meeting 8.8.23)

Haverhill's and Merrimack Valley's Smart Manufacturing Tech Hub (SMTH) Summary

Prepared by: SMTH Steering Committee
(Technical Consultation from FullSpectrum)
July 2023

HAU CITY CLERK AUG 4/23 AM 9:15

Introduction

Haverhill is developing a regional Smart Manufacturing (SM) Tech Hub, spearheaded by a Model Smart Factory, to facilitate local and regional economic development. Smart Manufacturing uses data, analytics and connectivity across the supply chain to integrate all aspects of the manufacturing process. The site development process to enable the SM Tech Hub is already underway. The City of Haverhill is developing a new Advanced Manufacturing Business Park, a new downtown Life Sciences/Food Tech Innovation Center and expanding its Ward Hill Business Park, with many existing manufacturers.

The Advanced Manufacturing (ex. Semiconductor, Industrial), Life Sciences and emerging Climate Technology industries are the key targets for economic development. These inter-related industries are projected to be key to local, regional, and national economic development in the next decade.

A broad public, private partnership (PPP) is being organized to govern the Tech Hub capability. A steering committee is developing the Tech Hub plan. The region has startups, industry, academic institutions, and government agencies to support the Tech Hub, in addition to national and global prospects. Government, corporate, foundation and private investment is being sought in an innovative manner.

Equity and inclusion are fundamental tenets of the Tech Hub development effort. The Merrimack Valley region is comprised of many underserved Gateway cities, including Haverhill, Lawrence and Lowell in need of equity and inclusion for workforce training and jobs.

Smart Manufacturing Opportunity

The global smart manufacturing market is expected to grow from USD 277.81 billion in 2022 to USD 658.41 billion in 2029 at a Compound Annual Growth Rate (CAGR) of 13.1%

<https://www.fortunebusinessinsights.com/smart-manufacturing-market-103594>. While the Smart Manufacturing market projections are healthy in their own right for vendors that provide products and services, the attraction of end-user manufacturers with varying degrees of smart factories for Massachusetts' most promising industries of Advanced Manufacturing (ex. Semiconductor, Industrial), Life Sciences and Climate Technology have even more potential for economic development, as well as associated Research and Development and workforce training sectors.

Smart Manufacturing Tech Hub Capabilities

To jumpstart the local developments cited above and to facilitate innovation and economic growth in the Merrimack Valley Region, the SM Tech Hub will have the following capabilities:

1. **Demonstration Sandbox:** for new Smart Manufacturing products and services from vendors.
2. **Commercialization Accelerator:** to convert ideas and research into products and services, led by colleges and startups with industry partners, focused on easing integration with existing factories, including cyber security.
3. **Integration Lab:** hands-on help for Small and Medium-Sized Manufacturers (SMMs) to integrate Smart Manufacturing with existing factories, including cyber security.
4. **Advanced Manufacturing Workforce Training Center:** for continuous hands-on workforce training.

The target capabilities for the SM Tech Hub are based on major barriers to Advanced Manufacturing and potential opportunities that were confirmed at two recent events in Haverhill:

- Summit on Smart Manufacturing Resiliency <https://www.necc.mass.edu/workforce/for-our-community/events-resources/summit-on-smart-manufacturing-resiliency/>, held on June 16, 2023 at Northern Essex Community College in Haverhill.
- MITRE Smart Manufacturing Trust Showcase <https://amm.mitre.org/> held on October 19, 2022 at UMass Lowell Innovation Hub in Haverhill.

Key barriers to success were identified:

- Integration of Smart Manufacturing with existing factories for Small and Medium-Sized Manufacturers (SMMs)
- Cyber-Security capabilities for SMMs
- Advanced manufacturing work force development and training

The biggest challenge will be in the labor base. Massachusetts is one of the best technical skills markets in the world, but broader training of the workforce is needed. The skills gap between the high-tech market and the broader blue-collar market is large and getting larger. Constrained availability of these needed skills requires more institutionalized, consistent investment in technical training for the workforce.

Needed skills include a better technical understanding, and the ability to adapt to rapidly changing environments and tools. The investment in skills is not a transitional need. It needs to be structured as a long-term commitment, building on the Community College model. A sound planning process, employee training and employee investment in the outcome are all essential to success.

Representative Technologies for Future Solutions

Smart Manufacturing integrates computer control, with data collection and analytics to coordinate all aspects of the manufacturing floor and across supply chain networks by leveraging the following representative technologies:

- Robotics / Automation
- Augmented Reality / Virtual Reality (AR/VR)
- Industrial Internet of Things (IIoT)
- Additive Manufacturing (3D Printing)
- Advanced Human Interface (UI/UX)
- Smart Mobile Devices / Mobile Apps
- Key data technologies:
 - Smart Sensors and Data Collection
 - Cloud-based Data and Analytics (Big Data)
 - Artificial Intelligence (AI)
 - Machine Learning (ML)
 - Simulation (Digital Twins)

The key to integration is the collection and analysis of the data, as well as the control actions that follow. The cloud is a technology enabler and accelerator. Big Data as a concept was introduced around 2010 with the explosion of data collection on the web. Artificial Intelligence (AI) and Machine Learning (ML), in this context, are advanced forms of big-data analytics.

Benefits of Smart Manufacturing

SM can have significant impacts across all aspects of the manufacturing operation and business:

- Production planning and capacity
- Manufacturing flexibility
- Faster production adjustment and market responsiveness
- Operation cost reduction
- Improved Productivity
- Optimized manufacturing and increased productivity
- Improved quality and consistency
- Less waste by-product
- Improved innovation
- Increased competitiveness

The Deloitte data provided below shows the average benefits that organizations experienced in a two-year period by implementing Smart Manufacturing ecosystems.

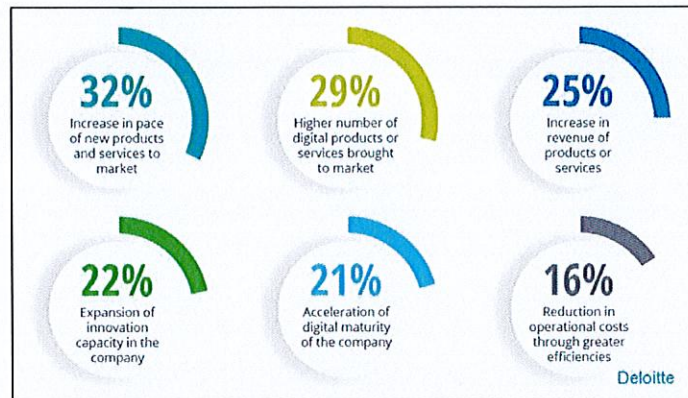


Figure 1. Example Smart Manufacturing Benefits

Source: 2020 Deloitte and MAPI Smart Manufacturing ecosystems study.

Modular or Agile manufacturing increases flexibility for Low Volume / High Mix production, which is important in an area like MA with limited mass production. SM enables efficient use of equipment by interconnecting machines which improves load balancing and response time to re-start down or idle equipment. It also shortens the time from product introduction to manufacturing release when integrated with company or customer Product Lifecycle Management (PLM) systems.

Smart Manufacturing Ecosystems

The Massachusetts ecosystem around Smart Manufacturing is vast and growing. Integrated Government / Industry / Academia cooperation is required to accelerate the adoption cycle. The following partnerships are key to success for the Tech Hub, many of which have already been established:

- Talent partnerships:
 - Government training support programs
 - Technology Councils
 - Colleges and Universities
 - Local technical talent pool
- Technology Partnerships
 - Technology suppliers
 - IT / Software vendors and service providers
 - Industry consortia
- Customer Partnerships
 - Industry associations
 - Distributor networks

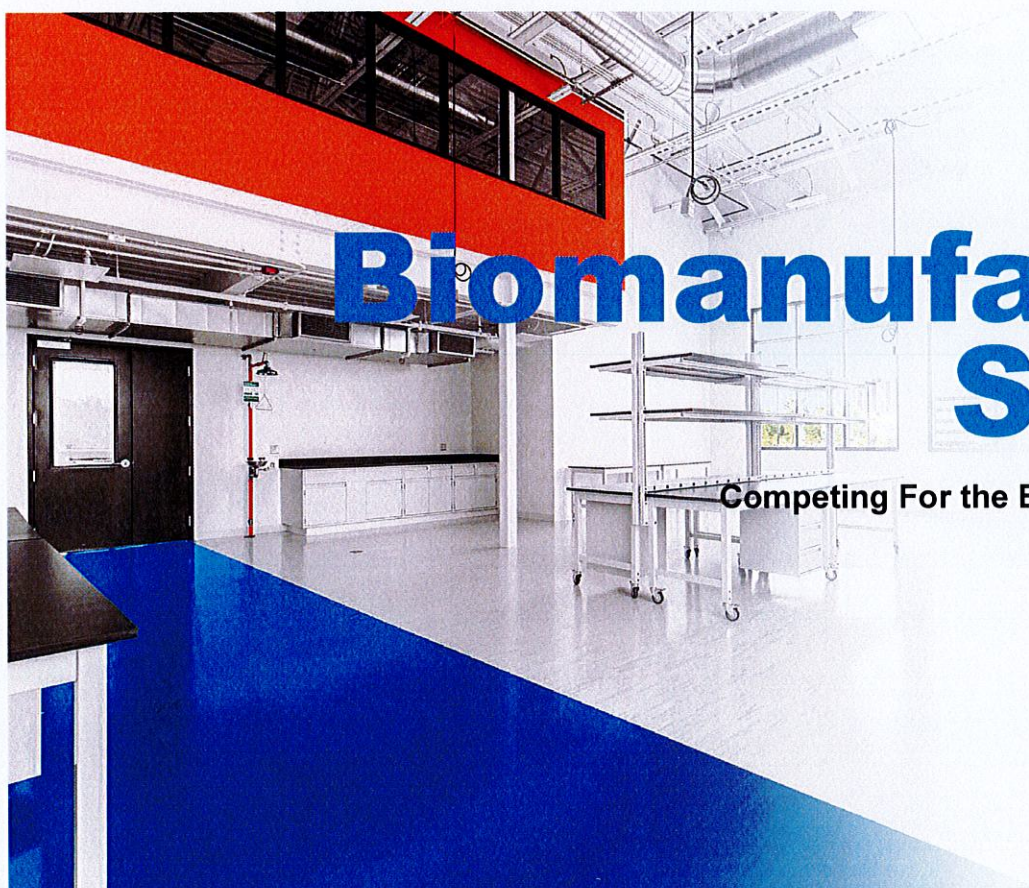
A key partnership being established is with the Clean Energy Smart Manufacturing Innovation Institute (CESMII) <https://www.cesmii.org/>. The Tech Hub will be investigating use of CESMII's SM Innovation Platform to enable standards-based openness and interoperability for the Demonstration Sandbox and Integration Center.

SM and Climate Tech/Clean Energy Synergies

There are many synergies between SM and Climate Technology/Clean Energy that will be leveraged. Buildings create about 40% of the world's carbon dioxide emissions and industry creates another 32% <https://blueprintforbetter.org/>. Firstly, it is a goal that all new facilities and external sites will be eco-friendly, leveraging both Climate Technology and Clean Energy solutions. Secondly, SM itself will be leveraged to control energy usage and manage CO2 emissions in the manufacturing process. Finally, SM solutions will be applied to produce Climate Technology and Clean Energy products and services.

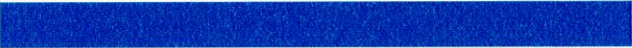
SM Integration Approach for Small and Medium-Sized Manufacturers

Start by establishing a roadmap with a very ambitious vision. Then, seek stakeholder agreement on the area of biggest return. Take a few small steps. If changes are too big/too fast the changes will be unsettling to everyone. Measure your success. Keep your staff aligned to the vision. Invest in skills improvement ahead of technology changes. Use your analytics to determine where to scale the processes. Get stakeholder input at every step of the way. Get integration help from many numerous government agencies, such as MassMEP <https://massmep.org/> and integrators.



Biomanufacturing Strategy

Competing For the Bio-Economy of the Next Century



Who We Are



MBI Today



Advancing Startups

MBI helps foster innovation in the life sciences by supporting innovative life science startups from concept to clinical trials.

Building Workforce

Talent is the jet fuel the industry runs on. To continue this success MBI is leading efforts to bring new populations into the industry.

Expanding the BioCluster

Our success in building the Biocluster has created a shortage of lab space. MBI is solving this issue by continuously creating more incubator space to promote the growth of life science research and development in the region.



Advancing Startups

From Concept to Clinical Trials

StartUp Center

- Seed/ Angel Investment
- Proof of Concept Data



ScaleUp Center

- Series A Investment
- Team Building / Pre-IND



Company Case Study



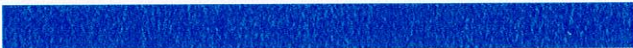
- Started 1 Founder
- Nanobody Platform Tech



Graduating 2023

- 10 Employees
- Raised Seed & Series A
- Strategic Partnership

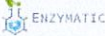
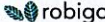




Current State of Biomanufacturing

Biology as a Building Block



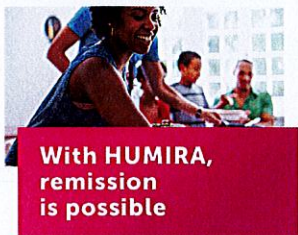
	Therapeutic	Food & Nutrition	Biomaterials	Other Applications
Example Companies	 	 	 	   
Market Size & CAGR	\$1.055 T 13.9%	\$60-80B 8-12%	\$50-75B 10-15%	\$95 – 120B 5-10%
Fundamental Technology	Cell Growth & Fermentation			

Biology as a Building Block



Therapeutic

abbvie



Biomaterials



Food & Nutrition

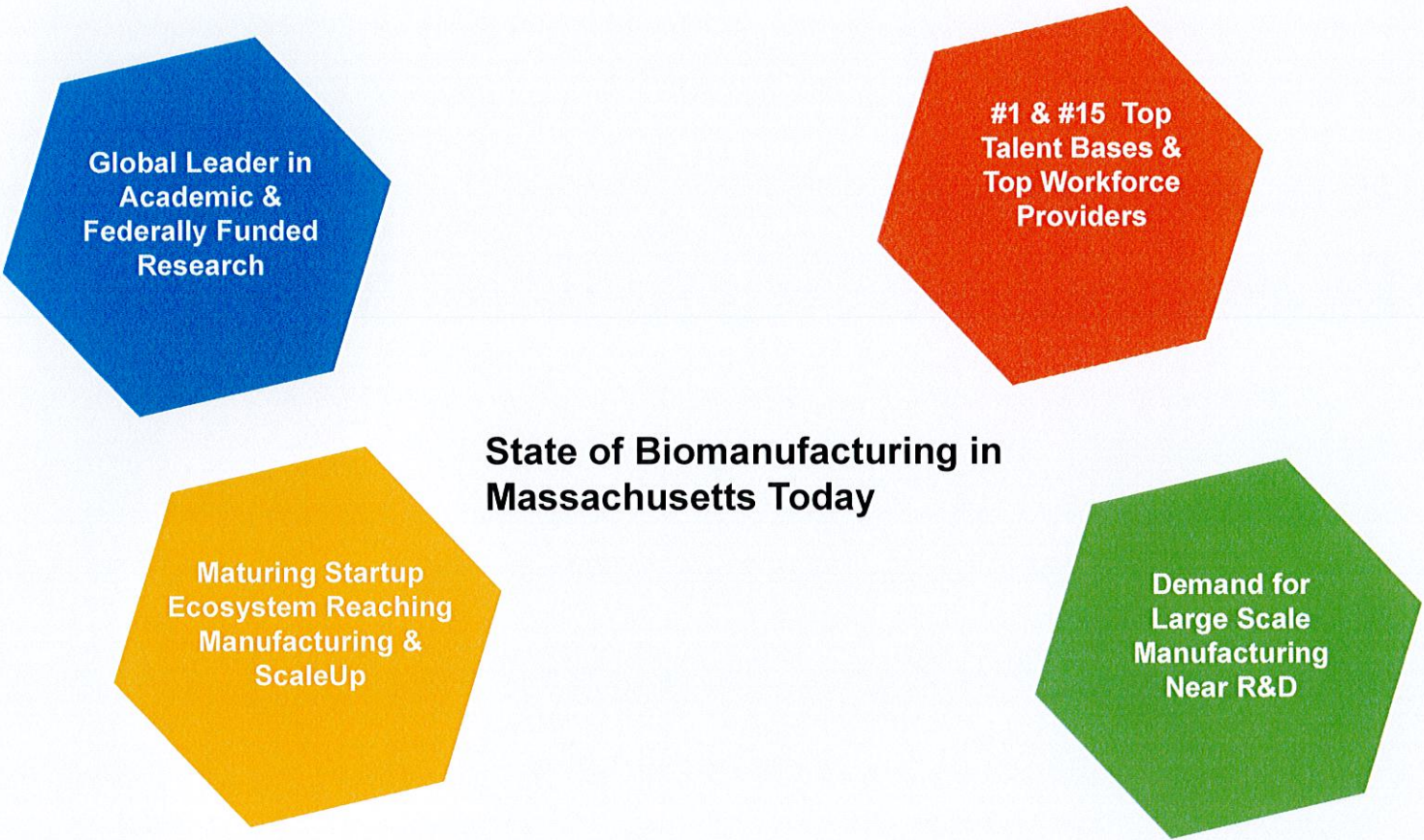


Tender



Other Applications





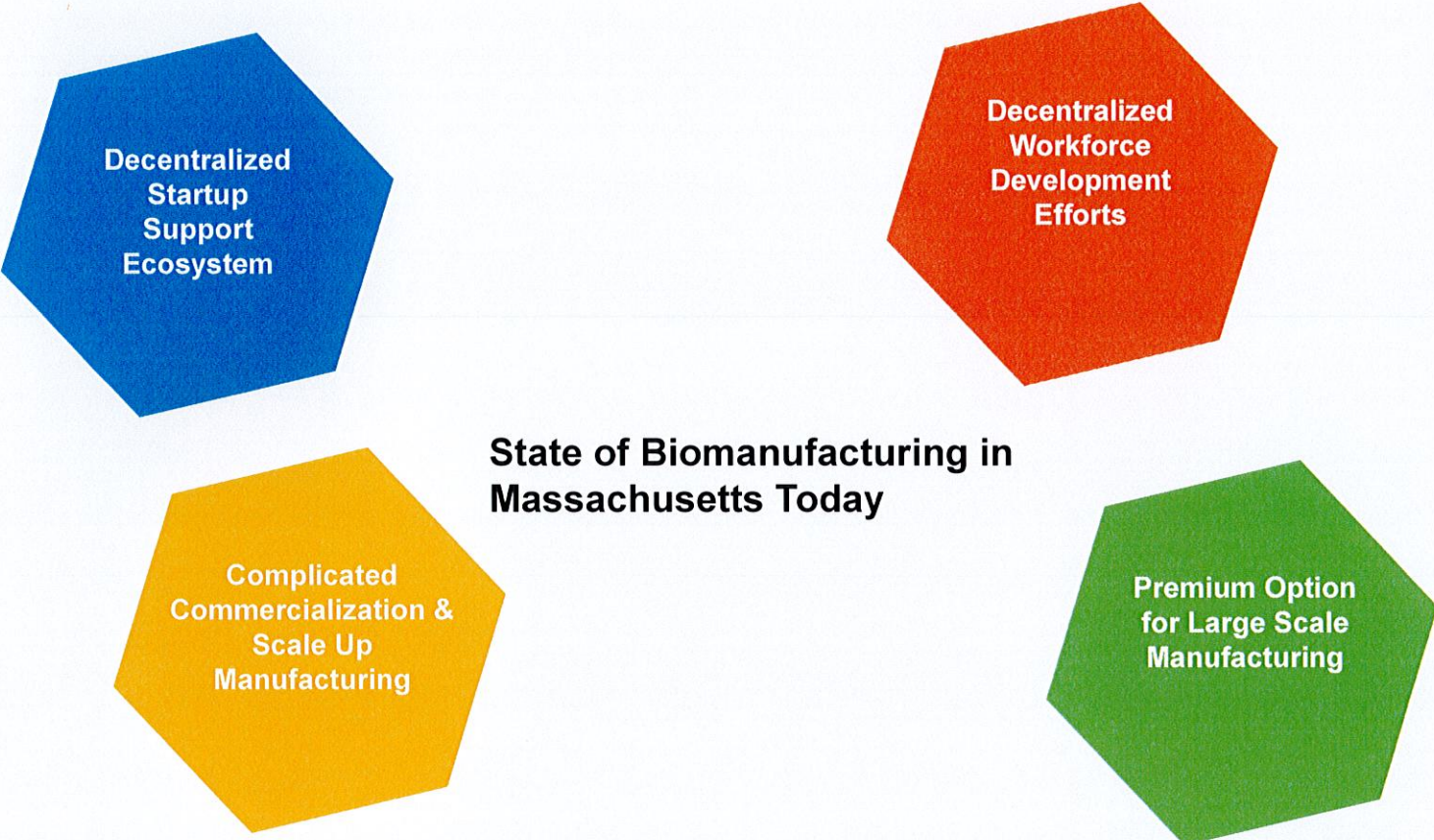
**Global Leader in
Academic &
Federally Funded
Research**

**#1 & #15 Top
Talent Bases &
Top Workforce
Providers**

**State of Biomanufacturing in
Massachusetts Today**

**Maturing Startup
Ecosystem Reaching
Manufacturing &
ScaleUp**

**Demand for
Large Scale
Manufacturing
Near R&D**



**Decentralized
Startup
Support
Ecosystem**

**Decentralized
Workforce
Development
Efforts**

**State of Biomanufacturing in
Massachusetts Today**

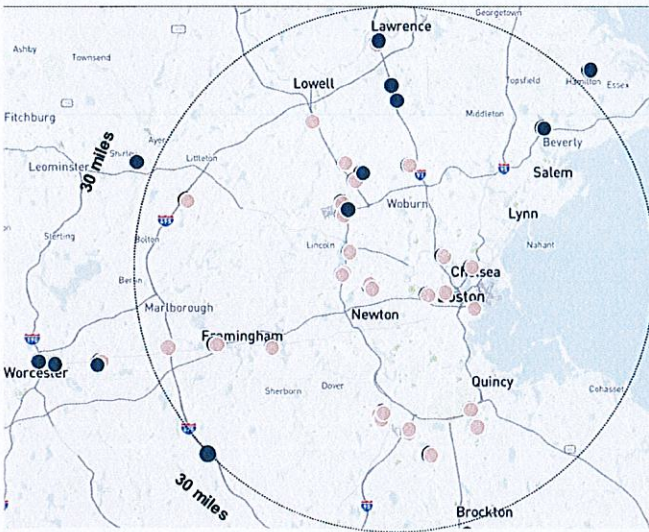
**Complicated
Commercialization &
Scale Up
Manufacturing**

**Premium Option
for Large Scale
Manufacturing**

Our Goal:

Put The Rest of Massachusetts
On The Biomanufacturing Map

Active GMP facilities



● Owner-occupied
● Investor-owned

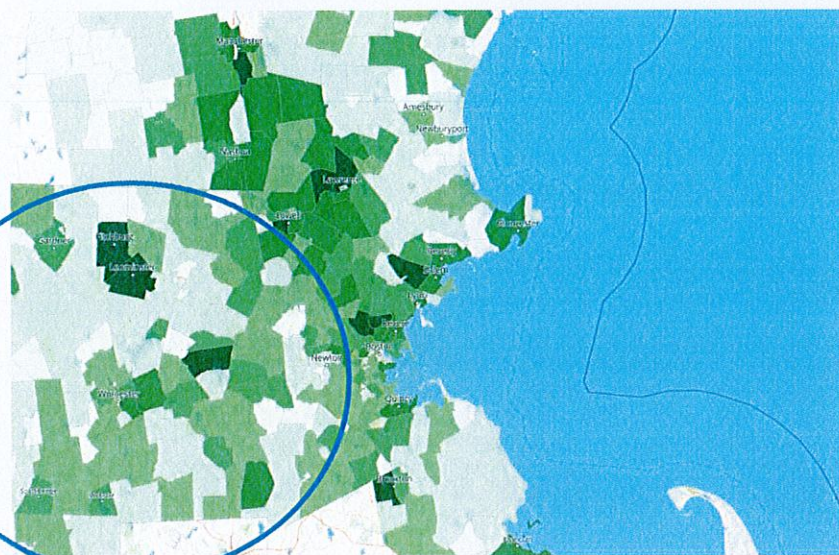
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Address	City	SF	Primary owner	Address	City	SF	Primary owner
1 Burt Rd	Andover	352,899	Pfizer	29 Dunham Rd	Billerica	70,000	Pharmark
1 Burt Rd	Andover	175,000	Pfizer	3 Strathmore Rd	Hatfield	20,201	Lincoln Property Co.
1 Harbor St	Boston	108,173	Cargo Ventures	33 New York Ave	Framingham	106,000	Oxford Properties
1 Investors Way	Norwood	236,566	Alexandria Real Estate Equities	334 South St	Shrewsbury	450,000	Charles River Laboratories
1 Modena Way	Norwood	200,430	Alexandria Real Estate Equities	360 2nd Ave	Waltham	51,000	Hillside Associates
1 Patriots Park	Bedford	144,230	Baring Real Estate Advisors	38 Jackson	Devens	168,000	Bristol-Myers Squibb Company
1 Upland Rd	Norwood	222,163	Alexandria Real Estate Equities	4 Corporate Dr	Andover	201,502	IQHQ
10 Burke Dr	Brockton	62,500	Lyne Laboratories	400 Wood Rd	Braintree	152,000	Hilco Real Estate LLC
100 Federal St	Andover	57,296	Sarepta Therapeutics	45 Hartwell Ave	Lexington	50,855	Thermo Fisher Scientific
100 Research Dr	Worcester	443,152	AbbVie	45 New York Ave	Framingham	50,000	Sanofi Genzyme
101 International Dr	Portsmouth	307,435	Lonza Group LTD	5 Commerce Blvd	Plainville	268,600	Thermo Fisher Scientific
113 Hartwell Ave	Lexington	103,009	Healthpeak Properties	50 Frontage Rd	Andover	45,138	Cambridge Isotope Laboratories
115 Hartwell Ave	Lexington	95,000	Healthpeak Properties	50 Shawmut Rd	Canton	27,040	Wheatlock Capital
125 Fortune Blvd	Milford	79,200	Avecia Biotechnology	51 New York Ave	Framingham	18,000	Sanofi Genzyme
1414 Mass Ave	Bonborough	230,000	Stockbridge Capital Group	55 Mesakin Dr	Braintree	61,389	Clarion Partners
152 Grove St	Waltham	100,838	TPG Capital	70 Western Ave	Alston	198,740	National Resilience
17 Briden St	Worcester	53,368	MBI	749	Billerica	39,600	Spaulding & Slye
17 Cherry Hill Dr	Danvers	108,000	EMD Millipore	800 Boston Tpke	Shrewsbury	50,000	VinCo Properties Inc
180-190 Everett Ave	Chelsea	140,000	North River Company	830 Winter / 500 Soldiers Field I	Various	200,000	National Resilience
20 Commerce Way	Norton	200,000	One William Street Capital	92 Crowley	Wilmington	38,800	CMS Associates
200 Gilbert St	Mansfield	34,272	Jord Labs LLC	9 Technology Dr	Westborough	251,000	W.P. Carey Inc.
200 Smith St	Waltham	215,000	Healthpeak Properties	90 Shawmut Rd	Canton	47,000	Emergent BioSolutions
211 2nd Ave	Waltham	49,994	Boston Properties				
220 Mill Rd	Chelmsford	85,143	Spaulding & Slye				
240 County Rd	Ipswich	160,000	New England Bio Labs				
25 John Rd	Canton	251,750	Armstrong Pharmaceuticals Inc				
250 Binney St	Cambridge	67,362	Boston Properties				

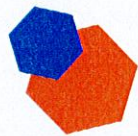


Why? Talent, Talent, Talent & Affordability

Where GMP talent lives



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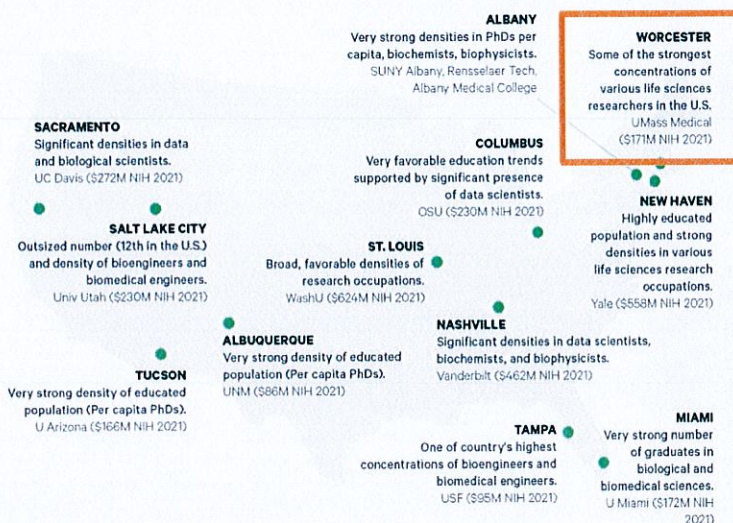
Top 15 Life Sciences Talent Hub



Figure 8: Top 25 Life Sciences Research Talent Clusters

Rank	Market	Score	Rank	Market	Score
1	Boston/Cambridge	138.0	14	Atlanta	103.5
2	Washington, D.C./Baltimore	129.8	15	Worcester	102.6
3	San Francisco Bay Area	126.2	16	Dallas/Ft. Worth	102.0
4	New York/New Jersey	124.3	17	Sacramento	101.8
5	San Diego	120.3	18	Austin	101.5
6	Raleigh-Durham	114.8	19	Salt Lake City	101.4
7	Los Angeles/Orange County	113.8	20	New Haven	100.8
8	Philadelphia	113.5	21	Portland, OR	100.7
9	Seattle	109.4	22	Miami	100.7
10	Chicago	107.6	23	Nashville	100.6
11	Denver/Boulder	106.9	24	Albany	100.3
12	Minneapolis	106.4	25	Pittsburgh	100.0
13	Houston	104.1			

Figure 18: Emerging Life Sciences Clusters of Research Talent

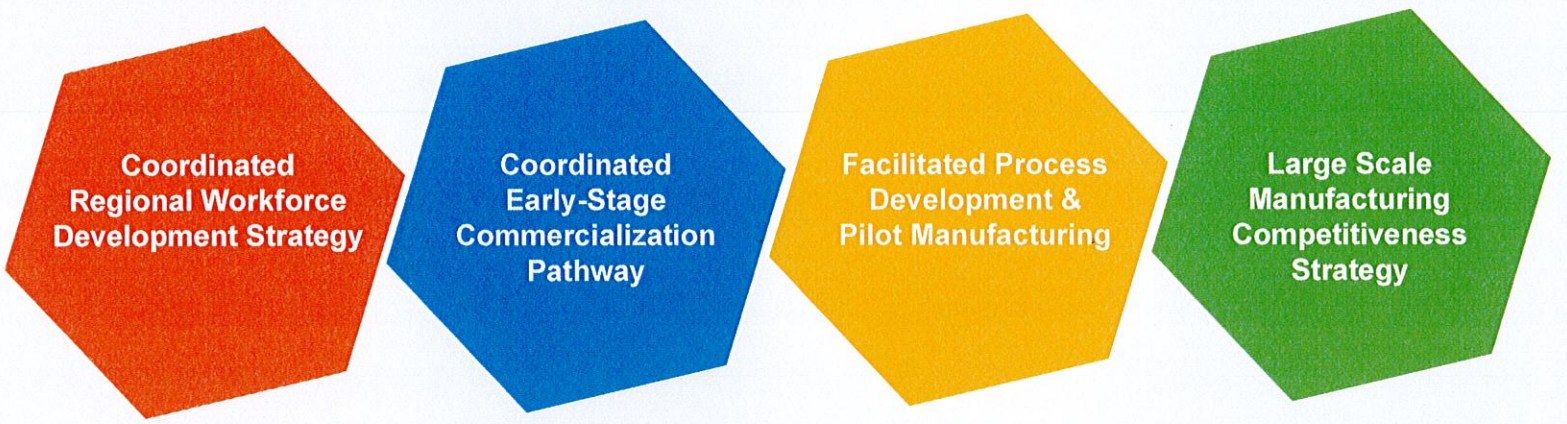


Talent Pools Are Seeking Value & Moving West



How Do We Do It?

Future of Biomanufacturing in Massachusetts



**Coordinated
Regional Workforce
Development Strategy**

**Coordinated
Early-Stage
Commercialization
Pathway**

**Facilitated Process
Development &
Pilot Manufacturing**

**Large Scale
Manufacturing
Competitiveness
Strategy**



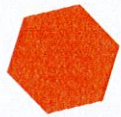
Coordinated Regional Workforce Development Strategy

Biomanufacturing Workforce Initiative

- Bi-Annual Meeting of Industry & Academic Partners
Focused Around Identifying Workforce Gaps

WBI Partners





Coordinated Regional Workforce Development Strategy

Workforce Challenge Grants

- Grant Funding to Programs that Close Workforce Gaps
- Increasing Diversity in STEM Grants build a bigger funnel
- Integrate with MLSC & MassTech Programming

Biomanufacturing Tech. Pre-Apprenticeship

- 10 Week Biomanufacturing Technician Training Program
- Curriculum Developed by AbbVie to offset Internal Onboarding
- **Scalable Training** to Meet Future Employment Needs

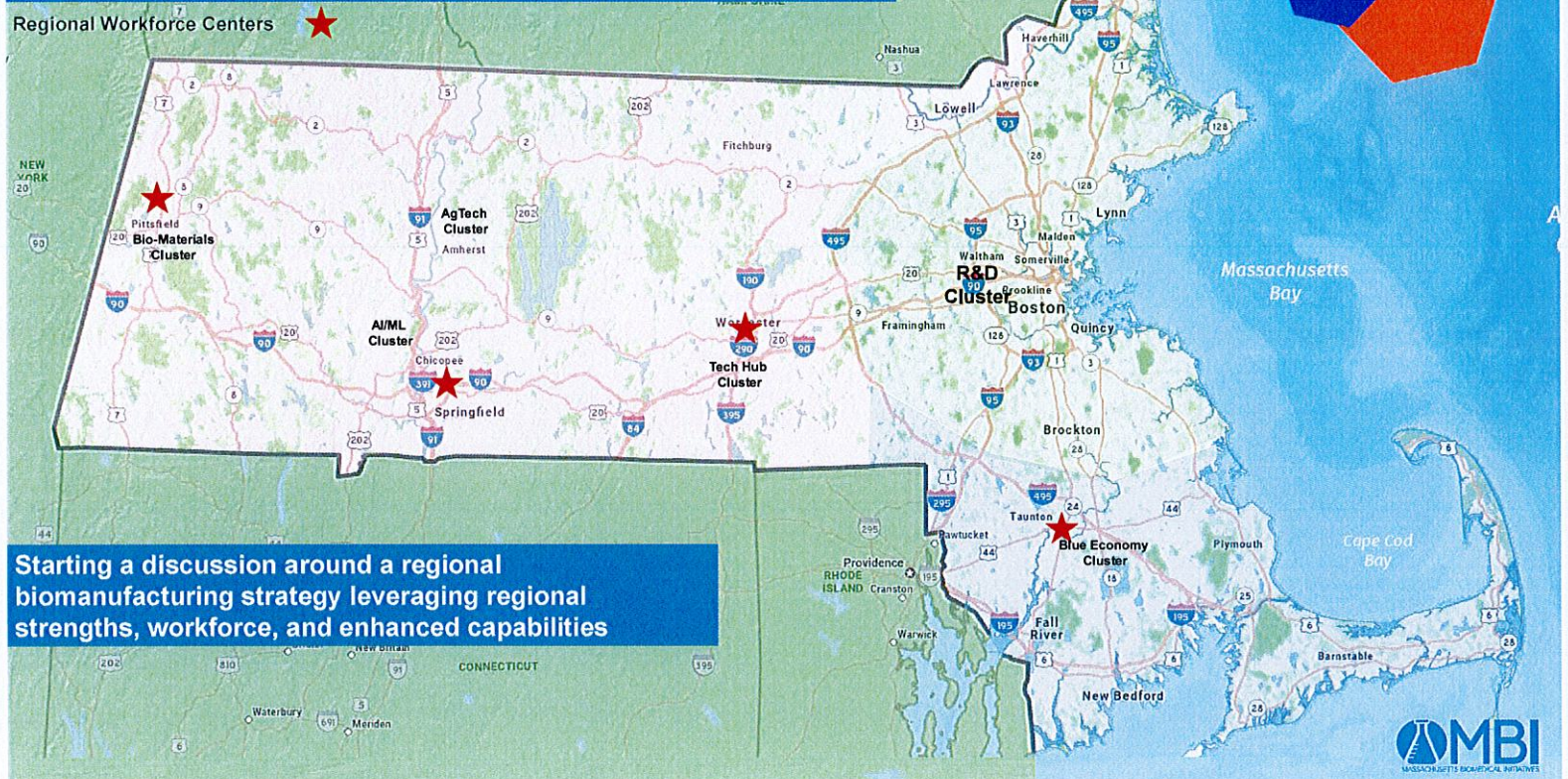
Additional Programs

- 10 Week Cell Culture Technician Training Program
- MassBIOEd Apprenticeship Program
- Next RFP Seeking QA/QC Programs



Regional Biomanufacturing Strategy

Regional Workforce Centers



Starting a discussion around a regional biomanufacturing strategy leveraging regional strengths, workforce, and enhanced capabilities



Coordinated Regional Workforce Development Strategy



Regional Workforce Training Center

- 1) **Centralized Equipment & Programming**
 - 1) Training Distributed to Various Model Partners
- 2) **Educational Ladder Coordination**
 - 1) Clear Educational Ladder Among Partner Programs to Simplify Experience for Students & Industry
 - 2) Clear Definition to Industry of Workforce Gap Feeders
- 3) **Scale For Equity**
 - 1) Intentional Marketing to Student Populations
 - 2) AR/VR Training Modules
 - 3) Mobile Training Facilities
 - 4) Wrap Around Service Partnership





Coordinated Early-Stage Commercialization Pathway



Venture Forum

Company Intake &
Triage
R&D Pipeline
Development



Venture Forum

Founder's Academy
Early-Stage Mentoring
Program
Co-Branded With
Incubators



iCorp Node Expansion
Market Data Database
Access for Startups



SBIR Grant Mentoring
Grant Writing Allowance
Grant Writing Triage
Support



Venture Forum

StartUp Worcester
Pitch Preparation Program
Co-Branded With
Incubators

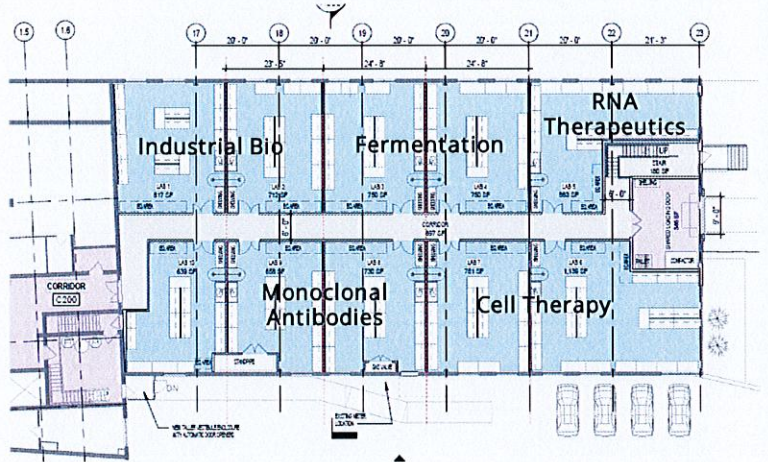


Venture Forum

Exclusive VC /
Investor Pitch Event
Co-Branded With
Incubators



- Single Location with Process Equipment & Expertise to Support Startup Companies Over Multiple Modalities
- Ideally Proximally Located with Workforce Training Center
- Integrated with Workforce/ Apprenticeship Programs



Pilot Biomanufacturing Center

Rendering to Reality



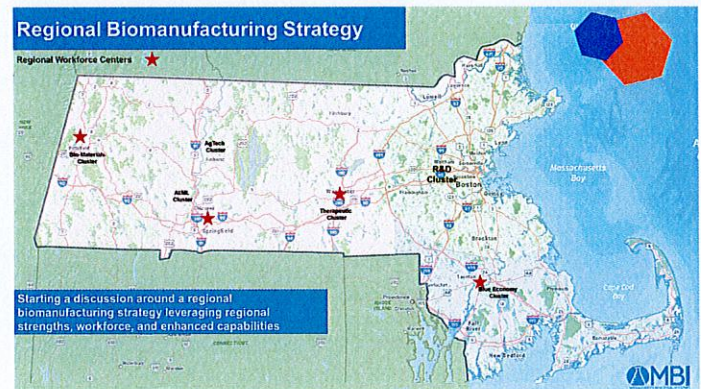
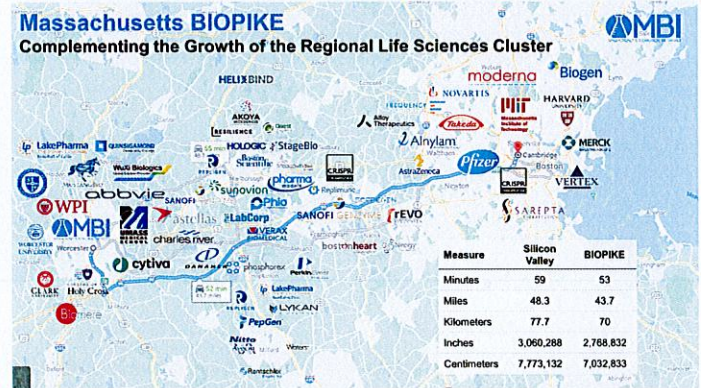
Occupancy Summer 2023



Large Scale Manufacturing Competitiveness

Statewide Strategy for Biomanufacturing Competitiveness

- Linking R&D to Manufacturing to Reduce the Cost of Tech Transfer
- Leveraging the Availability & Affordability of Central & Western MA
- De-Risk Workforce Concerns with Workforce Training Centers
- DEI Supplier & Ancillary Business Pathfinding Program
- Cost & Speed to Market Competitiveness
 - Site Readiness Program
 - Expedited Permitting
 - Place Based Company Incentives
 - Stretch Code to Reduce Gateway City Development by 10-15%





Let's Win This...



CITY COUNCIL

Timothy J. Jordan

President

John A. Michitson

Vice President

Melinda E. Barrett

Joseph J. Bevilacqua

Thomas J. Sullivan

Melissa J. Lewandowski

Michael S. McGonagle

Catherine P. Rogers

Shaun P. Toohey



CITY OF HAVERHILL

HAVERHILL, MASSACHUSETTS 01830-5843

13.5
CITY HALL, ROOM 204

4 SUMMER STREET

TELEPHONE: 978-374-2328

FACSIMILE: 978-374-2329

WWW.CITYOFHAVERHILL.COM

CITYCNCL@CITYOFHAVERHILL.COM

HAVERHILL CITY CLERK JUL 27 10 38 AM 1116

PUBLIC MEETING NOTICE – CANCELLATION

July 28, 2023

To: Kaitlin Wright
City Clerk

Re: Cancellation of City Council Meeting – September 12, 2023

Dear Ms. Wright:

The City Council meeting scheduled for Tuesday, September 12, 2023 in the Theodore Pelosi, Jr. City Council Chambers has been cancelled due to the preliminary election.

Sincerely,

Timothy J. Jordan, President
Haverhill City Council

TJJ/lab

Valet Parking Business License · Add to a project



Expiration Date

Active



VPKG-23-1

HAU CITY CLERK JUL 20/23 PM 2:38



Details

Submitted on Jun 23, 2023 at 2:50 pm



Attachments

1 file



Activity Feed

Latest activity on Jul 20, 2023



Applicant

Jason Babin

0



Location

620 PRIMROSE ST Unit Raff's Cafe, Haverhill, MA 01830

Timeline

Add New ▾

Valet Parking Business License Application Fee

Paid Jul 12, 2023 at 2:11 pm

Police CORI Fee

Waived Jul 12, 2023 at 2:11 pm

Police Approval

Completed Jul 12, 2023 at 10:45 pm

City Clerk Review

Completed Jul 14, 2023 at 1:53 pm

Planning Director Approval

Completed Jul 17, 2023 at 8:27 am

Parking Commission Approval

Completed Jul 20, 2023 at 11:05 am

City Engineer Approval

Completed Jul 20, 2023 at 1:52 pm

IN CITY COUNCIL: July 25 2023
TO COME BACK FOR APPROVAL ON
AUGUST 8 2023
Attest:

City Clerk



Kassandra Gove, Chair
Myra Ortiz, Vice Chair
Kathleen Colwell, Secretary
James Ryan, Treasurer
Noah S. Berger, Administrator

July 20, 2023

Jason Babin
Raff's Cafe
620 Primrose Street
Haverhill, MA 01830:

HAU CITY CLERK JUL26/23 PM 3:10

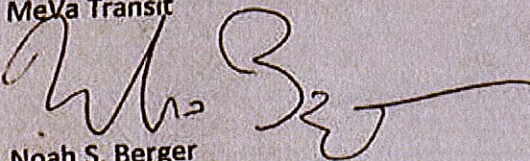
Dear Mr. Babin:

Jason

Shoe City Valet is seeking permission to use the Haverhill Transit site during off hours to park cars. Currently, MeVa Transit uses the Haverhill Transit location to operate buses Monday-Saturday until 9pm. We are happy to offer Shoe City use of the Haverhill Transit lot from 9:00pm-2:00am Thursday, Friday, and Saturday nights. The site must be left clean and free of cars, rubbish, litter or other debris, and you must provide an insurance certificate indicating the City of Haverhill and MeVa Transit as named insured in an amount suitable to both the City and MeVa Transit. In addition, we will make use of our Granite Street parking garage from 5:00pm-2:00am Thursday, Friday, and Saturday nights. These spaces will be discounted from market rate for the hours used. Any vehicles left in the garage overnight will be subject a 50% split of the Shoe City Valet overnight valet charge or \$20.00, whichever is greater.

MeVa is pleased to partner with the City and support a small Haverhill business looking to support fellow small business owners in order to close a service gap. Should you have additional questions, please feel free to reach out.

Sincerely,
MeVa Transit


Noah S. Berger
Administrator

85 Railroad Avenue | Haverhill, MA 01835 | P (978) 469-6878 | MeVaTransit.com

DPW Approval

In Progress



City Council Approval

Review



Valet Parking Business License Issued

Document

Valet Parking Business License Application Fee



Paid

Due date



None

Fees

Valet Parking Business Fee ⓘ

\$700.00

Total Fees

\$700.00

Payments

Date	Method	Note	Amount	
Jul. 12, 2023	Cash		\$700.00	⋮



Jason Babin

Remove Comment • Jun 23, 2023 at 3:08 pm

How do we get back into the application to correct the number of spaces and linear footage? It was calculated incorrectly using all the parking and not the curb space for drop off and pick up. Thank you,

DPW Approval

Completed Jul 20, 2023 at 3:20 pm

**Parking Commission Approval**

In Progress

**City Council Approval**

In Progress

**Valet Parking Business License Issued**

Document

City Engineer Approval● **Complete** ▾

Complete

Assignee

John Pettis

Due date

None

**Jason Babin**

Remove Comment • Jul 19, 2023 at 1:55 pm

Hello, we are trying to get these approved before the deadline for the next City Council which is Friday. I tried calling the office today and was told J. Pettis would be in the office tomorrow, Thursday, 7/20/23. If anything is needed to get this approved please do not hesitate to contact me at 978-994-2631. We are requesting approval asap. Thank you. Tracy Shoe City Valet

Kaitlin Wright assigned this step to John Pettis - Jul 14, 2023 at 1:50 pm
John Pettis approved this step - Jul 20, 2023 at 1:52 pm

DPW Approval

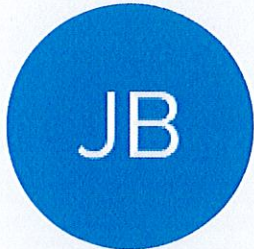
In Progress

**City Council Approval**

Review

**Valet Parking Business License Issued**

Document

**Jason Babin**[View Profile](#)**Email Address**

jb27ston@yahoo.com (mailto:jb27ston@yahoo.com)

Phone Number

603-425-9194

Address

620 Primrose St Unit 5, Haverhill , MA 01830

Guests

Other users that have the ability to add attachments, request inspections, and pay fees on this record.

Guest's Email[Grant Access](#)**No guests with access to this record yet**



VPKG-23-1

Valet Parking Business License

Status: Active

Date Created: Jun 23, 2023

Applicant

Jason Babin
jb27ston@yahoo.com
620 Primrose St
Unit 5
Haverhill, MA 01830
603-425-9194

Primary Location

620 PRIMROSE ST Unit Raff's Cafe
Unit Raff's Cafe
Haverhill, MA 01830

Owner:

Ainsworth, LLC
620 Primrose Street HAVERHILL, MA 01830

Application Type

Application

New

Application Duration

1-year

Applicant Information

Relationship to Owner

Owner

Owner Nighttime Phone

6034259194

Owner Fax Number

0000000000

Business Information

Business Name

Shoe City Valet

Business Phone

6034259194

Business Address

620 Primrose St

Business City

Haverhill

Business State

MA

Business Zip

01830

Business Legal Structure

Limited Liability Company

Type of Valet Management

Valet Parking Operation

Type of Parking

Off-Street - Public

Location of Valet Parking Zone

Merrimack st ? washington st

Total Number of Spaces Needed

300

Total Linear Feet for Valet Parking Zone

26

Request Use of Municipal Parking Lot(s)

Yes

Number of Valet Parking Signs

2

Restaurant Operation Information

Restaurant Name

na

Restaurant Street Address

na

Restaurant Contact Name

na

Restaurant Contact Daytime Phone

na

Restaurant Contact Nighttime Phone

na

Restaurant Contact Fax Number

na

Valet Information**Day of the Week**

Friday

Day Part

Night

Hours of Operation

5 pm to 9pm

Number of Valet Spaces Needed

300

Number of Valets Working

6

Day of the Week

Saturday

Day Part

Night

Hours of Operation

5 pm to 9 pm

Number of Valet Spaces Needed

300

Number of Valets Working

6

Day of the Week

Thursday

Day Part

Night

Hours of Operation

5 pm to 9 pm

Number of Valet Spaces Needed

300

Number of Valets Working

6

Signature**Agree****Attachments**

Business Certificate.jpg

Uploaded by Jason Babin on Jun 23, 2023 at 2:47 pm



Shoe City Valet Pic 1.jpeg

Uploaded by Jason Babin on Jun 23, 2023 at 2:46 pm



Shoe City Valet Pic 6.jpeg

Uploaded by Jason Babin on Jun 23, 2023 at 2:48 pm



Shoe City Valet Pic 2.jpeg

Uploaded by Jason Babin on Jun 23, 2023 at 2:49 pm



Shoe City Valet Pic 3.jpeg

Uploaded by Jason Babin on Jun 23, 2023 at 2:49 pm



Shoe City Valet Pic 4.jpeg

Uploaded by Jason Babin on Jun 23, 2023 at 2:49 pm



Shoe City Valet Pic 5.jpeg

Uploaded by Jason Babin on Jun 23, 2023 at 2:50 pm

History

Date	Activity
Jun 27, 2022 at 5:06 pm	Jason Babin started a draft of Record VPKG-23-1
Jun 29, 2022 at 8:18 pm	Jason Babin altered Record VPKG-23-1, changed ownerCity from "" to "HAVERHILL"
Jun 29, 2022 at 8:18 pm	Jason Babin altered Record VPKG-23-1, changed ownerEmail from "" to ""
Jun 29, 2022 at 8:18 pm	Jason Babin altered Record VPKG-23-1, changed ownerName from "" to "Diamond reality "
Jun 29, 2022 at 8:18 pm	Jason Babin altered Record VPKG-23-1, changed ownerPhoneNo from "" to ""
Jun 29, 2022 at 8:18 pm	Jason Babin altered Record VPKG-23-1, changed ownerPostalCode from "" to "01830"
Jun 29, 2022 at 8:18 pm	Jason Babin altered Record VPKG-23-1, changed ownerState from "" to "Massachusetts"
Jun 29, 2022 at 8:18 pm	Jason Babin altered Record VPKG-23-1, changed ownerStreetName from "" to "primrose st"
Jun 29, 2022 at 8:18 pm	Jason Babin altered Record VPKG-23-1, changed ownerStreetNo from "" to "620"
Jun 29, 2022 at 8:18 pm	Jason Babin altered Record VPKG-23-1, changed ownerUnit from "" to "6"
Jun 7, 2023 at 3:29 pm	Jason Babin altered Record VPKG-23-1, changed ownerState from "Massachusetts" to "MA"
Jun 7, 2023 at 3:29 pm	Jason Babin altered Record VPKG-23-1, changed ownerStreetName from "primrose st" to "Primrose Street"
Jun 9, 2023 at 3:27 pm	Jason Babin altered Record VPKG-23-1, changed ownerEmail from "" to "jb27ston@yahoo.com"
Jun 9, 2023 at 3:27 pm	Jason Babin altered Record VPKG-23-1, changed ownerName from "Diamond Reality " to "Ainsworth"
Jun 9, 2023 at 3:27 pm	Jason Babin altered Record VPKG-23-1, changed ownerPhoneNo from "" to "603-425-9194"
Jun 9, 2023 at 3:27 pm	Jason Babin altered Record VPKG-23-1, changed ownerUnit from "6" to "5"
Jun 23, 2023 at 2:42 pm	Jason Babin altered Record VPKG-23-1, changed ownerName from "Ainsworth" to "Ainsworth, LLC"
Jun 23, 2023 at 2:49 pm	Jason Babin added attachment Shoe City Valet Pic 2.jpeg to Record VPKG-23-1
Jun 23, 2023 at 2:49 pm	Jason Babin added attachment Shoe City Valet Pic 3.jpeg to Record VPKG-23-1
Jun 23, 2023 at 2:49 pm	Jason Babin added attachment Shoe City Valet Pic 4.jpeg to Record VPKG-23-1
Jun 23, 2023 at 2:50 pm	Jason Babin added attachment Shoe City Valet Pic 5.jpeg to Record VPKG-23-1
Jun 23, 2023 at 2:50 pm	Jason Babin submitted Record VPKG-23-1
Jul 10, 2023 at 2:07 pm	Jennifer Sanchez changed Total Linear Feet for Valet Parking Zone from "5300" to "26" on Record VPKG-23-1
Jul 12, 2023 at 2:05 pm	Lilian LeBlanc assigned approval step City Clerk Review to Kaitlin Wright on Record VPKG-23-1
Jul 12, 2023 at 2:11 pm	completed payment step Valet Parking Business License Application Fee on Record VPKG-23-1
Jul 12, 2023 at 2:11 pm	Lilian LeBlanc waived payment step Police CORI Fee on Record VPKG-23-1
Jul 12, 2023 at 2:11 pm	Lilian LeBlanc assigned approval step City Clerk Review to Lilian LeBlanc on Record VPKG-23-1
Jul 12, 2023 at 2:11 pm	Lilian LeBlanc approved approval step City Clerk Review on Record VPKG-23-1
Jul 12, 2023 at 2:12 pm	approval step Police Approvalwas assigned to Kevin Lynch on Record VPKG-23-1
Jul 12, 2023 at 2:12 pm	approval step Parking Commission Approvalwas assigned to Kaitlin Wright on Record VPKG-23-1
Jul 12, 2023 at 2:12 pm	approval step DPW Approvalwas assigned to Robert Ward on Record VPKG-23-1
Jul 12, 2023 at 2:12 pm	approval step Planning Director Approvalwas assigned to William Pillsbury on Record VPKG-23-1
Jul 12, 2023 at 2:19 pm	Kaitlin Wright reactivated approval step City Clerk Review on Record VPKG-23-1
Jul 12, 2023 at 2:19 pm	Kaitlin Wright assigned approval step City Clerk Review to Kaitlin Wright on Record VPKG-23-1

Date	Activity
Jul 12, 2023 at 2:24 pm	Kaitlin Wright assigned approval step Parking Commission Approval to Lisa Ferry on Record VPKG-23-1
Jul 12, 2023 at 10:45 pm	Kevin Lynch approved approval step Police Approval on Record VPKG-23-1
Jul 14, 2023 at 1:50 pm	Kaitlin Wright assigned approval step City Engineer Approval to John Pettis on Record VPKG-23-1
Jul 14, 2023 at 1:53 pm	Kaitlin Wright approved approval step City Clerk Review on Record VPKG-23-1
Jul 17, 2023 at 8:27 am	William Pillsbury approved approval step Planning Director Approval on Record VPKG-23-1
Jul 20, 2023 at 11:04 am	Karen Buckley assigned approval step Parking Commission Approval to Karen Buckley on Record VPKG-23-1
Jul 20, 2023 at 11:05 am	Karen Buckley approved approval step Parking Commission Approval on Record VPKG-23-1

Timeline

Label	Status	Activated	Completed	Assignee	Due Date
 Valet Parking Business License Application Fee	Paid	Jun 23, 2023 at 2:50 pm	Jul 12, 2023 at 2:11 pm	-	-
Police CORI Fee	Waived	Jun 23, 2023 at 2:50 pm	Jul 12, 2023 at 2:11 pm	-	-
 Police Approval	Complete	Jul 12, 2023 at 2:12 pm	Jul 12, 2023 at 10:45 pm	Kevin Lynch	-
 City Clerk Review	Complete	Jul 12, 2023 at 2:11 pm	Jul 14, 2023 at 1:53 pm	Kaitlin Wright	-
 Planning Director Approval	Complete	Jul 12, 2023 at 2:12 pm	Jul 17, 2023 at 8:27 am	William Pillsbury	-
 Parking Commission Approval	Complete	Jul 12, 2023 at 2:12 pm	Jul 20, 2023 at 11:05 am	Karen Buckley	-
 City Engineer Approval	Active	Jul 12, 2023 at 2:12 pm	-	John Pettis	-
 DPW Approval	Active	Jul 12, 2023 at 2:12 pm	-	Robert Ward	-
 City Council Approval	Inactive	-	-	-	-
 Valet Parking Business License Issued	Inactive	-	-	-	-

DPW Approval

In Progress

**City Council Approval**

Review

**Valet Parking Business License Issued**

Document

City Clerk Review**● Complete** ▾

Complete

Assignee

 Kaitlin Wright

Due date

 None**Kaitlin Wright** ✓

Remove Comment • Jul 13, 2023 at 5:49 pm

Jason and Tracy, are you working with specific restaurants for this? If so, they all must be listed in the application. Also, please confirm that you will be using municipal lots and street parking?

**Kaitlin Wright** ✓

Remove Comment • Jul 13, 2023 at 5:49 pm

I am available all day tomorrow 7/14 if you would like to call and discuss further (978) 420-3622.

**Kaitlin Wright** ✓

Remove Comment • Jul 14, 2023 at 1:53 pm

Spoke with Tracy on Friday July 14th. Approving my step with contingency that she will provide contracts with privately owned lots they will be using and name and contact information for managers of lots.

**Kaitlin Wright** ✓

Remove Comment • Jul 20, 2023 at 1:17 pm

§ 240-112 Application for valet parking permit**([https://ecode360.com/38978399?](https://ecode360.com/38978399?highlight=parked,parking,valet,valet%20parked,valet%20parking&search=)****[highlight=parked,parking,valet,valet%20parked,valet%20parking&search=](https://ecode360.com/38978399?highlight=parked,parking,valet,valet%20parked,valet%20parking&search=)**

A copy of the agreement between the valet parking operator or the establishment approved off-street parking facility where the valet vehicles will be parked shall be include the following information: the location of the facility; the total number of parking spaces that will be available for valet parked vehicles from establishment or independent valet operator is seeking the use of City of Haverhill for such use shall be requested in the permit application, with a map showing the :

Lilian LeBlanc assigned this step to Kaitlin Wright - Jul 12, 2023 at 2:05 pm

Lilian LeBlanc assigned this step to Lilian LeBlanc - Jul 12, 2023 at 2:11 pm

Lilian LeBlanc approved this step - Jul 12, 2023 at 2:11 pm

Kaitlin Wright reactivated this step - Jul 12, 2023 at 2:19 pm

Kaitlin Wright assigned this step to Kaitlin Wright - Jul 12, 2023 at 2:19 pm

Kaitlin Wright approved this step - Jul 14, 2023 at 1:53 pm

**Jennifer Sanchez** ✓

Remove Comment • Jul 10, 2023 at 2:15 pm

Is forming corporation Adrian Ainsworth Enterprises wants to do d/b/a Adrian Ainsworth Enterprises d/b/a Shoe City Valet (spoke to Tracy and told her to bring new Corp docs in when recorded with secretary of state to update here and amend business certificate

**Jennifer Sanchez** ✓

Remove Note • Jul 10, 2023 at 3:19 pm

Tracy called back and I spoke with her. We changed the square footage and she was concerned about the price said it should only be 520 and not 820, Called @Tom Bridgewater to see if the sign was temporary if they needed to be charged the 300 additional sign fee. he said it was a gray area and he was ok not charging them the 300 for the sign since it is temporary and there is no ordinance for temporary signs. I spoke with Tracy and let her know that City Clerk @Kaitlin Wright would have to verify the charge for the application and the sign. She also inquired if the cori check fee was needed since he just had one done and I explained that yes that it is a requirement and needed for this application after speaking with @Rose Leonard-Flynn

**Kaitlin Wright** ✓

Remove Comment • Jul 11, 2023 at 12:50 pm

Tracy, please call me to discuss further (978) 420-3622.

**Kaitlin Wright** ✓

Remove Comment • Jul 11, 2023 at 2:38 pm

Spoke to Tracy on the phone, we will prorate the fee for the signage as code specifies the ability to do that. Signage fee is \$90, rather than original of \$150 due to prorated signage fee as we are 7 months into the calendar year.

Kaitlin Wright overrode fee Valet Parking Business Fee to 700.00 - Jul 11, 2023 at 2:36 pm
Lilian LeBlanc processed a \$700.00 payment - Jul 12, 2023 at 2:11 pm

DPW Approval

In Progress



City Council Approval

Review



Valet Parking Business License Issued

Document

Planning Director Approval



● **Complete** ▾

Complete

Assignee

 William Pillsbury

Due date

 None



William Pillsbury

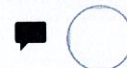
Remove Comment • Jul 17, 2023 at 8:27 am

ok to proceed

This step was assigned to William Pillsbury - Jul 12, 2023 at 2:12 pm
William Pillsbury approved this step - Jul 17, 2023 at 8:27 am

DPW Approval

In Progress

**City Council Approval**

Review

**Valet Parking Business License Issued**

Document

Parking Commission Approval**● Complete** ▾

Complete

Assignee

Karen Buckley

Due date

None

**Jason Babin**

Remove Comment • Jul 19, 2023 at 1:58 pm

Hello, we are trying to get these approved before the deadline for the next City Council which is Friday. If anything is needed to get this approved please do not hesitate to contact me at 978-994-2631. We are requesting approval asap. Thank you. Tracy Shoe City Valet

**Karen Buckley**

Remove Comment • Jul 20, 2023 at 11:05 am

Bypassed.

**Kaitlin Wright** ✓

Remove Comment • Jul 20, 2023 at 1:14 pm

Evaluation procedures and criteria.

([https://ecode360.com/38978399?](https://ecode360.com/38978399?highlight=parked,parking,valet,valet%20parked,valet%20parking&searchId=499)

§ 240-113

[highlight=parked,parking,valet,valet%20parked,valet%20parking&searchId=499](https://ecode360.com/38978399?highlight=parked,parking,valet,valet%20parked,valet%20parking&searchId=499)

Upon receipt of a completed application, the Police Department shall provide a copy to the CBD Parking Commission, License Commission, Superintendent of Highways, City Engineer, and Planning Director for review and comment. All applications for an initial permit or renewal of an existing permit are subject to an evaluation in order to insure that there is safe and adequate vehicular access to and from the valet parking zone and that the vehicular traffic expected to be generated by the valet parking operation will not cause undue traffic congestion, block or impede the flow of traffic or pose a public safety hazard by delaying or preventing access in or throughout the area of the valet parking zone. The evaluation shall be completed promptly but no later than 30 days following receipt of a complete application.

This step was assigned to Kaitlin Wright - Jul 12, 2023 at 2:12 pm

Kaitlin Wright assigned this step to Lisa Ferry - Jul 12, 2023 at 2:24 pm

Karen Buckley assigned this step to Karen Buckley - Jul 20, 2023 at 11:04 am

Karen Buckley approved this step - Jul 20, 2023 at 11:05 am



COMMONWEALTH OF MASSACHUSETTS
CITY OF HAVERHILL
**BUSINESS
CERTIFICATE**



Issue Date: June 12, 2023
Expiration Date: June 12, 2027

Certificate Number: BUSC-23-125
Fee: \$560.00

Ainsworth LLC d/b/a Shoe City Valet
620 Primrose Street Haverhill, MA 01830
Phone: 603-425-9194

In conformity with the provisions of Chapter 110, Section 5 of the MGL, as amended, the undersigned hereby declares that a business is conducted under the title of:

Ainsworth LLC d/b/a Shoe City Valet at 620 Primrose Street - Haverhill, 01830 by Jason Babin

I/We certify under the penalties of perjury that I/we, to the best of my/our knowledge and belief, have filed all state tax returns and paid all state taxes required under law.

Signature(s):

Jason Babin

COMMONWEALTH OF MASSACHUSETTS

On June 12, 2023, Jason Babin appeared before me and presented satisfactory evidence of identification which was a , proving the person(s) whose name(s) is/are signed above and who swore or affirmed to me that the contents of the document are truthful and accurate to the best of their knowledge and belief.

Notary Seal:

Notary Seal Expiration Date: March 24, 2030

Kaitlin M. Wright

Kaitlin Wright, Haverhill City Clerk

THIS DOCUMENT MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC WHO CAN AFFIX HIS/HER SEAL. IF A NOTARY PUBLIC OTHER THAN THE HAVERHILL CITY CLERK'S OFFICE WITNESSES THE SIGNATURE, THE DOCUMENT MUST BE BROUGHT TO THE HAVERHILL CITY CLERK'S OFFICE.

In accordance with the provisions of Chapter 332 of the Acts of 1985 and Chapter 110, Section 5 of Massachusetts General Laws, Business Certificates shall be in effect for four (4) years from the date of issue and shall be renewed each four (4) years thereafter. A statement under oath must be filed with the Haverhill City Clerk upon discontinuing, retiring or withdrawing from such business or partnership. Copies of such Certificates shall be available at the address at which such business is conducted and shall be furnished on request during regular business hours to any person who has purchased goods or services from such business. Violations are subject to a fine of not more than three hundred dollars (\$300) for each month during which such violation continues. The aforementioned business owner or agent is required to notify the Haverhill City Clerk in the event that the business is discontinued, changes location, changes the name, changes residence, withdraws from the business or partnership, or is deceased.

This certificate must be renewed every four (4) years.

This Business Certificate does not confer zoning approval for conducting of this business at the above address.

Zoning Compliance may only be determined and issued by the Haverhill Building Inspector.

DPW Approval

In Progress

**City Council Approval**

Review

**Valet Parking Business License Issued**

Document

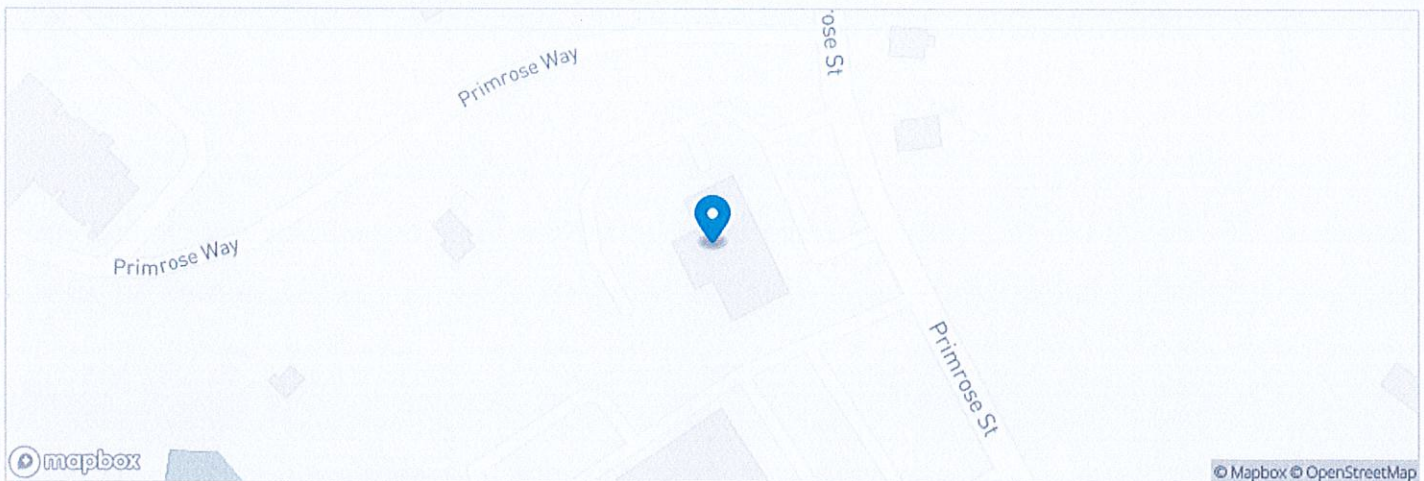
Location

PRIMARY LOCATION

The main location associated with this record.

620 PRIMROSE ST Unit Raff's Cafe

Haverhill, MA 01830

[View Location](#)**Property Owner Information (for this record)**

Name

Ainsworth, LLC

Email Address

jb27ston@yahoo.com

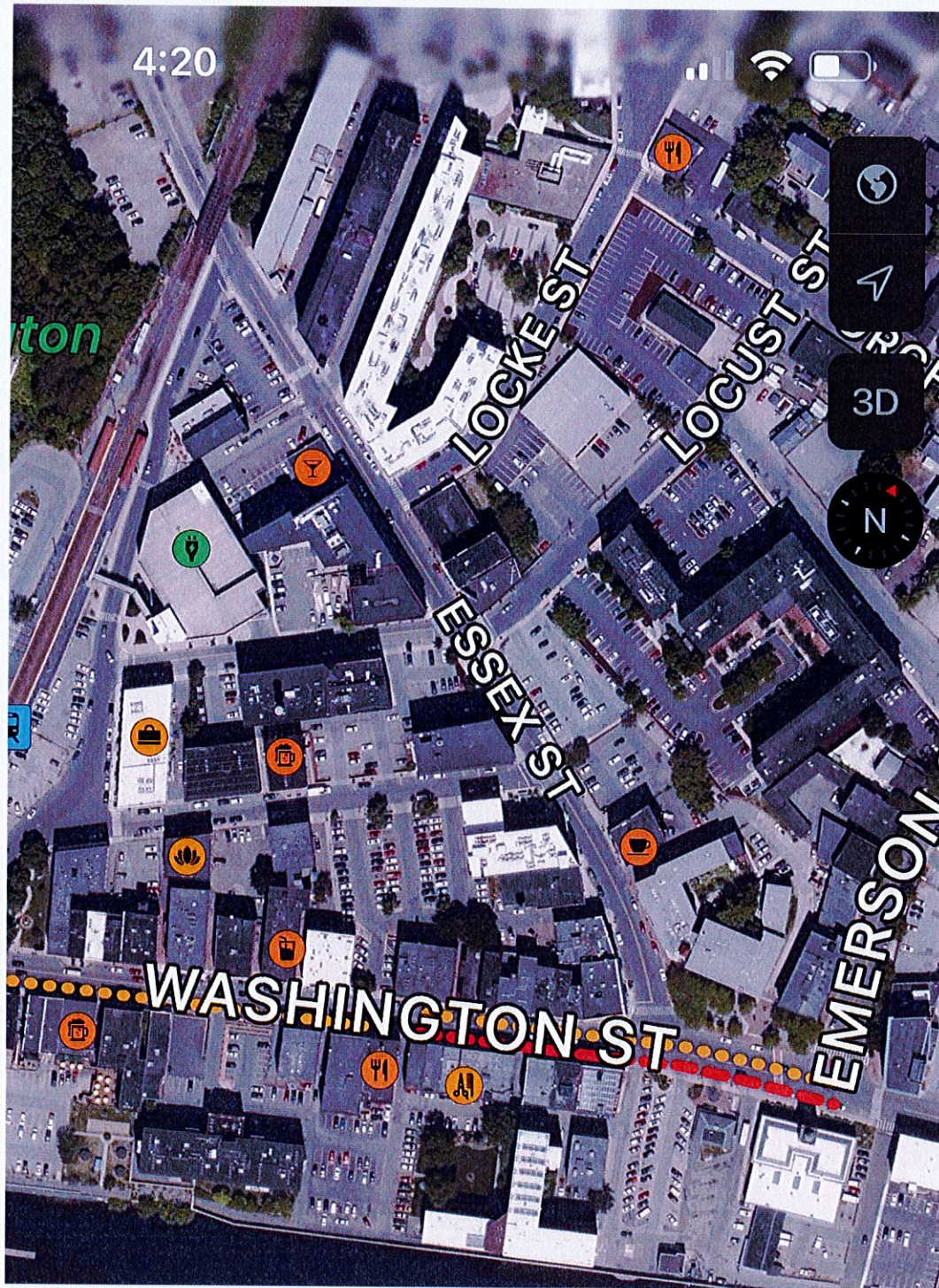
Phone Number

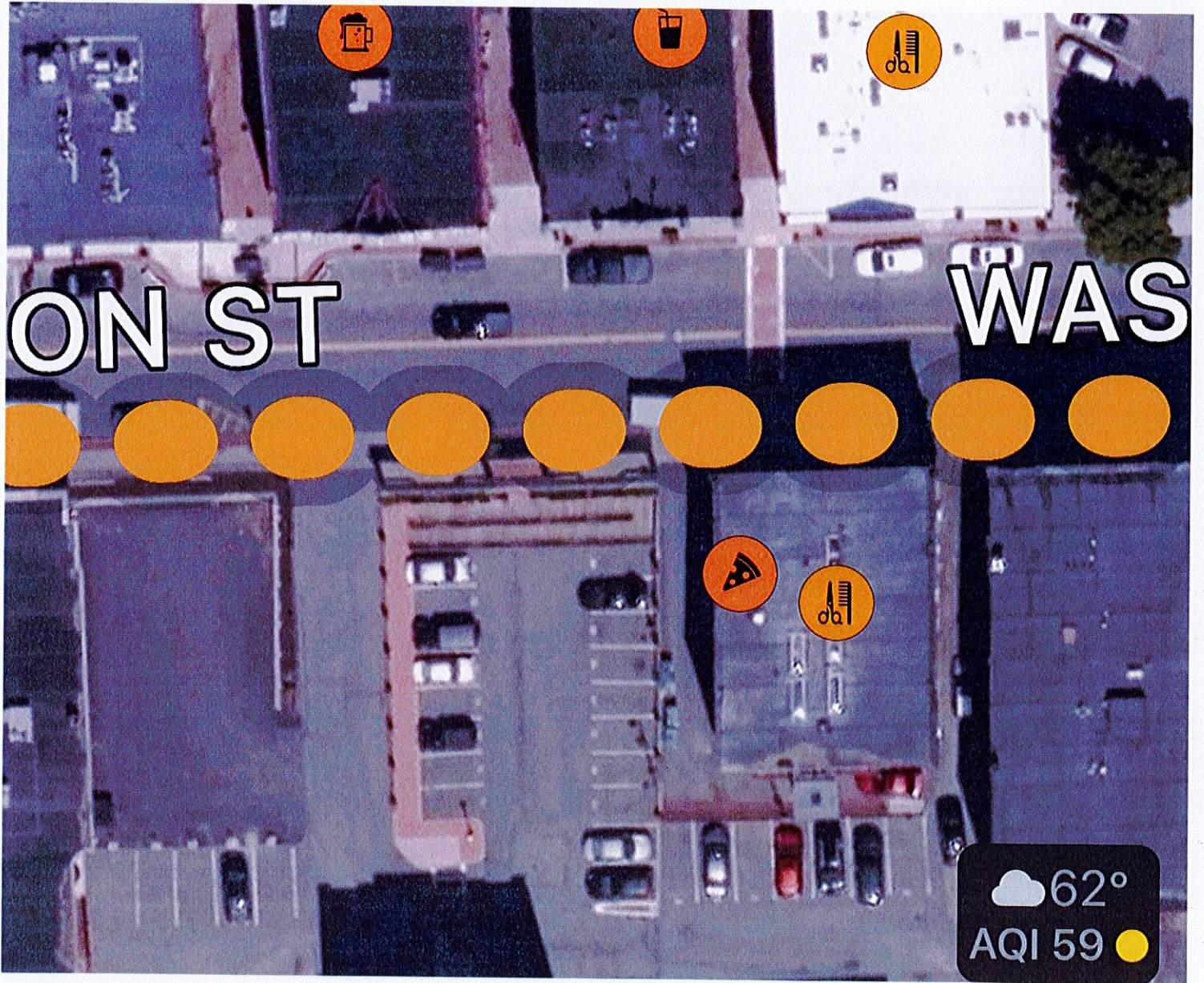
603-425-9194

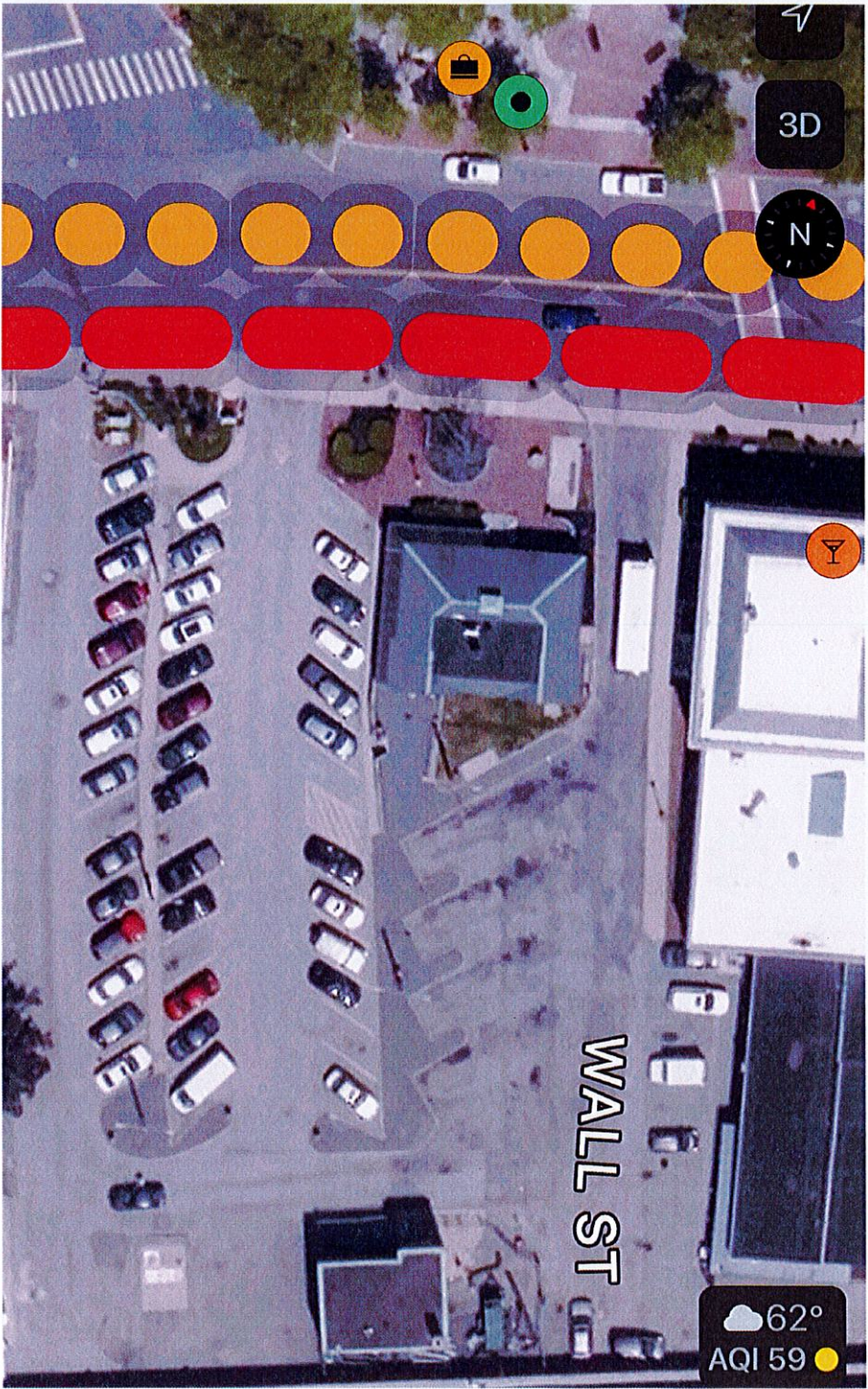
Address

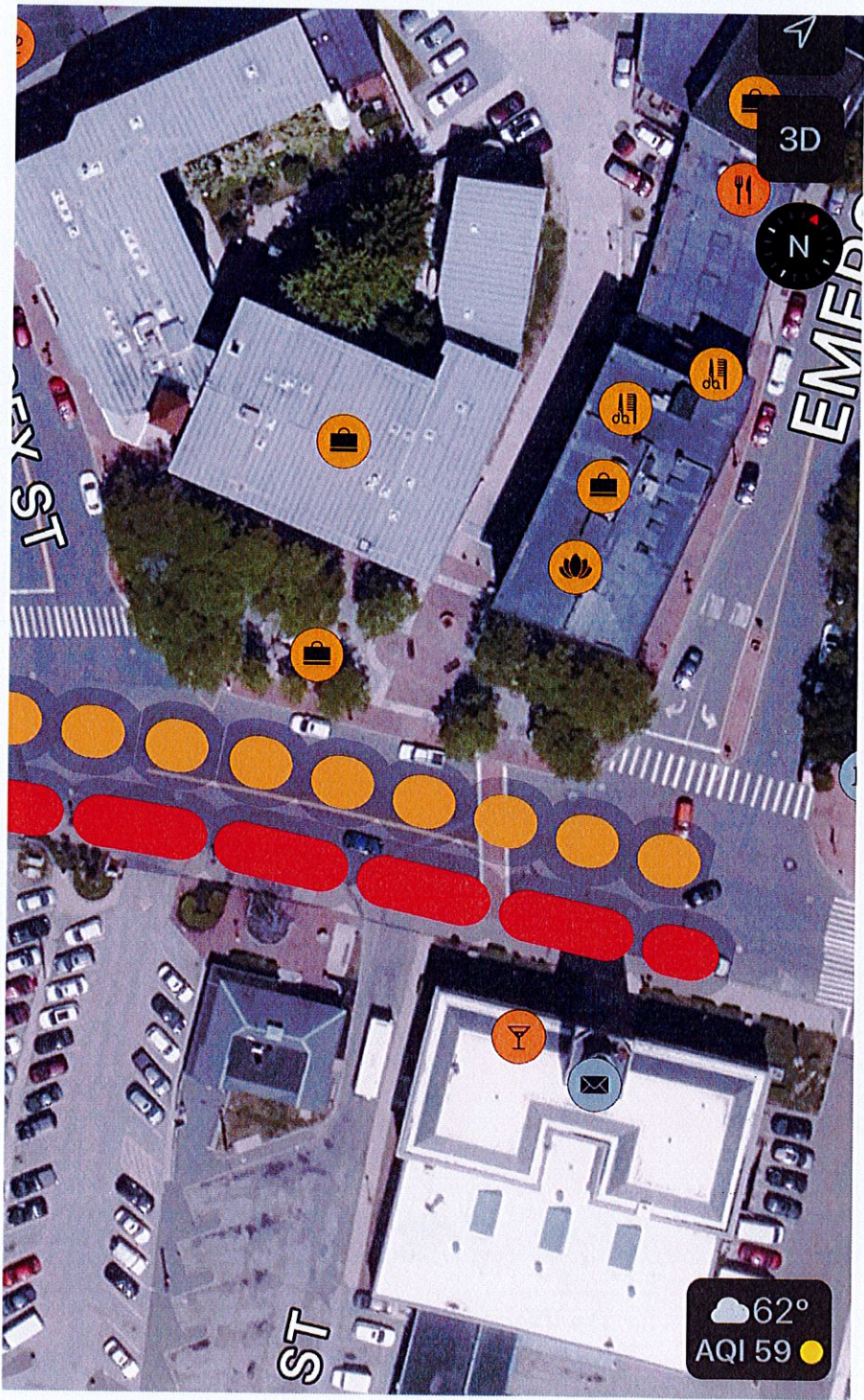
620 Primrose Street
HAVERHILL, MA 01830

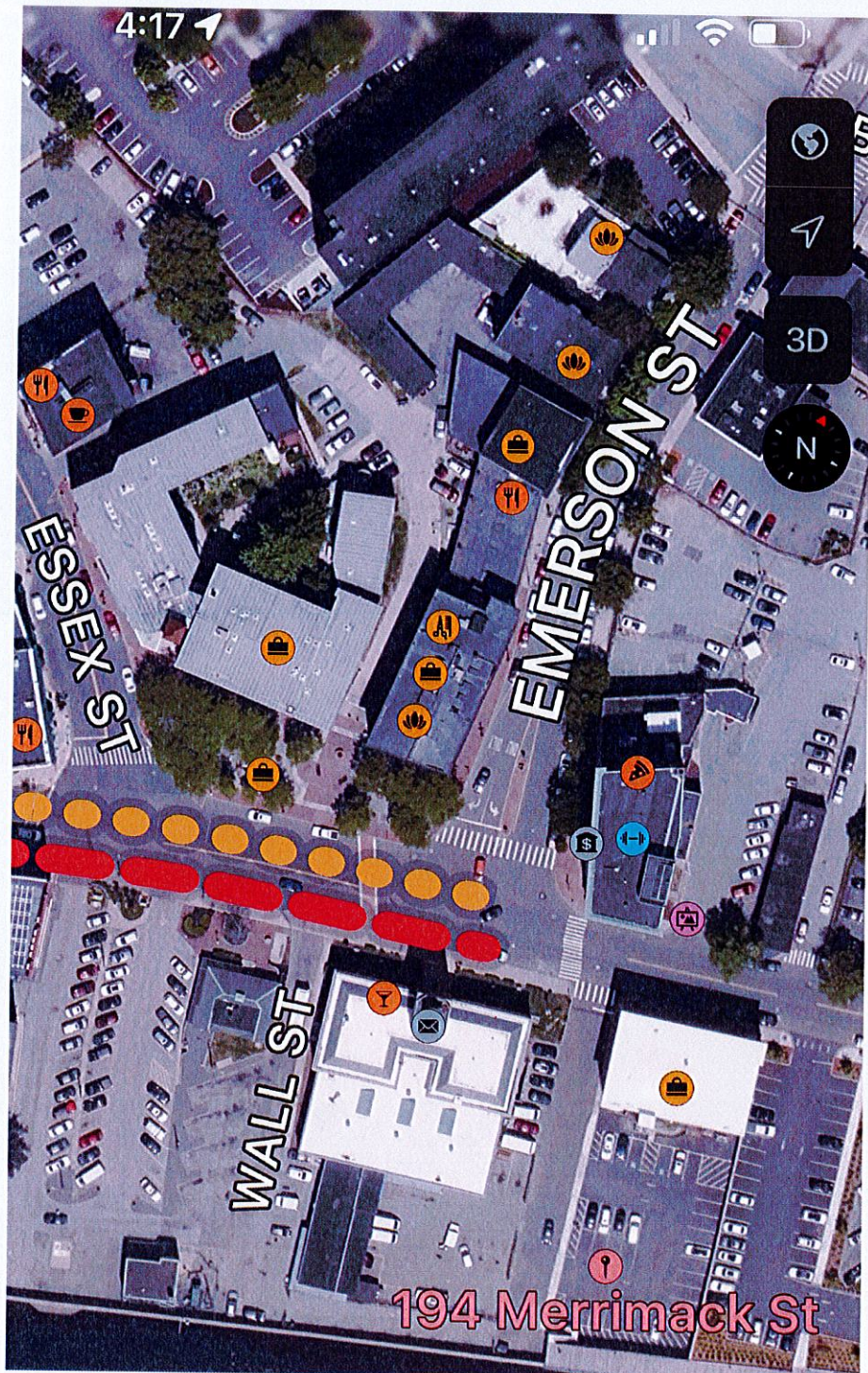












DPW Approval

In Progress



City Council Approval

Review



Valet Parking Business License Issued

Document

Police CORI Fee



Waived

Due date



None

Fees

Police CORI Fee	\$110.00
Total Fees	\$110.00



Kaitlin Wright



Remove Comment • Jul 12, 2023 at 2:19 pm

CORI not required by city code.

Lilian LeBlanc waived this step - Jul 12, 2023 at 2:11 pm

DPW Approval

In Progress

**City Council Approval**

Review

**Valet Parking Business License Issued**

Document

DPW Approval**Active** ▾

Became active 8 days ago

Assignee



Robert Ward ✕

Due date



None

**Jason Babin**

Remove Comment • Jul 19, 2023 at 1:57 pm

Hello, we are trying to get these approved before the deadline for the next City Council which is Friday. I tried calling the office today and was told this department doesn't usually sign off on Business Licenses and do not have access to them. We are requesting approval or a minus sign (as Police CORI Fee was done) asap. If you don't have access to it, then I don't know how to get that done either. Thank you.
Tracy Shoe City Valet 978-994-2631

This step was assigned to Robert Ward - Jul 12, 2023 at 2:12 pm



DOCUMENT 12-F

CITY OF HAVERHILL

File 10 days

14, 1.21

In Municipal Council July 25 2023

ORDERED:

That Five Hundred Sixteen Thousand, Five Hundred and Forty Dollars (\$516,540) is appropriated to acquire two salting/snowplowing trucks, including the payment of all costs incidental and related thereto; that to meet this appropriation, the Treasurer, with the approval of the Mayor, is authorized to borrow said amount pursuant to Chapter 44, Section 7(1) of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor.

Further Ordered: That the Treasurer is authorized to file an application with the appropriate officials of the Commonwealth of Massachusetts (the "Commonwealth") to qualify under Chapter 44A of the General Laws any and all bonds of the City authorized to be borrowed pursuant to this loan order and to provide such information and execute such documents as such officials of the Commonwealth may require in connection therewith.

PLACED ON FILE for at least 10 days

Attest: _____ City Clerk

Loan Order

JAMES J. FIORENTINI
MAYOR



CITY OF HAVERHILL
MASSACHUSETTS

CITY HALL, ROOM 100
FOUR SUMMER STREET
HAVERHILL, MA 01830
PHONE 978-374-2300
FAX 978-373-7544
MAYOR@CITYOFHAVERHILL.COM
WWW.CITYOFHAVERHILL.COM

July 21, 2023

City Council President Timothy J. Jordan and Members of the Haverhill City Council

RE: Loan Order for \$516,540.00 for Two New Salting-Snow Plowing Trucks

Dear Mr. President and Members of the Haverhill City Council:

Please see attached loan order for \$516,540.00 for two new salting-snow plowing trucks.
This item must remain on file for 10 days after which I recommend approval.

Very truly yours,



James J. Fiorentini
Mayor

JJF/lyf



related communication City of Haverhill

Robert E. Ward, DPW Director
Phone: 978-374-2382 Fax: 978-521-4083
rward@haverhillwater.com

Date: July 19, 2023

To: The Honorable James J. Fiorentini
Mayor of Haverhill

From: Robert E. Ward *R.E.W.*
DPW Director

Subj: Subject: Proposed Loan Order for Purchasing Two New Salting/Snow Plowing Trucks

Attached for your approval and City Council approval is a proposed loan order for \$516,540 for funding to purchase two new salting/snow plowing trucks.

The new salt/snowplow trucks will replace two trucks that are in extremely poor condition, will not pass the safety inspection, and are difficult, if not impossible, to find parts for. The annual debt payment will be approximately \$60,000 for a 10-year term.

If the loan order is acceptable to you, I will submit it to the City Clerk for the City Council meeting on July 25th. I plan to attend the City Council meeting on August 28th to answer questions.

If you need additional information, please email me at rward@haverhillwater.com or call me at (978) 374-2382.

Cc: Angel A. Perkins, City Auditor/Finance Director, aperkins@cityofhaverhill.com
Yenise Rozon, City Treasurer, yrozon@cityofhaverhill.com
Michael Arpino, Highway Superintendent, marpino@cityofhaverhill.com

Do not copy

13.3

4 Summer Street
Haverhill, MA 01830
Phone: (978) 374-2312
Fax: (978) 373-8490

Loan Order

\$1
516,540

2 salt trucks

Fax

To: KATIE - GAZETTE	From: MARIA BEVILACQUA City Clerk's Office
Fax: 978-685-2432	Date: July 21-2003
Phone: 978-946-2157	Pages: 2
re: Legal ad - L.O.	CC:

☐ Urgent

☒ For Review

☐ Please Comment

☐ Please Reply

☐ Please Recycle

Hi Katie - please run in next
gazette. week of July 24th.

Thanks!

Liana

978-420-3624



DOCUMENT 69-B

CITY OF HAVERHILL

In Municipal Council July 25 2023

14,113

ORDERED:

AN ORDINANCE RELATING TO VEHICLES AND TRAFFIC

BE IT ORDAINED by the City Council of the City of Haverhill that the Code of the City of Haverhill, § Chapter 240-95 Schedule L: Stop Streets, as amended, is hereby further amended by adding the following:

Stop Street	Direction of Travel	At intersection of
Cedar Street	North/South	Twelfth Avenue
Twelfth Avenue	East/West	Cedar Street

APPROVED AS TO LEGALITY

City Solicitor

PLACED ON FILE for at least 10 days

Attest;

City Clerk



Haverhill

Engineering Department, Room 300
Tel: 978-374-2335 Fax: 978-373-8475
John H. Pettis III, P.E. - City Engineer
JPettis@CityOfHaverhill.com

July 21, 2023

**MEMO TO: CITY COUNCIL PRESIDENT TIMOTHY J. JORDAN AND
MEMBERS OF THE CITY COUNCIL**

Subject: *Cedar Street & Twelfth Avenue – Stop Ordinances*

As requested by Traffic & Safety, see attached ordinances for existing stop signs on Twelfth Avenue and proposed stop signs on Cedar Street.

Please contact me if you have any questions.

Sincerely,

John H. Pettis III, P.E.
City Engineer

C: Mayor Fiorentini, Ward, Pistone, O'Brien, Pillsbury, Wright, Cox, Lynch, Brown



DOCUMENT 77

CITY OF HAVERHILL

In Municipal Council July 25 2023

CHAPTER 240

MUNICIPAL ORDINANCE

AN ORDINANCE RELATING TO VEHICLES AND TRAFFIC

BE IT ORDAINED by the City Council of the City of Haverhill that the Code of the City of Haverhill, Chapter 240, as amended, be further amended by deleting the following from § 240-85 Schedule B: Parking Restrictions and Prohibitions:

Kingsbury Avenue	No Parking	24 hrs
From South Main Street south a		
Distance of 150', east side		

Kingsbury Avenue	No Parking	24 hrs
Bradford College side, from the		
Intersection with South Main Street		
To the college library lot entrance		

Also, that § Chapter 240-85 Schedule B: Parking Restrictions and Prohibitions, as amended, is hereby further amended by adding the following:

Kingsbury Avenue	No Parking	24 hrs
From South Main Street south a		
Distance of 2250', east side		

APPROVED AS TO LEGALITY:

City Solicitor

PLACED ON FILE for at least 10 days

Attest:

City Clerk



Haverhill

Engineering Department, Room 300
Tel: 978-374-2335 Fax: 978-373-8475
John H. Pettis III, P.E. - City Engineer
JPettis@CityOfHaverhill.com

July 21, 2023

**MEMO TO: CITY COUNCIL PRESIDENT TIMOTHY J. JORDAN AND
MEMBERS OF THE CITY COUNCIL**

Subject: *Kingsbury Avenue - Parking Restriction*

As requested by Traffic & Safety, attached is the Ordinances for Parking Restriction on Kingsbury Avenue, adjacent to the College and Carrington Estates properties. As the pavement is too narrow to support parking on the east side of the roadway cars often park on the grass shoulder, leading to erosion and severe rutting. The attached also removes two existing restrictions that are encompassed within the same area.

Please contact me if you have any questions.

Sincerely,

John H. Pettis III, P.E.
City Engineer

C: Mayor Fiorentini, Ward, Cox, Pistone, O'Brien



9-M
JAMES J. FIORENTINI
MAYOR

CITY OF HAVERHILL
MASSACHUSETTS

CITY HALL, ROOM 100
FOUR SUMMER STREET
HAVERHILL, MA 01830
PHONE 978-374-2300
FAX 978-373-7544
MAYOR@CITYOFHAVERHILL.COM
WWW.CI.HAVERHILL.MA.US

14,3

July 21, 2023

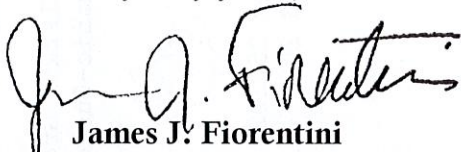
City Council President Timothy J. Jordan and Members of the Haverhill City Council

RE: Salary Ordinance & MOA submission

Dear Mr. President and Members of the Haverhill City Council:

Please find attached a Salary Ordinance and a Memorandum of Agreement (MOA) between the City of Haverhill and the City Hall Clerk's Group and the Animal Control-Mechanic-Custodian Group. This ordinance must be placed on file for 10 days after which I recommend approval.

Very truly yours,


James J. Fiorentini
Mayor

JJF/lyf

IN CITY COUNCIL: July 25 2023

TO COME BACK WITH MOA AND SALARY ORDINANCE AUGUST 8 2023

Attest:

City Clerk

MOA

14,311

City Hall Clerks

MEMORANDUM OF AGREEMENT

BETWEEN

THE CITY OF HAVERHILL

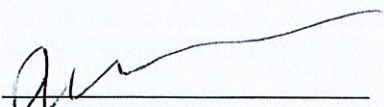
AND

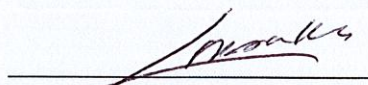
THE CITY HALL CLERKS GROUP – TEAMSTERS LOCAL #170

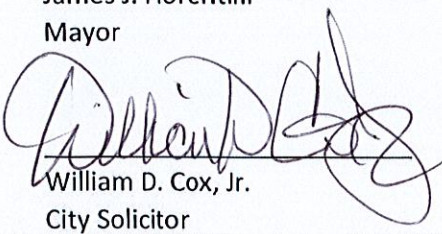
Effective July 1, 2023, the City and the Union agree to replace the pay rates in the current bargaining agreement (CBA) for the following job titles with the pay rates shown below:

EFFECTIVE 7/1/2023	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
Principal Clerk	\$710.45	\$730.45	\$751.03	\$772.29	\$794.11	\$816.56	\$839.66	\$860.22
Head Clerk/Account Clerk	\$757.99	\$779.79	\$802.22	\$825.30	\$849.13	\$873.55	\$898.70	\$920.73
Office Manager/Office Account Clerk	\$796.95	\$819.90	\$843.57	\$867.89	\$892.97	\$918.70	\$945.14	\$968.34
Head Admin Clerk/Sup of Benefits	\$847.11	\$872.35	\$898.33	\$925.13	\$952.77	\$980.23	\$1,008.49	\$1,033.27
Chief Admin Clerk	\$892.75	\$919.36	\$946.78	\$975.06	\$1,004.21	\$1,033.17	\$1,063.01	\$1,089.15
Computer Operator							\$1,056.80	\$1,082.78

All terms and conditions of the current CBA remain in full force and effect.


James J. Fiorentini
Mayor


James D. Marks
Teamsters Business Agent


William D. Cox, Jr.


Carol Glidden
Shop Steward

City Solicitor
IN CITY COUNCIL: July 25 2023
TO COME BACK AUGUST 8 2023
Attest:

City Clerk

35-D



DOCUMENT 35-D

14,3.2

CITY OF HAVERHILL

In Municipal Council July 25 2023

ORDERED:

MUNICIPAL ORDINANCE
AN ORDINANCE RELATING TO SALARIESCHAPTER
CITY HALL CLERKS GROUP

BE IT ORDAINED by the City Council of the City of Haverhill that Document 21-E of 2021 is hereby amended as follows:

EFFECTIVE 7/1/2023	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
Principal Clerk	\$ 710.45	\$ 730.45	\$ 751.03	\$ 772.29	\$ 794.11	\$ 816.56	\$ 839.66	\$ 860.22
Head Clerk/Account Clerk	\$ 757.99	\$ 779.79	\$ 802.22	\$ 825.30	\$ 849.13	\$ 873.55	\$ 898.70	\$ 920.73
Office Manager/Office Account Clerk	\$ 796.95	\$ 819.90	\$ 843.57	\$ 867.89	\$ 892.97	\$ 918.70	\$ 945.14	\$ 968.34
Head Admin Clerk/Supervisor of Benefits	\$ 847.11	\$ 872.35	\$ 898.33	\$ 925.13	\$ 952.77	\$ 980.23	\$ 1,008.49	\$ 1,033.27
Chief Admin Clerk	\$ 892.75	\$ 919.36	\$ 946.78	\$ 975.06	\$ 1,004.21	\$ 1,033.17	\$ 1,063.01	\$ 1,089.15
Computer Operator							\$ 1,056.80	\$ 1,082.78

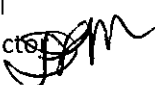
Approved as to legality:

City Solicitor

PLACED ON FILE for at least 10 days

Attest:

City Clerk

TO: MAYOR JAMES J. FIORENTINI
FROM: Denise McClanahan, HR Director 
DATE: 7/21/2023
RE: COLLECTIVE BARGAINING FINANCIAL DISCLOSURE

NAME OF CONTRACT OR GROUP: City Hall Clerks Group
CONTRACT PERIOD: 7/1/2023 to _____

% INCREASE FOR EACH CONTRACT YEAR:

Year 1 _____% Year 2 _____% Year 3 _____%

COST OF COLA FOR EACH FISCAL YEAR OF CONTRACT: side letter – add \$.50 per hour

Year 1 – FY <u>24</u>	Cost amount	<u>\$21,000</u>
Year 2 – FY _____	Cost amount	_____
Year 3 – FY _____	Cost amount	_____

ADDITIONAL COSTS

(i.e., OT, Hazardous Duty, Professional Development, Clothing Allowance, Holiday Pay, etc.)

Approx OT cost	\$
Approx Longevity increase	\$
Approx licensure/certification cost	\$
Professional development	\$
Clothing allowance	\$

What is the percentage increase that these extras add to the budget? 1.9% increase

TOTAL COST OF PROPOSED COLLECTIVE BARGAINING AGREEMENT: _____

Total salary budget for this group was: \$1,108,944

Percent increase in salary budget: _____

Are there any other groups or individuals that would be directly affected by this budget? No

What would be the effect? _____

Are there any other known implications to this contract? _____

Yes No

Funds are appropriated ☒ ☐

Where funds are located Account #: Click or tap here to enter text.

Yes No

Funds need appropriation by council ☐ ☒

Where funds to come from Account #: Click or tap here to enter text.



Auditors Office

HR Dept

34-F

14,333

MEMORANDUM OF AGREEMENT

BETWEEN

THE CITY OF HAVERHILL

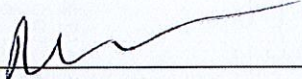
AND

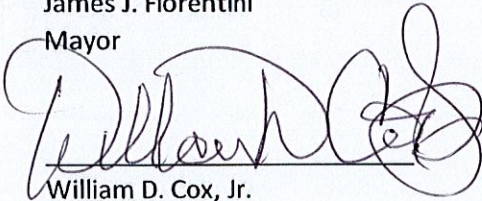
THE ANIMAL CONTROL OFFICERS, POLICE MECHANICS (ME REPAIRMEN), POLICE BUILDING MAINTENANCE CRAFTSMEN/CUSTODIAN AND PUBLIC PROERPTY BUILDING CUSTODIAN GROUP – TEAMSTERS LOCAL #170

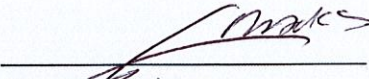
Effective July 1, 2023, the City and the Union agree to replace the pay rates in the current bargaining agreement (CBA) for the following job titles with the pay rates shown below:

EFFECTIVE 7/1/2023	STEP 1	STEP 2	STEP 3	STEP 4
Animal Control Officer	\$ 904.88	\$ 934.87	\$ 965.91	\$ 998.03

All terms and conditions of the current CBA remain in full force and effect.


James J. Fiorentini
Mayor


William D. Cox, Jr.
City Solicitor


James D. Marks
Teamsters Business Agent

Shop Steward

IN CITY COUNCIL: July 25 2023
TO COME BACK AUGUST 8 2023
Attest:

City Clerk

TO: MAYOR JAMES J. FIORENTINI
FROM: Denise McClanahan, HR Director
DATE: 7/21/2023
RE: COLLECTIVE BARGAINING FINANCIAL DISCLOSURE

NAME OF CONTRACT OR GROUP: Animal Control Officer, etc Group
CONTRACT PERIOD: 7/1/2023 to _____

% INCREASE FOR EACH CONTRACT YEAR:

Year 1 _____% Year 2 _____% Year 3 _____%

COST OF COLA FOR EACH FISCAL YEAR OF CONTRACT: side letter – split amount between ACO

Year 1 – FY <u>24</u>	Cost amount	<u>\$5,000</u>
Year 2 – FY _____	Cost amount	_____
Year 3 – FY _____	Cost amount	_____

ADDITIONAL COSTS

(i.e., OT, Hazardous Duty, Professional Development, Clothing Allowance, Holiday Pay, etc.)

Approx OT cost	\$
Approx Longevity increase	\$
Approx licensure/certification cost	\$
Professional development	\$
Clothing allowance	\$

What is the percentage increase that these extras add to the budget? 2%

TOTAL COST OF PROPOSED COLLECTIVE BARGAINING AGREEMENT: _____

Total salary budget for this group was: \$246,801

Percent increase in salary budget: _____

Are there any other groups or individuals that would be directly affected by this budget? No

What would be the effect? _____

Are there any other known implications to this contract? _____

Yes No

Funds are appropriated ☒ ☐

Where funds are located Account #: Click or tap here to enter text.

Yes No

Funds need appropriation by council ☐ ☒

Where funds to come from Account #: Click or tap here to enter text.

Auditors Office

Denise McClanahan
HR Dept



DOCUMENT

CITY OF HAVERHILL

In Municipal Council

ORDERED:

Amend Article 21: Education

Effective 7/1/2021 the City shall increase the amount available for reimbursement for tuition from \$1,000 to \$2,000 per year.

Approved as to legality:

City Solicitor

HAU CITY CLERK JUL21'23 AM10:45



Haverhill

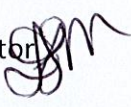
Human Resources Department, Room 306

Phone: (978) 374-2357 Fax: (978) 374-2343

Denise McClanahan, HR Director – dmcclanahan@cityofhaverhill.com

Christine Caminero, HR Technician – ccaminero@cityofhaverhill.com

Christina Carrie, Head Clerk/Floater – ccarrie@cityofhaverhill.com

TO: Mayor James J. Fiorentini
FROM: Denise McClanahan, HR Director 
DATE: July 20, 2023
RE: Salary Ordinance & MOA submission

Attached please find the MOAs and salary ordinances for the City Hall Clerks group as well as the Animal Control/Mechanic/Custodian group as a result of recent negotiations. Please submit these documents to the next City Council meeting for action.

dIm

35-E



DOCUMENT 35-E

CITY OF HAVERHILL

In Municipal Council July 25 2023

143.4

ORDERED:

MUNICIPAL ORDINANCE
AN ORDINANCE RELATING TO SALARIES

CHAPTER
ANIMAL CONTROL OFFICERS, POLICE MECHANICS
(ME REPAIRMEN), POLICE BUILDING MAINTENANCE
CRAFTSMEN/CUSTODIAN AND PUBLIC PROPERTY
BUILDING CUSTODIAN GROUP

BE IT ORDAINED by the City Council of the City of Haverhill that Document 99-G of 2022 is hereby amended as follows:

EFFECTIVE 7/1/23 2%	STEP 1	STEP 2	STEP 3	STEP 4
Animal Control Officer	\$ 904.88	\$ 934.87	\$ 965.91	\$ 998.03

Approved as to legality:

City Solicitor

PLACED ON FILE for at least 10 days

Attest:

City Clerk



DOCUMENT 99-G

CITY OF HAVERHILL

In Municipal Council October 18 2022

ORDERED:

MUNICIPAL ORDINANCE
AN ORDINANCE RELATING TO SALARIES

CHAPTER
ANIMAL CONTROL OFFICERS, POLICE MECHANICS
(ME REPAIRMEN), POLICE BUILDING MAINTENANCE
CRAFTSMEN/CUSTODIAN AND PUBLIC PROPERTY
BUILDING CUSTODIAN GROUP

BE IT ORDAINED by the City Council of the City of Haverhill that Document 97-J of 2020 is hereby amended as follows:

EFFECTIVE 7/1/2021 1.75%

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
Sr. Animal Control Officer		\$ 755.49	\$ 778.15	\$ 843.58	
Animal Control Officer		\$ 664.53	\$ 684.47	\$ 747.09	
Police Mechanic	\$ 20.26	\$ 21.72	\$ 23.07	\$ 24.35	
Police Bldg Mtnce Craftsperson/Custodian	\$ 767.79	\$ 813.86			
Custodian	\$ 737.97	\$ 765.30	\$ 792.64	\$ 819.97	\$ 844.03

EFFECTIVE 7/1/22 2%

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
Sr. Animal Control Officer	\$ 890.57	\$ 921.74	\$ 1,000.00	\$ 1,035.00	
Animal Control Officer	\$ 840.00	\$ 869.40	\$ 899.83	\$ 931.32	
Police Mechanic	\$ 32.50	\$ 33.64	\$ 34.81		
Police Bldg Mtnce Craftsperson/Custodian	\$ 783.14	\$ 830.13			
Custodian	\$ 836.37	\$ 860.91	\$ 891.04	\$ 922.23	\$ 954.50

EFFECTIVE 7/1/23 2%

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
Sr. Animal Control Officer	\$ 908.38	\$ 940.17	\$ 1,020.00	\$ 1,055.70	
Animal Control Officer	\$ 856.80	\$ 886.79	\$ 917.83	\$ 949.95	
Police Mechanic	\$ 33.15	\$ 34.31	\$ 35.51		
Police Bldg Mtnce Craftsperson/Custodian	\$ 798.80	\$ 846.74			
Custodian	\$ 853.10	\$ 878.13	\$ 908.86	\$ 940.67	\$ 973.59

AMEND ARTICLE 7: WAGES AND PRIVATE PAID DETAILS

Effective 7/1/21 amend Tool Allowance section for Police Mechanic position as follows: Increase yearly tool allowance amount from \$400 to \$600 per year.

Effective 7/1/21 amend Clothing Allowance sections (3, 4, & 5) for Police Mechanic, Building Maintenance Craftsman/Custodian and Custodian as follows: Increase yearly clothing allowance by \$200

9-N

9-N



JAMES J. FIORENTINI
MAYOR

CITY OF HAVERHILL
MASSACHUSETTS

14.9

CITY HALL, ROOM 100
FOUR SUMMER STREET
HAVERHILL, MA 01830
PHONE 978-374-2300
FAX 978-373-7544
MAYOR@CITYOFHAVERHILL.COM
WWW.CI.HAVERHILL.MA.US

July 21, 2023

City Council President Timothy J. Jordan and Members of the Haverhill City Council

RE: Salary Ordinance & MOA submission

Dear Mr. President and Members of the Haverhill City Council:

Please find attached a Salary Ordinance and a Memorandum of Agreement (MOA) between the City of Haverhill and the Police Patrolman Association. This ordinance must be placed on file for 10 days after which I recommend approval.

Very truly yours,

James J. Fiorentini
Mayor

JJF/lyf

DUCS
34-G & 35 F

IN CITY COUNCIL: July 25 2023

MOA AND ORDINANCE VOTED ON AUGUST 8 2023

Attest:

City Clerk

14.4.1

34-G

MEMORANDUM OF AGREEMENT
BETWEEN THE
HAVERHILL POLICE PATROLMEN'S ASSOCIATION
AND THE CITY OF HAVERHILL

(Note: The following Memorandum of Agreement is an "Off-the-Record" document unless and until approved and ratified by both parties. In the event either side rejects or fails to ratify the Agreement, both sides are free to return to their last "on-the-record" positions.)

This Memorandum of Agreement ("MOA") sets forth the agreements of the Haverhill Police Patrolmen's Association (the "Union") and the City of Haverhill (the "City"), for a new agreement, to supplement and supersede inconsistent terms of prior agreements in effect through June 30, 2022. The parties sign this MOA to reflect their agreements on May 24, which will be integrated by the parties into the expired collective bargaining agreement.

The Agreement is subject to ratification by the membership of the Union and a funding vote by the City Council. Both parties agree to recommend, support and move toward ratification in as expeditious a manner as possible. The City agrees to seek all approvals from the City Council necessary to effectuate the agreements in this MOA, and the parties understand that any such terms are contingent on those approvals. Except as modified in this Memorandum, the terms and conditions of the old contract will be carried forward into the new contract. Exact language for inclusion in the integrated agreement shall be set off in quotes or in text boxes; other language in the agreement represents agreements by the parties which may or may not be included in the agreement as written.

The following proposals are part of a package to be considered as a whole ("Package Proposal"). The City's Package Proposal is "Off-the-Record" unless approved and ratified by both parties. In the event the parties reject or fail to reach agreement on this Package Proposal, both sides are free to return to their last "on-the-record" positions. Unless otherwise stated, the effective date of all new language or benefits shall be following ratification and funding by the City Council. Failing such ratification, or funding, the Memorandum shall not be admissible in any proceeding between the parties.

1. Article 8 – Hours of Work

Upon ratification and funding, a new stipend position will be created to allow a member(s) of the patrol division an opportunity to assist the patrol commander in the management of shifts. The patrol commander will continue to do the initial shift scheduling. This individual will be trained and given access to help facilitate the filling of shifts. This work will be done outside of his or her regular schedule. The person in this position will receive a stipend of twenty-five dollars (\$25.00) a week. The Union may recommend someone for this position, but the final decision shall be made by the Chief.

2. Article 9 – Private Paid Details and Overtime

Effective the week following the City Council funding of this agreement increase detail rate \$8 to \$62 per hour. City details and details for non-profit charities shall be straight \$55/hr.

3. **Article 11 – Holidays**

Add Juneteenth (June 19) as a holiday. Employees shall receive retroactive holiday pay for June 19, 2022 provided they were employed as a member of the Haverhill Police Department on June 19, 2022.

4. **Article 21-Base Salary**

Effective July 1, 2022: 2%
Effective July 1, 2023: 2%
Effective July 1, 2024: 2.25%

Add the following language after the “Seventh Step” paragraph in Article 21:

Eighth Step (Effective July 1, 2023): Employees will move to this step upon the twenty-fifth (25th) anniversary of their employment as a permanent police officer. The City may advance an employee to the 8th step at any time before employee’s twenty-fifth anniversary if the employee has received a superior performance evaluation under the performance evaluation program which has been developed by the parties. The 8th step shall be initially established as three percent (3%) higher than the current 7th step.

5. **Article 27 – Miscellaneous**

- a. The weekly stipend for members assigned to Detective who are on the “on call” list shall be increased to forty dollars (\$40.00) per week, effective upon funding by the City Council (there shall be no retroactive payments). A weekly stipend for all other Specialty Positions shall be paid in the amount of twenty-five (\$25.00).
- b. The Union will agree to dismiss all grievances regarding the City of Haverhill’s January 23, 2022 Vaccination and Testing Policy, and to discontinue bargaining on said policy as currently administered. In exchange, the City shall remove from all officers’ personnel file any existing discipline related to compliance with the City of Haverhill’s January 23, 2022 Vaccination and Testing Policy, to the extent any such discipline exists, and to pay all patrolmen a \$500 one-time payment in settlement of any and all grievances as of the date of this agreement known or unknown, regarding the COVID-19 Vaccination and Testing Policy. The Parties agree to execute a separate release memorializing their agreement on this issue.
- c. Beards and goatees are authorized. Beards shall be kept clean and neatly trimmed. Officers are encouraged to begin growing out their beards during off time so as not to present an unshaven look while on duty. No portion of the beard may be exceptionally longer than the rest, and goatee/beard hair length shall not exceed a quarter of an inch. The neck shall be kept clean shaven.
- d. Revise current language on accumulation of “time due” to reflect the following:

The parties agree that bargaining unit members in any calendar year shall be entitled to work extra hours for time due, ~~and that Bargaining Unit members may so work for use up~~ to three hundred (300) such hours in a calendar year for time off. Such hours will be

1000
cumulative and may not be replenished throughout the calendar year. Hours accumulated after this usage or notwithstanding usage can be accumulated and members shall have the option of being paid in real time or deferring payment and cashing out at the end of the calendar year up to two hundred and forty (240) hours. Bargaining Unit members must use their time or cash it in within the calendar year. This language shall not affect the Bargaining Unit members rights for days due under the holiday provisions of this Agreement.

6. Article 29 - Education

Change Section E: Effective July 1, 2022, those officers not eligible for the above so-called Quinn benefits shall be eligible to receive educational incentive benefits as follows: \$2,500 for an associate's degree; \$5,000 for a bachelor's degree; \$7,000 for a master's degree, for all Quinn-qualifying criminal justice degrees or a law degree from an accredited institution. Payments as described herein shall be calculated in the same manner as Quinn level payments under Article 29(d), 2nd sentence.

Effective July 1, 2024, the above rates shall increase an additional \$1,000 to: \$3,500 for an associate's degree; \$6,000 for a bachelor's degree; and \$8,000 for a master's degree.

7. New Article – Language Interpreter Compensation

Effective January 1, 2023, employees who demonstrate fluency in a language, other than English, spoken by more than 5% of the City's population or approved by the Chief and Human Resources as a language that will benefit the department, shall receive a yearly bonus of five hundred dollars (\$500). Officers interested in qualifying for this stipend who speak a language not previously identified as a qualifying language may petition the Chief to request that the additional language be added to the list. The determination of the language meeting the 5% level or being a benefit to the department shall be made by the City upon a review of relevant, objective data, including review of officers used to interpret as reflected by Department entry code assignment 101T. Fluency in American Sign Language qualifies for this stipend, regardless of the percentage of the City population that uses ASL. Fluency shall be assessed each year in an interview with a competent speaker chosen by the City. The interviewer must determine that the employee is fluent in order for him/her to qualify for the bonus. Any employee receiving this stipend must respond to situations requiring their fluency skills as ordered, while on duty.

Effective July 1, 2023, this annual stipend shall be increased to \$575 for those who qualify. Effective July 1, 2024, this annual stipend shall be increased to \$650 for those who qualify.

8. New Article – Accreditation Stipend

Effective July 1, 2022, an annual accreditation stipend of \$1,000 to be paid at the same time as annual longevity payment provided the Department remains accredited as of July 1 each year. The union agrees to continue to cooperate with National Accreditation (CALEA), to include allowing members to be evaluated in the performance of their duties. This shall resolve the pending claim(s) regarding impact bargaining between the parties regarding changes in the evaluation procedure requiring the members of this group comply with the performance evaluation policies of Haverhill Police Department.

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The accreditation stipend shall be paid in any year that the Haverhill Police Department maintains its accreditation. If the Department loses or is unable to maintain accreditation part way through a given year, the stipend will continue to be paid in that year, however, the stipend will not be paid the following year unless the Department is able to reestablish its accreditation status by July 1. Once the Department's accreditation status is reinstated, officers will again become eligible for the annual stipend and no further bargaining will be required.

9. New Article – Parental Leave

The parties agree to the City's proposal attached and provided on August 22, 2022, except that the following sentence will be struck from that proposed language before being inserted into the contract: "Only one (1) parent shall be eligible for such leave from the City of Haverhill for the birth or adoption of a child."

NEW: An officer who qualifies for parental leave due to the birth or adoption of a child shall be permitted to use ten (10) of their own accumulated sick days as parental time off with pay in connection with a qualified parental leave. Must be used within the first twelve (12) months following the birth or adoption of a child.

10. New Article – Field Training Officer Incentive

Accept Union's proposal:

Field Training Officers shall be paid one-and-one-half times their regular rate of pay for any and all shifts on which they are assigned an officer in the field training program.

11. New Article – Civilian Traffic Control

The City proposes the creation of a Civilian Traffic Control Board which would allow the Chief of Police, at his or her discretion, to appoint competent individuals to the position of Civilian Traffic Control Officer for the purpose of filling unfilled details. Civilian Traffic Control Officers monitor, direct and control traffic through or around road construction sites. Individuals appointed to this position must undergo specific training and obtain certification under 701 CMR 7.00. The parties agree that this article shall be implemented consistent with the existing language of the parties' agreements and that the language of *In the Matter of Interest Arbitration between City of Haverhill, Massachusetts and The Haverhill Police Patrolmen's Association*, JLM 15-4626, as it relates to the assignment of details shall continue to be in full force and effect.

1. Sworn police officers (and superior officers) shall have first preference in accordance with Article 9, Section c of the Contract and current practice. If none are available, then:
2. Retired Haverhill police officers or reserves, in accordance with Article 9 of the Contract and current practice, shall be offered the detail. If none are available, then:
3. Persons who are not sworn police officers, subject to the training requirements above, shall be offered the detail.

12. Article – Body Worn Camera

The City would like to discuss the use of Body Worn Cameras (BWC) for purposes of further enhancing the safety of the public, officers, efficiency, quality, and delivery of police services to the citizens of Haverhill. BWC video may be used to verify specific events such as complaints

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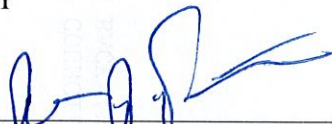
by members of the public, or alleged incidents, and in such cases BWC video footage may then be used to verify the accuracy of such information. Use of BWC subject to a policy that recognizes the City's right to implement the use of BWC and recognizes that disciplinary actions and excessive monitoring are not the intended purpose of BWCs.

Upon approval of a grant or other funding to purchase BWC and associated equipment, the parties agree and commit to enter negotiations to bargain the deployment of body cameras and the terms and conditions under which such deployment shall take place.

The parties agree to cooperate to create an integrated contract within 60 days of ratification by the Union and City Council funding of this agreement. All other terms and conditions of the parties' prior agreement not altered as per the above shall remain in full force and effect.

CITY OF HAVERHILL

BY

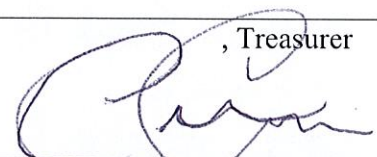
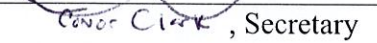

James J. Fiorentini, Mayor

HAVERHILL POLICE PATROLMEN'S
ASSOCIATION

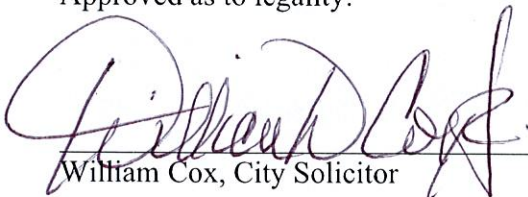
BY


Richard Welch, President


Daniel Trocki, Vice President


_____, Treasurer

Conor Clark, Secretary

Approved as to legality:


William Cox, City Solicitor

Approved as to legality:

Joseph A. Padolsky, Association Counsel

IN CITY COUNCIL: July 25 2023
TO COME BACK AUGUST 8

Attest:

City Clerk



DOCUMENT 35-F

CITY OF HAVERHILL

In Municipal Council July 25 2023

ORDERED:MUNICIPAL ORDINANCE
AN ORDINANCE RELATING TO SALARIESCHAPTER
LAW ENFORCEMENT
POLICE OFFICERS

BE IT ORDAINED by the City Council of the City of Haverhill that Document 21-C of 2021 is hereby amended and replaced with the

Amend SECTION 21: SALARIES by the following:

EFFECTIVE 7/1/22 2%	START	YEAR 1	YEAR 2	YEAR 3	YEAR 5	YEAR 10	YEAR 20
Wage Scale A	\$ 962.80	\$ 1,048.99	\$ 1,115.25	\$ 1,181.25	\$ 1,221.58	\$ 1,249.07	\$ 1,277.17
Wage Scale B	\$ 880.75	\$ 959.09	\$ 1,019.34	\$ 1,079.34	\$ 1,116.00	\$ 1,141.11	\$ 1,166.79
Wage Scale C	\$ 812.36	\$ 884.18	\$ 939.41	\$ 994.41	\$ 1,028.01	\$ 1,051.14	\$ 1,074.79
Wage Scale D	\$ 782.28	\$ 851.22	\$ 904.24	\$ 957.03	\$ 989.31	\$ 1,011.56	\$ 1,034.32

EFFECTIVE 7/1/23 2%	START	YEAR 1	YEAR 2	YEAR 3	YEAR 5	YEAR 10	YEAR 20	YEAR 25
Wage Scale A	\$ 982.05	\$ 1,069.97	\$ 1,137.55	\$ 1,204.88	\$ 1,246.01	\$ 1,274.05	\$ 1,302.72	\$ 1,341.80
Wage Scale B	\$ 898.36	\$ 978.27	\$ 1,039.72	\$ 1,100.93	\$ 1,138.32	\$ 1,163.94	\$ 1,190.12	\$ 1,225.83
Wage Scale C	\$ 828.61	\$ 901.86	\$ 958.20	\$ 1,014.30	\$ 1,048.57	\$ 1,072.16	\$ 1,096.29	\$ 1,129.18
Wage Scale D	\$ 797.92	\$ 868.25	\$ 922.33	\$ 976.17	\$ 1,009.09	\$ 1,031.80	\$ 1,055.01	\$ 1,086.66

EFFECTIVE 7/1/24 2.25%	START	YEAR 1	YEAR 2	YEAR 3	YEAR 5	YEAR 10	YEAR 20	YEAR 25
Wage Scale A	\$ 1,004.15	\$ 1,094.04	\$ 1,163.15	\$ 1,231.99	\$ 1,274.05	\$ 1,302.72	\$ 1,332.03	\$ 1,371.99
Wage Scale B	\$ 918.58	\$ 1,000.28	\$ 1,063.12	\$ 1,125.70	\$ 1,163.93	\$ 1,190.13	\$ 1,216.90	\$ 1,253.41
Wage Scale C	\$ 847.25	\$ 922.15	\$ 979.76	\$ 1,037.12	\$ 1,072.16	\$ 1,096.29	\$ 1,120.96	\$ 1,154.59
Wage Scale D	\$ 815.88	\$ 887.78	\$ 943.08	\$ 998.13	\$ 1,031.80	\$ 1,055.01	\$ 1,078.74	\$ 1,111.11

Amend ARTICLE 21: SALARIES - by adding the following language after the "Seventh Step" paragraph:

Eighth Step (Effective July 1, 2023): Employees will move to this step upon the twenty-fifth (25th) anniversary of their employment as a permanent police officer. The City may advance an employee to the 8th step at any time before the employee's twenty-fifth anniversary if the employee has received a superior performance evaluation under the performance evaluation program which has been developed by the parties. The 8th step shall be initially established three percent (3%) higher than the current 7th step.

Amend ARTICLE 9: (B) (1) PRIVATE PAID DETAILS AND OVERTIME - by the following:

Effective the week following City Council funding of this agreement, increase the detail rate by \$8 to \$62 per hour. City details and details for non-profit charities shall be straight \$55/hr.

Amend ARTICLE 8 - HOURS OF WORK by the following:

Upon ratification and funding, a new stipend position will be created to allow a member(s) of the patrol division an opportunity to assist the patrol commander in the management of shifts. The patrol commander will continue to do the initial shift scheduling. This individual will be trained and given access to help facilitate the filling of shifts. This work will be done outside of his or her regular schedule. The person in this position will receive a stipend of twenty-five dollars (\$25.00) a week. The Union may recommend someone for this position, but the final decision shall be made by the Chief.

Amend ARTICLE 11 - HOLIDAYS by the following:

Add Juneteenth (June 19) as a holiday. Employees shall receive retroactive holiday pay for June 19, 2022 provided they were employed as a member of the Haverhill Police Department on June 19, 2022.



BACK UP REFERENCE
ONLY

DOCUMENT 21-C of 2021

CITY OF HAVERHILL

In Municipal Council

ORDERED:
MUNICIPAL ORDINANCE
AN ORDINANCE RELATING TO SALARIES

CHAPTER
LAW ENFORCEMENT
POLICE OFFICERS

BE IT ORDAINED by the City Council of the City of Haverhill that Document 51-B of 2018 is hereby amended and replaced with the following:

Amend SECTION 21: SALARIES by the following:

EFFECTIVE 7/1/19 1.75%	START	YEAR 1	YEAR 2	YEAR 3	YEAR 5
Wage Scale A	\$ 911.73	\$ 993.35	\$ 1,056.10	\$ 1,118.60	\$ 1,156.79
Wage Scale B	\$ 834.03	\$ 908.21	\$ 965.27	\$ 1,022.09	\$ 1,056.81
Wage Scale C	\$ 769.27	\$ 837.28	\$ 889.58	\$ 941.66	\$ 973.48
Wage Scale D	\$ 740.79	\$ 806.07	\$ 856.28	\$ 906.27	\$ 936.83

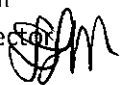
EFFECTIVE 7/1/20 1.75%	START	YEAR 1	YEAR 2	YEAR 3	YEAR 5	YEAR 10
Wage Scale A	\$ 927.69	\$ 1,010.73	\$ 1,074.58	\$ 1,138.17	\$ 1,177.04	\$ 1,203.52
Wage Scale B	\$ 848.63	\$ 924.11	\$ 982.16	\$ 1,039.98	\$ 1,075.30	\$ 1,099.50
Wage Scale C	\$ 782.73	\$ 851.94	\$ 905.14	\$ 958.14	\$ 990.52	\$ 1,012.81
Wage Scale D	\$ 753.75	\$ 820.18	\$ 871.26	\$ 922.13	\$ 953.22	\$ 974.67

EFFECTIVE 7/1/21 1.75%	START	YEAR 1	YEAR 2	YEAR 3	YEAR 5	YEAR 10	YEAR 20
Wage Scale A	\$ 943.92	\$ 1,028.42	\$ 1,093.38	\$ 1,158.09	\$ 1,197.63	\$ 1,224.58	\$ 1,252.13
Wage Scale B	\$ 863.48	\$ 940.28	\$ 999.35	\$ 1,058.18	\$ 1,094.12	\$ 1,118.74	\$ 1,143.91
Wage Scale C	\$ 796.43	\$ 866.84	\$ 920.99	\$ 974.91	\$ 1,007.85	\$ 1,030.53	\$ 1,053.72
Wage Scale D	\$ 766.94	\$ 834.53	\$ 886.51	\$ 938.26	\$ 969.91	\$ 991.73	\$ 1,014.04

ARTICLE 21: SALARIES - add the following language after the "Fifth Step" paragraph:
Sixth Step (Effective July 1, 2020): Employees will move to this step upon the tenth (10th) anniversary of their employment as a permanent police officer. The City may advance an employee to the 6th step at any time before the employee's tenth anniversary if the employee has received a superior performance evaluation under the performance evaluation program which has been developed by the parties. The 6th step shall be initially established two and one quarter percent (2.25%) higher than the current 5th step (as seen on the attached wage scale).

Seventh Step (Effective July 1, 2021): Employees will move to this step upon the twentieth (20th) anniversary of their employment as a permanent police officer. The City may advance an employee to the 7th step at any time before the employee's twentieth anniversary if the employee has received a superior performance evaluation under the performance evaluation program which has been developed by the parties. The 7th step shall be initially established two and one quarter percent (2.25%) higher than the 6th step (as seen on the attached wage scale).

ARTICLE 9: PRIVATE PAID DETAILS AND OVERTIME - change language of Article 9 (B)(1) to the following:
Effective the week following City Council funding of this agreement, increase the detail rate to \$52 per hour plus 10% differential on nights and weekends.

TO: MAYOR JAMES J. FIORENTINI
FROM: Denise McClanahan, HR Director 
DATE: 7/21/2023
RE: COLLECTIVE BARGAINING FINANCIAL DISCLOSURE

NAME OF CONTRACT OR GROUP: Police Patrolman Group
CONTRACT PERIOD: 7/1/2022 to 6/30/2025

% INCREASE FOR EACH CONTRACT YEAR:

Year 1 2.0 % Year 2 2.0 % Year 3 2.25 %

COST OF COLA FOR EACH FISCAL YEAR OF CONTRACT:

Year 1 – FY <u>23</u>	Cost amount	<u>\$103,172</u>
Year 2 – FY <u>24</u>	Cost amount	<u>\$115,396</u>
Year 3 – FY <u>25</u>	Cost amount	<u>\$120,986</u>

ADDITIONAL COSTS

(i.e., OT, Hazardous Duty, Professional Development, Clothing Allowance, Holiday Pay, etc.)

Approx OT cost	\$112,389
Approx night diff/shift diff cost	\$22,003
Approx educational cost	\$69,560
Approx holiday retro (one-time)	\$19,000
Approx schedule stipend cost	\$3,900
Approx. accreditation stipend cost	\$264,000
Approx. language interpreter cost	\$1,825
Approx. vaccination policy stipend (one-time)	\$44,000

What is the percentage increase that these extras add to the budget? Total 11.56% over 3 years (avg 3.85%/yr)

TOTAL COST OF PROPOSED COLLECTIVE BARGAINING AGREEMENT: \$8,457,918

Total **salary** budget for this group: \$5,498,129
Percent increase in salary budget: 8.25% over 3 years

Are there any other groups or individuals that would be directly affected by this budget? No

What would be the effect? _____

Are there any other known implications to this contract? _____

Yes No

Funds are appropriated ☒ ☐

Where funds are located _____ Account #: Click or tap here to enter text.

Yes No

Funds need appropriation by council ☐ ☒

Where funds to come from _____ Account #: Click or tap here to enter text.

Auditors Office



HR Dept



20210
10385

DOCUMENT

CITY OF HAVERHILL

In Municipal Council

ORDERED:

ARTICLE 27: MISCELLANEOUS - add the following two paragraphs to this section:

The weekly stipend for members assigned to Detective who are on the "on call" list shall be increased to forty dollars (\$40.00) per week, effective upon funding by the City Council (there shall be no retroactive payments). A weekly stipend for all other Specialty Positions shall be paid in the amount of twenty-five (\$25.00).

The Union will agree to dismiss all grievances regarding the City of Haverhill's January 23, 2022 Vaccination and Testing Policy, and to discontinue bargaining on said policy as currently administered. In exchange, the City shall remove from all officers' personnel file any existing discipline related to compliance with the City of Haverhill's January 23, 2022 Vaccination and Testing Policy, to the extent any such discipline exists, and to pay all patrolmen a \$500 one-time payment in settlement of any and all grievances as of the date of this agreement known or unknown, regarding the COVID-19 Vaccination and Testing Policy. The Parties agree to execute a separate release memorializing their agreement on this issue.

Amend ARTICLE 29 - EDUCATION as follows:

Effective July 1, 2022, those officers not eligible for the above so-called Quinn benefits shall be eligible to receive educational incentive benefits as follows: \$2,500 for an associate's degree; \$5,000 for a bachelor's degree; \$7,000 for a master's degree, for all Quinn-qualifying criminal justice degrees or a law degree from an accredited institution. Payments as described herein shall be calculated in the same manner as Quinn level payments under Article 29(d), 2nd sentence.

Effective July 1, 2024, the above rates shall increase an additional \$1,000 to: \$3,500 for an associate's degree; \$6,000 for a bachelor's degree; and \$8,000 for a master's degree.

Add NEW ARTICLE - LANGUAGE INTERPRETER COMPENSATION *

Effective January 1, 2023, employees who demonstrate fluency in a language, other than English, spoken by more than 5% of the City's population or approved by the Chief and Human Resources as a language that will benefit the department, shall receive a yearly bonus of five hundred dollars (\$500).

Effective July 1, 2023, this annual stipend shall be increased to \$575 for those who qualify.

Effective July 1, 2024, this annual stipend shall be increased to \$650 for those who qualify.

Add NEW ARTICLE - ACCREDITATION STIPEND *

Effective July 1, 2022, an annual accreditation stipend of \$1,000 to be paid at the same time as annual longevity payment provided the Department remains accredited as of July 1 each year.

*additional article information is contained in the MOA

Approved as to legality:

City Solicitor

PLACED ON FILE for at least 10 days

Attest:

City Clerk



Haverhill

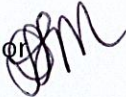
Human Resources Department, Room 306

Phone: (978) 374-2357 Fax: (978) 374-2343

Denise McClanahan, HR Director – dmcclanahan@cityofhaverhill.com

Christine Caminero, HR Technician – ccaminero@cityofhaverhill.com

Christina Carrie, Head Clerk/Floater – ccarrie@cityofhaverhill.com

TO: Mayor James J. Fiorentini
FROM: Denise McClanahan, HR Director 
DATE: July 20, 2023
RE: Salary Ordinance & MOA submission

Attached please find the MOA and salary ordinance for the Haverhill Police Patrolman Association group as a result of recent negotiations. Please submit these documents to the next City Council meeting for action.

dIm

CITY COUNCIL

Timothy J. Jordan
President

John A. Michitson
Vice President

Melinda E. Barrett

Joseph J. Bevilacqua

Thomas J. Sullivan

Melissa J. Lewandowski

Michael S. McGonagle

Catherine P. Rogers

Shaun P. Toohey

**CITY OF HAVERHILL**

HAVERHILL, MASSACHUSETTS 01830-5843

CITY HALL, ROOM 204

4 SUMMER STREET

TELEPHONE: 978-374-2328

FACSIMILE: 978-374-2329

WWW.CITYOFHAVERHILL.COM

CITYCNCL@CITYOFHAVERHILL.COM

DOCUMENTS REFERRED TO COMMITTEE STUDY

79-F	Communication from Councillor Sullivan requesting to introduce Kathleen Fitts, Gale Park Assoc. to request the city replace the Gale Park Fountain in fiscal year 20	NRPP	6/25/19
34-P	Communication from Councillor Sullivan requesting a discussion regarding the disposal of cremated remains on public property	NRPP	3/17/20
86-D	Communication from Councillor Michitson requesting to address economic development ideas resulting from the pandemic	Planning & Dev.	8/11/20
86-F	Communication from Council President Barrett and Councillor LePage requesting discussion pertaining to utilization of UV-C disinfection fixtures in public buildings	A & F	8/25/20
89-C	Mayor Fiorentini submits final recommendations of Matrix Company	NRPP	9/15/20
91	Petition from Wady & Jewnifer Grullon requesting to purchase city property that abuts their property at 14 Silver Birch Ln; Assessor's Map 574, Block 1 Lot 7	NRPP	9/15/20
91-B	Petition from the Biggart Family requesting to purchase 2 parcels of land that abuts their property at 30 Belvidere Rd., Assessor's Map 409, Block 114, Lot 9; and Map 409, Block 1A, Lot 1 that includes conservation land, but only the portion zone RMD (Residential Medium Density)		9/22/20
55-I	Communication from Council President Barrett and Councillor McGonagle requesting to introduce Don Jarvis, Keith Gopsill and Mike Ingham to discuss becoming a Purple Heart Community	NRPP	12/15/20
91-C	Petition of Michael DeLuca requesting to purchase surplus city land on River St., Map 538, Block 419B, Lots 20, 21, 22, 23	NRPP	12/15/20
27-E	Communication from Councillor Sullivan requesting to introduce Debbie Lyons, to explain having legal permitting system as it relates to establishing permitting/licensing process to allow for "Bow Hunter Tree Stands" to be placed on trees on City properties when hunting is allowed in season	NRPP	3/2/21
27-J	Communication from Councillor Michitson requesting to re-start discussion on way ahead for residential zoning in Haverhill	Planning & Dev.	3/9/21
50	Councillor Jordan requests on behalf of Tom Riley, 195 Kingsbury Ave., to have city surplus land that abuts his property, Map 768, Block 50, Lot 85A on Lincolnshire Ave.	NRPP	4/6/21
27-X	Councillor Daly O'Brien requests discussion re: cars parking on Concord St. sidewalks and possibility of city providing off-street parking	NRPP	4/6/21
50-U	President Barrett and Vice President LePage request discussion about composting options	Citizens Outreach	5/18/21
63-S	Councillor Daly O'Brien discuss sending intent of closing Washington St. for trial period to make it pedestrian walkway	Citizens Outreach	8/24/21

HAV CITY CLERK JUL 8/23 AM 8:53

91-G	Councillors LePage and Macek request to move and correct procedure error on Rules and Regulations	A & F	9/28/21
92-G	Councillor Daly O'Brien requests providing shaded areas in our City playgrounds	Citizens Outreach	10/19/21
94	Councillor Macek process of private profit organizations using public property	A&F	10/19/21
5-B	Councillor Barrett discussion to establish a design & review board	Planning & Dev.	1/11/22
5-C	Councillor Barrett discussion for specific items and what levels need to be sent to Council for approval	Planning & Dev.	1/11/22
5-F	Councillor Michitson request study between Mayor and City Council budgetary powers	Citizens Outreach	1/25/22
5-W	Communication from Councillor Sullivan and Councillor Lewandowski to discuss Atherton Housing parking needs downtown.	NRPP	4/5/22
118-G	Communication from Vice President Michitson to send to develop city policies to incentivize Building & business park developers to use sustainable & environmentally friendly practices.	Planning & Dev	10/25/22
19-C	Communication from Councillor Sullivan regarding ongoing dog waste problems throughout Downtown	NRPP	1/31/23
21-B	Councillor Barrett motion to send Inclusionary Zoning Ordinance to committee	A&F	3/7/23