

# City of Everett

PLANNING BOARD  
484 BROADWAY  
EVERETT, MA 02149

2019 NOV -4 PM 4:22  
CITY OF EVERETT OFFICE

Frederick Cafasso-*Chairman*  
George D'Angelo  
Michael O'Connor  
Leo Pizzano, Jr.  
Shayane Rangel  
James Tarr (Alternate)



Speaker George Keverian Room  
3<sup>rd</sup> Floor - City Hall  
2<sup>nd</sup> & 4<sup>th</sup> Mondays  
7:00 pm

Jeannie Vitukevich - Clerk

## MINUTES Planning Board Meeting September 9, 2019

- I. **Roll Call of Members:** Frederick Cafasso, George D'Angelo, Michael O'Connor, Leo Pizzano, Jr., Shayane Rangel and James Tarr (alternate) were present. The meeting was called to order at 7:05 pm.

**Representing the Planning Department:** Jeannie Vitukevich, Michael Vivaldi and Matt Lattanzi were also present.

### II. Public Meeting

#### 1. City of Everett – Everett Planning Board Fee Schedule

M. Vivaldi opened the discussion to adopt the new and updated Everett Fee Schedule. There was discussion amongst all the people in the room as to the timing of implementation and the different aspects of the new Fee Schedule.

M. Lattanzi spoke about how the City has collected all ordinances for fees into one place, so this document could potentially be added to the same section – Section 1.8.

There was discussion about Section 3.5 – Fee waiver to allow the Board the authority to waive or reduce filing fees if a situation ever arose.

L. Pizzano made a motion to adopt Everett Fee Schedule and the Appendix A, dated September 9, 2019 and M. O'Connor seconded the motion. The vote was unanimous as all members voted to approve the Fee Schedule.

#### 2. City of Everett - Adopt Everett Design Guidelines

M. Vivaldi opened the discussion for the adoption of the Everett Design Guidelines as a Regulation of the Planning Board and initiate the implementation of the Design Guidelines. M. Vivaldi explained there was additional change to account for 20% of the façade be brick façade along Main and Broadway. Section C.8.O was added with the above stipulation for new construction.

L. Pizzano, Jr. expressed that he would like to add Chelsea, Elm, Hancock, Linden, Norwood and Ferry Street along with Main St. and Broadway. M. Vivaldi said he would meet with Mathew and Stabtec and see if there is another way of wording this.

M. Lattanzi told the Board that Councilor Hanlon approached him regarding Section J, on page 26. He said if you have a single building with 10 small offices, it looks like you would need 10 separate doors onto the street.

F. Cafasso asked what is his recommendation and Mathew replied one door. Fred said that would be one maintenance, I think that is a good suggestion.

M. Vivladi said we can amend Section J to say one entrance.

L. Pizzano, Jr. asked if we need to even tell them to put doors, because ISD will handle that with the permit process. Can we illuminate Section J.

M. Lattanzi explained to the Board that they can vote today and vote on the package with amendments and you can amend at a future time.

S. Rangel asked will we have to vote on all tonight and Fred said if these aren't in place and some large projects are coming in then what.

M. Lattanzi said you can vote on all with amendments or no amendments.

L. Pizzano made a motion to adopt Everett Design Guidelines as a Regulation of the Planning Board, dated September 2019 and M. O'Connor seconded the motion. The vote was unanimous as all members voted to adopt the Design Guidelines as a Regulation of the Planning Board.

### **III. Old Business - Discussion of Enforcement Action on 48-50 Tappan Street**

M. Vivladi explained to the Board that the fire sprinkler system that the owner agreed with Fire Chief Carli to put in, in order to subdivide the land has never been installed. This letter from Chief Carl says current owner and the decision was with the old owner. George asked why wouldn't they have made him install it when he purchased it and Mike said I'm not sure. I think he thinks since it is subdivided and a bigger driveway that a fire truck fits and he doesn't feel he needs a sprinkler system. George asked then what can we do. M. O'Connor said when we met with the owner before, Jim told us we could start fining the owner if the sprinkler system isn't put in. M. Vivaldi said, yes \$300 a day. I think in order to be fair we bring the owner here and let him be aware he could be fined \$300 a day if he doesn't do it. The Board voted to notify Mr. Stour should be in attendance at the next regularly scheduled Planning Board to discuss the situation in lieu of taking enforcement action.

### **IV. New Business –**

### **V. Meeting Minutes – None**

### **VI. Director's Updates – None**

### **VII. Next Meeting – Monday, September 23, 2019**

**Adjourn –**

L. Pizzano made a motion to adjourn the Planning Board meeting. A. Medeiros seconded the motion and all members were in favor.

The Board adjourned at 8:15 pm.

Approved by Planning Board: Oct 28 2019

Signatures:

*F. Cafasso*

Frederick Cafasso  
Chairman  
Everett Planning Board

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Tony Sousa, AICP  
Executive Director  
Department of Planning and Development

Posted in accordance with the provisions of Mass. General Laws Chapter 30A - Sections 18-25  
on 11/4/19 at 4:22pm  
Attest:  
*Sergio Condeiro*  
City Clerk