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Mayor

Department of Planning and Community Development

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PLANNING BOARD

Erin V. Joyce, Chair
Kim Kroha, Vice Chair
Darryl Mikami, Clerk
William J. Grove, Member
Thomas Kent, Member
Jennifer Connolly, Alternate

Approved 2.08.2022

Braintree Planning Board – Tuesday, January 11, 2022, at 6:08 PM – via ZOOM

Present:

Ms. Erin Joyce, Chair
Ms. Kim Kroha, Vice Chair
Mr. Darryl Mikami, Clerk
Mr. William J. Grove, Member
Mr. Thomas Kent, Member
Ms. Jennifer Connolly, Alternate

Melissa SantucciRozzi, Director
Kenneth Kirkland, Assistant Director
Connor Murphy, Zoning Planner

Chairwoman Erin Joyce provides an overview, explains the process to address issues on ZOOM and explains how to comment during the meeting via Chat, by email, by raising your hand or via telephone. The phone numbers will be put in the Chat.

Chairwoman Erin Joyce opens the meeting at 6:08 PM, Chairwoman Joyce then takes attendance via a roll call. Five (5) members and one (1) alternate member are present (Member Kroha: HERE; Member Mikami: HERE; Member Grove: HERE; Member Kent: HERE; Alternate Member Connolly: HERE; Chairwoman Joyce: PRESENT).

NEW BUSINESS: REQUEST FOR AS-BUILT APPROVAL/RETURN OF SURETY

175 Campanelli Drive (File #19-02)

EdgeGEN, Applicant

6:09 PM – Five Planning Board Members are participating.

Director Melissa SantucciRozzi explains she circulated a Staff Report to the Members earlier today, as well as the As-Built Plan in the Members' packets. This is for 175 Campanelli Drive. As the Board Members are aware, we had a series of projects at this particular address. The first one was the fit-up for Fireking; then came the generators and then some subsequent modifications for the other side of the building associated with a separate tenant. The folks at EdgeGEN that did the generators were eager to get their permit closed out, while the other permits are not quite ready to be closed out. This permit is such a small portion of the site, and the Applicant has given us an As-Built Plan. It was built out in accordance with the Record Plan and the Conditions of Approval. We are holding an As-Built Surety of \$1,000 that can be released at this time. The Director has noted on the Staff Report that this is related to the generators and not the other portions of this Decision. Planning Staff recommends granting As-Built approval with surviving Conditions 1, 12, 13, 23, 34, 40, 42, 43, 44, 45, 46 and 47. The Director advises that she also had a discussion with Darron McDonald at Braintree Electric Light Department (BELD) making sure that they are comfortable on all their requirements for the hookups of the generators, the power transmission and the easements required have been granted. BELD is satisfied and has no objections to us closing this out at this time.

Member Kroha has no comments or questions.

Member Mikami has no comments or questions.

Member Grove has no comments or questions

Member Kent has no comments or questions.

Alternate Member Connolly has no comments or questions.

Chairwoman Joyce states this seems pretty straightforward, and she doesn't have any further comments or questions.

Director SantucciRozzi advises this can be done as a single motion.

Chairwoman Joyce confirms voting members are Member Kroha, Member Mikami, Member Grove, Member Kent and Chair Joyce.

Member Kroha **MOTION** to provide As-Built approval for PB File 19-02 with surviving conditions set forth in the Staff Report dated January 11, 2022 and to release the As-Built Surety in the amount of \$1,000; seconded by Member Kent; voted 5:0:0 (5 votes: Member Kroha: YES; Member Mikami: YES; Member Grove: YES; Member Kent: YES; Chairwoman Joyce: YES).

NEW BUSINESS – APPROVAL OF MINUTES FROM November 9, 2021 and December 14, 2021
6:13 PM – Five Planning Board Members are participating.

Chairwoman Joyce explains that there are minutes from our November 9, 2021 and December 14, 2021 Planning Board Meetings proposed for approval.

Member Kroha **MOTION to approve** the minutes from the November 9, 2021 and December 14, 2021 meetings, as drafted; seconded by Member Grove; voted by roll call 6:0:0 (6 Votes: Member Kroha: YES; Member Mikami: YES; Member Grove: YES; Member Kent: YES; Member Connolly: YES; Chairwoman Joyce: YES).

PUBLIC HEARING: SPECIAL PERMIT/SITE PLAN REVIEW (FILE #21-19)
140-150 Wood Road – Rodrigo Siqueira and Ana Zavodini, Applicants
6:15 PM – Five Planning Board Members are participating.

Appearing on behalf of Applicant:
Kris MacDonald, Insight Realty Group-Consultant
Rodrigo Siqueira, Applicant

Director SantucciRozzi reads the public notice into record.

Chairwoman Joyce asks the Applicant to introduce the parties and provide a brief overview of the project. Then we will ask staff to review the process and what they have done to date, and then we will open it up to the Board and the public for commentary.

Kris MacDonald appears on behalf of both Applicants. Mr. MacDonald explains that the two applicants are looking for a Special Permit for the property of 140-150 Wood Road. They are both looking to perform body art or in this case permanent makeup, microblading and lip blush, as well as a few para-medical procedures that Ana does. Missed some. Both of them have completed the initial application and are waiting to get the license. Mr. MacDonald did have a chance to review Melissa's Staff Report, and he thinks they can address many of the items. Some of the items will need to be addressed by the owner of the building. Mr. MacDonald has a meeting scheduled with the building owner, and Mr. MacDonald will be working with him. Mr. MacDonald advises that there were changes made along the way to the Landscaping Plan. Mr. MacDonald has reviewed the parking because the building has changed uses from strictly office to having a few personal care tenants. Mr. MacDonald advises that there is also a warehouse, and the Wood Road Deli has moved in. Mr. MacDonald notes that there was an error on the Plan. There are actually just 247 parking spaces. Mr. MacDonald thinks everything that needs to be covered is pretty well covered within the application. This particular body art isn't quite the typical tattoo scenario. It is more of a permanent make-up. Even then, it should be considered semi-permanent because it doesn't pierce the second inner layer of skin. It is a little less intensive than a tattoo, and it becoming a little more commonplace. One of the concerns mentioned in the Staff Report was lighting. There are two sodium vapor lights that are installed on 150 and aimed at the parking in the front. In the island area between the two buildings, there is an exterior light, as well. Some of the parking signs may need to be made a little larger. The sign for the building is fairly clear, but it may need to be turned and repositioned so it is a little clearer as you are coming around the corner on Wood Road. There was a small question about whether the two Applicants are currently operating. They have done advertising to build their business, but neither one is performing work there. Mr. MacDonald advises that they have not booked appointments. They have done some consultation appointment, but referred clients to other locations. Both Applicants are in a holding pattern. The sites are pretty well done for build-out. These buildings have a mixed use then just a standard office. This location isn't a residential location or one that would be impacted much. Mr. MacDonald thinks that parking and traffic generated by these businesses will blend in with what is there in these locations.

Chairwoman Joyce requests that Staff provide an overview and then we will open this up for public comment.

Director SantucciRozzi advises that she and Connor Murphy have been working with the Applicants. The Director notes that the Application was very comprehensive. Most of the items in the Staff Report are larger issues that are related to the property owner and to the outside of the building. The Director mentioned to Mr. MacDonald that she would be available for his meeting with the property owner. The Director did do a site visit. She advises that it looks good with lots of natural light; is very well done and is very clean. The proposed locations are in an office building with a variety of different users in small suites that range from about 600 to 5500 square feet. These areas are very private, very individualized and very well-done. The Director advises that they need to address landscaping and lighting and making sure that the site itself is appropriately managed and laid out for these types of uses. The Director states there will be some time associated with the property owner being able to get a landscaping plan together. Obviously, we are not going to be installing landscaping in the winter. Her suggestion was to allow for a quick hearing tonight to include a presentation from the Applicant with comments from the Board. If the Board is inclined for the next meeting, the Director will put together Draft Conditions that outline some performance measures from the property owner that allow Rodrigo and Ana to get going on their businesses. They are ready to go, and we should let them get started. If the property owner doesn't fulfill his obligations, we have the ability to do other things at a later date that nobody will like. There is nothing major, but there are things that need to be addressed to make sure the site is in-compliance as we move forward and are hopefully issuing these Special Permits.

Mr. MacDonald advises that he did have some screen-share items; however, his computer is not cooperating. The Director suggests that he email her his PowerPoint Presentation, and staff will provide that to Board Members.

Chairwoman Joyce states it sounds like you are working through some details, and she suggests working through Planning Board Member comments next.

Member Kroha likes the Director's suggestion to do Draft Conditions with the requirement based on the owner. She doesn't like the idea of holding up a small business based on something beyond their scope.

Member Mikami builds on what Member Kroha just mentioned. Member Mikami refers to other projects that had historical issues and that prevented other projects from going forward, and he asks the Director if she sees any deal-breaking issues currently. The Director advises if there is a willingness from the property owner to take care of the items in the Staff Report that are not major items, she doesn't see any problems. The Director discusses the parking requirements and advises that they are less non-conforming now than if it was one tenant using all of the square footage. The items for the landlord will be landscaping, lighting and signage – nothing that cannot be addressed. The Director suggests that the Board Members take a look at the Applicant's suites; it is very impressive.

Member Mikami advises that the Applicants are tied in with the property owner, and it is the Planning Board's responsibility to look at the property as well as the Application. Member Mikami asks about the two separate businesses applying together. Mr. MacDonald explains why this is being done as a combined application and that the building owner suggested that Mr. Siqueira work with Ms. Zavodini. It is a process that offered Mr. MacDonald's experience and time savings on both sides. Member Mikami asks if there are any employees attached to either of these businesses. Mr. MacDonald advises that Rodrigo will be operating on his own, and Ana has one individual that will be working with her. Mr. MacDonald advises that all three have applied for licensing with the Board of Health. Member Mikami asks about signage. The Director advises that it is way-finding signage and not advertising of the businesses.

Member Grove has no comments or questions.

Member Kent asks about volume of customers or patients in any one day, which translates into what level of traffic. Mr. MacDonald advises the procedures take about two hours. With Rodrigo, he wouldn't be able to service more than one person at a time, and he schedules it with a 15-20-minute overlap. Rodrigo may take about two people at any given time. Ana's business may take four people at any given time over a two-hour period. It wouldn't be a high traffic situation. On the signage, both applicants have an established base and an established referral base; so, they don't need to advertise with a sign, especially at that location. Most of it will be people that have scheduled appointments in advance. There is no overlap because, in between each procedure, both of them need to take certain steps because this is something that is a blood pathogen thing.

Member Connolly appreciates Member Kent's question about the traffic. She has looked at the website that Rodrigo has put together and it does lay-out that two-hour timeframe. Member Connolly thinks is important to make the distinction that it is not like a day-spa where people might have 15-minute appointments. Therefore, the traffic will be limited for these purposes.

Chairwoman Joyce states she has no further commentary at this time and advises that we will leave the public hearing open until next time. We are looking to continue until February 8 meeting, and she believes we will still be remote.

Member Grove **MOTIONS** to continue this hearing until February 8, 2022 at 6:15 PM; seconded by Member Kent; voted 5:0:0 (5 votes: Member Kroha: YES; Member Mikami: YES; Member Grove: YES; Member Kent: YES; Chairwoman Joyce: YES).

Director SantucciRozzi advises Mr. MacDonald that they should touch base at the end of the week so they can get on these issues.

CONTINUED PUBLIC HEARING: GRADING PERMIT (FILE #21-18)

40 Connelly Circle – Leon Grindle, Applicant

6:41 PM – Five Planning Board Members are participating.

Chairwoman Joyce confirms with Assistant Director Ken Kirkland that the Applicant has requested that this hearing be continued without testimony until our next Planning Board Meeting on February 8, 2022.

Member Grove **MOTIONS** to continue this hearing until February 8, 2022 at 6:15 PM; seconded by Member Kent; voted 5:0:0 (5 votes: Member Kroha: YES; Member Mikami: YES; Member Grove: YES; Member Kent: YES; Chairwoman Joyce: YES).

NEW BUSINESS - DISCUSSION: MASTER PLAN UPDATE:

6:42 PM – Five Planning Board Members are participating.

Chairwoman Joyce advises that the Master Plan Steering Committee did interview and is working through the RFP process with the consultants that have applied; they are hoping to make a recommendation to the Mayor's office this week on a consultant. Hopefully, that will result in the Committee onboarding a consultant to begin the Master Plan process in the next couple of weeks. They had some really great applications for consultants. Chairwoman Joyce acknowledges that this will be a fun process moving forward.

NEW BUSINESS: POTENTIAL ZONING AMENDMENT – INCLUSIONARY HOUSING BYLAW:

6:43 PM – Five Planning Board Members are participating.

Chairwoman Joyce advises we had talked at the last meeting about getting a draft version of the bylaw for everyone to review and to look to putting that onto the February Agenda. The Chairwoman thinks tying it into the broader Master Plan discussion is beneficial. Maybe waiting beyond February would be advantageous

Director Melissa SantucciRozzi advises that, at the request of the Mayor's office, she asks that this discussion be tabled for this evening; they would like to look at things a little deeper and explore some of the language that was circulated. The Director hopes to have this matter back on the agenda for the February 8, 2022 meeting. If any of the members have any questions, they can reach the Director at the office with any questions or concerns they may have about the draft or about this being tabled this evening.

Chairwoman Joyce states we anticipated this to be a bit of a process to talk about. The more discussion we have before we open it up to everyone would be great, and she is hoping to see this progress.

Braintree Planning Board
January 11, 2022
Via Zoom

NEW BUSINESS: UPDATE DISCUSSION – IN PERSON MEETINGS:
6:45 PM – Five Planning Board Members are participating.

Chairwoman Joyce thinks in-person meetings are coming, but doesn't think we are ready for in-person meetings just yet due to the current uptick in cases. She personally has been exposed recently and thinks it is beneficial that we are still remote. She would like to keep this on the agenda and re-address this next month.

Member Grove agrees, as do Members Kent and Kroha.

Member Grove **MOTIONS to adjourn** the meeting; seconded by Member Kent; voted by roll 6:0:0 (6 Votes – Member Kroha: YES; Member Mikami: YES; Member Grove: YES; Member Kent: YES; Member Connolly: YES; Chair Joyce: YES).

The meeting adjourned at 6:46 PM.

Respectfully submitted,
Louise Quinlan, Planning/Community Development