



# CITY OF HAVERHILL CITY COUNCIL AGENDA

Tuesday, October 4, 2016 at 7:00 PM  
City Council Chambers, Room 202

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**1. APPROVAL OF RECORDS OF THE PREVIOUS MEETING**

**2. ASSIGNMENT OF THE MINUTES REVIEW FOR THE NEXT MEETING**

**3. COMMUNICATIONS FROM THE MAYOR:**

NO SCHEDULE

**4. COMMUNICATIONS AND REPORTS FROM CITY OFFICERS AND EMPLOYEES**

4.1 Communication from Robert Ward, *Deputy DPW Director* submitting a *Loan Order* to fund *Sewer Extension* along Lake st and replace a section of sewer along Water st; and also a *Schedule of Sewer Assessments* for assessing part of the project cost of the Lake st Sewer extension

4.1.1 Order and Schedule of Sewer Assessments – Lake st

4.1.2 Loan Order - \$343,444.00 appropriated to pay costs of planning, engineering and constructing sewer extension along Lake st and pay costs of sewer system repairs on Water st **(File 10 days)**  
**Attachments**

**5. UTILITY HEARING(S) AND RELATED ORDER(S)**

5.1 Petition from National Grid for pole location on Carleton st – per Casablanca Townhouse Condo; to install a private light to illuminate the intersection of Carleton st and Casablanca st **(Hearing Oct 25<sup>th</sup>)**  
**Attachment**

**6. APPOINTMENTS:**

NO SCHEDULES

**Confirming Appointments**

**Non-confirming Appointments**

**Resignations**

**7. PETITIONS**

NO SCHEDULE

**8. APPLICATIONS/HANDICAP PARKING SIGNS:**

NO SCHEDULE

**9. ONE DAY LIQUOR LICENSES:**

NO SCHEDULE



# CITY OF HAVERHILL CITY COUNCIL AGENDA

Tuesday, October 4, 2016 at 7:00 PM  
City Council Chambers, Room 202

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## 10. APPLICATIONS FOR PERMIT NO SCHEDULE

## 11. TAG DAYS

11.1 *HHS Model U.N.* November 25, 26 & 27

Attachment

## 12. ANNUAL LICENSE RENEWALS:

Roller Skating Rink

Sunday Skating

Pool Tables

Sunday Pool

Bowling

Sunday Bowling

Buy & Sell Second Hand Clothing

Buy & Sell Second Hand Articles

Junk Dealer

Buy & Sell Old Gold

Pawnbroker

Limousines

Taxis

Taxi Driver Licenses

Chair Cars

Auctioneer

Theater

Exterior Vending Machine

Coin-Ops (Renewals)

Sunday License

Fortune Teller

## HAWKER/PEDDLER

## 13. DRAINLAYER 2016 LICENSE

13.1 Randy Lover – renewal

Attachment

## 14. HEARINGS & RELATED ORDERS:

14.2 Document 82-A; William Pillsbury; *Economic Development and Planning Director*, requests hearing for amendment to Zoning Ordinance – Solar Energy Systems; to further amend the Ordinance to regulate and restrict the creation of new solar energy systems

14.2.1 Document 82; Ordinance re: Zoning – Solar Energy Systems  
*filed August 10<sup>th</sup>*

*Conditional favorable recommendation from Planning Board and Planning Director*

Attachments



# CITY OF HAVERHILL CITY COUNCIL AGENDA

**Tuesday, October 4, 2016 at 7:00 PM**  
**City Council Chambers, Room 202**

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**15. NEW BUSINESS/ORDERS:**

NO SCHEDULE

**16. ORDINANCES (FILE 10 DAYS):**

16.1 Ordinance re: Parking – Establish Handicap Parking, 13 ½ Grove st

**File 10 days**

**Attachment**

**17. UNFINISHED BUSINESS:**

NO SCHEDULE

**18. MONTHLY REPORTS**

NO SCHEDULE

**19. COMMUNICATION FROM COUNCILLORS**

19.1 Communication from Councillor McGonagle requesting to introduce Matt McGonagle to speak about the electronic signalization at Smiley av

19.2 Communication from Councillor Bevilacqua requesting to recognize the 125<sup>th</sup> anniversary of the Sons of Italy Lodge

19.3 Communication from Councillors LePage and Barrett requesting an update on the landfill and Haverhill High School solar projects

19.4 Communication from Councillor Bevilacqua requesting a discussion regarding *Washington Street Historic District*

19.5 Communication from Councillor Bevilacqua requesting a discussion regarding Railroad Square intersection

**Attachments**

**20. RESOLUTIONS AND PROCLAMATIONS**

NO SCHEDULE

**21. COUNCIL COMMITTEE REPORTS AND ANNOUNCEMENTS**

NO SCHEDULE

**22. DOCUMENTS REFERRED TO COMMITTEE STUDY**

**23. ADJOURN**



# Haverhill

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

Date: September 23, 2016

To: James J. Fiorentini  
Mayor

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

4,1

Subject: Lake Street Sewer Extension and Water Street Sewer Replacement

Enclosed are two documents along with supporting information for your review and approval. The first document is a loan order to fund a sewer extension along Lake Street and replace a section of sewer along Water Street. The second document is the Order and Schedule of Sewer Assessments for assessing part of the project cost of the Lake Street Sewer extension.

On March 31, 2015, the City Council approved an Order to extend gravity sewer along Lake Street and fund part of the cost by assessing the property owners. In accordance with the Order, the Wastewater Division has completed the design and received bids for construction. The next step is to appropriate funds and order the assessments.

The loan order is for \$343,444.00, and includes the Lake Street project and a sewer project on Water Street. The Lake Street project extends city sewer approximately 450 feet along Lake Street as shown on the enclosed plan. The Water Street Project includes approximately 387 feet of new sewer to replace a badly deteriorated existing sewer.

The Order and Schedule of Sewer Assessments will assess property owners along the Lake Street sewer extension for their share of the project cost. The property owners were surveyed prior to starting this project and agreed to share the project cost via sewer assessment. The assessments range from \$17,096.91 to \$19,672.12 for each property. Enclosed is information about sewer assessments and the property owner's options for payment of the assessment.

If acceptable, please forward the loan order and schedule of sewer assessments to the City Clerk to be placed on the City Council meeting agenda. If you need additional information or have any questions, please email me at [rward@haverhillwater.com](mailto:rward@haverhillwater.com) or call me at (978) 374-2382.

Enclosures (10)

Cc: Charles Benevento, Auditor  
Michael Stankovich, Director of Public Works  
William Cox, Jr., City Solicitor  
Paul Jessel, WWTP Collection System Supervisor  
William Pauk, Finance/Project Manager

14-7



Backup

DOCUMENT 14-F

CITY OF HAVERHILL

In Municipal Council March 31 2015

ORDERED: That the Wastewater Division, subject to appropriation for design and construction by the Mayor and City Council, extend gravity sewer approximately 450 feet along Lake Street from 625 Lake Street to 629 Lake Street; and

That the City appropriate \$35,000.00 from Wastewater Retained Earnings and transfer it to Upper Lake Street Sewer Betterment capital fund for the purpose of designing of a gravity sewer line located along Lake Street from 625 Lake Street to 629 Lake Street and;

That upon completion of construction, the City assess betterments for a portion of the project cost in accordance with Chapter 208, Article III of the Code of the City of Haverhill.

PASSED Yeas 8, Absent 1

Attest:

City Clerk

APPROVED: April 1 2015

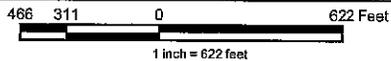
Mayor

True Attest Copy  
Linda L. Koutoulas



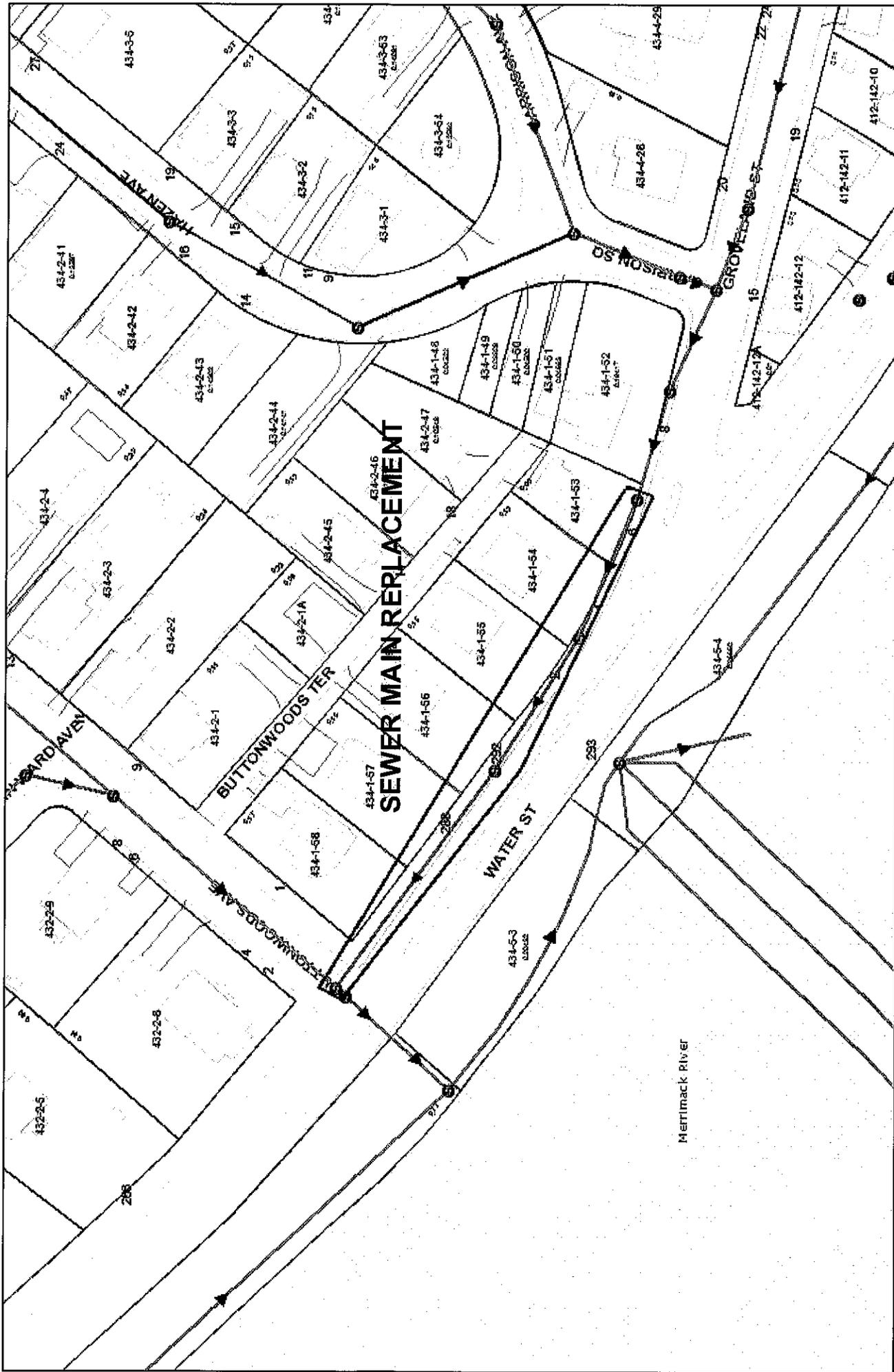
**City of Haverhill, MA**

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**Upper Lake St.**

Proposed Sewer Extension



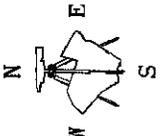
**SEWER MAIN REPLACEMENT**



**WATER STREET SEWER REPLACEMENT**



1 inch = 88 feet



City Of Haverhill, MA  
 Engineering --- Division  
 Date produced: 9/22/2016

The map was produced from the City of Haverhill Geographic Information System. The City expressly disclaims any liability that may result from use of this map.

*What you should know about*

# Sewer Betterments

## *How they are assessed and your options for paying*

The approval of a sewer project for your neighborhood sets in motion a process for ensuring that the bonds authorized for financing the project will be adequately protected. A major source of funds to repay these bonds comes from the “betterments” assessed to homeowners that will benefit from the project. The steps of this process are as follows:

- STEP 1** The City Council adopts an “order of assessments” which describes the area receiving the benefit and contains an estimate of the betterments to be assessed against each parcel.
- STEP 2** “Order of Assessments” is recorded at the Registry of Deeds within 90 days of its adoption. This action creates a lien on the property – *see advice (\*) below!!*
- STEP 3** Construction of the project.
- STEP 4** Upon completion of the project, total costs are determined by the City Engineer.
- STEP 5** The City determines “actual” assessments and provides the list to the Assessors Office to prepare the bills and commit them to the Collector’s Office.
- STEP 6** Collector sends the bills to the property owners – they may
- pay in full within 30 days with no interest
  - pay part of the bill, apportion the remainder to your tax bill
  - apportion the entire bill to your tax bill for up to 20 years @ 5 percent interest

**NOTE ON INTEREST:** Interest begins to accrue on the 31<sup>st</sup> day after the bill is mailed. Apportioned betterments are placed on the third quarter tax bill (mailed in December and due on February 1<sup>st</sup>) each year thereafter until paid in full. The first year bill will contain from 10 to 22 months of interest, depending on when the bill is originally mailed.

- STEP 7** Abatement Process – Property owners who believe they may be entitled to an abatement should file their request with the City Council within 6 months of the mailing date of the bill.

**\* STEP 2 - ADVICE -** *If you refinance your mortgage after the “estimated assessment” is recorded at the Registry of deeds, lenders will most likely require that this lien be satisfied before approving a new mortgage, reducing your proceeds from the refinancing.*

Any questions on this process, please contact the City Treasurer’s office.

*Treasurer/Tax Collector (978) 374-2320*

# Neighborhood Sewer Extension Fact Sheet

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The purpose of this fact sheet is to provide general information about extending city sewer to neighborhoods not connected to the City's system.

Extending city sewer to a new area involves construction of the city sewer main down the centerline of the street, constructing a sewer service pipe for each building to be connected, plumbing work inside the building to connect the to the new service pipe and abandoning individual septic systems. The installation of the city sewer is heavy construction and will significantly impact traffic, daily neighborhood activities, lawns, etc. until the project is complete. Typically, contractors are required to restore roads, sidewalks, lawns, etc. to their original condition or better.

When complete and a home is connected, the City maintains responsibility for the operation and maintenance of the main line in the street. The homeowner is responsible for their service pipe and connection. The homeowner must also join all sewer users in sharing the cost of operation and maintenance of the city system.

## How can sewer be extended to my neighborhood?

The process for extending city sewer to a neighborhood begins by the residents expressing an interest in participating with the City in extending sewer to the area. The City requires 60 percent of the residents in the area, determined by a mailed survey, to be in support of the project. Support of the project includes sharing responsibility with the City for funding the project. The City pays for 55 percent of the project cost while the homeowners are responsible for 45 percent. Homeowners are assessed a sewer betterment to fund their share of the project costs.

In addition to the residents being in support of the project, the City must also appropriate funding for the project. It is important to understand the City has to consider issues of fairness, ability to pay, benefits received, availability of funds and the source of city funding when deciding whether to appropriate funding for a project. These issues are also important factors in determining the cost share between the homeowners and City.

After city funding is appropriated and the City Council adopts an "order of assessments" for the estimated project costs, the project can be designed and constructed. A typical neighborhood sewer can be designed and constructed within 1 to 1½ years after the funding is approved. Homeowners are allowed to connect after the project is completed and accepted by the City. Homeowners are not required to connect and may do so at any time after the project is complete. However, even if you do not connect, you are still required to pay the sewer betterment assessment.

## Making the Connection

The City will notify homeowners when the city sewer is ready for homeowners to connect. When the city sewer is installed, a sewer service pipe is installed from the city main to the edge of the pavement for each property. This makes it easier and less expensive for homeowners to connect.

The homeowner is responsible for completing all the steps necessary to connect their house to the city sewer line. In general, the steps include obtaining a sewer connection permit, paying the connection fees, hiring a contractor to install the sewer service, plumbing modifications inside the home, and any requirements related to abandoning a septic system. In some circumstances where the house is lower in elevation than the city sewer, an individual pumping system may be necessary.

## Costs to Homeowners

Homeowners are responsible for their share of the project cost (betterment assessment) and the costs associated with their connection to the City system. Connection to the system is optional. The costs include:

1. Betterment assessment (required even if the property does not connect to the sewer system)
2. Cost to install the service pipe (or pump system) from the house to the city system and inside plumbing
3. One-time sewer connection fees
4. Septic system decommissioning
5. Quarterly sewer user rates once hooked up to the system.

# Neighborhood Sewer Extension Fact Sheet

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## Sewer Betterments

Betterment charges are fees assessed on properties that undergo a specific improvement that ultimately improves property values. In Haverhill, for sewer projects, the properties are assessed 45 percent of the project cost and the City pays 55 percent. Betterments are a lien on the property. The property owner is not personally liable for the assessment.

The steps of the assessment process are as follows:

1. The City Council adopts an “order of assessments” which describes the area receiving the benefit and contains an estimate of the betterments to be assessed against each parcel.
2. The “Order of Assessments” is recorded at the Registry of Deeds within 90 days of its adoption. This action creates a lien on the property. If you refinance your mortgage after the “estimated assessment” is recorded at the Registry of Deeds, lenders will most likely require that this lien be satisfied before approving a new mortgage, reducing your proceeds from the refinancing.
3. Project is constructed.
4. The City Engineer determines the total cost of the project upon completion.
5. The City determines “actual” assessments and provides the list to the Assessor’s Office to prepare the bills and commit them to the Collector’s Office.
6. Collector sends the bills to the property owners – they may
  - Pay in full within 30 days with no interest
  - Pay part of the bill and apportion the remainder to your tax bill
  - Apportion the entire bill to your tax bill for up to 20 years @ 5 percent interest
7. Abatement Process – Property owners who believe they may be entitled to an abatement should file their request with the City Council within 6 months of the mailing date of the bill.

Interest begins to accrue on the 31<sup>st</sup> day after the bill is mailed. Apportioned betterments are placed on the third quarter tax bill (mailed in December and due on February 1<sup>st</sup>) each year thereafter until paid in full. The

first year bill will contain from 10 to 22 months of interest, depending on when the bill is mailed.

If you have any questions about this process, please contact the City Treasurer’s Office at (978) 374-2320

## Sewer Service Connection Fees and Installation Costs

Homeowners are required to pay for cost of the connection from their home to the city’s pipe. The cost to connect includes connection fees, the service pipe installation, plumbing modifications and decommissioning of the septic system. The installation and plumbing costs depend on the distance from the home to collection pipes, the status of the home’s plumbing, and other factors.

## Sewer User Rates

Once a home is connected to the city sewer system, it must join all current users to pay for the annual operating costs of running the system. Sewer bills are based on water meter readings. The current sewer rate is \$3.90 per hundred cubic feet. The average household bill in 2013 for Haverhill is \$73 per quarter. Homes not on city water may be required to install a water meter on their well for determining their sewer bill.



DOCUMENT

**CITY OF HAVERHILL**

In Municipal Council

4.1.1

ORDERED:

**Order and Schedule of Sewer Assessments**

That the property and estates named in the following schedule be and are hereby severally charged and assessed in the amount therein names as a reasonable sum for use of the Common Sewer, for the disposal of their Sewerage as determined by the City Council under provisions of Chapter 208, Section 8-10, of the Ordinances relating to Sewers and Municipal Ordinance Document 131 dated August 26, 2003; and is further.

That the Treasurer and Collection of Taxes be and is hereby empowered and authorized and directed to levy and collect each and every of the amount as herein assessed, and in making collection and enforcing payments of said sums they shall exercise the powers conferred by the status of this Commonwealth in such cases made and provided, and be governed thereby, and a certified copy of this order and of said schedule and the powers conferred on them by law in such cases shall be his warrant and authority therefore.

**LAKE STREET**

A schedule of assessments made by the City Council upon property herein names for use of common sewer wastewater contract number NO: IFB 025.16

Map, Block, Lot	Property Owner	Street No.	Address	Total Assessment	Abated	Amount Paid	Date of Payment
571-2-38A	O'Keefe, Timothy ETUX	629	Lake St	\$18,149.87			
571-2-38B	Lofaro, Piero M	627	Lake St	\$19,672.12			
571-2-38C	Zink, William H ETUX	625	Lake St	\$17,096.01			
			Total	\$54,918.00			

To the Treasurer and Collector of taxes of the City of Haverhill: I hereby certify that the foregoing is a true copy of an order with schedule of Assessments for sewer construction attached thereto, duly passed by the City Council of the City of Haverhill.

Lake Street Construction IFB 025.16

	Costs	
Terratec Construction, Inc.	\$139,351	
Engineering Services	\$14,093	
Construction Contingency (15%)	<u>\$20,903</u>	
Lake Street Project Costs	\$174,346	\$174,346

Water Street Construction IFB 025.16

	Costs	
Terratec Construction, Inc.	\$139,075	
Engineering Services	\$9,161	
Construction Contingency (15%)	<u>\$20,861</u>	
Water Street Project Costs	\$169,097	<u>\$169,097</u>
Total Project Costs:		<u>\$343,443</u>

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

September 30, 2016

City Council President John A. Michitson and Members of the Haverhill City Council

RE: Lake Street Sewer Extension and Water Street Sewer Replacement

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

Attached please find two documents from Robert Ward, Deputy Director of the Haverhill DPW. The first document is a loan order to fund a sewer extension along Lake Street and replace a section of sewer along Water Street. The second document is an order and schedule of sewer assessments for assessing part of the project costs of the Lake Street sewer extension.

I recommend approval.

Very truly yours,

**James J. Fiorentini**  
Mayor

JJF/lyf



DOCUMENT

**CITY OF HAVERHILL**

In Municipal Council

*File 10 days*

*4.1.2*

ORDERED:

That \$343,444.00 is appropriated to pay costs of planning, engineering and constructing a sewer extension along Lake Street and to pay costs of sewer system repairs on Water Street, including the payment of all costs incidental and related thereto, and that to meet this appropriation, the City Treasurer, with the approval of the Mayor, is authorized to borrow said amount under and 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. Any premium received by the City upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

FURTHER ORDERED: That in connection with the issuance of bonds or notes of the City pursuant to this Order, 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 issued pursuant to this order, and to provide such information and execute such documents as such officials of the Commonwealth may require in connection therewith.

*Loan Order*

Hearing October 25  
2016

Questions contact – Stefanie Steeves -978-725-1159

**PETITION FOR POLE AND WIRE LOCATIONS**

North Andover, Massachusetts

5.1

To the City Council  
Of Haverhill Massachusetts

NATIONAL GRID requests permission to locate poles, wires, and fixtures, including the necessary sustaining and protecting fixtures, along and across the following public way:

Carleton St- Per Casablanca Townhouse Condo, this is a request to set one pole in the public way in line with existing poles in order to install a private light to illuminate the intersection of Carleton St and Casablanca Ct. the light will be directed over Casablanca Ct. Location approximately as shown on plan attached

Wherefore it prays that after due notice and hearing as provided by law, it be granted a location for and permission to erect and maintain poles and wires, together with such sustaining and protecting fixtures as it may find necessary, said poles to be erected substantially in accordance with the plan filed herewith marked – Carleton St-Haverhill Massachusetts

21551910 September 20, 2016

Also for permission to lay and maintain underground laterals, cables, and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as each of said petitioners may desire for distributing purposes.

Your petitioner agrees to reserve space for one cross-arm at a suitable point on each of said poles for the fire, police, telephone, and telegraph signal wires belonging to the municipality and used by it exclusively for municipal purposes.

NATIONAL GRID  
BY Chris R. [Signature]  
Engineering Department

City

Questions contact – Stefanie Steeves-978-725-1159

**ORDER FOR POLE AND WIRE LOCATIONS**

In the City of , Haverhill Massachusetts

Notice having been given and public hearing held, as provided by law,  
IT IS HEREBY ORDERED:

that NATIONAL GRID and be and it is hereby granted a location for and permission to erect and maintain poles and wires to be placed thereon, together with such sustaining and protecting fixtures as said Company may deem necessary, in the public way or ways hereinafter referred to, as requested in petition of said Company dated the 20<sup>th</sup> day of September 2016

All construction under this order shall be in accordance with the following conditions:

Poles shall be of sound timber, and reasonable straight, and shall be set substantially at the points indicated upon the plan marked – Street name - city - state.

**21551910** Dated: September 20, 2016. Filed with this order

There may be attached to said poles such wires, cables, and fixtures as needed in their business and all of said wires and cables shall be placed at a height of not less than twenty (20) feet from the ground.

The following are the public ways or part of ways along which the poles above referred to may be erected, and the number of poles which may be erected thereon under this order:

Carleton St- Per Casablanca Townhouse Condo, this is a request to set one pole in the public way in line with existing poles in order to install a private light to illuminate the intersection of Carleton St and Casablanca Ct. the light will be directed over Casablanca Ct.

I hereby certify that the foregoing order was adopted at a meeting of the City Council of the City/Town of , Massachusetts held on the day of 20 .

Massachusetts

City/Town Clerk.

20 .

Received and entered in the records of location orders of the City/Town of  
Book Page

Attest:

Electer

Questions contact – Stefanie Steeves-978-725-1159

**ORDER FOR POLE AND WIRE LOCATIONS**

In the City of , Haverhill Massachusetts

Notice having been given and public hearing held, as provided by law,  
IT IS HEREBY ORDERED:

that NATIONAL GRID and be and it is hereby granted a location for and permission to erect and maintain poles and wires to be placed thereon, together with such sustaining and protecting fixtures as said Company may deem necessary, in the public way or ways hereinafter referred to, as requested in petition of said Company dated the 20<sup>th</sup> day of September 2016

All construction under this order shall be in accordance with the following conditions:

Poles shall be of sound timber, and reasonable straight, and shall be set substantially at the points indicated upon the plan marked – Street name - city - state.

**21551910** Dated: September 20, 2016. Filed with this order

There may be attached to said poles such wires, cables, and fixtures as needed in their business and all of said wires and cables shall be placed at a height of not less than twenty (20) feet from the ground.

The following are the public ways or part of ways along which the poles above referred to may be erected, and the number of poles which may be erected thereon under this order:

Carleton St- Per Casablanca Townhouse Condo, this is a request to set one pole in the public way in line with existing poles in order to install a private light to illuminate the intersection of Carleton St and Casablanca Ct. the light will be directed over Casablanca Ct.

I hereby certify that the foregoing order was adopted at a meeting of the City Council of the City/Town of , Massachusetts held on the day of 20 .

Massachusetts

City/Town Clerk.

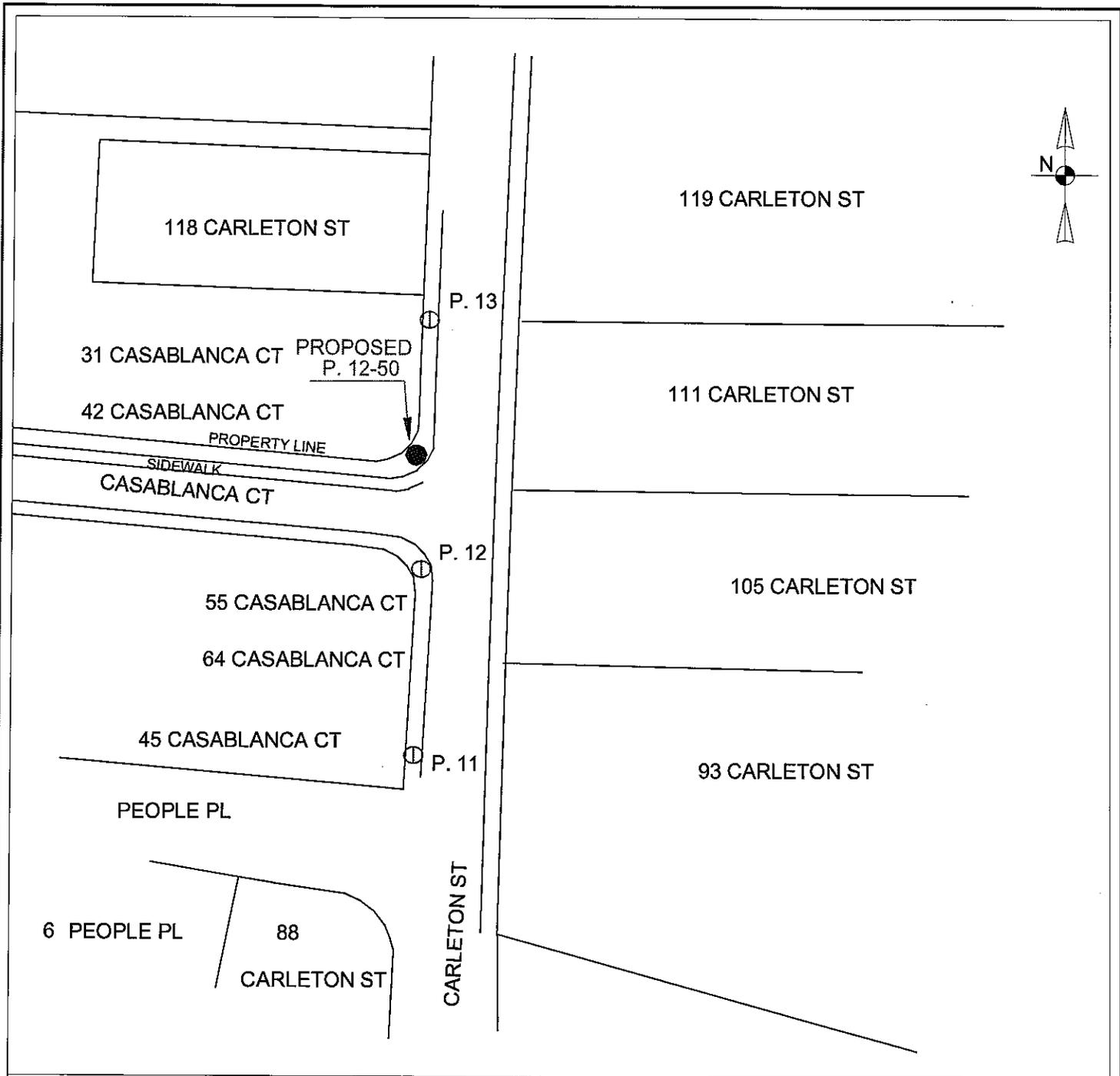
20 .

Received and entered in the records of location orders of the City/Town of

Book

Page

Attest:



**SOLEY OWNED POLE PETITION**

**nationalgrid**



POLE (EXISTING)



PROPOSED POLE

Per Casablanca Townhouse Condo, this is a request to set one pole in the public way in line with existing poles in order to install a private light to illuminate the intersection of Carleton St and Casablanca Ct. The light will be directed over Casablanca Ct

Date: 9/21/2016

WORK REQUEST: 21551910

To The: City Of HAVERHILL

For Proposed: POLE 12-50 Location: CARLETON ST

Drawn By: S.STEEVES

DISTANCES ARE APPROXIMATE

**nationalgrid**

September 20, 2016  
City of Haverhill

Enclosed please find a petition of NATIONAL GRID, covering NATIONAL GRID pole location(s)

If you have any questions regarding this permit please contact:

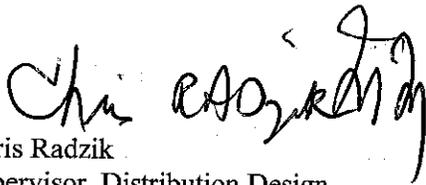
Stefanie Steeves 978-725-1159

Please notify National Grid's Maureen Miloro of the hearing date / time 978 725 1418

If this petition meets with your approval, please return an executed copy to:

National Grid Contact: Maureen Miloro; 1101 Turnpike Street; North Andover, MA 01845

Very truly yours,



Chris Radzik  
Supervisor, Distribution Design

Enclosures



2016SEP21 PM03:00-AUTOCITY

# Haverhill

11.1

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

Date: Sept 21, 2016

Honorable President and Members of the Municipal Council:

The undersigned respectfully asks to receive a license for **TAG DAYS**:

Organization: HHS Model U.N Applicant's Name: Matthew Connolly

Applicant's Residence: 131 Brockton Ave Applicant's Signature: Matthew Connolly  
Haverhill MA 01830

(3 CONSECUTIVE DAYS ONLY, ONE OF WHICH MAY INCLUDE SOLICITATION ON A PUBLIC WAY)

Date of Tag Day Request(s): Nov. 25, 26, 27 Date—Solicitation on a Public Way: \_\_\_\_\_  
2016

Canister: \_\_\_\_\_ Tag: X Fee: \$ 0

**STREET LOCATIONS (SELECT BELOW):**

**OFF STREET LOCATIONS (SPECIFY OTHER):**

Rosemont St and Main St \_\_\_\_\_

Market Baskets

Water st and Mill st \_\_\_\_\_

Heavenly Donuts

Dunkin Donuts

South Main St & Salem St  
(Bradford Common) \_\_\_\_\_

Main St & Kenoza Ave  
(Monument Square) \_\_\_\_\_

*Office Use Only*

Recommendation by Police Chief:  Approved Al R. P. A.  
 Denied Police Chief

In Municipal Council, \_\_\_\_\_

Attest: \_\_\_\_\_  
City Clerk



# Haverhill

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

13.1

Date 9-29-16

HONORABLE PRESIDENT AND MEMBERS OF THE MUNICIPAL COUNCIL:

THE UNDERSIGNED RESPECTFULLY ASKS THAT HE MAY RECEIVE A LICENSE FOR **DRAINLAYER**

Drainlayer's Name: Randy Lower Signature: [Signature]

Business Name: J. Derenzo Co.

Business Address: 338 Howard St

City Brockton State MA. Zip 02302

Business Phone: (508) 427-6441 Fax: \_\_\_\_\_

*Must Complete Additional Personal Information on Back*

NEW/RENEWAL:

No. \_\_\_\_\_

Fee 100.

Bonds on File: [Signature]

Approved [Signature]

Denied \_\_\_\_\_

[Signature]  
City Engineer

In Municipal Council, \_\_\_\_\_ 20\_\_\_\_

Attest:

\_\_\_\_\_  
City Clerk

(See other side)



82-A

Hearing October 4 2016

# Haverhill

Economic Development & Planning  
 Phone: 978-374-2330 Fax: 978-374-2315  
 wpillsbury@cityofhaverhill.com

142

DATE: August 5, 2016

MEMO TO: City Council President John J. Michitson and members of the Haverhill City Council

FROM: William Pillsbury, Economic Development and Planning Director

**RE: Amendment to Zoning Ordinance- Solar Energy Systems**

The City seeks to further amend the zoning ordinance to regulate and restrict the creation of new solar energy systems.

Please refer the matter to the Planning Board for a hearing at its meeting of September 14<sup>th</sup>. I request that the city council schedule its hearing on these matters on October 4, 2016 to adopt these changes.

Thank you for your attention to this matter.

**RECOMMENDATION: Refer to the planning board and schedule the city council hearings on this request for October 4, 2016.**

IN CITY COUNCIL: August 9 2016

REFER TO PLANNING BOARD and

VOTED: that CITY COUNCIL HEARING BE HELD OCTOBER 4 2016

Attest:

\_\_\_\_\_  
 City Clerk



# Haverhill

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

**September 23 2016**

Notice is hereby given that a hearing will be held for all parties interested, in the Council Chambers, City Hall Building, on Tuesday, October 4<sup>th</sup> at 7:00 o'clock P.M. on a Petition from William Pillsbury, Economic Development and Planning Director; City of Haverhill to hold Hearing for Amendment to Zoning Ordinance - Solar Energy Systems to further amend the Ordinance to regulate and restrict the creation of new solar energy systems

Description of area, maps and plans are on file in the City Clerk's Office.

  
Linda Koutoulas  
City Clerk

September 16 2016

**Advertise: September 23 2016**

82



DOCUMENT 82

14.2.1

**CITY OF HAVERHILL**

In Municipal Council August 9 2016

~~ORDERED~~  
MUNICIPAL ORDINANCE

CHAPTER ~~XXX~~ 255

**AN ORDINANCE RELATED TO ZONING  
SOLAR ENERGY SYSTEMS**

**BE IT ORDAINED** by the City Council of the City of Haverhill that the zoning ordinance Chapter 255 be further amended by adding the following:

**9.4 SOLAR ENERGY SYSTEMS**

**9.4.1 Purpose.** The purpose of this Section is to regulate and restrict the creation of new Solar Energy Systems, including Large-Scale Ground-Mounted Solar Photovoltaic Installations and Roof-Mounted Installations, by providing standards for the placement, design, construction, operation, monitoring, modification and removal of such installations that address public safety, minimize impacts on environmental, scenic, natural and historic resources and to provide adequate financial assurance for the eventual decommissioning of such installations.

**9.4.2 Definitions.**

**Large-Scale Ground-Mounted Solar Photovoltaic Installation:** A solar energy system that is structurally mounted on the ground and is not roof-mounted, and has a minimum nameplate capacity greater than 250 kW and occupies more than 5 acres of land.

**Rated Nameplate Capacity:** The maximum rated output of electric power production of the Electric system in Alternating Current (AC) or Direct Current (DC).

**Roof-Mounted Installation:** A solar energy system mounted on the roof of an existing or new building.

**Solar Energy System:** A device or structural design feature, a substantial purpose of which is to provide daylight for interior lighting or provide for the collection, storage and distribution of solar energy for space heating or cooling, electricity generating, or water heating, as set forth in G.L. c. 40A, ss. 1A and 9B, including Large-Scale Ground-Mounted Solar Photovoltaic Installations and Roof-Mounted Installations.

PLACED ON FILE for at least 10 days

Attest:

\_\_\_\_\_  
City Clerk

FOR HEARING October 4 2016



DOCUMENT 82

**CITY OF HAVERHILL**

In Municipal Council August 9, 2016

~~ORDERED:~~

MUNICIPAL ORDINANCE

CHAPTER 255

An Ordinance Relating to Zoning

Solar Energy Systems

Since this Ordinance exceeds in length eight octavo pages of ordinary book print, in lieu of advertising, it is published by the City Council in a municipal bulletin, and placed on file in the City Clerk's Office and posted on the municipal bulletin board in City Hall.

PLACED ON FILE for at least 10 days

Attest:

City Clerk

**9.4.3 Applicability.** This Section applies to Large-Scale Ground-Mounted Solar Photovoltaic Installations greater than 250 kW that occupy not less than \_\_\_ acres of land and Roof-Mounted Installations.

1. Large-Scale Ground-Mounted Solar Photovoltaic Installations are allowed only in Residential District. Such installations require a special permit from the City Council (SPGA) and Site Plan Approval.

**Ground mounted solar installations regardless of size shall NOT be allowed in any commercial, industrial or waterfront zoning district.**

2. Roof-Mounted Installations are allowed in Commercial and Industrial Districts. Such installations require Site Plan Approval.

3. Municipal facilities owned, operated by, or developed for and on behalf of the City are allowed as-of-right without Site Plan Review in any district, but must meet the other requirements of this Section.

4. Smaller scale building-mounted solar energy systems which are an accessory to an existing residential use do not need to comply with this Section, but require a building permit and must comply with the other provisions of this By-law as may be applicable.

**9.4.4 General Requirements for all Large-Scale Ground-Mounted Solar Photovoltaic Installations.** The following requirements shall apply to all such Solar Energy Systems.

1. *Compliance with Laws, Ordinances and Regulations.* The construction and operation of all Large-Scale Ground-Mounted Solar Photovoltaic Installations shall be consistent with all applicable local, state and federal requirements, including but not limited to all applicable safety, construction, electrical, and communications requirements. All buildings and fixtures forming part of a solar installation shall be constructed in accordance with the State Building Code.

2. *Building Permit and Building Inspection.* No Large-Scale Ground-Mounted Solar Photovoltaic Installation shall be constructed, installed or modified as provided in this Section without first obtaining a building permit.

3. *Fees.* The application for a building permit for a Large-Scale Ground-Mounted Solar Photovoltaic Installations must be accompanied by the fee required for a Building Permit and Special Permit and the fee as required for Site Plan Approval.

**9.4.5 Site Plan Review.** Large-Scale Ground-Mounted Solar Photovoltaic Installations shall meet the requirements of this Section. All plans and maps shall be prepared, stamped and signed by a Professional Engineer licensed to practice in Massachusetts. The project applicant shall provide the following documents in addition to or in coordination with those required for Site Plan Review.

1. *Site Plan.* The Site Plan must include the following:

- a. Property lines and physical features, including roads and topography, for the project site;
- b. Proposed changes to the landscape of the site, grading, vegetation clearing and planting, exterior lighting, screening vegetation or structures including their height;
- c. Locations of wetlands, Priority Habitat Areas defined by the Natural Heritage & Endangered Species Program (NHESP);
- d. Locations of Floodplains or inundation areas for moderate or high hazard dams;
- e. Locations of Priority Heritage Landscapes and local or National Historic Districts;
- f. A list of any hazardous materials proposed to be located on the site in excess of household quantities and a plan to prevent their release to the environment as appropriate;
- g. Blueprints or drawings of the solar installation signed by a Professional Engineer licensed to practice in the Commonwealth of Massachusetts showing the proposed layout of the system and any potential shading from nearby structures;
- h. One or three line electrical diagram detailing the solar installation, associated components, and electrical interconnection methods, with all National Electrical Code compliant disconnects and overcurrent devices;
- i. Documentation of the major system components to be used, including the electric generating components, transmission systems, mounting system, inverter, etc.;
- j. Name, address, and contact information for proposed system installer;
- k. Name, address, phone number and signature of the project applicant, as well as all co-applicants or property owners, if any;
- l. The name, contact information and signature of any agents representing the project applicant;
- m. Fire protection measures;
- n. Storm drainage, including means of ultimate disposal and calculations;
- o. Existing trees 10" caliper or better and existing tree/shrub masses; proposed planting, landscaping, and screening. Every abutting property shall be visually screened from the project through any one or combination of the following location, distance, plantings, existing vegetation and fencing. Said screening is not required to exceed 6 feet in height and the Applicant shall

demonstrate that the proposal provides visual screening;

p. Certified list of abutters.

2. *Site Control.* The project applicant shall submit documentation of actual or prospective access and control of the project site sufficient to allow for construction and operation of the proposed solar installation.

3. *Operation and Maintenance Plan.* The project applicant shall submit a plan for the operation and maintenance of the Large-Scale Ground-Mounted Solar Photovoltaic Installation, which shall include measures for maintaining safe access to the installation, stormwater management consistent with City's and DEP's Stormwater Regulations and vegetation controls, as well as general procedures for operational maintenance of the installation.

4. *Zoning.* Zoning District designation for the parcel(s) of land comprising the project site (submission of a copy of a zoning map with the parcel(s) identified is suitable for this purpose).

5. *Insurance.* The project applicant shall provide proof of liability insurance.

6. *Financial Surety.* Applicants of Large-Scale Ground-Mounted Solar Photovoltaic Installation projects shall provide a form of surety, either through escrow account, bond or otherwise, to cover the cost of removal in the event the City must remove the installation and remediate the landscape, in an amount and form determined to be reasonable by the Planning Director, but in no event to exceed more than 125 percent (125%) of the cost of removal and compliance with the additional requirements set forth herein, as determined by the project applicant and the City. Such surety will not be required for municipal facilities. The project applicant shall submit a fully inclusive estimate of the costs associated with removal, prepared by a qualified engineer. The amount shall include a mechanism for calculating increased removal costs due to inflation.

7. *Utility Notification.* No Large-Scale Ground-Mounted Solar Photovoltaic Installation shall be constructed until evidence has been given to the Planning Director that the utility company that operates the electrical grid where the installation is to be located has been informed of the solar installation owner or operator's intent to install an interconnected customer-owned generator. Off-grid systems shall be exempt from this requirement.

#### **9.4.6 Dimensional Requirements.**

1. *Setbacks.* For Large-Scale Ground-Mounted Solar Photovoltaic Installations, front, side and rear setbacks shall be as follows.

- a. Front yard: The front yard depth shall be at least 100 feet.
- b. Side yard. Each side yard shall have a depth of at least 75

feet; provided, however, that where the lot abuts a Residential district, the side yard shall not be less than 100 feet.

c. Rear yard. The rear yard depth shall not be less than 75 feet; provided, however, that where the lot abuts a Residential district, the rear yard shall not be less than 100 feet.

2. *Appurtenant Structures.* All appurtenant structures to Large-Scale Ground-Mounted Solar Photovoltaic Installations shall be subject to reasonable conditions concerning the bulk and height of structures, lot area, parking and building coverage requirements. All such appurtenant structures, including but not limited to, equipment shelters, storage facilities, transformers, and substations, shall be architecturally compatible with each other. Whenever reasonable, structures should be screened from view by vegetation and/or joined or clustered to avoid adverse visual impacts.

#### **9.4.7 Design and Performance Standards.**

1. *Lighting.* Lighting of Large-Scale Ground-Mounted Solar Installations shall be consistent with local, state and federal law. Lighting of other parts of the installation, such as appurtenant structures, shall be limited to that required for safety and operational purposes, and shall be shielded from abutting properties. Lighting of the Large-Scale Ground-Mounted Solar Photovoltaic Installations shall be directed downward and shall incorporate full cut-off fixtures to reduce light pollution.

2. *Signage.* Signs on Large-Scale Ground-Mounted Solar Photovoltaic Installations shall comply with this Zoning Ordinance. A sign shall be required to identify the owner and provide a 24-hour emergency contact phone number. Large-Scale Ground-Mounted Solar Photovoltaic Installations shall not be used for displaying any advertising except for reasonable identification of the manufacturer or operator of the solar installation.

3. *Utility Connections.* Electrical transformers or other utility interconnections shall be constructed as required by the utility provider and may be above ground only if necessary. Reasonable efforts shall be made to place all utility connections from the Large-Scale Ground-Mounted Solar Photovoltaic Installation underground (if feasible), depending on appropriate soil conditions, shape, and topography of the site and any requirements of the utility provider.

4. *Roads.* Access roads shall be constructed to minimize grading, removal of stone walls or street trees and minimize impacts to environmental or historic resources.

5. *Control of Vegetation.* Herbicides may not be used to control vegetation at the Large-Scale Ground-Mounted Solar Photovoltaic Installation. Mowing or the use of pervious pavers or geotextile materials underneath the solar array is a possible alternative.

6. *Hazardous Materials.* Hazardous materials stored, used, or generated on site shall not exceed the amount for a Very Small Quantity Generator of Hazardous Waste as defined by the DEP pursuant to Mass DEP regulations 310 CMR 30.000 and shall meet all requirements of the DEP including storage of hazardous materials in a building with an impervious floor that is not adjacent to any floor drains to prevent discharge to the outdoor environment. If hazardous materials are utilized within the solar equipment then impervious containment areas capable of controlling any release to the environment and to prevent potential contamination of groundwater are required.

#### **9.4.8 Safety and Environmental Standards.**

1. *Emergency Services.* The Large-Scale Ground-Mounted Solar Photovoltaic Installation owner or operator shall provide a copy of the project summary, electrical schematic, and Site Plan to the Fire Chief, DPW, and Emergency Management Director. Upon request the owner or operator shall cooperate with local emergency services in developing an emergency response plan including the training of any municipal first responders. All means of shutting down the Large-Scale Ground-Mounted Solar Photovoltaic Installation shall be clearly marked. The owner or operator shall identify a responsible person for public inquiries throughout the life of the installation.

2. *Land Clearing, Soil Erosion and Habitat Impacts.* Clearing of natural vegetation shall be limited to what is necessary for the construction, operation and maintenance of the Large-Scale Ground-Mounted Solar Photovoltaic Installation or otherwise prescribed by applicable laws, regulations, and ordinances.

#### **9.4.9 Monitoring, Maintenance and Reporting.**

1. *Solar Installation Conditions.* The Large-Scale Ground-Mounted Solar Photovoltaic Installation owner or operator shall maintain the facility in good condition. Maintenance shall include, but not be limited to, painting, structural repairs, and integrity of security measures. Site access shall be maintained to a level acceptable to the local Fire Chief and Emergency Management Director. The owner or operator shall be responsible for the cost of maintaining the solar installation and any access road(s).

2. *Modifications.* All material modifications to a Large-Scale Ground-Mounted Solar Photovoltaic Installation made after issuance of the required building permit shall require approval by the SPGA.

3. *Annual Reporting.* The owner or operator of the installation shall submit an Annual Report demonstrating and certifying compliance with the Operation and Maintenance Plan required herein and the requirements of this Section and their approved site plan including control of vegetation, noise standards, and adequacy of road access. The annual report shall also provide information on the maintenance completed

during the course of the year and the amount of electricity generated by the facility. The report shall be submitted to the Board of Selectmen, Planning Director, Fire Chief, Emergency Management Director, Building Commissioner, Board of Health and Conservation Commission (if a Wetlands Permit was issued) no later than 45 days after the end of the calendar year.

#### **9.4.10 Abandonment or Decommissioning.**

1. *Removal Requirements.* Any Large-Scale Ground-Mounted Solar Photovoltaic Installation which has reached the end of its useful life or has been abandoned (see subsection 2, below) shall be removed. The owner or operator shall physically remove the installation no more than 180 days after the date of discontinued operations. The owner or operator shall notify the Planning Director by certified mail of the proposed date of discontinued operations and plans for removal. Decommissioning shall consist of:

- a. Physical removal of all Large-Scale Ground-Mounted Solar Photovoltaic Installations, structures, equipment, security barriers and transmission lines from the site;
- b. Disposal of all solid and hazardous waste in accordance with local, state, and federal waste disposal regulations; and
- c. Stabilization or re-vegetation of the site as necessary to minimize erosion. The Site Plan Review Authority may allow the owner or operator to leave landscaping or designated below-grade foundations in order to minimize erosion and disruption to vegetation.

2. *Abandonment.* Absent notice of a proposed date of decommissioning or written notice of extenuating circumstances, the Large-Scale Ground-Mounted Solar Photovoltaic Installation shall be considered abandoned when it fails to operate for more than one year without the written consent of the Planning Director. If the owner or operator of the Large-Scale Ground-Mounted Solar Photovoltaic Installation fails to remove the installation in accordance with the requirements of this section within 180 days of abandonment or the proposed date of decommissioning, the City may enter the property and physically remove the installation at the owner's expense.

3. *Financial Surety.* Applicants shall submit documentation of financial surety that satisfies this Section.

**9.4.11 Special Permit Criteria for the Large-Scale Ground-Mounted Solar Photovoltaic Installation.** In addition to any other criteria set forth in this Ordinance for the grant of a special permit, the SPGA shall consider whether he grant of a special permit for a Large-Scale Ground-Mounted Solar Photovoltaic Installation will promote the highest and best use of the subject property, taking

into account the characteristics of the subject property, including past land uses, possible presence of hazardous materials, and other development limitations.

**9.4.12. Site Plan Review for Roof-Mounted Installations.** The Site Plan Approval for a Roof-Mounted Installation may impose reasonable conditions consistent with the applicable standards set forth herein for the Large-Scale Ground-Mounted Solar Photovoltaic Installations.



# Haverhill

Economic Development and Planning  
Phone: 978-374-2330 Fax: 978-374-2315  
wpillsbury@cityofhaverhill.com

DATE: September 30, 2016

MEMO TO: City Council President John J. Michitson and members of the  
Haverhill City Council

FROM: William Pillsbury, Economic Development and Planning Director

**RE: Zoning Amendment- Solar Energy Systems**

On September 12, 2016 the Haverhill Planning Board conducted a public hearing and made a favorable recommendation on the proposed zoning amendment related to solar energy systems. The minutes are contained in your packages.

The purpose of the ordinance is to provide a formal process to review, regulate and restrict the installation of new solar energy systems at the level of the city council. These projects previously have been processed through the Board of Appeals.

The proposed ordinance prohibits **ground mounted** solar energy systems in all commercial, industrial/business park and waterfront zones. The ordinance allows **roof mounted** systems in these zones by site plan approval.

Any large scale ground mounted system in a zone not prohibited or in a residential zone requires a special permit process detailed in the ordinance. The special permit granting authority (SPGA) is the city council. Any project receiving a special permit shall then file for site plan approval.

The proposed ordinance was reviewed by the city departments and no objections were received.

As Planning Director I concur with the Planning board and recommend that the ordinance be approved.

**RECOMMENDATION: Approve the zoning amendment as proposed.**



# Haverhill

Planning Board  
Phone: 978-374-2330 Fax: 978-374-2315

September 15, 2016

City Council President John Michitson  
& City Councilors  
City of Haverhill

**RE: Zoning Ordinance – Solar Energy Systems**

Members Present: Kenneth Cram (KC), Jack Everette (JE), Bill Evans (BE), Alison Colby Campbell (ACC), Bob Driscoll (BD), Paul Howard (PH), Karen Buckley (KB), April DerBoghosian (AD) and Karen Peugh (KP)

Members Absent: None

Also Present: William Pillsbury, Director of Economic Development and Planning  
Lori Robertson, Head Clerk

William Pillsbury (WP), Planning Director addressed the board. The request before us is from the City Council relative to solar energy systems. This zoning envisions a new solar energy systems by including large scale ground mounted solar voltaic installations and roof mounted installations. We do not have regulations in place to review these types of projects or proposals when they come in. This will help the procedure of how projects will be approved. This ordinance limits ground mounted solar installations regardless of size in the following zones: Commercial, Industrial and Waterfront. The City is supportive of solar. We will just have a formal procedure to allow it. One of the hopes in the Industrial and Waterfront zones will be an emphasis on roof-mounted systems. The ordinance was crafted by Attorney Mark Bowbrowski, who is here this evening for another matter. There have been no objections from City Departments who have reviewed this ordinance.

**PH** asked if anyone wished to speak on this matter.

**KP** asked how many solar fields are in residential areas. **WP** stated less than 5. We have allowed these in the past by special permit and variances from the Board of Appeals. They have been in areas where there is a limited alternative use. There is a ground mounted solar project on Hilldale Avenue that is part of National Grid Brownfield Cleanup.

**JE** asked about the solar field on Hilldale Avenue. Would that be allowed now per this ordinance? **WP** stated no. We would run into situations like this where the applicant is a utility. That section of Hilldale Avenue might be a residential zone. **JE** stated my concern with the ordinance is that it says it "shall not". **WP** stated its strong language. **WP** asked Attorney Bobrowski if this is typical language for items that can get a variance.

Attorney Mark Bobrowski (MB) addressed the board. The City has made a policy choice. **WP** asked if a variance can be granted for that? **MB** stated yes. The Zoning Act has a special provision for solar energy systems-section 3. It carves out recognition that we need solar energy systems. They can make a strong case that they are entitled to protection under the statute or seek a variance.

**KB** asked in 9.4.2 Definitions -it states it should occupy more than 5 acres of land. Under applicability that it is only allowed in residential districts. Do we have many areas in the residential neighborhoods that have larger than 5 acres of land? **MB** stated 5 acres is commonly the threshold that many municipalities use. **WP** stated we do have sites that would qualify for that, there is one in Bradford that Ridgecrest has proposed. **MB** stated you will need to keep your eyes on that because the state is encouraging smaller sites. If they are not giving credits for larger sites you will probably will want to adjust that in the future. I would suggest 3 acres. **WP** asked if this is something we should amend now with this zoning ordinance. **MB** stated I think 5 acres would do it today but it should be looked at in the future. **KB** asked how far is the future. **MB** stated within in a year. **KB** asked if an amendment should be made now. **MB** stated 3 acres would be a good friendly amendment.

**PH** asked if there were any more questions or comments. Hearing none, I will close the public portion of the hearing and open it up to comments from the Planning Director.

**WP** stated I would make a favorable recommendation to the City Council with the one condition that we change Section 9.4.2 - we would be substituting 3 acres instead of 5 acres. The document that is filed with the City Council currently says 5 acres. Attorney Cox is this something that is amended when the council votes? Attorney William Cox stated they can make the change when they hear it as long as you include it in your recommendation. **WP** stated I would make a conditional favorable recommendation with the change from 5 acres to 3 acres.

After board consideration, Member Bob Driscoll motioned to accept the recommendation of the Planning Director to forward a conditional favorable recommendation changing section -9.4.2 from 5 acres to 3 acres to the City Council. Member Karen Peugh seconded the motion. Members that voted in favor were: Bill Evans, Kenneth Cram, Alison Colby Campbell, Jack Everette, Bob Driscoll, Paul Howard, Karen Buckley, Karen Peugh and April DerBoghossian, Esq. Members Absent: None. Motion Passed.

Signed:

  
Paul Howard  
Chairman

Cc: File  
City Departments



**Haverhill Fire Department**  
Fire Prevention / Investigation Unit



James J. Fiorentini  
Mayor

William F. Laliberty  
Fire Chief

D/C Robert M. O'Brien  
Lieut. Roger E. Moses  
Insp. Johnathan W. Pramas  
Insp. James Graham

4 Summer St, Room 113  
Tel: (978) 373-8460  
Fax: (978) 521-4441

September 12, 2016

William Pillsbury, Planning Director  
4 Summer Street, room 201  
Haverhill, MA 01830

#1

Re: Amendment to Zoning Ordinance – Solar Energy Systems

Mr. Pillsbury:

I have reviewed the proposed amendment to the Solar Energy Systems zoning ordinance and found no reason to object at this time. Haverhill Fire Department does reserve the right to comment on all future matters regarding Public Safety and Access.

Respectfully,

Deputy Fire Chief Robert M. O'Brien  
Haverhill Fire Prevention Division



Rec'd 9/9/14

# Haverhill

Economic Development and Planning  
Conservation Department

Phone: 978-374-2334 Fax: 978-374-2366

[rmoores@cityofhaverhill.com](mailto:rmoores@cityofhaverhill.com)

[conservation@cityofhaverhill.com](mailto:conservation@cityofhaverhill.com)

MEMO TO: William Pillsbury, Economic Development and Planning Director

FROM: Robert E. Moore, Jr., Environmental Health Technician

DATE: September 8, 2016

RE: Rezoning/Zoning Ordinance Amendment  
City of Haverhill for Chapter 255, Section 9.4  
Solar Energy Systems

#1

The Commission reviewed the forwarded information relative to the subject application at its August 25<sup>th</sup> meeting. The Commission respectfully requests the following standard be inserted into either the Design and Performance Standards (Section 9.4.7) or the Safety and Environmental Standards (Section 9.4.8). The proposed language is based on that which was previously drafted by Attorney Bobrowski as part of the City's ongoing zoning ordinance review.

*"Stormwater Management.* The proposed solar energy system shall include adequate provisions or measures to prevent pollution of surface or groundwater, minimize erosion and sedimentation, prevent changes in groundwater levels, increased run-off, and potential for flooding, and minimize adverse impacts to neighboring properties by flooding from excessive run-off."



DOCUMENT

**CITY OF HAVERHILL**

In Municipal Council

16.1

~~ORDERED~~  
MUNICIPAL ORDINANCE

CHAPTER ~~XXX~~ 255

**An Ordinance Relating to Parking  
(13 1/2 Grove Street—Establish Handicap Parking)**

BE IT ORDAINED by the City Council of the City of Haverhill that Article XIII, Section 240, Section 85, Schedule B: Parking Restrictions and Prohibitions of the Haverhill City Code, as amended be further amended by adding the following:

LOCATION	REGULATION	HOURS/DAYS
13 1/2 Grove Street		
In front of No. 13 1/2 Grove Street except for 1-24 hour handicapped parking space at #13 1/2 Grove Street	No Parking	24 Hours

APPROVED as to legality:

\_\_\_\_\_  
City Solicitor



# Haverhill

Economic Development and Planning  
Phone: 978-374-2330 Fax: 978-374-2315  
wpillsbury@cityofhaverhill.com

September 29, 2016

2016SEP29 09:02:38 AM UTC

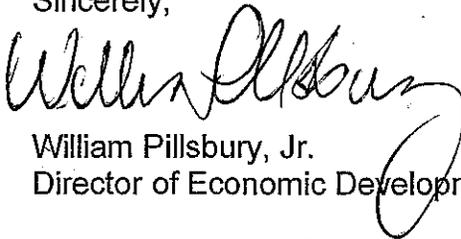
John A. Michitson, Council President  
& City Council Members  
City Hall—Room 204  
City of Haverhill

**RE: REQUEST TO ADD A HANDICAP PARKING SPACE AT  
13 ½ Grove Street**

Dear Council President Michitson & Councilors:

As per your request dated September 28, 2016, along with the request from resident Rodney Ball approved by Chief Alan DeNaro dated 8/31/16 and communication from Officer Powell dated 9/21/16, I am submitting a Municipal Ordinance that will allow for HANDICAP PARKING in front of Number 13 ½ Grove Street.

Sincerely,



William Pillsbury, Jr.  
Director of Economic Development & Planning

**CITY COUNCIL**

**JOHN A. MICHITSON**  
*PRESIDENT*  
**MELINDA E. BARRETT**  
*VICE PRESIDENT*  
**ANDRES X. VARGAS**  
**MICHAEL S. MCGONAGLE**  
**JOSEPH J. BEVILACQUA**  
**COLIN F. LEPAGE**  
**MARY ELLEN DALY O'BRIEN**  
**WILLIAM J. MACEK**  
**THOMAS J. SULLIVAN**



CITY HALL, ROOM 204  
4 SUMMER STREET  
TELEPHONE: 978 374-2328  
FACSIMILE: 978 374-2329  
www.ci.haverhill.ma.us  
citycncl@cityofhaverhill.com

**CITY OF HAVERHILL**  
HAVERHILL, MASSACHUSETTS 01830-5843

September 28, 2016

TO: Mr. William Pillsbury  
Planning and Development Director

RE: **Document to Establish Handicap Parking Ordinance – 13 ½ Grove St.**

Dear Mr. Pillsbury:

At the City Council meeting held on September 27 2016, the following request for a handicap parking space was approved and submitted by Chief DeNaro:

- Doc. 59-I – 13 ½ Grove Street

Would you kindly prepare the proper documents and place it on the next Council agenda for action. Thank you for your continued cooperation, consideration and assistance. It is appreciated.

Sincerely yours,

  
John A. Michitson, President  
Haverhill City Council

JAM/bsa

encl.

c: Mayor James J. Fiorentini  
City Councillors  
Police Officer Lance Powell

To: Chief Denaro

From: Officer Powell

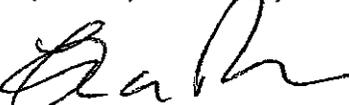
Date: September 21, 2016

Re: Handicap sign request

Sir,

I have received an application for a handicap parking sign from Rodney Ball of 13 ½ Grove St. He has an active Massachusetts handicap placard issued to him. I have inspected the location and his request is appropriate. He currently has no off street parking. I would recommend that a Handicap parking space be placed in front of his home located at 13 ½ Grove St.

Respectfully Submitted,



Officer Powell

**CITY COUNCIL**

**JOHN A. MICHITSON**  
*PRESIDENT*  
**MELINDA E. BARRETT**  
*VICE PRESIDENT*  
**ANDRES X. VARGAS**  
**MICHAEL S. MCGONAGLE**  
**JOSEPH J. BEVILACQUA**  
**COLIN F. LEPAGE**  
**MARY ELLEN DALY O'BRIEN**  
**WILLIAM J. MACEK**  
**THOMAS J. SULLIVAN**



191

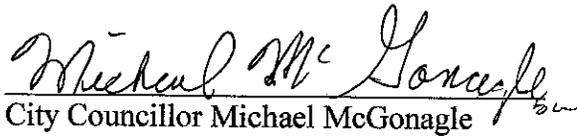
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**CITY OF HAVERHILL**  
HAVERHILL, MASSACHUSETTS 01830-5843

September 21, 2016

TO: Mr. President and Members of the City Council

Councillor Michael McGonagle would like to introduce Matt McGonagle to speak about the electronic signalization at Smiley Avenue.

  
City Councillor Michael McGonagle

**CITY COUNCIL**

**JOHN A. MICHITSON**  
*PRESIDENT*  
**MELINDA E. BARRETT**  
*VICE PRESIDENT*  
**ANDRES X. VARGAS**  
**MICHAEL S. MCGONAGLE**  
**JOSEPH J. BEVILACQUA**  
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**THOMAS J. SULLIVAN**



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September 30, 2016

TO: Mr. President and Members of the City Council:

Councillor Joseph Bevilacqua would like to recognize the 125<sup>th</sup> anniversary of the Sons of Italy lodge.

  
City Councillor Joseph Bevilacqua

**CITY COUNCIL**

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19.3

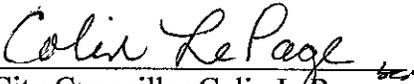
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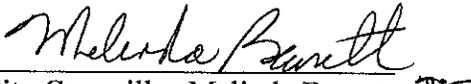
**CITY OF HAVERHILL**  
**HAVERHILL, MASSACHUSETTS 01830-5843**

September 23, 2016

TO: Mr. President and Members of the City Council

Councillors LePage and Barrett would like an update on the landfill and Haverhill High School solar projects.

  
City Councillor Colin LePage

  
City Councillor Melinda Barrett

**CITY COUNCIL**

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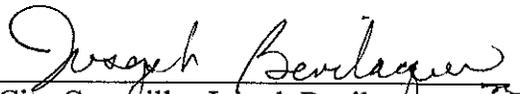
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**CITY OF HAVERHILL**  
HAVERHILL, MASSACHUSETTS 01830-5843

September 28, 2016

Mr. President and Members of the City Council

Councillor Joseph Bevilacqua requests a discussion regarding Washington Street Historic District.

  
City Councillor Joseph Bevilacqua

**CITY COUNCIL**

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19.5

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**CITY OF HAVERHILL**  
HAVERHILL, MASSACHUSETTS 01830-5843

September 28, 2016

Mr. President and Members of the City Council

Councillor Joseph Bevilacqua requests a discussion regarding Railroad Square intersection.

  
City Councillor Joseph Bevilacqua *rae*

**CITY COUNCIL**

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**DOCUMENTS REFERRED TO COMMITTEE STUDY**

	Suspension of Rules to discuss unpermitted BnB's operating in City of Haverhill	A & F	10/20/15 1/27/16
6-Q	Communication from Councillor Macek requesting a discussion on the establishment of an Adult Fitness and Wellness zone	NRPP	2/9/16
6-W	Communication from Councillor Bevilacqua requesting to discuss Wood School Playground	NRPP	2/23/16
38-F	Communication from Councillors Barrett and LePage requesting to discuss double poles in the City	A & F	3/15/16 9/6/16
38-W	Communication from Councillor Barrett requesting to give an update on response from MBTA/Keolis & US EPA about idling trains in Bradford	Citizen Outreach	4/5/16
51	Communication from Pres. Michitson requesting to submit petition from Burnham St. residents requesting Burnham St. be made one way coming in from Groveland St. onto Burnham	Public Safety	4/12/16
26E	City of Haverhill – Mayor's Recommendations, Capital Improvement Program – 2016-2020	A & F	5/31/16
69	Communication from John Guerin, Chair, submitting findings & recommendations of Salary Survey Commission	A & F	6/7/16
	Application for Permit for Amusements, Public Shows and Exhibitions	A & F	7/26/16
82-T	Communication from Councillor Vargas requesting to introduce Keith Boucher of Urban Kindness to discuss "Pop-Up" City Halls	Citizen Outreach	8/23/16
96-B	Communication from Councillor LePage requesting discussion regarding local regulations of building permit fees	A & F	9/6/16