



**CITY OF HAVERHILL  
CITY COUNCIL AGENDA**

**March 19, 2024 at 7:00 PM**

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

**In-Person/Remote Meeting**

---

*This meeting of Haverhill City Council will be held in-person at the location provided on this notice as its official meeting location pursuant to the Open Meeting Law. As the meeting is held in person at a physical location that is open and accessible to the public, the City Council is not required to provide remote access to the meeting. Members of the public are welcome to attend this in-person meeting. Please note that a live stream of the meeting is being provided only as a courtesy to the public, and the meeting will not be suspended or terminated if technological problems interrupt the virtual broadcast, unless otherwise required by law. Members of the public with particular interest in any specific item on this agenda should make plans for in-person vs. virtual attendance accordingly. Thank you.*

**1. OPENING PRAYER**

**2. PLEDGE OF ALLEGIANCE**

**3. APPROVAL OF MINUTES OF PRIOR MEETING**

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

**5. COMMUNICATIONS FROM THE MAYOR:**

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

**7. PUBLIC PARTICIPATION- REQUESTS UNDER COUNCIL RULE 28**

**8. COMMUNICATIONS AND REPORTS FROM CITY OFFICERS AND EMPLOYEES:**

8.1. City Clerk, Kaitlin M Wright, requests to address the City Council to announce the winners of the 3<sup>rd</sup> Annual Haverhill Top Dog Contest

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



**CITY OF HAVERHILL  
CITY COUNCIL AGENDA  
March 19, 2024 at 7:00 PM**

**Theodore A. Pelosi, Jr. Council Chambers, 4 Summer st, Room 202  
In-Person/Remote Meeting**

---

**10. HEARINGS AND RELATED ORDERS:**

- 10.1. Document 19, CCSP 24-2, application from Attorney Robert Harb for Special Permit Hearing for applicant 38-42 Washington st; LLC for a Major Plan Approval to convert two upper-level floors in the existing building located at 38 Washington st into 8 residential units while maintaining 2 Commercial units on the first floor  
*Comments from various City Depts are included.*

**11. APPOINTMENTS:**

- 11.1. **Confirming Appointments:**
- 11.2. **Non-Confirming to expire December 31, 2024**
- 11.3. **Constables to expire December 31, 2024**
- 11.4. **Resignations:**

**12. PETITIONS:**

- 12.1. Petition for Special Permit CCSP 24-3 from Glenn Belanger for 145 Elliott st to construct a bedroom addition on this property which is in our watershed  
Hearing April 30 2024
- 12.2. **Applications Handicap Parking Sign:** *with Police approval*
- 12.3. **Amusement/Event Application** - *with Police approval*
- 12.4. **Auctioneer License:**
- 12.5. **Tag Days:** *with Police approval*
- 12.6. **One Day Liquor License** – *with License Commission & Police approval*
- 12.7. **ANNUAL LICENSE RENEWALS:**
- 12.7.1. **Hawker Peddlers License- Fixed location** – *w/Police approval*
- 12.7.2. **Coin-Op License Renewals** – *with Police approval*
- 12.7.3. **Christmas Tree Vendor** – *with Police approval*
- 12.7.4. **Taxi Driver Licenses for 2023:** *with Police approval*



**CITY OF HAVERHILL  
CITY COUNCIL AGENDA  
March 19, 2024 at 7:00 PM**

**Theodore A. Pelosi, Jr. Council Chambers, 4 Summer st, Room 202  
In-Person/Remote Meeting**

---

- 12.7.5. **Taxi/Limousine License** *with Police approval:*
- 12.7.6. **Junk Dealer /Collector License** *with Police approval*
- 12.7.7. **Sunday Pool**
- 12.7.8. **Bowling**
- 12.7.9. **Sunday Bowling**
- 12.7.10. **Buy & Sell Second Hand Articles** *with Police approval*
- 12.7.11. **Buy & Sell Second Hand Clothing**
- 12.7.12. **Pawnbroker license** - *with police approval*
- 12.7.13. **Fortune Teller** *with - Police approval*
- 12.7.14. **Buy & Sell Old Gold** – *with Police approval*
- 12.7.15. **Roller Skating Rink**
- 12.7.16. **Sunday Skating**
- 12.7.17. **Exterior Vending Machines/Redbox Automated  
Retail, LLC**
- 12.7.18. **Limousine/Livery License/Chair Cars** *with Police  
approval*

**13.MOTIONS AND ORDERS:**

- 13.1. Order – Establishing an other post-employment benefits  
liability trust fund
- 13.2. Loan Order – \$2,411,355 to pay for costs of *Moody School  
Boiler Replacement Project* at 59 Margin st File 10 days
- 13.3. Loan Order - \$1,471,297 to pay for costs of *Silver Hill School  
Boiler Replacement Project* at 675 Washington st File 10 days
- 13.4.

**14.ORDINANCES (FILE 10 DAYS)**

- 14.1. Ordinance re: Officers and Employees – *Article IV City  
Solicitor* File 10 days

**15.COMMUNICATIONS FROM COUNCILLORS:**

**16. UNFINISHED BUISINESS OF PRECEEDING MEETING:**

**17.RESOLUTIONS AND PROCLAMATIONS:**



**CITY OF HAVERHILL  
CITY COUNCIL AGENDA  
March 19, 2024 at 7:00 PM**

**Theodore A. Pelosi, Jr. Council Chambers, 4 Summer st, Room 202  
In-Person/Remote Meeting**

---

- 17.1. Mayor Barrett requests to present a proclamation for *Irish-American Heritage Month*, March 17 2024
- 17.2. Mayor Barrett requests to present a proclamation for *Women's History Month*, March 2024
- 17.3. Mayor Barrett requests to present a proclamation for *Greek Independence Day*, March 25, 2024

**18.COUNCIL COMMITTEE REPORTS AND ANNOUNCEMENTS**

**19.DOCUMENTS REFERRED TO COMMITTEE STUDY**

**20.LONG TERM MATTERS STUDY LIST**

**21.ADJOURN :**



# Haverhill

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

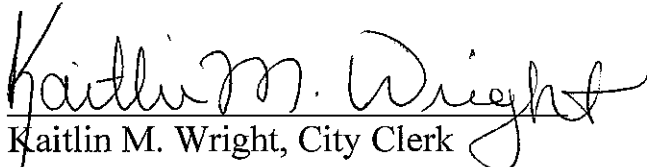
8.1

March 13, 2024

To: President and Members of the City Council

City Clerk, Kaitlin M. Wright, wishes to address the City Council to announce the winners of the 3<sup>rd</sup> Annual Haverhill Top Dog Contest.

HAU CITY CLERK MAR13/24 PM12:09

  
Kaitlin M. Wright, City Clerk

19

CCSP 24-2

February 20 2024

**Robert D. Harb**  
 ATTORNEY AT LAW  
 40 KENOZA AVENUE  
 HAVERHILL, MASSACHUSETTS 01830

10.11

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

January 8, 2024

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

Re: APPLICATION FOR A MAJOR PLAN APPROVAL  
 FOR A MIXED USE –  
 2 Commercial Units And 8 Residential Units  
 38-42 Washington Street, Haverhill, MA  
 Haverhill Assessor's Map 309 Block 1 Lot 16

38-42 Washington Street LLC, Owner, hereby applies to the City Council for a Major Plan Approval under the terms and provisions of the Haverhill Zoning Ordinance Chapter 255 to convert two upper level floors in the existing building located at 38-42 Washington Street into 8 residential units while maintaining 2 Commercial/Retail Units on the first floor for the above mixed use project

The property is located in the Subzone D of the Downtown Smart Growth Overlay District. Upon further review, the site is also located in the WD-A Waterfront District Subzone. This mixed use is permitted by right in the WD-A Overlay District. There are no dimensional regulations for Sub-Zone A except the maximum height of the building shall be 74 feet and the building shall have six stories maximum.

The units will be rented.

The lot and the building are prior existing.

Because there are no parking spaces with this property, required Parking Spaces will be provided by lease in property located at 27 Essex Street, Haverhill, MA. See letter from the Owner filed with this Application.

This E Filed Application is accompanied by :

Site Plan and Architectural Floor and Building Plans;  
 A Legal description of said Premises;

**DESCRIPTION 38-42 Washington Stret, Haverhill, MA**

The land in said Haverhill, MA, with buildings thereon, situated on the Southerly side of Washington Street, bounded and described as follows:

Beginning at the Northeasterly comer thereof at a point by said Washington Street and by land now or formerly of Mosher, directly opposite the center of the brick wall at the Westerly end of the brick block on said Mosher land; thence running SOUTHERLY through the center of said brick wall and onward without deviation from a straight line about 75.15 feet to a point in the middle line of Phoenix Row, so-called, a way running South of and parallel with, said Washington Street, by land of Sapareto, formerly of Pentucket Saving Bank, thence WESTERLY, along said middle line of said Phoenix Row, by said land of Sapareto, 44.58 feet to a private way, thence NORTHERLY along said private way, 75.18 feet to said Washington Street; and thence EASTERLY, by said Washington Street, 44.67 feet to point beginning.

Together with and subject to all rights and agreements referenced in deed to 38-42 Washington Street, LLC recorded in Book 38126 Page 477.

Being the same premises described in deed recorded with Essex South District Registry of Deeds in Book 38126 Page 477.

**Park III Realty Trust**

**P.O. BOX 1096  
LOWELL, MA 01853-1096**

January 10, 2024

City of Haverhill  
4 Summer Street  
Haverhill, MA 01830

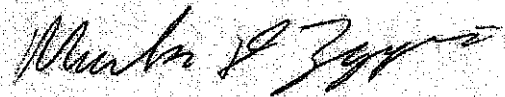
Re: Four Points Property Management Parking Request

To whom it may concern,

We are currently in conversations with Four Points Property Management regarding a long-term parking lease in our lot located at 27 Essex Street. They currently are renting several parking spaces from us for use for their employees. We have agreed to an initial 5-year term with the option to renew within 90 days prior to the expiration of the existing term. This agreement will be for 8 parking spaces.

Please feel free to contact me with any questions you may have.

Thank you,



Markos D. Zygouris, Trustee  
978-807-7939



19  
 Applicant is aware that this Application is subject to the Affordable Requirement required in the Downtown Smart Growth District, which Applicant believe to be 2 affordable units for this project. Although Applicant had been advised that the City currently exceeds the 10% Affordable Housing requirement and that waivers of this requirement for this District have been granted in the past, Applicant is not requesting a waiver. The remaining residential units will be market rate rental housing.

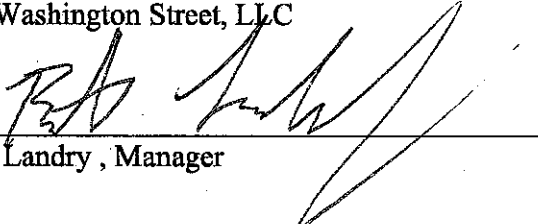
Applicants would respectfully request the City Council grant this Application for a Major Plan Approval for the requested Mixed Use.

Applicant waives the 65 day hearing requirement.

Respectfully submitted,

  
 Robert D. Harb, Attorney For Applicant

38-42 Washington Street, LLC

By:   
 Rob Landry, Manager

L-city-38-42 Washington Street LLC-Application-2023

IN CITY COUNCIL: January 30 2024  
 VOTED: that HEARING BE HELD FEBRUARY 27 2024  
 Attest:

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

IN CITY COUNCIL: February 27 2024  
 REQUEST TO HAVE SPECIAL PERMIT CONTINUED FROM APPLICANT TO MARCH 19 2024  
 GRANTED AND CONTINUED TO MARCH 19 2024  
 Attest:

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

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

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

February 27, 2024

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

RE: Major Plan Review Hearing for 38-42 Washington Street, Haverhill, MA  
Haverhill Assessor's Map 309 Block 1 Lots 16  
Hearing Date Scheduled for February 27, 2024

**Request For Continuance To March 19, 2024**

Dear City Council:

On behalf of the Applicant, request is hereby made for a continuance of the Major Plan Review Hearing until the Council meeting on March 19, 2024 so as to enable the hearing to be held before the full Council.

This is Applicant's first request for a continuance.

Respectfully submitted,



Robert D. Harb

Attorney for Applicant  
38-42 Washington Street, LLC

Cc: City Clerk, City Council Clerk



# Haverhill

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

February 22, 2024

TO: City Council President Thomas Sullivan and members of the Haverhill City Council

FROM: William Pillsbury, Jr. Economic Development and Planning Director

**SUBJECT: 38 Washington- 2 Commercial Units and 8 residential units.**

This application to the City Council is a major site plan under Downtown Smart Growth Overlay district (DSGOD) zoning for the proposed mixed-use project containing 8 residential units with 2 commercial uses on the Washington street frontage.

The proposed project represents an excellent development consistent with all of the goals of the city to revitalize the downtown. The redevelopment of the entire building into a mixed-use market rate project is a strong positive indication of the private sector confidence in investing in Haverhill. The building will be a full Historic restoration of one of the few remaining Washington Street buildings to be so restored.

The city departments have reviewed the project and No objections have been received.

Specifically, I recommend that the Council approve the project as proposed. I believe the parking spaces that are committed to the project are sufficient and should be approved. The council may include in its approval any additional comments from the letters of the City departments and any additional comments/ conditions deemed necessary by the city council;

As Planning Director, I believe this project is in the best interest of the City of Haverhill in that it provides needed housing in the inner city area without the requirement to add additional utilities to service the project.

2-16-24

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

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

February 16, 2024

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

Re: 38-42 WASHINGTON STREET, LLC-  
APPLICATION FOR A SPECIAL PERMIT/  
MAJOR PLAN APPROVAL FOR A MIXED USE  
2 Commercial Units and 8 Residential Units  
38-42 Washington Street, Haverhill, MA  
Haverhill Assessor's Map 309 Block 1 Lots 16

On behalf of the Applicant, 38-42 Washington Street, LLC, this short memorandum is filed with the Council in support of its Petition for a Major Plan Approval.

This property for many years was the home of the Rosen Family Hardware Store which was located on the first floor. In 2019 the Petitioner purchased the property and renovated the first floor which now contains two commercial units, Wang's Brother Spirits and a Nail Salon.

Applicant's owners are local businessmen who own, develop and manage various properties in Haverhill. They currently have a commercial office on the floor for their business of property management named Four Points Property Management.

The Applicant now proposes to convert existing commercial units on the upper floors to 6 market-rate residential units and two low-moderate income units, and to maintain the 2 commercial units on the ground floor.

The new project is an allowed mixed-use project, and meets all the requirements of the Waterfront District-Subzone A (Downtown Smart Growth District):

- A. The applicant has submitted the required fees and information ;
- B. The project and site plan meet the requirements and standards set forth in the Ordinance;  
and
- C. Extraordinary adverse potential impacts of the Project on nearby properties, if any, have been adequately mitigated.

2-16-24  
Applicant has obtained the required 8 parking spaces on a lot located on Essex Street which is filed with the Council. There are no required parking spaces presently for the upper floor commercial tenants. This would be an improvement and meets the City code.

This building, located in historic Washington Square, will be renovated to meet Historical District requirements.

This is a petition to approve a plan for development. The use is allowed as of right in this special Zoning District.

The building is one of the last buildings on Washington Street to be renovated for residential use on the upper floors. The most recent City Council Approval being the 2 commercial 6 residential project located at 29 Washington Street on December 19, 2023.

This is a great project for the Downtown and meets all the goals of the City's Plan for Downtown and Waterfront Development. The goals of the Downtown Smart Growth District are to encourage smart growth pursuant to Mass Law Chapter 40R and to foster housing opportunities along with a mixed-use development. This project meets all of these goals to develop the downtown. It will provide needed housing in the City in an already existing building in the downtown smart growth waterfront district.

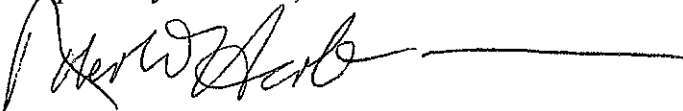
Applicant has met or will meet all the requirements and comments of the City Departments filed with this Application. Applicant had met with the City Department heads prior to filing this Petition to review this project.

None of the City Departments opposed this Plan.

Unlike many past approved projects which requested and were granted a waiver of the affordable housing requirement, Applicant is NOT requesting such a waiver. This project will bring two more affordable units to the City. Applicant is advised the City is presently less than 10% for Affordable Housing and this project will assist the City by adding two more affordable units to its inventory.

Applicant respectfully requests the Council to approve its Waterfront/DSGD Major Plan.

Respectfully submitted,



Robert D. Harb  
Attorney for Applicant

**Laurie Brown**

---

**From:** Robert D Harb <bobharb@aol.com>  
**Sent:** Friday, February 16, 2024 5:38 PM  
**To:** City Council; Laurie Brown; cityclerk; Kaitlin Wright  
**Subject:** Memorandum In Support of 38-42 Washington Street LLC Peition-Hering Feb. 27th  
**Attachments:** 38-42 washington st memo-02162024173102.pdf

Dear Kaitlin and Laurie:

Attached is a Memo regarding the above referenced Washington Street Major Plan Approval Petition.

I have uploaded this Memo to the Permit Portal.

It would be appreciated if you could see that this Memo is added to the Council Package for this matter for the Councilor's review before the meeting on the 27th.

Thank you for your help.

Bob Harb  
Attorney For Applicant

Robert D. Harb, Attorney At Law  
40 Kenoza Avenue, Haverhill, MA 01830  
tel-978-373-5611-fax-978-3737441  
email- [bobharb@aol.com](mailto:bobharb@aol.com)

IMPORTANT NOTICE: The information in this transmission is privileged and confidential, and is intended only for the recipient(s) listed above. If you are neither the intended recipient(s) nor a person responsible for the delivery of this transmission to the intended recipient(s), you are hereby notified that any unauthorized distribution or copying of this transmission is prohibited. If you have received this transmission in error, please notify us immediately at (978) 373-5611.



**Expiration Date**

Active

**Request Changes**

(/#/explore/request-changes/167712)



## CCSP-24-2



### Details

Submitted on Jan 16, 2024 at 7:57 pm



### Attachments

13 files



### Activity Feed

Latest activity on Jan 17, 2024



### Applicant

Robert Harb



0



### Location

38 WASHINGTON ST, Haverhill, MA 01832



View



Edit Workflow



### Special Permit Filing Fee

Paid Jan 17, 2024 at 10:59 am



### Planning Director Review

Completed Jan 17, 2024 at 12:16 pm



WP



### City Clerk Review - Hearing Dates Set

In Progress

MB



### City Council Admin Notified

<div> <div></div> <div>Completed Jan 17, 2024 at 2:07 pm</div> </div>	<div>LB</div>
<div> <div>✓</div> <div> <b>Assessor for Abutter's List</b>  Completed Jan 17, 2024 at 1:37 pm </div> </div>	<div> <div></div> <div>CW</div> </div>
<div> <div>✓</div> <div> <b>Conservation Department Review</b>  Completed Jan 17, 2024 at 12:38 pm </div> </div>	<div> <div></div> <div></div> </div>
<div> <div>✓</div> <div> <b>DPW Review</b>  In Progress </div> </div>	<div> <div></div> <div>RW</div> </div>
<div> <div>✓</div> <div> <b>Engineering Department Review</b>  In Progress </div> </div>	<div> <div></div> <div>JP</div> </div>
<div> <div>✓</div> <div> <b>Fire1 Department Review</b>  Completed Jan 17, 2024 at 12:51 pm </div> </div>	<div> <div></div> <div>ET</div> </div>
<div> <div>✓</div> <div> <b>Fire2 Department Review</b>  Completed Jan 17, 2024 at 3:23 pm </div> </div>	<div> <div></div> <div>RI</div> </div>
<div> <div>✓</div> <div> <b>Health Department Review</b>  In Progress </div> </div>	<div> <div></div> <div>MT</div> </div>
<div> <div>✓</div> <div> <b>Police Department Review</b>  In Progress </div> </div>	<div> <div></div> <div>KL</div> </div>
<div> <div>✓</div> <div> <b>School Department Review</b>  Completed Jan 17, 2024 at 12:25 pm </div> </div>	<div> <div></div> <div>MP</div> </div>
<div> <div>✓</div> <div> <b>Storm Water Review</b>  Completed Jan 17, 2024 at 12:39 pm </div> </div>	<div> <div></div> <div></div> </div>
<div> <div>✓</div> <div> <b>Water/Wastewater Review</b>  In Progress </div> </div>	<div> <div></div> <div>RW</div> </div>
<div> <div>✓</div> <div> <b>Water Supply Review</b>  In Progress </div> </div>	<div> <div></div> <div>RW</div> </div>
<div> <div>✓</div> <div> <b>Building Inspector Approval for Agenda</b>  In Progress </div> </div>	<div> <div></div> <div></div> </div>
↓	
<div> <div>✓</div> <div> <b>First Ad Placement</b>  Review </div> </div>	<div> <div></div> <div></div> </div>
<div> <div>✓</div> <div> <b>Placed on Agenda</b>  Review </div> </div>	<div> <div></div> <div></div> </div>





**Abutter Notification**  
Review



**Second Ad Placement**  
Review



**City Council Meeting**  
Review



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




## Conservation Department Review



● **Complete** ▾

Complete

Assignee

 Robert Moore

Due date

 None



**Robert Moore**

Remove Comment • Jan 17, 2024 at 12:38 pm

n/a. property is within the area of reduced flood risk due to the downtown floodwall levee.

This step was assigned to Robert Moore - Jan 17, 2024 at 12:16 pm  
Robert Moore approved this step - Jan 17, 2024 at 12:38 pm



**Abutter Notification**  
Review



**Second Ad Placement**  
Review



**City Council Meeting**  
Review



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



## Fire1 Department Review



● **Complete** ▾

Complete

Assignee

|  Eric Tarpy

Due date

|  None



**Eric Tarpy**

Remove Comment • Jan 17, 2024 at 12:51 pm

Fire Dept. will require that Fire Protection systems be evaluated/upgraded/replaced to protect the proposed use.

Trash plan must be acceptable to Fire Dept.

The planning, design and construction of new buildings, renovation of existing buildings and structures to provide egress facilities, fire protection and built-in fire protection equipment shall be in accordance with 780 CMR; and any alterations,

additions or changes in buildings required by the provisions of 527 CMR which in the scope of 780 CMR, 9<sup>th</sup> edition, shall be made in accordance therewith. (527 CMR 1.04(4) and 780 CMR 101.2). Additionally, 780 CMR (901.2.1) Document Submittal Process will be required.

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

This step was assigned to Eric Tarpy - Jan 17, 2024 at 12:16 pm  
Eric Tarpy approved this step - Jan 17, 2024 at 12:51 pm



**Abutter Notification**  
Review



**Second Ad Placement**  
Review



**City Council Meeting**  
Review



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



## Building Inspector Approval for Agenda



● Active ▾

Became active 6 days ago

Assignee



Tom Bridgewater ✕

Due date



None



**Tom Bridgewater**

Remove Comment • Jan 20, 2024 at 10:10 am

what is the distance to the parking?

This step was assigned to Tom Bridgewater - Jan 17, 2024 at 12:16 pm

Austin eliminated parking requirements for new developments to make the city more affordable and sustainable. Several cities have followed Austin's example and successfully repealed parking minimums for new developments. Here are some notable examples:

Downtown Haverhill already has a parking garage, and another is being built in the coming years. It also has a train station and a bus station downtown.

Several cities have followed Austin's example and successfully repealed parking minimums for new developments. Here are some notable examples:

**Oregon Cities:** Various cities in Oregon, including Beaverton, Salem, Albany, Tigard, Portland, and Bend, have eliminated parking requirements. This decision was influenced by the state's policy to lift parking mandates statewide for properties near transit corridors and rail stations. In Tigard, the change was particularly beneficial for small businesses, as it removed the burden of providing excessive parking.

**Burlington, Vermont:** Burlington replaced its minimum parking requirements with parking maximums, extending a downtown-focused ordinance to the entire city. This was part of an effort to ensure that the city only has the parking it needs, rather than an excess.

**Bend, Oregon:** Bend, Oregon, removed its parking minimums to reduce housing costs, lower vehicle emissions, and promote walkable communities. This policy was seen as a significant step towards sustainable urban development.

**Chicago and Washington, D.C.:** These cities have reduced parking requirements, particularly in areas targeted for transit-oriented development. The motivation includes economic and environmental considerations, such as reducing housing costs and encouraging sustainable, walkable development.

**Minneapolis and St. Paul (Twin Cities):** The elimination of parking minimums in Minneapolis and St. Paul has led to a decrease in the construction of parking spaces in new developments, thereby increasing housing affordability and improving city design. Developers have shown a willingness to build fewer parking spaces than previously required, which has allowed for more flexible urban planning and development.

**Sandpoint, Idaho:** Sandpoint took a significant step by removing parking minimums, which has changed the trajectory of the city's development, indicating a move towards more sustainable and economically feasible urban planning.

These examples demonstrate a growing trend among cities to reconsider traditional parking requirements in favor of more flexible, sustainable, and economically viable urban development strategies. The success stories from these cities highlight the potential benefits of such reforms, including improved housing affordability, enhanced urban design, and reduced reliance on vehicles.

Downtown Haverhill already has a parking garage, and another is being built in the coming years. It also has a train station and a bus station downtown as well so it is set well for this growing trend.



# Haverhill

Haverhill Historical Commission, Room 309  
Phone: 978-374-2344 Fax: 978-374-2332  
aherlihy@cityofhaverhill.com

January 3, 2024

Brona Simon, Historic Preservation Officer  
Massachusetts Historical Commission  
220 Morrissey Boulevard  
Boston, MA 02125

**RE: The Adams Building, 38 Washington Street, Haverhill  
Massachusetts Historic Rehabilitation Tax Credits**

Dear Secretary Galvin:

I am writing to you to express the support of the Washington Street Shoe Historic District Commission for 38-42 Washington Street's application for Massachusetts Historic Rehabilitation Tax Credits for the Adams Building at 38 Washington Street in Haverhill.

The Adams Building is a three-story Italianate style commercial building located in downtown Haverhill. The brick building features an eight-bay wide symmetrical sandstone façade divided by a center pier that extends through second and third levels and two end piers extending the full height of the building. At the center of the building a one-story four-bay wide storefront system is recessed from the plane of the façade. The fenestration of the upper levels is formed by eight bays of regularly set two-over-two double hung sash windows. The second level windows have carved sandstone sills and lintels. Above the arched third level windows is the name "Adams Building" carved in sandstone. Capping the entire façade in the cornice are decorative carved sandstone swags that run between lion's heads that top the three piers.

The Adams Building was constructed in 1882 for the manufacturing of shoes and shoe related industries following the Great Fire of 1881 that destroyed a majority of the city's shoe manufacturing district. Designed by architect Josiah M. Littleton, this structure was constructed by mason S. F. Foster of Maine. The building is located in the Washington Street Shoe National Register Historic District (HVR.C). Designated in 1976, the district extends along Washington Street between the railroad tracks to the west and Washington Square to the east.

The project will involve the rehabilitation of the commercial and office building for continued commercial units and new residential use. On the exterior, the masonry will be rehabilitated to meet the *Secretary of Interior's Standard*. As proposed, new residential units will be created within the building while preserving the key interior and exterior architectural finishes and flourishes.

The Washington Street Shoe Historic District Commission strongly encourages your favorable consideration of the application for state historic tax credits for this important project.

Sincerely,

A handwritten signature in cursive script, appearing to read "Andrew K. Herlihy".

Andrew K. Herlihy, Local Historic Preservation Officer, and  
Administrator for the WASHINGTON STREET SHOE HISTORIC DISTRICT COMMISSION



# NOTES

1. SEE CITY OF HAVERHILL PARCEL ID #308-1-15, DEED BOOK #7788 PAGE #133 AND PLAN BOOK #148 PLAN #33 FOR SITE.
2. SEWER, FIRE AND WATER SERVICE LOCATION TO BE VERIFIED BY CONTRACTOR AND SIZED BY MECHANICAL ENGINEER.
3. TITLE V FLOW = 8 BEDROOMS @ 110 GPD/1/3 BRM = 880 GPD PROPOSED 2,657 COMMERCIAL @ 90 GPD/1000 S.F. = 133 GPD EXISTING TOTAL = 1,013 GPD

DIMENSIONAL AND DENSITY SUMMARY			
ITEM	RECORDED	EXISTING	PROPOSED
ZONE DISTRICT	CC (COMMERCIAL CENTRAL)	OSGSD (OUTSTANDING SMART GROWTH DISTRICT)	
USE	MAJOR COMMERCIAL & MULTIFAMILY		
MIN. LOT AREA	N/A	3,321 S.F.	3,321 S.F.
MIN. LOT AREA/D.U.	110 D.U./AC	RETAIL OFFICE	415 S.F./D.U.
MIN. LOT AREA/D.U.	306 S.F./D.U.	NO D.U.	BASED ON 8 D.U.
MIN. LOT FRONTAGE	100'	44.67'	44.67'
MIN. LOT DEPTH	100'	75.48'	75.48'
MINIMUM LOT SETBACKS:			
FRONT	0'	0'	0'
SIDE	20'	0'	0'
REAR	20'	15.0'	15.0'
MAXIMUM HEIGHT	110'	45'	45'
MAXIMUM STORES	10 STORES	3/4 STORES	3/4 STORES
MAX. BLDG. COVERAGE	60%	78.86%	79.85%
MAX. FLOOR AREA (FAR)	4.0	2.05	2.05
MIN. OPEN SPACE	NONE	NONE	NONE
PARKING	2,600 S.F. RETAIL	13 S.F.	9 LEASED
	1 SP/200 S.F. RETAIL	8 SP	OFF-SITE
		21 SP TOTAL	

## LEGEND

- S- SEWER PIPELINE
- D- DRAIN PIPELINE
- W- WATER PIPELINE
- E- ELECTRIC CONDUIT
- G- GAS CONDUIT
- T- TELEPHONE CONDUIT
- F- FIRE SERVICE
- WS- WATER SERVICE
- D.U.- DWELLING UNIT
- VCP- VENTILATED CLAY PIPE
- SMH- SEWER MANHOLE
- EMH- ELECTRIC MANHOLE
- E- ELECTRIC MANHOLE

## SITE DEVELOPMENT PLAN

38-44 WASHINGTON STREET

HAVERHILL, MASSACHUSETTS

PREPARED FOR

38-42 WASHINGTON STREET LLC

C/O ROBERT LANDRY

150 WASHINGTON STREET

HAVERHILL, MASSACHUSETTS 01830

TELEPHONE: 688-944-5827 EXT. 702

DATE: SEPTEMBER 8, 2023

REV: OCTOBER 23, 2023

SCALE: 1"=10'

0 5 10 20 30

STEPHEN E. STEPHENSON

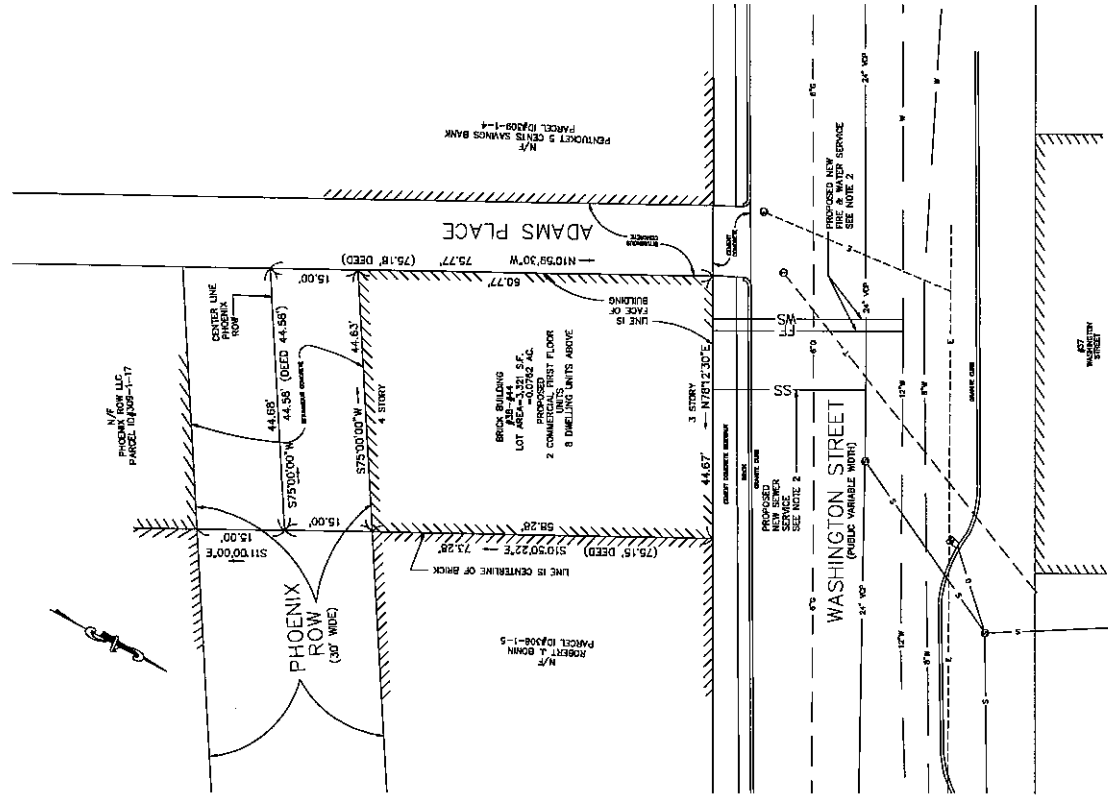
REGISTERED PROFESSIONAL ENGINEER

MASSACHUSETTS 01801

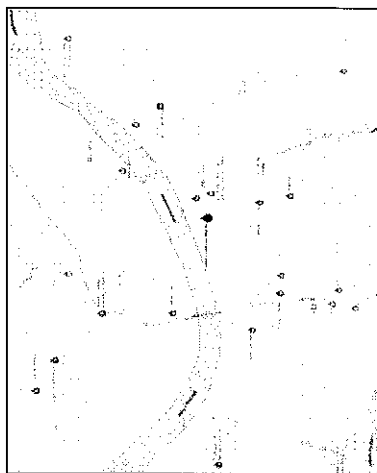
TEL: (978) 475-5655 FAX: (978) 475-4448

EMAIL: MESSING@GLO.COM

10/25/23



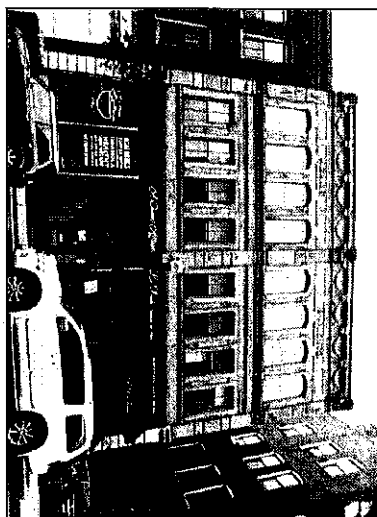
LOCUS  
1-12200



# 38 WASHINGTON

## HISTORICAL RENOVATION

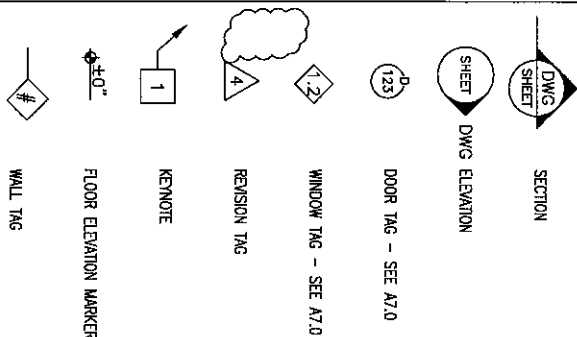
38 WASHINGTON STREET  
HAVERHILL, MA



### GENERAL NOTES

- CONSTRUCTION TO EXISTING ALL CONSTRUCTION MATERIALS & METHODS MEET OR EXCEED ALL LOCAL CODE REQUIREMENTS.
- NEW DIMENSIONS ARE THICKLY FROM FACE OF EXISTING SIDE OF STUD TO CENTER LINE OF INTERIOR STUD OR TO CENTER LINE OF OPENING. VUL EXISTING DIMENSIONS ARE FROM FACE OF STRUCTURE OR SECTIONS TO SAME. VERIFY ANY DISCREPANCIES IN FIELD AND REPORT TO ARCHITECT PRIOR TO CONSTRUCTION.
- THE GENERAL CONTRACTOR SHALL SURVEY THE FIELD CONDITIONS AND INSPECT THE EXISTING FOUNDATION AND FOUNDATION WITH THE BUILDING. VERIFY ALL EXISTING DIMENSIONS BEFORE PROCEEDING WITH WORK. SUBMIT ALL QUESTIONS TO THE ARCHITECT IN WRITING PRIOR TO START.
- PROVIDE TEMPORARY BRACING & SHORING AS NECESSARY TO MAINTAIN THE BUILDING SHELL IN A SAFE CONDITION DURING EVERY ASPECT OF THE PROJECT.
- PROTECT ALL TEMPORARY WEATHER PROTECTION AS REQUIRED TO MAINTAIN THE BUILDING IN HABITABLE AND DRY CONDITION THROUGHOUT THE CONSTRUCTION PERIOD.
- ALL WORKMANSHIP AND MATERIALS SHALL CONFORM TO ALL APPLICABLE CODES AND REGULATIONS INCLUDING THE MASSACHUSETTS STATE BUILDING CODE-ENHANCED EDITION/IRC 2015 - DEC 2015, IRC 2015, SJI 2006, SJI 2006.
- CD TO PROVIDE ALL MATERIAL SAFETY DATA SHEETS (MSDS) INFORMATION FOR ALL PRODUCTS USED.
- ALL MECHANICAL / ELECTRICAL / PLUMBING TO BE DESIGN-BUILD / NOT IN CONTRACT WITH ACS.

### KEY



### PROJECT TEAM

**OWNER:**  
BOB LAMORE  
38 WASHINGTON STREET  
HAVERHILL, MA 01832 X702  
PHONE: 978-444-8627  
EMAIL: ROBERT@BOBSPHIL.NET

**ARCHITECT:**  
ARCHITECTURAL CONSULTING SERVICES, LLC  
415 PAWTUCKET STREET, UNIT 1  
HAVERHILL, MA 01830  
PHONE: 978-444-8627  
FAX: 978-254-5097  
EMAIL: JAY@ACSLOWELL.COM

**STRUCTURAL ENGINEER:**  
FLOOD CONSULTING  
301 FLORENCE STREET  
HAVERHILL, MA 01830  
PHONE: 978-582-6449  
FAX: 978-582-6449  
EMAIL: SRFLOODCONSULTING.NET

**MASONRY CONTRACTOR:**  
AC CONSTRUCTION MASONRY, INC.  
41 STALL BROOK ROAD  
HAVERHILL, MA 01757

**HISTORICAL CONSULTANT:**  
EVELSON ASSOCIATES, INC.  
3 WILK & MAIN PLACES, SUITE 250  
HAVERHILL, MA 01757  
PHONE: 978-444-8627  
EMAIL: SHAROL@EVELSONASSOCIATES.COM

### TABLE OF CONTENTS

GENERAL	T1.0
CODE STUDY	T1.1
REVISIONS	T1.2
EXISTING CONDITIONS	E1.0
BASEMENT FLOOR PLAN	E1.1
FIRST FLOOR PLAN	E1.2
SECOND FLOOR PLAN	E1.3
THIRD FLOOR PLAN	E1.4
ROOF PLAN	E1.5
BASEMENT REFLECTED CEILING PLAN	E2.0
FIRST FLOOR REFLECTED CEILING PLAN	E2.1
SECOND FLOOR REFLECTED CEILING PLAN	E2.2
THIRD FLOOR REFLECTED CEILING PLAN	E2.3
NORTH EXTERIOR ELEVATION	E3.0
SOUTH EXTERIOR ELEVATION	E3.1
WEST EXTERIOR ELEVATION	E3.2
EAST EXTERIOR ELEVATION	E3.3
EXISTING WINDOW DETAILS	D0.0-4
DEMOLITION	D0.0
RECONSTRUCTING SITE PLAN - FOR REFERENCE ONLY	D1.0
BASEMENT FLOOR PLAN	D1.1
FIRST FLOOR PLAN	D1.2
SECOND FLOOR PLAN	D1.3
THIRD FLOOR PLAN	D1.4
ROOF PLAN	D1.5
NORTH EXTERIOR ELEVATION	D2.0
SOUTH EXTERIOR ELEVATION	D2.1
WEST EXTERIOR ELEVATION	D2.2
EAST EXTERIOR ELEVATION	D2.3
ARCHITECTURAL	A0.0
DISMANTLE SITE PLAN - FOR REFERENCE ONLY	A0.1
SHUT LINE DEMOLITION	A0.2
BASEMENT FLOOR PLAN	A1.0
FIRST FLOOR PLAN	A1.1
SECOND FLOOR PLAN	A1.2
THIRD FLOOR PLAN	A1.3
ROOF PLAN	A1.4
BASEMENT REF	A2.0
FIRST FLOOR REF	A2.1
SECOND FLOOR REF	A2.2
THIRD FLOOR REF	A2.3
NORTH EXTERIOR ELEVATION	A3.0
SOUTH EXTERIOR ELEVATION	A3.1
WEST EXTERIOR ELEVATION	A3.2
EAST EXTERIOR ELEVATION	A3.3
INTERIOR FINISH SCHEDULES	A7.0-4
WINDOW FINISH SCHEDULES	A7.1
WALL TYPES	A7.2
WINDOW SHOP DRAWINGS	W1.0
TIME SCHEDULE	S1.0
DETAILS	S2.0

THIS DRAWING SCALE IS BASED ON PRINTING AT 11X17

38 WASHINGTON ST.  
RENOVATION  
38 WASHINGTON STREET  
HAVERHILL, MA

TITLESHEET

**Architectural Consulting Services, LLC**  
415 Pawtucket St. #1, Lowell, MA Jay R. Mason, AIA, LEED AP  
Ph: 978.499.2004 Fax: 775.254.5097 Email: jay@acsllowell.com

CD 100%

ISSUE DATE  
12-27-23

DRAWN BY  
WA

CHECKED BY  
JM

JOB NO.  
2304

T1.0

Date: August 24, 2023

ACS Job: #2304

**Code Data/Summary:**

Building Address: 38-44 Washington Street  
Haverhill, Massachusetts 01832

**Applicable Codes and Regulations:**

- Massachusetts State Building Code (780 CMR), 9th Edition (2015 IBC and 2015 IEBC with amendments)
- International Energy Conservation Code, 2021 IECC as amended, 235 CMR 23
- Massachusetts Board of State Examiners of Plumbers and Gas Fitters Regulations (248 CMR)
- Massachusetts Board of Fire Prevention Regulations (527 CMR)
- Massachusetts Board of Elevator Regulations (524 CMR)
- Massachusetts Electrical Code (527 CMR 12.00), 2023 NFPA 70 - National Electrical Code with amendments, incl. MGL c. 143
- Americans with Disabilities Act (ADA), Massachusetts Architectural Access Board Rules and Regulations (521 CMR §9.2.1, Existing Multiple Dwellings, §3.3 Existing Buildings) also MGL c. 143 §96
- M.G.L. Ch. 148 26G

**Notes:**

- The building is fully sprinkled in compliance with Section 903.3.1.1, IBC.
- The building is equipped with a fire alarm and detection system in compliance with Section 907.1 IBC.

**Project Description:**

- Project consists of complete renovation of the existing second and third floor of an existing mixed-use structure into four new apartment units. Renovation work will consist of:
- Construction of (8) single bedroom apartment units which will include a new full kitchen, bathroom, living area, and some closets.
  - Enclosing the existing interior stair to fire separate it from the new apartment units.
  - Replacement of all double hung windows.
  - Repair of existing metal front stoop.
  - CUL 17 Construction control applicable
  - Compliance method per IEBC §301.1, Level 3 alteration with a change of occupancy

**Building Construction Type:**

ITB - combustible

**Building Use Group:**

Existing: Existing structure is separated mixed use occupancy in accordance with Section 506.4, IBC.  
Basement: Utility  
First Floor: R, Business, salon, wine store  
Second Floor: B, Business  
Third Floor: Unoccupied

**Proposed:**

Proposed work shall be a separated mixed use occupancy in accordance with Section 508.4, IBC.  
Basement: Utility (NO CHANGE)  
First Floor: B, Business, salon, wine store (NO CHG)  
Second Floor: R-2, apartments  
Third Floor: R-2, apartments

**Existing Building Area:**

**Existing Building Area:**

Total Basement Area: 2,400 sf +/-  
Total First Floor Area: 2,465 sf +/-  
Total Second Floor Area: 2,465 sf +/-  
Total Third Floor Area: 2,465 sf +/-

**Total Building Area:**

9,795 sf +/-

**Area of Renovations:**

Basement Renovations: 0 sf  
First Floor Renovations: 200 sf  
Second Floor Renovations: 2,465 sf  
Third Floor Renovations: 2,465 sf

**Total Building Renovations:**

4,930 sf

**Allowable Building Height and Area:**

Allowable Building Height (Table 504.3):  
Sprinkled (S) with B, and R use:  
Existing building height:  
75'-0" above grade  
45'-0" +/- (75% height)

**Allowable Building Height (Table 504.4):**

Sprinkled (S) with B use:  
Sprinkled (S) with R-2 use:  
Existing building:  
4 stories above grade  
5 stories above grade  
3 stories above grade

**Allowable Building Area (Table 506.2):**

Sprinkled Multi-story (SM) with B use:  
Sprinkled Multi-story (SM) with R-2 use:  
Existing floor area:  
57,000 sf  
48,000 sf  
2,550 sf < all areas indicated above

**Building Occupancy (only for areas of renovations)**

Third Floor Occupancy: 2162 / 2300 = 11 people  
Third Floor Occupancy: 2162 / 2300 = 11 people

**Total Renovated Area Occupancy:**

22 people total

**Interior Finishes (only for areas of renovations)**

Minimum interior finish class for R-2, Residential use:  
Vertical exits and exit passageways:  
Exit access corridors:  
Other rooms and enclosed space:  
Class C  
Class C  
Class C

**Pumbing Fixtures: per 248 CMR**

**Required fixtures per dwelling (Residential use - multiple dwellings):**

Water Closets: 1 required = 1 provided  
Lavatories: 1 required = 1 provided  
Showers/Baths: 1 required = 1 provided  
Kitchen Sink: 1 required = 1 provided

**Required fixture within residential building containing multiple dwellings:**

Washing Machine Connection: 1 required = 1 provided

**Fire Resistance Ratings:**

Exterior Bearing Walls: 2 hours, Table 721.1(2), IBC  
Interior Bearing Walls: 0 hours  
Stair Enclosure: 1 hour, Table 721.1(2), IBC and UL Design U-305  
Shaft Enclosure: 1 hour, Table 721.1(2), IBC and UL Design U-305  
Fire Walls: n/a  
Fire Barriers: 1 hour, Table 721.1(2), IBC and UL Design U-305  
Ceiling Floors: 0.5 hours (between units), UL Design U-407  
Ceiling/Roof: 1 hour, Table 721.1(3), IBC  
Corridors: 0 hours

THIS DRAWING SCALE IS BASED ON PRINTING AT 1/16" = 1'-0"

**Architectural Consulting Services, LLC**  
415 Pawtucket St., #1, Lowell, MA Jay R. Mason, AIA, LEED AP  
Ph: 978.459.2004 Fax: 775.254.5097 Email: jay@ACLOWELL.COM

38 WASHINGTON ST.  
RENOVATION  
38 WASHINGTON STREET  
HAVERHILL, MA

CODE STUDY

CD 100%

ISSUE DATE  
12-27-23

DRAWN LAST  
08-25-23

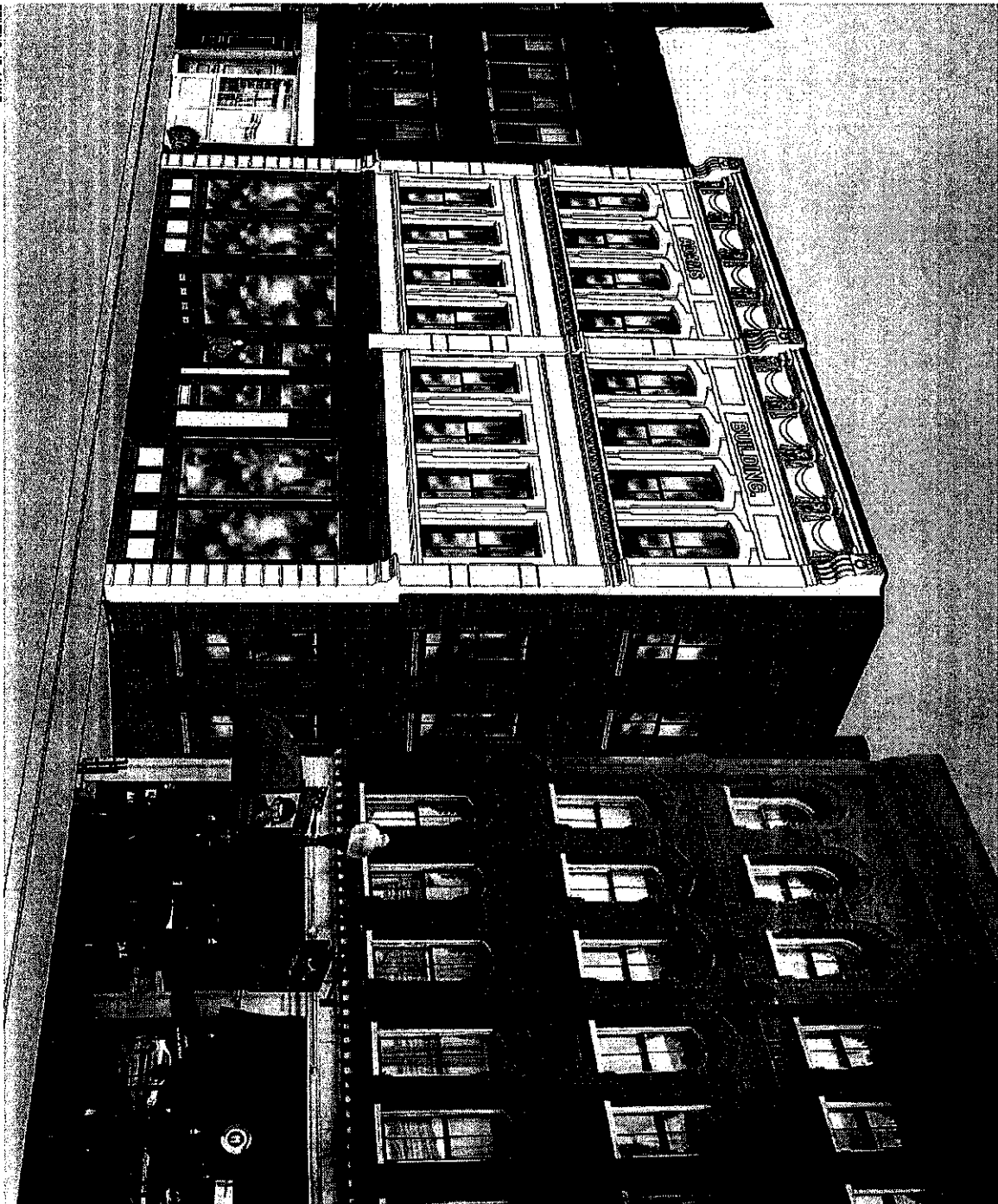
DRAWN BY  
WA

CHECKED BY  
JM

JOB NO.  
2304

T1.1

THIS DRAWING SCALE IS BASED ON PRINTING AT 11x17



T1.2

CD 100%
ISSUE DATE 12-27-23
DRAWN LAST 08-25-23
DRAWN BY WA
CHECKED BY JM
JOB NO. 2304

38 WASHINGTON ST.  
RENOVATION  
38 WASHINGTON STREET  
HAVERHILL, MA

RENDERING

**Architectural Consulting Services, LLC**  
415 Pawtucket St., #1, Lowell, MA Jay R. Mason, AIA, LEED AP  
Ph: 978.459.2004 Fax: 978.254.5097 Email: jay@ACSLowell.com

Hearing April 30, 2024

City Council Special Permit · Add to a project

 **Expiration Date**

**Active**

**Request Changes**  
([/#/explore/request-changes/167261](#))



12.1

**CCSP-24-3**



**Details**

Submitted on Jan 30, 2024 at 10:43 am



**Attachments**

10 files



**Activity Feed**

Latest activity on Mar 13, 2024



**Applicant**

Matthew Lacroix

 0



**Location**

145 ELLIOTT ST Unit AA, Haverhill, MA 01830

**View** ▼

**Edit Workflow**



**Special Permit Filing Fee**

Paid Jan 30, 2024 at 1:55 pm



**Planning Director Review**

Completed Jan 30, 2024 at 3:14 pm

 WP



**City Clerk Review - Hearing Dates Set**

In Progress

 MB



**City Council Admin Notified**

**Abutter Notification**

Review

**Second Ad Placement**

Review

**City Council Meeting**

Review

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

Review



## City Clerk Review - Hearing Dates Set

**Active** ▾

Became active a month ago

Original documents of all attachments to the application must be submitted so they can be registered.

Assignee



Maria Bevilacqua ✕

Due date



None

**Maria Bevilacqua** ✓

Remove Comment • Mar 14, 2024 at 11:01 am

Special Permit hearing set for April 30 2024

This step was assigned to Maria Bevilacqua - Jan 30, 2024 at 3:14 pm

- City Council Admin Notified

Completed Jan 31, 2024 at 9:59 am
- Assessor for Abutter's List

Completed Jan 31, 2024 at 9:26 am
- Conservation Department Review

Completed Mar 11, 2024 at 12:36 pm
- DPW Review

Completed Mar 04, 2024 at 10:18 am
- Engineering Department Review

Completed Feb 27, 2024 at 1:10 pm
- Fire1 Department Review

Skipped Feb 01, 2024 at 10:00 am
- Fire2 Department Review

Completed Feb 29, 2024 at 4:31 pm
- Health Department Review

Completed Jan 31, 2024 at 3:21 pm
- Police Department Review

Completed Jan 31, 2024 at 8:31 am
- School Department Review

Completed Jan 31, 2024 at 5:51 pm
- Storm Water Review

Completed Mar 11, 2024 at 12:36 pm
- Water/Wastewater Review

Completed Mar 04, 2024 at 10:26 am
- Water Supply Review

Completed Mar 11, 2024 at 12:27 pm
- Building Inspector Approval for Agenda

Completed Mar 13, 2024 at 3:09 pm
- 
- First Ad Placement

Review

**Placed on Agenda**

Review

**Abutter Notification**

Review

**Second Ad Placement**

Review

**City Council Meeting**

Review

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

Review



## Details

### Important: Please Read Before Starting Your Application

THE CITY COUNCIL HAS CHANGED THE DEADLINE FOR SUBMITTING APPLICATIONS FOR SPECIAL PERMITS. IT IS NOW APPROXIMATELY 6 WEEKS PRIOR TO THE HEARING DATE. ALSO, ALL APPLICATIONS MUST BE COMPLETE, HAVING SATISFIED ALL OF THE REQUIREMENTS - BOTH INFORMATION AND ATTACHMENTS - FROM THE BUILDING INSPECTOR, CITY TREASURER, CITY ASSESSOR AND CLERK OF THE BOARD. INCOMPLETE OR LATE APPLICATIONS WILL NOT BE HEARD UNTIL AT LEAST 1 MEETING LATER

**Applicant Information****Edit**



IMPORTANT NOTE: ALL DOCUMENTS THAT ARE ATTACHED TO THIS APPLICATION MUST BE SUBMITTED AS ORIGINALS TO THE CITY CLERK BEFORE THE APPLICATION IS CONSIDERED COMPLETE AND PROCEEDS TO REVIEW. THESE DOCUMENTS WILL LATER BE FILED WITH THE COUNTY REGISTRY WHICH REQUIRES ORIGINAL DOCUMENTS.

**What is Your Role in This Process?\***

Other

**IF OTHER, Please Specify\***

Contractor

**Applicant Business/Firm Name\***

Matthew S. Lacroix

**Applicant Business/Firm Phone\***

978-360-6752

**Applicant Business/Firm Address\***

14 Newton Rd.

**Applicant Business/Firm City\***

Plaistow

**Applicant Business/Firm State\***

N.H.

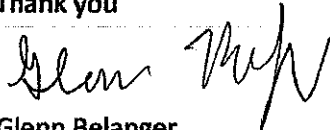
**Applicant Business/Firm Zip\***

03865

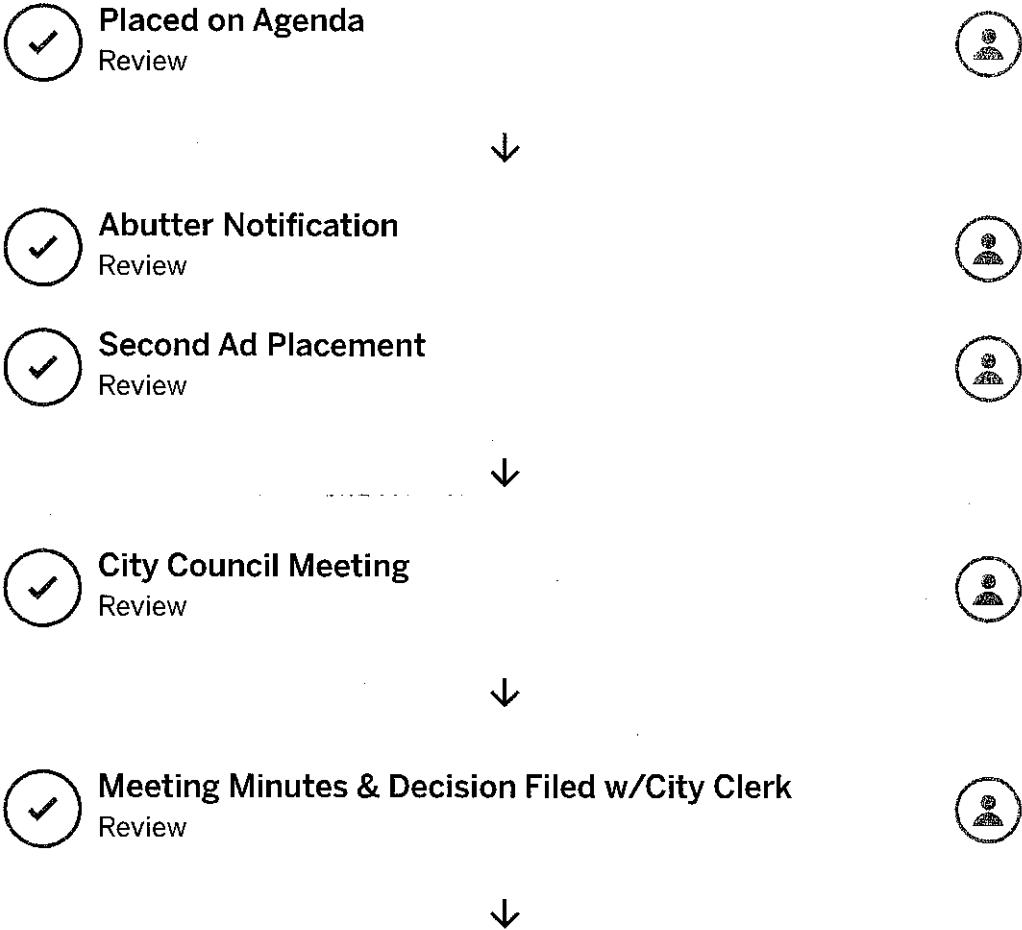
January 22 2024

To whom it my concern, My name is Glenn Belanger I live at 145 Elliott st Haverhill MA 01830,I am the owner of this property and give Matthew Lacroix@ msiconstruction16@gmail of 14 Newton Rd ,Plaistow NH 03865 License# CS-113057 permission to construct a small bedroom addition on same address with permit #108682.

Thank you

A handwritten signature in black ink, appearing to read "Glenn Belanger", written over a horizontal line.

Glenn Belanger



Conservation Department Review

 ● Complete ▾

Complete

Assignee

 Robert Moore

Due date

 None



John D'Aoust

Remove Note • Jan 31, 2024 at 11:02 am

Was assigned to me. I guess I've taken over conservation, I didn't get the memo!

**Robert Moore**

Remove Comment • Jan 31, 2024 at 11:37 am

Hi Matt. The coverage calculations on the site plan are appreciated, but what we need to see are the calculations for impervious area related to the area of the lot. These should include all existing and proposed roof areas, driveway paving, and any concrete/paved patios and walkways. These should not include the driveway apron that is within the Elliott Street right-of-way, nor should they include the deck (assuming board spacing). For clarity, they should also identify which area(s) of roof you will be recharging. You do not need the surveyor to revise the plan; you can simply scale these areas and upload a written summary to the record. Also, please sketch out and upload your proposed infiltration design.

**Robert Moore**

Remove Comment • Mar 11, 2024 at 12:36 pm

with the Water Department's approval, the Conservation Department has no objections to the granting of the Special Permit.

This step was assigned to John D'Aoust - Jan 30, 2024 at 3:14 pm

John D'Aoust assigned this step to Robert Moore - Jan 31, 2024 at 11:01 am

Robert Moore approved this step - Mar 11, 2024 at 12:36 pm



**Placed on Agenda**  
Review



**Abutter Notification**  
Review



**Second Ad Placement**  
Review



**City Council Meeting**  
Review



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




**Engineering Department Review**



**Complete** ▾

Complete

Assignee

 John Pettis

Due date

 None



**John Pettis**

Remove Comment • Feb 27, 2024 at 1:10 pm

I have no objection to the requested Special Permit, provided that a Condition of Approval be that Engineering is to receive and approve a copy of revised Certified Foundation plan.

This step was assigned to John Pettis - Jan 30, 2024 at 3:14 pm  
John Pettis approved this step - Feb 27, 2024 at 1:10 pm



Fire2 Department Review

● Complete

▼

Complete

Assignee

Robert Irvine

Due date

None



Robert Irvine

Remove Comment • Feb 1, 2024 at 10:00 am

1 & 2 Family Dwellings

The installation of smoke, heat, and co alarms shall be compliant to applicable MSBC 780 CMR 9th edition for 1 & 2 Family Residential Dwellings, 527 CMR 1.00 2021 ed., MGL, City of Haverhill ordinances including City of Haverhill Subdivision Rules and Regulations and

fire prevention regulations that are required with this project. Required permitting of fire protection systems should not hold up foundation permit, however Contractor information will be required. Contractors hired to install fire protection systems shall be required to obtain permit approval of proposed fire alarm and or sprinkler systems before any building permit will be issued. Failure to abide by the permitting process as required by the 9th edition of the MSBC, 780 CMR 51.R106.3.3.4 shall cause a delay in acquiring the final occupancy certificate.

-----  
The Fire Alarm system mentioned above regards the proper smoke, heat, and CO detectors/alarms

This step was assigned to Robert Irvine - Jan 30, 2024 at 3:14 pm  
Robert Irvine approved this step - Feb 29, 2024 at 4:31 pm





**Placed on Agenda**

Review



**Abutter Notification**

Review



**Second Ad Placement**

Review



**City Council Meeting**

Review



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

Review



## Health Department Review



● **Complete** ▾

Complete

Assignee

 Mark Tolman

Due date

 None

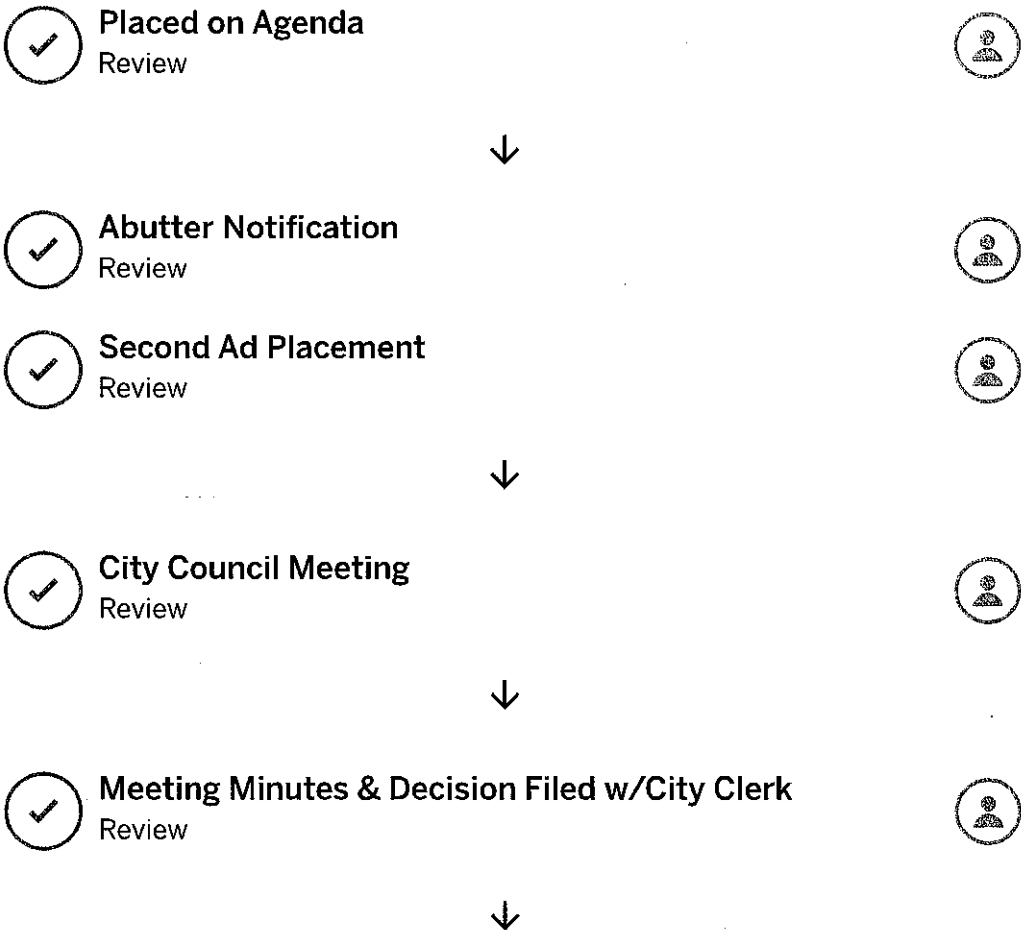


**Mark Tolman**

Remove Comment • Jan 31, 2024 at 3:21 pm

Approved / Dwelling is serviced by city water and sewer service connections.

This step was assigned to Bonnie Dufresne - Jan 30, 2024 at 3:14 pm  
Bonnie Dufresne assigned this step to Mark Tolman - Jan 31, 2024 at 12:55 pm  
Mark Tolman approved this step - Jan 31, 2024 at 3:21 pm



Storm Water Review



Complete

Complete

Assignee

 Robert Moore

Due date

 None



Robert Moore

Remove Comment • Jan 31, 2024 at 11:37 am

see Conservation Review

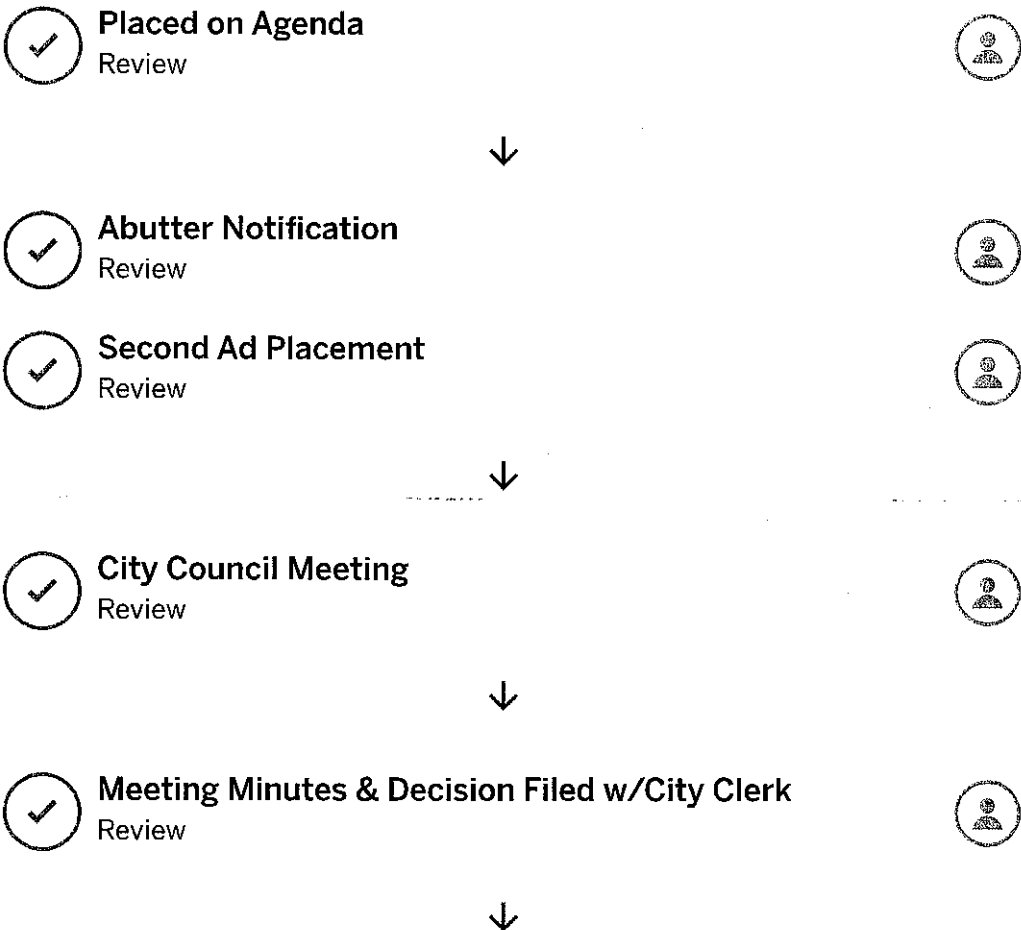


**Robert Moore**

Remove Comment • Mar 11, 2024 at 12:36 pm

C.219 n/a. With the Water Department's approval, the Conservation Department has no objections to the granting of the Special Permit.

This step was assigned to Robert Moore - Jan 30, 2024 at 3:14 pm  
Robert Moore approved this step - Mar 11, 2024 at 12:36 pm



Water Supply Review

● Complete

▼

Complete

Assignee

John D'Aoust

Due date

None



John D'Aoust

Remove Comment • Jan 31, 2024 at 2:43 pm

The water department concurs with the comments made by Robert Moore of Conservation. Please provide the requested information so the water supply review can be completed prior to the special permit hearing.

**Robert Moore**

Remove Note • Feb 26, 2024 at 3:02 pm

owner uploaded new plan with calculations tables today. let me know your thoughts.

**Robert Moore**

Remove Note • Mar 11, 2024 at 10:46 am

Hi John, are you all set with the information that has been submitted. I've been withholding my approval until I hear confirmation from you.

**John D'Aoust**

Remove Comment • Mar 11, 2024 at 12:27 pm

The water department has reviewed the applicant's drainage improvement plan dated 2/23/2024 by Bergman & Associates and finds that the impervious area from proposed addition as well as the existing accessory apartment is being mitigated by the installation of a drywell to infiltrate the stormwater from those surfaces.

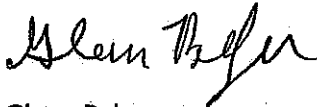
The water department does not oppose the granting of a special permit for the proposed project.

This step was assigned to John D'Aoust - Jan 30, 2024 at 3:14 pm  
John D'Aoust approved this step - Mar 11, 2024 at 12:27 pm

January, 22 2024

Hello, my name is Glenn Belanger. I live at 145 Elliott st Haverhill. I have lived here for 46 years with my family, went to Haverhill Trade school and am a disabled Veteran. In 2021 I was allowed to build a 750 sq ft accessory apartment because my existing homes foot print only allowed 800 sq ft. In 2022 just after completing the apartment the city increased the sq ft to 1200. Since then, my daughter and husband have now brought a 5 month old daughter into this world. The existing apartment only has one bedroom, therefore the baby's crib is in the hallway. I applied to the city to add on a 12x 14 small bedroom for the child which was allowed by city departments. Except, in 2023 it was not allowed again because the city changed the zoning in 2023 water shed area to 2,714 sq ft which put my accessory apartment over the limit. I have discussed this problem with Robert Moore and hired a civil engineer for plans to evacuate all rain water from my two gutters into a under ground dry well system. This added expense is costing me thousands of dollars just to add a small bedroom for this child. Please look over this city council request for a special permit.

Thank you,

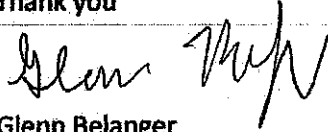
A handwritten signature in cursive script, appearing to read 'Glenn Belanger', written in dark ink.

Glenn Belanger

January 22 2024

To whom it may concern, My name is Glenn Belanger I live at 145 Elliott st Haverhill MA 01830, I am the owner of this property and give Matthew Lacroix@ msiconstruction16@gmail of 14 Newton Rd ,Plaistow NH 03865 License# CS-113057 permission to construct a small bedroom addition on same address with permit #108682.

Thank you

  
Glenn Belanger



**145 Elliott St. City Council Permit**

**In regard to the Attorney Representation**

Home owner was told he don't need an attorney to represent him for the current application, and to mark this Step N/A by the building commissioner.

**Matthew Lacroix, General Contractor**

**CS-113057**

# Northpoint Survey Services, Inc.

P.O. Box 1226  
Newburyport, MA, 01850  
(978)-512-0855

CITY OF HAVERHILL  
BOARD OF APPEALS



## FOR REGISTRY USE

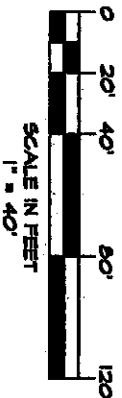
I CERTIFY THAT TO THE BEST OF MY PROFESSIONAL KNOWLEDGE AND BELIEF THE PROPERTY LINES SHOWN ON THIS PLAN ARE THE LINES DIVIDING EXISTING OWNERSHIPS AND THE LINES OF STREETS AND WAYS SHOWN ARE THOSE OF PUBLIC OR PRIVATE STREETS OR WAYS. ALREADY ESTABLISHED AND THAT NO NEW LINES FOR DIVISION OF EXISTING OWNERSHIP OR FOR NEW WAYS ARE SHOWN.

I CERTIFY THAT TO THE BEST OF MY PROFESSIONAL KNOWLEDGE AND BELIEF THIS PLAN CONFORMS TO THE RULES AND REGULATIONS OF THE REGISTRARS OF DEEDS.

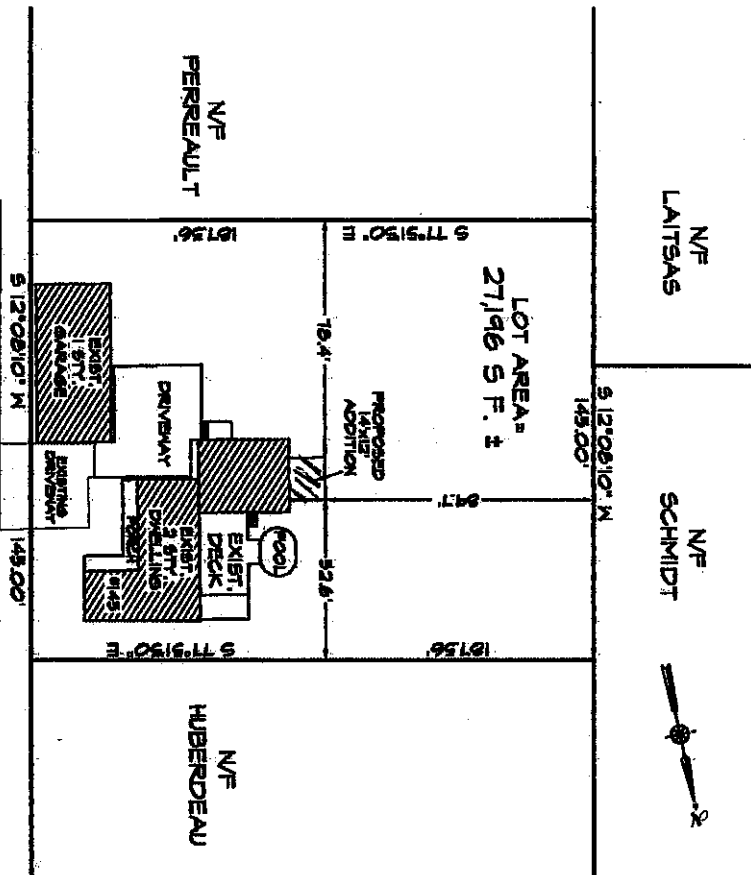


4/28/23

GREGORY L. BOWDEN P.L.S. DATE



## ELLIOTT STREET 50' WIDE-PUBLIC



### SITE PLAN

GLENN & MARTY ELLEN BELANGER  
145 ELLIOT STREET  
HAVERHILL, MA.

DATE: SEPTEMBER 28, 2023  
SCALE: 1" = 40' JOB NO. 4458.00

APPLICANT

DATE

ZONING DISTRICT - RM

FOOTPRINT AREA OF EXISTING BUILDING = 1,933 S.F.  
FOOTPRINT AREA OF EXISTING DECK = 547 S.F.  
FOOTPRINT AREA OF EXISTING GARAGE = 1,243 S.F.

TOTAL = 3,647 S.F.  
AREA OF PROPOSED ADDITION = 163 S.F.  
TOTAL = 4,015 S.F.

LOT COVERED BY EXISTING & PROPOSED = 14.2%

### DEED REFERENCE

RECORD OWNER,  
GLENN & MARTY ELLEN BELANGER  
145 ELLIOT STREET  
HAVERHILL, MA.

DEED BOOK 11205 PAGE 547 S.E.R.D.

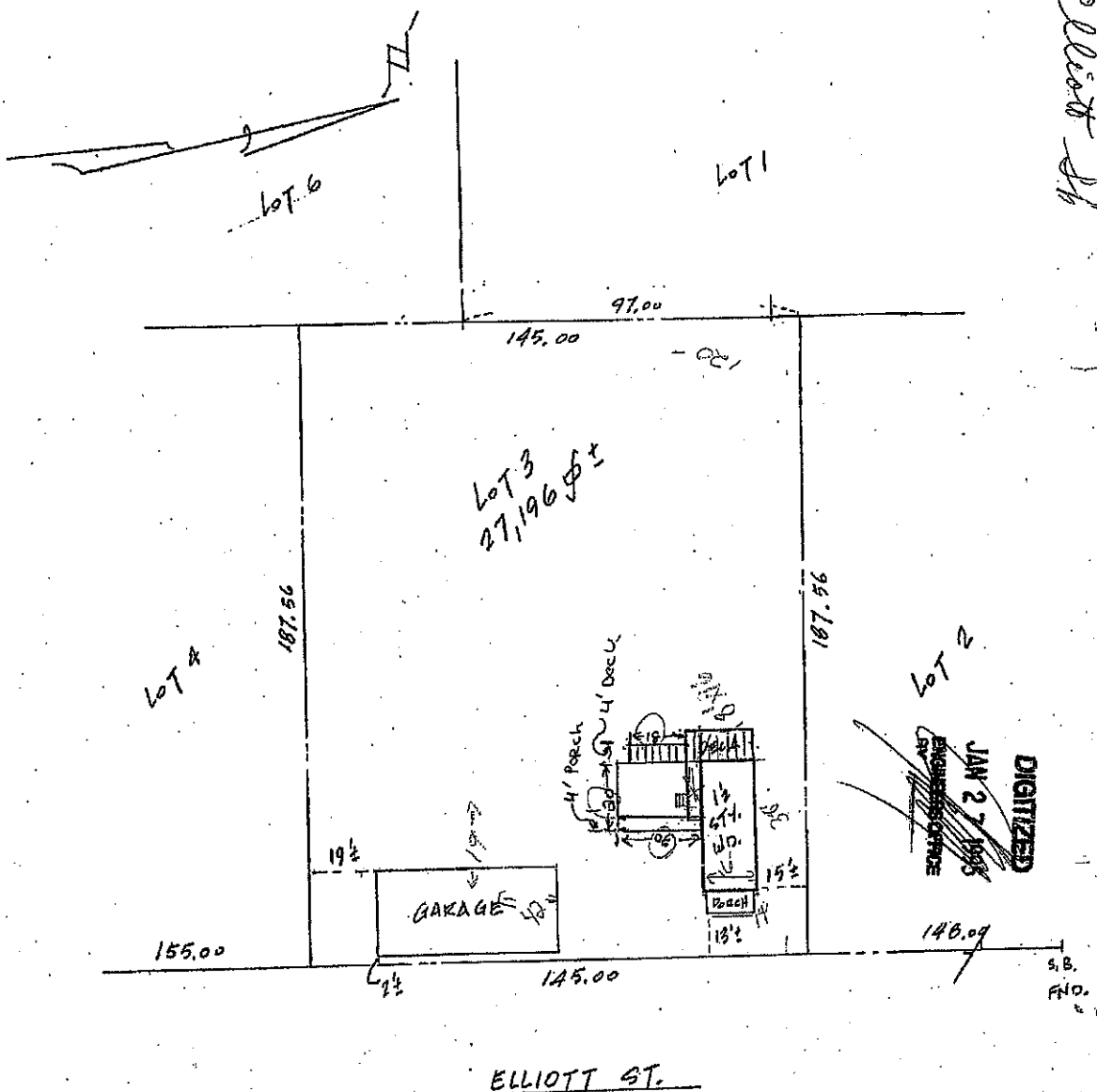
### PLAN REFERENCE

PLAN BOOK 154 PLAN 15 S.E.R.D.

### ASSESSORS INFORMATION

MAP 441 BLOCK 5 LOT 5





ELLIOTT ST.

MORTGAGE INSPECTION PLAN

BUYER: BELANGER

LOCATED IN  
HAVERHILL,  
MASSACHUSETTS

TO THE THE FAMILY MUTUAL SAVINGS BANK AND ITS TITLE INSURERS  
I HEREBY CERTIFY THAT I HAVE EXAMINED THE PREMISES AND ALL EASEMENTS,  
ENCROACHMENTS AND BUILDINGS ARE LOCATED ON THE GROUND AS SHOWN.  
I FURTHER CERTIFY THAT THE BUILDING SHOWN DO( ) CONFORM TO THE  
ZONING LAWS AND AMENDMENTS, L.A. (FRONT, SIDE & REAR YARD SET BACK) OF HAVERHILL  
WHEN CONSTRUCTED. I FURTHER CERTIFY THAT THIS PROPERTY IS NOT  
LOCATED IN THE ESTABLISHED FLOOD HAZARD AREA.

NOTE: THIS CERTIFICATION IS BASED ON THE LOCATION OF SURVEY MARKERS OF OTHERS, AND  
DOES NOT REPRESENT A PROPERTY SURVEY.  
EXAMINATION OF THE RECORDS IS MADE ONLY SUBSEQUENT TO THE RECORDED DATE OF THE  
LATEST DEED AND DOES NOT INCLUDE VERIFYING THE ACCURACY OF THE DEED DESCRIPTION  
PREVIOUS TO ITS DATE OF RECORD.

THIS COMPANY IS NOT RESPONSIBLE FOR ANY INCENTURES MADE SUBSEQUENT TO THE  
RECORDED DATE OF THE LATEST DEED OF RECORD.  
WHENEVER BUILDINGS ARE SHOWN LESS THAN ONE FOOT FROM THE PROPERTY LINE IT IS  
ADVISED THAT A MORE PRECISE SURVEY BE MADE TO VERIFY THESE MEASUREMENTS.

THIS CERTIFICATION TO BE USED FOR MORTGAGE PURPOSES ONLY

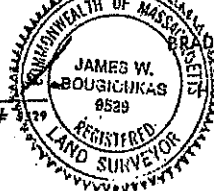
DEED  
BOOK 7219  
PAGE 203

PLAN  
NO. 15  
BOOK 154  
PAGE

CERT. NO.  
JAN. 10. 1988

SCALE: 1" = 40'

James W. BOUGIOUKAS RLS #



RAADFORD ENGINEERING CO.  
P.O. BOX 1244  
Haverhill, Mass 01831  
TEL. 373 2396

441 3 3



DOCUMENT

## CITY OF HAVERHILL

In Municipal Council

ORDERED:

### ESTABLISHING AN OTHER POST-EMPLOYMENT BENEFITS LIABILITY TRUST FUND

That the City Council votes to adopt and accept, and/or re-adopt and accept the provisions of Section 20 of Chapter 32B of the Massachusetts General Laws, as amended by Section 15 of Chapter 218 of the Acts of 2016, establishing an Other Post-Employment Benefits Liability Trust Fund; to authorize the City Council and Treasurer to execute a declaration of trust creating an expendable trust for the purpose of holding monies appropriated to such fund; to designate the Treasurer as the trustee of such trust; to authorize the transfer of any and all monies currently held for the purpose of paying retiree health and life benefits to such trust; and to authorize the trustee to invest and reinvest the monies in such fund in accordance with the Prudent Investor Rule established under Chapter 203C of the Massachusetts General Laws.

13.1

HAU CITY CLERK MAR 15/24 AM 7:35



MELINDA E. BARRETT  
MAYOR

**CITY OF HAVERHILL  
MASSACHUSETTS**

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

March 14, 2024

City Council President Thomas J. Sullivan and Members of the Haverhill City Council

**RE: Order To Establish an Other Post-Employment Benefits Liability Trust Fund.**

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

Please see attached order for Other Post-Employment Benefits Liability Trust Fund. I recommend approval.

Thank you,

**Melinda E. Barrett**  
Mayor

MEB/em

File 10 days



DOCUMENT

## CITY OF HAVERHILL

In Municipal Council

City of Haverhill, Massachusetts

ORDERED:

Suggested Form of Loan Order from Hinckley Allen

Moody School Boiler Replacement Bonds

HAU CITY CLERK MAR 15 '24 AM 7:36

13.2

**Ordered:** That the City of Haverhill hereby appropriates Two Million Four Hundred Eleven Thousand Three Hundred Fifty-Five Dollars (\$2,411,355) to pay costs of the boiler replacement project at The Moody School located at 59 Margin Street, Haverhill, Massachusetts, including the payment of all costs incidental or related thereto (the "Project"), which proposed repair project would materially extend the useful life of the school and preserve assets that otherwise are capable of supporting the required educational programs, and for which the City may be eligible for a grant from the Massachusetts School Building Authority (the "MSBA"), said amount to be expended under the direction of the City of Haverhill School Building Committee; that to meet this appropriation, the City Treasurer, with the approval of the Mayor, is authorized to borrow said amount pursuant to Chapter 44 or Chapter 70B of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor; that the City acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any project costs the City incurs in excess of any grant that may be approved by and received from the MSBA shall be the sole responsibility of the City; that any grant that the City may receive from the MSBA for the Project shall not exceed the lesser of (1) eighty percent (80%) of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA; and that the amount of the borrowing authorized pursuant to this loan order shall be reduced by any grant amount set forth in and received by the City pursuant to the Project Funding Agreement that may be executed between the City and the MSBA for the Project.

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

Loan Order



MELINDA E. BARRETT  
MAYOR

**CITY OF HAVERHILL  
MASSACHUSETTS**

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

March 14, 2024

City Council President Thomas J. Sullivan and Members of the Haverhill City Council

**RE: Loan Order for \$2,411,355 to pay for costs of the boiler replacement project at The Moody School located at 59 Margin Street Haverhill, Massachusetts**

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

Please see attached loan order for \$2,411,355 to pay for costs of the boiler replacement project at The Moody School. This item must remain on file for 10 days after which I recommend approval.

Thank you,

**Melinda E. Barrett**  
Mayor

MEB/em



File 10 days



DOCUMENT

**CITY OF HAVERHILL**

In Municipal Council

13.3

HAU CITY CLERK MAR 15 24 AM 7:36

ORDERED:

**City of Haverhill, Massachusetts**

Suggested Form of Loan Order from Hinckley Allen

Silver Hill Elementary School Boiler Replacement Bonds

**Ordered:** That the City of Haverhill hereby appropriates One Million Four Hundred Seventy-One Thousand Two Hundred Ninety-Seven Dollars (\$1,471,297) to pay costs of the boiler replacement project at Silver Hill Elementary School located at 675 Washington Street, Haverhill, Massachusetts, including the payment of all costs incidental or related thereto (the "Project"), which proposed repair project would materially extend the useful life of the school and preserve assets that otherwise are capable of supporting the required educational programs, and for which the City may be eligible for a grant from the Massachusetts School Building Authority (the "MSBA"), said amount to be expended under the direction of the City of Haverhill School Building Committee; that to meet this appropriation, the City Treasurer, with the approval of the Mayor, is authorized to borrow said amount pursuant to Chapter 44 or Chapter 70B of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor; that the City acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any project costs the City incurs in excess of any grant that may be approved by and received from the MSBA shall be the sole responsibility of the City; that any grant that the City may receive from the MSBA for the Project shall not exceed the lesser of (1) eighty percent (80%) of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA; and that the amount of the borrowing authorized pursuant to this loan order shall be reduced by any grant amount set forth in and received by the City pursuant to the Project Funding Agreement that may be executed between the City and the MSBA for the Project.

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

Loan Order



MELINDA E. BARRETT  
MAYOR

**CITY OF HAVERHILL  
MASSACHUSETTS**

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

March 14, 2024

City Council President Thomas J. Sullivan and Members of the Haverhill City Council

**RE: Loan Order for \$1,471,297 to pay for costs of the boiler replacement project at The Silver Hill Elementary School located at 675 Washington Street Haverhill, Massachusetts**

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

Please see attached loan order for \$1,471,297 to pay for costs of the boiler replacement project at Silver Hill Elementary School. This item must remain on file for 10 days after which I recommend approval.

Thank you,

**Melinda E. Barrett**  
Mayor

MEB/em



Document

CITY OF HAVERHILL

In Municipal Council

File 10 0443  
8 00144 pages

141

HAVERHILL CITY CLERK MAR 15 24 AM 7:05

Ordered:

MUNICIPAL ORDINANCE

CHAPTER 70

**AN ORDINANCE RELATING TO OFFICERS AND EMPLOYEES**

**BE IT ORDAINED** by the City Council of the City of Haverhill that Chapter 70, Article IV – City Solicitor, of the Code of the City of Haverhill, as amended, being and is hereby further amended as follows;

**Article IV City Solicitor**

**70-39. Qualifications; assistance.**

The City Solicitor shall be an attorney and counsellor at law admitted to practice in the courts of the commonwealth and may be a law firm who shall designate a lead attorney for the City who shall be considered the Solicitor. They alone shall act as the legal adviser and Solicitor of the City except in special cases in which the Mayor may authorize or require them to secure the advice or services of such additional counsel as the Mayor may deem best, and no money shall be paid from the City treasury for any legal service or advice without the sanction of the Mayor as authorized by this chapter.

**§ 70-40. Assistants.**

The Assistant City Solicitors shall be attorneys and counsellors at law admitted to practice in the courts of the Commonwealth and may be a law firm who shall designate a lead attorney for the City who shall be considered the Assistant Solicitor. They shall make any and all investigations of matters concerning the City that may be referred to them by the City Solicitor. They shall further assist the City Solicitor in the legal affairs of the City in such manner and to such an extent as the City Solicitor may designate.

**§ 70-41. Vacancy in office.**

In case of a vacancy in the office of City Solicitor by reason of death, disability, resignation or removal, the Mayor may appoint some qualified person to perform the duties of the office so made vacant.

**§ 70-42. Duties.**

It shall be the duty of the City Solicitor to examine all titles to property which so requested for a public or municipal purpose by the Mayor or City Council or by a City official; also, to draft or approve all bonds, deeds, leases, contracts, conveyances, obligations, agreements and all other legal instruments which may be required of them by the Mayor or City Council or by any ordinance,

order or rule thereof, and to which the City or its agents may be a party and the expense of which by law, usage or agreement the City is to bear.

**§ 70-43. Furnishing legal advice to Council and officers.**

The City Solicitor shall, whenever requested, furnish legal advice to the Mayor or the City Council or to any board or officer of the City government upon any subject touching the duties of their respective offices, but, whenever the opinion is required to be in writing, the question submitted for their consideration in the request shall also be stated in writing.

**§ 70-44. Approval of bonds; prosecution of suits and actions.**

The City Solicitor shall approve the form of all bonds of municipal officers; they shall commence and prosecute all suits or actions brought by order of the Mayor; and they shall also commence and prosecute all such actions and other proceedings in law and equity as they may be advised are well grounded, and as are desired to be begun by the head of any municipal department or by any officer thereof, touching the business of the City or of any department thereof and growing out of any estate, claim, right, privilege or demand of or on the City, subject always to the consent and approbation of the Mayor.

**§ 70-45. Defense of City and officers.**

The City Solicitor shall appear before any court in the commonwealth or of the United States in defense of all actions or suits brought against the City or its officers in their capacity, wherein the rights, estates, privileges, ordinances or acts of the City or breach of any ordinance may be called in question. They shall also try and argue any and all causes to which the City shall be a party, before any tribunal, whether in law or equity, in the commonwealth, or before any referee, master, arbitrator or board of commissioners.

**§ 70-46. Appearance before Legislature.**

The City Solicitor shall appear as counsel for the City before the Legislature of the commonwealth, or any committee thereof whenever requested by the Mayor or City Council, concerning any matter in which the interest and welfare of the City may be by the Mayor or the City Council adjudged to be directly or indirectly affected.

**§ 70-47. Performing acts required by Mayor or Council.**

The City Solicitor shall in all matters do every professional act incident to their office which may be required of them by the Mayor or City Council or by any order or ordinance thereof.

**§ 70-48. Prosecuting, defending and settling suits.**

The City Solicitor may take any steps and incur any expense, to be charged to the proper appropriation, as they may deem necessary in prosecuting and defending suits, and they may settle any suit against the City when such settlement shall be approved by the Mayor and if an appropriation is required, by the City Council as well.

**§ 70-49. Compensation; traveling expenses.**

The City Solicitor shall receive as full compensation for their services such salary or compensation under a fee agreement as the Mayor may determine, and as appropriated by the City Council. Whenever their attendance may be required out of the City on official business, their reasonable traveling expenses shall be allowed them.

**§ 70-50. Claims for damages; investigation; notice of accidents.**

**A. Every claim for damages against the City, except claims for damages on account of the laying out, altering or widening of streets and ways, or for the taking of land, and except claims for damages resulting from the abatement of nuisances by the City Council or the Board of Health, shall immediately be brought to the attention of the City Solicitor by whatever department, board or officer of the City first receives notice thereof.**

**B. Immediately upon receipt of notice of any such claim against the City, the City Solicitor shall see that the proper steps are taken to obtain evidence as to the facts upon which such claim purports to be based. If it is a claim for damages for injury caused by accident for which the City is in any way alleged to be or may be held responsible, they shall cause a full and immediate investigation of all the circumstances surrounding the accident to be made by some proper and competent person and a complete report thereof to be made to them.**

**C. Every department, board or officer of the City having knowledge of the occurrence of any accident as the result of which any claim might be made against the City or any of its departments shall without delay give notice to the City Solicitor thereof.**

**§ 70-51. Defense of certain persons prohibited.**

**The City Solicitor shall not, directly or indirectly, defend or assist in the defense of any person charged with the commission of a crime within the limits of the City, nor shall they defend or assist in defending against any proceeding for the forfeiture of any property seized within the limits. They shall upon request of the City Chief of Police advise and assist in any such prosecution or forfeiture proceedings on behalf of the City.**

**APPROVED AS TO LEGALITY:**

---

**City Solicitor**



MELINDA E. BARRETT  
MAYOR

**CITY OF HAVERHILL  
MASSACHUSETTS**

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

March 14, 2024

City Council President Thomas J. Sullivan and Members of the Haverhill City Council

**RE: To Submit Amended Order for Officers and Employees Chapter 70 Article IV City Solicitor**

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

I, Mayor Barrett, submit to the City Council amended ordinance for officers and employees and Chapter 70, Article IV City Solicitor of the City of Haverhill. I recommend approval.

Thank you,

**Melinda E. Barrett**  
Mayor

MEB/em

17.1

# PROCLAMATION

**WHEREAS,** hailing from the Emerald Isle, generations of Irish men and women have helped shape the idea of America, overcoming hardship and strife through strength and sacrifice, faith and family, with an undying belief that tomorrow always yields a brighter day; and

**WHEREAS,** Irish-Americans have distinguished themselves in every sector of American life with many among the signers of the Declaration of Independence, some Presidents of the United States tracing their roots to Ireland, and Henry Ford, founder of one of America's iconic companies being the son of an Irish immigrant; and

**WHEREAS,** for centuries, with the tenacious Irish spirit, religious devotion, strength rooted in the love of family and confidence Irish-Americans have engaged the American Dream in dynamic and meaningful ways to the betterment of our Country; and

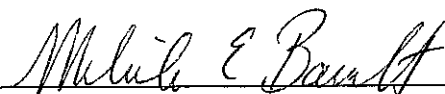
**WHEREAS,** during the month of March, Americans across the Nation will celebrate the patron saint of Ireland and don the "wearing of the green" to celebrate the heritage and contributions of Irish Americans.

**NOW, THEREFORE LET IT BE PROCLAIMED, THAT I, MELINDA E. BARRETT, MAYOR OF THE CITY OF HAVERHILL, MASSACHUSETTS, DO HEREBY DECLARE MARCH 17<sup>th</sup>, 2024,**

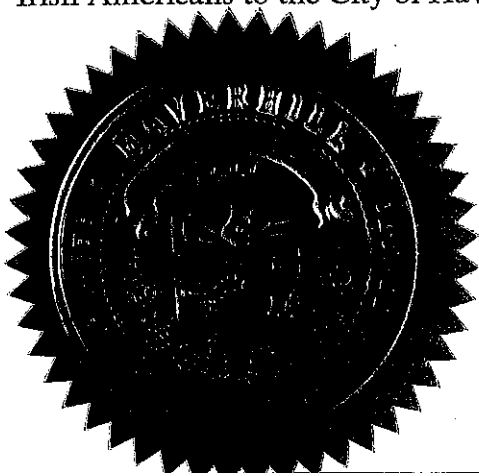
## IRISH-AMERICAN HERITAGE MONTH

In the City of Haverhill and urge all citizens to join me in observing the contributions of all Irish-Americans to the City of Haverhill.

IN WITNESS WHEREOF, I hereunto  
Set My Hand And Caused The Seal Of The  
City Of Haverhill To Be Affixed This 17<sup>th</sup>  
Day Of March In The Year Of Our Lord  
Two Thousand and Twenty-Four.



MELINDA E. BARRETT, MAYOR





MELINDA E. BARRETT  
MAYOR

**CITY OF HAVERHILL  
MASSACHUSETTS**

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

March 14, 2024

City Council President Thomas J. Sullivan and Members of the Haverhill City Council

RE: Recognition of Irish Heritage Month

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

Mayor Barrett requests to present a proclamation recognizing month of March as Irish Heritage Month in the City of Haverhill.

Thank you,

**Melinda E. Barrett**  
Mayor

MEB/em



1712

# P R O C L A M A T I O N

## Women's History Month

- Whereas:** American women of every race, class, and ethnic background have made historic contributions to the growth and strength of our Nation in countless recorded and unrecorded ways;
- Whereas:** American women have played and continue to play a critical economic, cultural, and social role in every sphere of the life of the Nation by constituting a significant portion of the labor force working inside and outside of the home;
- Whereas:** American women have played a unique role throughout the history of the Nation by providing the majority of the volunteer labor force of the Nation;
- Whereas:** American women were particularly important in the establishment of early charitable, philanthropic, and cultural institutions in our Nation;
- Whereas:** American women of every race, class, and ethnic background served as early leaders in the forefront of every major progressive social change movement;
- Whereas:** American women have been leaders, not only in securing their own rights of suffrage and equal opportunity, but also in the abolitionist movement, the emancipation movement, the industrial labor movement, the civil rights movement, and other movements, especially the peace movement, which create a more fair and just society for all; and
- Whereas:** Despite these contributions, the role of American women in history has been consistently overlooked and undervalued, in the literature, teaching and study of American history;
- Whereas:** Each year since 1987, March has been designated Women's History Month in our nation, and the President of the United States has proclaimed the month of March to be National Women's History Month;

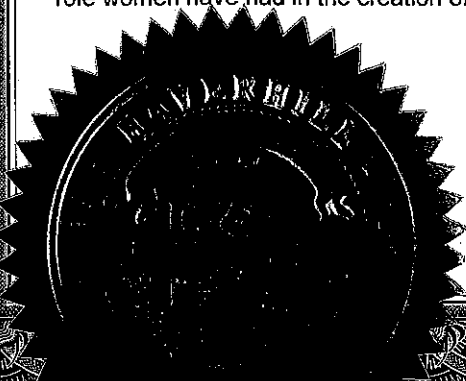
NOW, THEREFORE I, MELINDA E. BARRETT, Mayor of Haverhill, do hereby proclaim that March 2024, is

### Women's History Month

I call upon all citizens of Haverhill to participate in ceremonies and events to commemorate and honor women for their countless contributions to our community and nation and to learn more about the significant role women have had in the creation of our history.

IN WITNESS WHEREOF I have here unto set my hand and caused the Seal of the City of Haverhill to be affixed this 19<sup>th</sup> day of March in the year of Our Lord Two Thousand Twenty Four.

MAYOR MELINDA E. BARRETT





MELINDA E. BARRETT  
MAYOR

**CITY OF HAVERHILL**  
**MASSACHUSETTS**

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

March 14, 2024

City Council President Thomas J. Sullivan and Members of the Haverhill City Council

RE: Recognition of Women's History Month

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

Mayor Barrett requests to present a proclamation recognizing March 2024 as Women's History Month in the City of Haverhill.

Thank you,

**Melinda E. Barrett**  
Mayor

MEB/em

# PROCLAMATION

**WHEREAS:** On March 25<sup>th</sup>, sons and daughters of Greece will celebrate the 203<sup>rd</sup> year of independence from the Ottoman Empire;

**WHEREAS:** On a daily basis, and especially here in the City of Haverhill, we recognize the ancient Greek influence in our government and we recognize the Greek-American heritage that continues to strengthen our City and enhance our community;

**WHEREAS:** Throughout its history, Greece has provided the world community with leaders in political, social, and artistic innovations by the works of Plato, Socrates, Sophocles, and Homer;

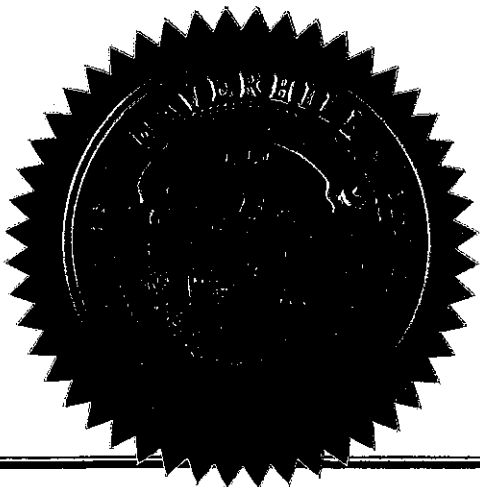
**WHEREAS:** Together, Greeks and Americans share a profound sense of reverence and appreciation for democracy, freedom, and individual rights;

**WHEREAS:** Nearly three million Greek-Americans call the United States their home, some of whom live here in Haverhill, and their immeasurable innumerable contributions to the cultural heritage;

**NOW, THEREFORE I, MELINDA E. BARRETT, DO HEREBY DECLARE**  
**March 25, 2024, as**

## GREEK INDEPENDENCE DAY

In the City of Haverhill and urge all citizens to join me in observing the contributions of all Greek-Americans to the City of Haverhill.



IN WITNESS WHEREOF, I hereunto  
Set My Hand And Caused The Seal Of The  
City Of Haverhill To Be Affixed This 19<sup>th</sup>  
Day Of March In The Year Of Our Lord  
Two Thousand and Twenty-Four.



MELINDA E. BARRETT, MAYOR



MELINDA E. BARRETT  
MAYOR

**CITY OF HAVERHILL  
MASSACHUSETTS**

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

March 14, 2024

City Council President Thomas J. Sullivan and Members of the Haverhill City Council

RE: Recognition of Greek Independence Day

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

Mayor Barrett requests to present a proclamation recognizing March 25th as Greek Independence Day in the City of Haverhill.

Thank you,

**Melinda E. Barrett**  
Mayor

MEB/em

**CITY COUNCIL**

**Timothy J. Jordan**, President  
**John A. Michitson**, Vice President  
**Thomas J. Sullivan**  
**Colin F. LePage**  
**Melissa J. Lewandowski**  
**Michael S. McGonagle**  
**Catherine P. Rogers**  
**Shaun P. Toohey**  
**Devin Ferreira**  
**Ralph T. Basiliere**  
**Katrina Hobbs Everett**



CITY HALL, ROOM 204  
 4 SUMMER STREET  
 TELEPHONE: 978-374-2328  
 FACSIMILE: 978-374-2329  
[WWW.CITYOFHAVERHILL.COM](http://WWW.CITYOFHAVERHILL.COM)  
[CITYCNCL@CITYOFHAVERHILL.COM](mailto:CITYCNCL@CITYOFHAVERHILL.COM)

**CITY OF HAVERHILL**

**HAVERHILL, MASSACHUSETTS 01830-5843**  
**DOCUMENTS REFERRED TO COMMITTEE STUDY**

79-F	Communication from Councillor Sullivan requesting to introduce Kathleen Fitts, Gale Park Assoc. to request the city replace the Gale Park Fountain in fiscal year 20	NRPP	6/25/19
34-P	Communication from Councillor Sullivan requesting a discussion regarding the disposal of cremated remains on public property	NRPP	3/17/20
86-D	Communication from Councillor Michitson requesting to address economic development ideas resulting from the pandemic	Planning & Dev.	8/11/20
86-F	Communication from Council President Barrett and Councillor LePage requesting discussion pertaining to utilization of UV-C disinfection fixtures in public buildings	A & F	8/25/20
89-C	Mayor Fiorentini submits final recommendations of Matrix Company	NRPP	9/15/20
91	Petition from Wady & Jewnifer Grullon requesting to purchase city property that abuts their property at 14 Silver Birch Ln; Assessor's Map 574, Block 1 Lot 7	NRPP	9/15/20
91-B	Petition from the Biggart Family requesting to purchase 2 parcels of land that abuts their property at 30 Belvidere Rd., Assessor's Map 409, Block 114, Lot 9; and Map 409, Block 1A, Lot 1 that includes conservation land, but only the portion zone RMD (Residential Medium Density)		9/22/20
55-I	Communication from Council President Barrett and Councillor McGonagle requesting to introduce Don Jarvis, Keith Gopsill and Mike Ingham to discuss becoming a Purple Heart Community	NRPP	12/15/20
91-C	Petition of Michael DeLuca requesting to purchase surplus city land on River St., Map 538, Block 419B, Lots 20, 21, 22, 23	NRPP	12/15/20
27-E	Communication from Councillor Sullivan requesting to introduce Debbie Lyons, to explain having legal permitting system as it relates to establishing permitting/licensing process to allow for "Bow Hunter Tree Stands" to be placed on trees on City properties when hunting is allowed in season	NRPP	3/2/21
27-J	Communication from Councillor Michitson requesting to re-start discussion on way ahead for residential zoning in Haverhill	Planning & Dev.	3/9/21
50	Councillor Jordan requests on behalf of Tom Riley, 195 Kingsbury Ave., to have city surplus land that abuts his property, Map 768, Block 50, Lot 85A on Lincolnshire Ave.	NRPP	4/6/21
50-U	President Barrett and Vice President LePage request discussion about composting options	Citizens Outreach	5/18/21
63-S	Councillor Daly O'Brien discuss sending intent of closing Washington St. for trial period to make it pedestrian walkway	Citizens Outreach	8/24/21
5-F	Councillor Michitson request study between Mayor and City Council budgetary powers	Citizens Outreach	1/25/22

5-W	Communication from Councillor Sullivan and Councillor Lewandowski to discuss Atherton Housing parking needs downtown.	NRPP	4/5/22
118-G	Communication from Vice President Michitson to send to develop city policies to incentivize Building & business park developers to use sustainable & environmentally friendly practices.	Planning & Dev	10/25/22
78-A	Communication from Mayor Fiorentini to send Zoning amendments to committee for review. Motion by Councilor Rogers to send to A&F, second Councilor Sullivan.	A&F	10/31/23