



**CITY OF HAVERHILL  
CITY COUNCIL AGENDA - AMENDED**

**July 11, 2023 at 7:00 PM**

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

**In-Person/Remote Meeting**

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

**1. OPENING PRAYER**

**2. PLEDGE OF ALLEGIANCE**

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

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

**5. COMMUNICATIONS FROM THE MAYOR:**

- 5.1. Mayor Fiorentini submits an Order to approve the City's Water & Conservation Department's MA EOEEA (Executive Office of Energy & Environmental Affairs) LAND grant application to purchase and protect watershed areas located near Crystal Lake on Crystal Street/Jericho Road

*Related communication from Robert Moore, Environmental Health Technician*

- 5.1.1. Order – Council supports and approves LAND (Local Acquisition for Natural Diversity) Grant Application

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

- 6.1. President Jordan and Councillors Sullivan and Michitson request to introduce Melissa Rousselle to address a *Right to Charge* law in Haverhill

- 6.2. Councillor Joseph Bevilacqua requests to introduce Bobby Brown of United Way of Mass Bay & Merrimack Valley to announce the Touch-A-Truck event on July 14 at the Haverhill DPW, located on 500 Primrose st

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

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

- 8.1.1. Kaitlin Wright, *City Clerk* requests approval for early voting schedules for the tentative September 12<sup>th</sup> preliminary election and the November 7<sup>th</sup> general election

- 8.1.2. Christine Webb, *City Assessor* submits abatement report for June 2023

- 8.1.3. John Pettis, *City Engineer* requests approval for roadway utilities work to open 30 Marsh av and 150 Water st for a gas leak and a utility blockage

- 8.1.3.1. Order to open 30 Marsh av & 150 Water st for work on underground utilities



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

9.1. Document 58: Petition from Mass Electric Co d/b/a National Grid & Verizon New England requesting Joint Pole Location for Plan 30743544, Thorndike /Federal st

9.1.1. Document 58-B: Order grant Joint Pole location for Thorndike/Federal st

9.2. Document 59: Petition from Mass Electric Co d/b/a National Grid & Verizon New England requesting Joint Pole Location for Plan 30631836, South Elm st & Railroad av

9.2.1. Document 59-B: Order grant Joint Pole location for South Elm st & Railroad av

**10. HEARINGS AND RELATED ORDERS:**

10.1. Document 48: Hearing request – CCSP-23-3 Attorney Michael Migliori representing 7-13 Kenoza Ave., LLC; property currently zoned as Commercial Central (CC) requesting to build a 14-unit residential building at 3 Kenoza av combined with 7 Kenoza av; Map 204-48-1 and 204-48-2A *Comments from City Departments are included*

**11. APPOINTMENTS:**

11.1. **Confirming Appointments:**

11.2. **Non-Confirming:**

11.3. **Resignations:**

11.4. **PETITIONS:**

11.4.1. Robert Christy submits landscape design for approval per conditions of the Special Permit granted November 9, 2021 for Gardens on Kenoza LLC, 125-129 Kenoza av/Seven Unit dwelling

11.4.2. Taylor Moylan, *Bergman & Associates Inc*, for *Fantini Bakery*, requests to withdraw their application to amend the zoning for Fantini Bakery's lot previously referred to Planning Board with Hearing scheduled for August 22<sup>nd</sup>

11.4.3. CCSP 23-4: Attorney Michael Migliori representing applicant TOPNOTCH HOMES LLC requests to build a 3-family residential building at 66 Riverdale av; Parcel ID 745-1-17 Lot 2 Hearing August 8 2023

11.4.4. CCSP 23-5: Attorney Michael Migliori representing applicant TOPNOTCH HOMES LLC requests to build a 3-family residential building at 66 Riverdale av; Parcel ID: 745-1-18 Lot 1 Hearing August 8 2023

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

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



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11.6.1. Joseph LeBlanc for *Team Haverhill* requesting permission for *River Ruckus*, being held September 23<sup>rd</sup>, at 70 Washington st; 9 am to 9 pm and requests additional fees be waived

11.7. **Auctioneer License:**

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

11.8.1. *Haverhill Youth Football, August 19 & 20*

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

11.9.1. Joseph LeBlanc for *Team Haverhill* requesting Beer & Wine license for *River Ruckus*; September 23<sup>rd</sup>, at Riverfront parking lot, Washington st; 9 am to 9 pm

11.10. **Annual License Renewals:**

11.10.1. **Hawker Peddlers License 2023 - Fixed location** – *with approvals*

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

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

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

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

11.10.5.1. TLLB – 23-6 Michael Campbell, *Grace Limousine*, 7 Limos at 25 Bond st

11.10.5.2. TLLB-23-5 John Jalbert, Jalbert Wilson Inc., 9 Limos, at 102 Hale st

11.10.6. **Junk Dealer License** *with Police approval*

11.10.7. **Sunday Pool**

11.10.8. **Bowling**

11.10.9. **Sunday Bowling**

11.10.10. **Buy & Sell Second Hand Articles** *with Police approval*

11.10.11. **Buy & Sell Second Hand Clothing**

11.10.12. **Pawnbroker license** - *with police approval*

11.10.13. **Fortune Teller** *with - Police approval*

11.10.14. **Buy & Sell Old Gold** – *with Police approval*

11.10.15. **Roller Skating Rink**

11.10.16. **Sunday Skating**

11.10.17. **Exterior Vending Machines/Redbox Automated Retail, LLC**

11.10.18. **Limousine/Livery License/Chair Cars** *with Police approval*

**12. MOTIONS AND ORDERS:**

**CITY OF HAVERHILL**  
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## In-Person/Remote Meeting

- 12.1. Order – transfer \$1,650,000.00 from various general fund appropriations to fund FY 2023 operating expenses

Transfer to:(Budget Deficits)		
Workers Compensation	\$	80,000.00
Liability Insurance	\$	50,000.00
Building Maintenance Expenses	\$	45,000.00
FICA	\$	155,000.00
City Council Salaries	\$	6,100.00
Mayor Salaries	\$	43,000.00
Auditors Salaries	\$	19,000.00
Auditors Expenses	\$	1,500.00
311 Salaries	\$	12,000.00
Purchasing Salaries	\$	1,000.00
Vehicle Maintenance Salaries	\$	10,500.00
Park Department Salaries	\$	30,000.00
HR Salaries	\$	24,000.00
City Clerk Salaries	\$	15,000.00
Inspectional Services Salaries	\$	70,000.00
Economic Development Salaries	\$	22,000.00
Citizens Center Salaries	\$	56,000.00
Veterans Salaries	\$	2,100.00
Library Salaries	\$	29,000.00
Citizens Center Utilities	\$	7,500.00
Citizens Center Expenses	\$	1,100.00
Sick Leave Bank	\$	50,000.00
Snow & Ice Expenses	\$	627,000.00
Refuse	\$	230,000.00
MIS Capital	\$	3,000.00
Public Health Salaries	\$	41,200.00
Snow & Ice Salaries	\$	4,000.00
Legal Expenses	\$	15,000.00
	\$	1,650,000.00

[illegible]



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

13.1. Ordinance re: Vehicles & Traffic, New and Corrected stop signs for  
Middle rd at Millvale rd File 10 days

13.2. Ordinance re: Vehicles & Traffic, Add Handicap parking for Church st  
File 10 days

13.3. Ordinance re: Vehicles & Traffic, Add Handicap parking for 5 Fourth av  
& 36 Lawrence st File 10 days

**14. COMMUNICATIONS FROM COUNCILLORS:**

**15. UNFINISHED BUSINESS OF PRECEEDING MEETING:**

15.1. Document 69: Ordinance re: Vehicles and Traffic, Add Stop sign for  
Boston rd at intersection of Oxford av *filed June 28<sup>th</sup>*

**16. RESOLUTIONS AND PROCLAMATIONS:**

**17. COUNCIL COMMITTEE REPORTS AND ANNOUNCEMENTS**

**18. DOCUMENTS REFERRED TO COMMITTEE STUDY**

**19. LONG TERM MATTERS STUDY LIST**

**20. ADJOURN :**

JAMES J. FIORENTINI  
MAYOR



**CITY OF HAVERHILL  
MASSACHUSETTS**

511  
CITY HALL, ROOM 100  
FOUR SUMMER STREET  
HAVERHILL, MA 01830  
PHONE 978-374-2300  
FAX 978-373-7544  
MAYOR@CITYOFHAVERHILL.COM  
WWW.CITYOFHAVERHILL.COM

July 7, 2023

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

**RE: LAND (Local Acquisition for Natural Diversity) Grant Application**

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

Please see attached an order to approve the City's Water & Conservation Department's MA EOEAA (Executive Office of Energy & Environmental Affairs) LAND grant application to purchase and protect watershed areas located near Crystal Lake on Crystal Street/Jericho Road. I recommend approval.

Very truly yours,

  
James J. Fiorentini  
Mayor

JJF/lyf



*Related communication*

# Haverhill

Conservation Department

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

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

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

MEMO TO: President Timothy J. Jordan and Haverhill City Councilors

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

DATE: July 7, 2023

RE: LAND Grant Application, Early Property off Crystal Street

On behalf of the City's Conservation and Water Departments, I respectfully request the Council's support for this land acquisition effort. The City is working with the land owner to acquire the fee simple interest of his 35.6 acres of land off of Crystal Street (please see attached maps). The subject acreage encompasses Creek Brook as it flows into Crystal Lake, one of our potable water supplies. The land is primarily forested with a diverse array of both hardwood and softwood trees. There is a marsh on the northern end of the land, where Creek Brook, the perennial tributary to the lake, flows into the property's 4+ acre beaver impoundment. The property includes about 1000' of shoreline frontage on Crystal Lake, a potential vernal pool, several rock outcroppings, and it is mapped for its rare species habitats.

The property is a critical acquisition, not only for the protection of our drinking water quantity and quality, but for the prevention of further habitat fragmentation in the Crystal Lake region of Haverhill. This northwestern limit of the city remains one of the most, if not the most, biologically diverse and naturally pristine areas in Haverhill. The City's recent master plan effort demonstrated our residents' desire to maintain Haverhill's diverse landscape – the urban city center, the suburban neighborhoods, and these rural outskirts. The City has pursued the protection of this particular property for decades. With the long-time owner now looking to sell his property, the City must take advantage of this opportunity. Your support of our LAND Grant Application greatly assists our efforts to affordably complete this acquisition.

Please don't hesitate to reach out to me with any questions.



DOCUMENT

## CITY OF HAVERHILL

In Municipal Council

5111

ORDERED:

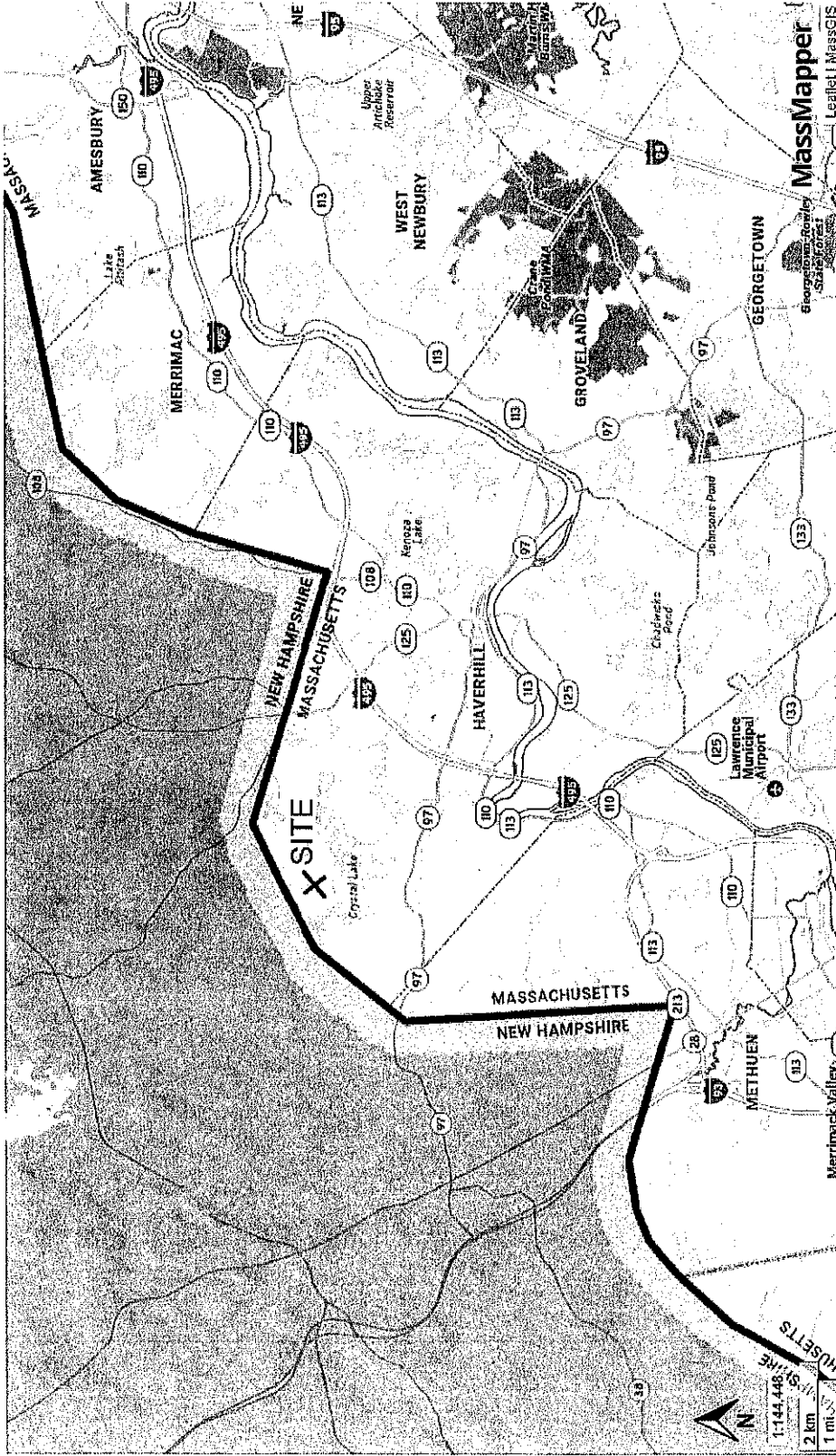
**That the City Council supports and approves the Water Division and Conservation Division's application to the Commonwealth's Executive Office of Energy and Environmental Affairs for their Local Acquisition for Natural Diversity (LAND) Grant program for the purposes of purchasing and protecting watershed areas located near Crystal Lake on Crystal Street/Jericho Road (Haverhill Assessor's Office Map 576, Block 435, lots 21-1, 21-3, 21-4, 21-5 and 21-6). The current owner is D & D Realty Trust. The subject property consists of 35.56 acres +/- of undeveloped land (1,549,024 square feet).**

**Several parcels of the subject property have influence from wetlands and flood plain, all of which are situated in either Zone A or Zone B of the Water Supply Protection Overlay District of Haverhill. Additionally, Creek Brook traverses the site and runs into Crystal Lake.**



# Locus Map - Early Land on Crystal Street

Property Tax Parcels



# 2021 Aerial with USGS Topo - Early Land on Crystal Street

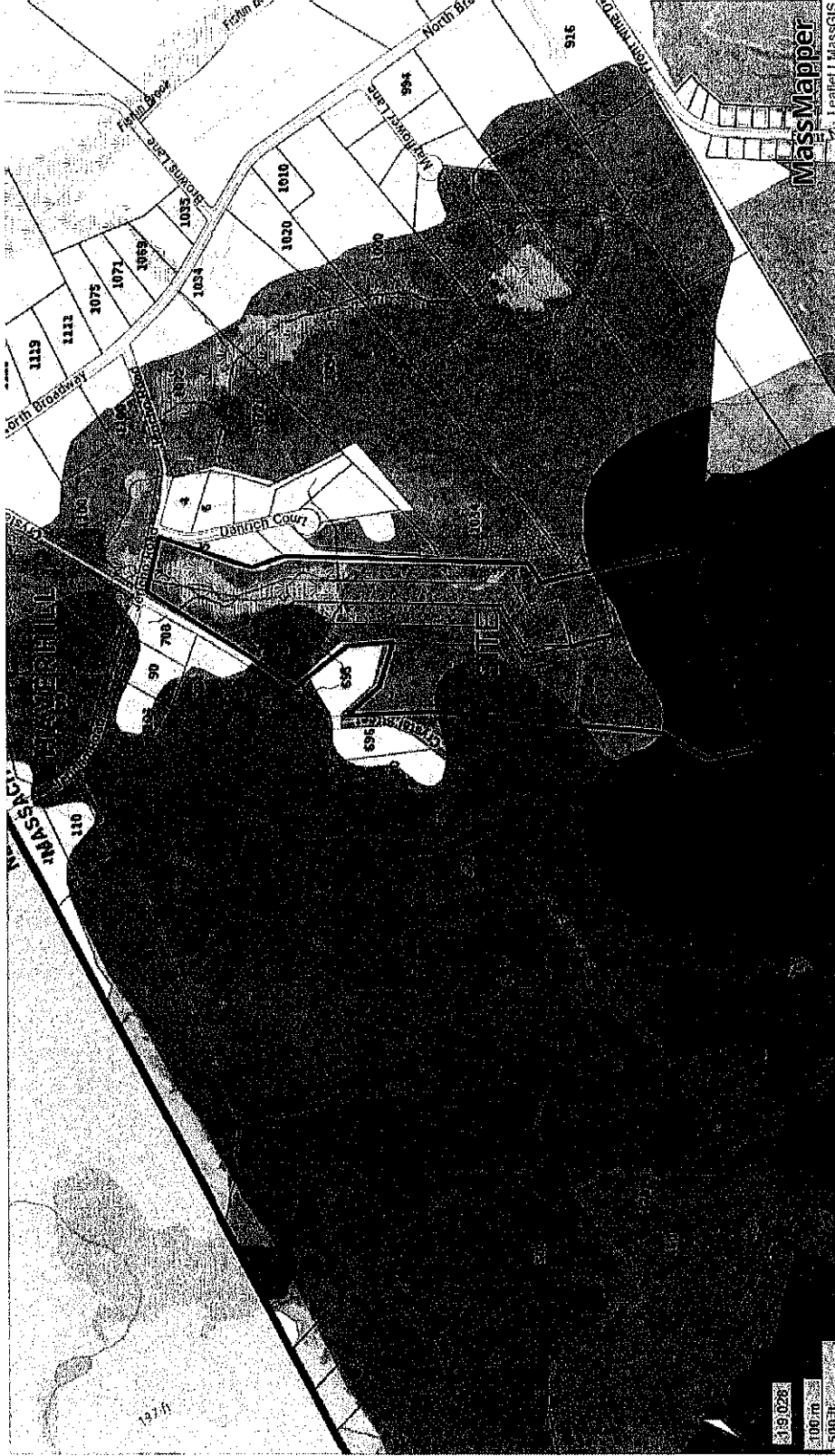
USGS Topographic Maps  
Property Tax Parcels  
2021 Aerial Imagery



[illegible]

**MassMapper**  
83 Leaflet | MassGIS

# BioMap Core Habitat Components - Early Land on Crystal Street



- BioMap Core Habitat Components: Rare Species Core
- BioMap Core Habitat Components: Vernal Pool Core
- BioMap Core Habitat Components: Forest Core
- BioMap Core Habitat Components: Priority Natural Communities Core
- BioMap Core Habitat Components: Wetland Core
- BioMap Core Habitat Components: Aquatic Core
- Property Tax Parcels

100m  
500ft

MASSMAPPER  
Leaflet | MassGIS



**CITY COUNCIL**

**Timothy J. Jordan**

*President*

**John A. Michitson**

*Vice President*

**Melinda E. Barrett**

**Joseph J. Bevilacqua**

**Thomas J. Sullivan**

**Melissa J. Lewandowski**

**Michael S. McGonagle**

**Catherine P. Rogers**

**Shaun P. Toohey**



**CITY OF HAVERHILL**

HAVERHILL, MASSACHUSETTS 01830-5843

CITY HALL, ROOM 204

4 SUMMER STREET

TELEPHONE: 978-374-2328

FACSIMILE: 978-374-2329

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[CITYCNCL@CITYOFHAVERHILL.COM](mailto:CITYCNCL@CITYOFHAVERHILL.COM)

6.1

HAVERHILL CITY CLERK JUL 11 2023 4M 55S

July 6, 2023

To: President and Members of the City Council:

President Jordan and Councilors Sullivan and Michitson would like to introduce Melissa Rousselle to address a *Right to Charge* law in Haverhill.

Timothy J. Jordan /lab  
Council President Timothy J. Jordan

John A. Michitson /lab  
Council Vice President John A. Michitson

Thomas J. Sullivan /lab  
Councilor Thomas J. Sullivan

(meeting 7.11.2023)

**CITY COUNCIL**

**Timothy J. Jordan**

*President*

**John A. Michitson**

*Vice President*

**Melinda E. Barrett**

**Joseph J. Bevilacqua**

**Thomas J. Sullivan**

**Melissa J. Lewandowski**

**Michael S. McGonagle**

**Catherine P. Rogers**

**Shaun P. Toohey**



**CITY OF HAVERHILL**

HAVERHILL, MASSACHUSETTS 01830-5843

CITY HALL, ROOM 204

4 SUMMER STREET

TELEPHONE: 978-374-2328

FACSIMILE: 978-374-2329

[WWW.CITYOFHAVERHILL.COM](http://WWW.CITYOFHAVERHILL.COM)

[CITYCNCL@CITYOFHAVERHILL.COM](mailto:CITYCNCL@CITYOFHAVERHILL.COM)

612

July 7, 2023

To: President and Members of the City Council:

Councillor Joseph Bevilacqua would like to introduce Bobby Brown of United Way of Mass Bay and Merrimack Valley to announce their Touch-A-Truck event being held on July 14<sup>th</sup> at the Haverhill DPW, located at 500 Primrose St.

*Joseph Bevilacqua*  
City Councillor Joseph Bevilacqua KMW

## Kaitlin Wright

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**From:** Bobby Brown <bbrown@supportunitedway.org>  
**Sent:** Friday, July 7, 2023 12:44 PM  
**To:** Kaitlin Wright  
**Subject:** [EXTERNAL]United Way touch a truck and book drive

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

Dear Distinguished Members of Haverhill City Council,

We are writing to request your approval to host a touch a truck/ book drive at Haverhill DPW on Friday July 14th.

The event is being held with the support of Haverhill DPW, Haverhill Fire, Haverhill PD, Trinity EMS, 110 Towing, and The United States Air Force.

All donations will benefit the Haverhill YMCA's summer youth reading program. The United Way of Mass Bay and Merrimack Valley has evolved its mission and a focus area is early education and out of school time.

It will be great community event that also benefits one of our standout organizations like the Haverhill Y and benefit literacy in our City. We would very much appreciate your approval and any support for this event. The Haverhill Y will provide proof of insurance.

Kindest regards,

**Bobby Brown**  
**Labor Liaison- United Way of Mass Bay and Merrimack Valley**  
978-430-8988





# Haverhill

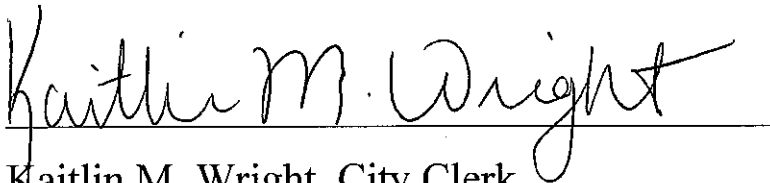
City Clerk's Office, Room 118  
Phone: 978-374-2312 Fax: 978-373-8490  
cityclerk@cityofhaverhill.com

June 26, 2023

To: President and Members of the City Council

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

1. Early Voting schedule for tentative September 12<sup>th</sup> preliminary election (see attached)
2. Early Voting schedule for November 7<sup>th</sup> general election (see attached)

  
Kaitlin M. Wright, City Clerk



# Haverhill

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

June 26, 2023

Dear President Jordan and Members of the Haverhill City Council,

I am requesting the Council approve the following schedules for early voting for both the tentative September 12<sup>th</sup> preliminary election and the November 7<sup>th</sup> general election.

***September 12th Preliminary Election Early Voting Schedule***

Tuesday September 5th	Wednesday September 6th	Thursday September 7th	Friday September 8th
8 AM to 4 PM	8 AM to 8 PM	8 AM to 8 PM	10 AM to 4 PM

***November 7th General Election Early Voting Schedule***

Saturday October 28th	Monday October 30th	Tuesday October 31st	Wednesday November 1st	Thursday November 2nd	Friday November 3rd
10 AM to 4 PM	8 AM to 4 PM	8 AM to 4 PM	8 AM to 4 PM	8 AM to 8 PM	10 AM to 4 PM

Thank you for your consideration.

Respectfully,

Kaitlin M. Wright  
City Clerk



**CITY OF HAVERHILL**  
ASSESSORS OFFICE – ROOM 115  
Phone: 978-374-2316 Fax: 978-374-2319  
Assessors@cityofhaverhill.com

July 3, 2023

HAVERHILL CITY CLERK JUL 3 2023 4:15 PM

8.1,2

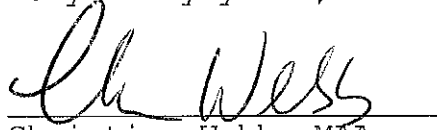
TO: MEMBERS OF THE HAVERHILL CITY COUNCIL:

In accordance with Municipal Ordinance, Chapter 7,  
entitled "Assessor" as follows:

The Board of Assessors shall file monthly with the  
City Council a copy of the report submitted to the  
Auditor showing a summary of the above abated  
amounts for that month.

Attached herewith is the report for the month of  
June as filed in the Assessors Office.

Very truly yours,

  
Christine Webb, MAA  
Assessor

All Entry Date range 06/01/2023 through 06/30/2023 for Abatements,Exemptions

Totals	Tax Paid	Interest Paid	Fees Paid	Tax Reversals	Interest Reversals	Fee Reversals	Refunds	Refund Reversals	Abate	Exemp	Adjust	Transfers
Motor Vehicle Excise Tax	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	890.89	0.00	0.00	0.00
2021 Motor Vehicles	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	890.89	0.00	0.00	0.00
2021	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	890.89	0.00	0.00	0.00
Boat Excise Tax	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	211.00	0.00	0.00	0.00
2022 Boats	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	211.00	0.00	0.00	0.00
Motor Vehicle Excise Tax	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,338.51	0.00	0.00	0.00
2022 Motor Vehicles	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,338.51	0.00	0.00	0.00
2022	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,549.51	0.00	0.00	0.00
Boat Excise Tax	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	527.25	0.00	0.00	0.00
2023 Boats	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	527.25	0.00	0.00	0.00
Motor Vehicle Excise Tax	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	31,638.92	0.00	0.00	0.00
2023 Motor Vehicles	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	31,638.92	0.00	0.00	0.00
Property Tax	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,277.29	0.00	0.00	0.00
2023 Real Estate	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,277.29	0.00	0.00	0.00
2023	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	33,443.46	0.00	0.00	0.00
Report	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	36,883.86	0.00	0.00	0.00
Total All Charges				0.00	0.00	0.00	0.00	0.00	36,883.86	0.00	0.00	0.00

Total All Charges: Add all columns except Adjustments.



# Haverhill

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

8113

July 6, 2023

HAVERHILL CITY CLERK JUL 9/23 PM 3:32

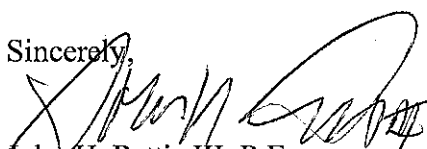
**MEMO TO: CITY COUNCIL PRESIDENT TIMOTHY J. JORDAN AND  
MEMBERS OF THE CITY COUNCIL**

**Subject: Road Openings, 30 Marsh Avenue & 150 Water Street,  
EROM-23-8 & 9**

As the subject street was paved within the last 5 years, Council approval is required to open the roadway for utilities work for a gas leak and a utility blockage. I am supportive of this request, and The Engineering Office will require proper trench compaction and infrared treatment to the pavement after the paving is completed as part of the Right of Way/Trench Permits.

Please contact me if you have any questions.

Sincerely,

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

C: Mayor Fiorentini, Ward, Cox



DOCUMENT

## CITY OF HAVERHILL

In Municipal Council

8,113.1

ORDERED:

That the City Council approve the requests to excavate at the following locations for work on underground utilities:

Marsh Avenue at #30

Water Street at #150

The roadway has been paved in the last 5 years and in accordance with Chapter 222, Section 11, Restrictions on future paving of the Municipal Ordinances, Council approval is necessary.

Hearing July 11  
2023  
(9.1)

Questions contact – Veansa Eang # 978-995-4819  
**PETITION FOR JOINT OR IDENTICAL POLE LOCATIONS**

To the City Council  
Of Haverhill, Massachusetts

Massachusetts Electric Company d/b/a NATIONAL GRID and Verizon New England, Inc requests permission to locate poles, wires, and fixtures, including the necessary sustaining and protecting fixtures, along and across the following public way:

Thorndike Street/ Federal Street - Relocate one JO Pole on Thorndike Street/ Federal Street. Beginning at a point approximately +/- 22 feet East of the centerline of the intersection of Thorndike Street and Federal Street and continuing approximately +/- 15 feet in a Southernly direction. National Grid to relocate Pole 5 +/- 6 feet East from its existing location, National Grid to install sidewalk anchor/ guy +/- 5 feet West of relocated Pole 5. National Grid to install bollards at the Southeast corner of Thorndike Street and Federal Street. Bollards to protect sidewalk anchor/ guy from motor vehicle traffic. All installs to remain in the public way.

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 – Thorndike Street/ Federal Street - Haverhill, Massachusetts.

No.# 30743544

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.

IN CITY COUNCIL: May 23 2023

VOTED: that COUNCIL HEARING BE HELD  
JULY 11 2023  
\_\_\_\_\_  
City Clerk

Massachusetts Electric Company d/b/a  
NATIONAL GRID *Jim Kehrer*

BY \_\_\_\_\_  
Engineering Department

VERIZON NEW ENGLAND, INC.

BY *Karen Levesque*  
Manager / Right of Way

Thorndike St/ Federal St

30743544

58



THORNDIKE ST.

521-319-3

521-321-5

521-321-6

521-319-4

20 Thorndike St  
Haverhill, MA  
01830

FEDERAL ST.

POLE-5

POLE-4

521-319-5

14 Thorndike St  
Haverhill, MA  
01830

11 Thorndike St  
Haverhill, MA  
01830

521-318-7

9 Thorndike St  
Haverhill, MA  
01830

521-318-7A

THORNDIKE ST.

POLE-2

521-319-6

521-318-6

521-318-6A

EXHIBIT 'A' NOT TO SCALE  
THE EXACT LOCATION OF  
SAID FACILITIES TO BE  
ESTABLISHED BY AND UPON  
THE INSTALLATION AND  
ERECTION OF THE FACILITIES  
THEREOF.

## JOINT OWNED POLE PETITION

- Proposed Bollards Locations
- ⚓ Proposed Anchor Location
- Proposed J.O. Pole Relocation
- ⊕ Existing J.O. Pole Locations
- Existing Overhead Lines

Nationalgrid to relocate pole 5 +/-6ft East of its existing location,  
Nationalgrid to install anchor +/-5ft west from relocated pole 5,  
Nationalgrid to install bollards around anchor to protect anchor from  
motor vehicles.

DISTANCES ARE APPROXIMATE

**nationalgrid**  
And  
**Verizon New England, Inc.**

Date: 2.23.2023

Work Request Number: 30743544

To Accompany Petition Dated:

To The: Town Of Haverhill

For Proposed: Pole:# 5 Location: Federal/Thorndike  
Relocation



Questions contact – Veansa Eang #978-995-4819

## ORDER FOR JOINT OR IDENTICAL POLE LOCATIONS

To the City Council  
Of Haverhill, Massachusetts

Notice having been given and public hearing held, as provided by law,  
IT IS HEREBY ORDERED: that Massachusetts Electric Company d/b/a NATIONAL GRID and VERIZON NEW ENGLAND INC. (formerly known as NEW ENGLAND TELEPHONE AND TELEGRAPH COMPANY) be and they are hereby granted joint or identical locations for and permission to erect and maintain poles and wires to be placed thereon, together with such sustaining and protecting fixtures as said Companies may deem necessary, in the public way or ways hereinafter referred to, as requested in petition of said Companies dated the 7<sup>th</sup> day of March 2023.

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 – Thorndike Street/ Federal Street - Haverhill, Massachusetts.

No.# 30743544

Filed with this order:

There may be attached to said poles by Massachusetts Electric Company d/b/a NATIONAL GRID and Verizon New England Inc. 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:

Thorndike Street/ Federal Street - Relocate one JO Pole on Thorndike Street/ Federal Street. Beginning at a point approximately +/- 22 feet East of the centerline of the intersection of Thorndike Street and Federal Street and continuing approximately +/- 15 feet in a Southernly direction. National Grid to relocate Pole 5 +/- 6 feet East from its existing location, National Grid to install sidewalk anchor/ guy +/- 5 feet West of relocated Pole 5. National Grid to install bollards at the Southeast corner of Thorndike Street and Federal Street. Bollards to protect sidewalk anchor/ guy from motor vehicle traffic. All installs to remain in the public way.

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.

9, 1, 1

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

\_\_\_\_\_  
City/Town Clerk.  
\_\_\_\_\_  
Massachusetts 20 \_\_\_\_  
Received and entered in the records of location orders of the City/Town of \_\_\_\_\_  
Book \_\_\_\_\_ Page \_\_\_\_\_

Attest:  
City/Town Clerk

I hereby certify that on \_\_\_\_\_ 20 \_\_, at \_\_\_\_\_ o'clock, M  
At \_\_\_\_\_ a public hearing was held on the petition of  
Massachusetts Electric Company d/b/a NATIONAL GRID and VERIZON NEW ENGLAND,  
INC. for permission to erect the poles, wires, and fixtures described in the order herewith recorded,  
and that we mailed at least seven days before said hearing a written notice of the time and place of  
said hearing to each of the owners of real estate (as determined by the last preceding assessment  
for taxation) along the ways or parts of ways upon which the Company is permitted to erect  
Poles, wires, and fixtures under said order. And that thereupon said order was duly adopted.

City/Town Clerk.

.....  
.....  
.....  
.....

Board or Council of Town or City, Massachusetts

#### CERTIFICATE

I hereby certify that the foregoing is a true copy of the location order and certificate of  
hearing with notice adopted by the \_\_\_\_\_ of the City of \_\_\_\_\_  
Massachusetts, on the \_\_\_\_\_ day of 20 \_\_\_\_ and recorded with the records of location orders  
of the said City, Book \_\_\_\_\_, and Page \_\_\_\_\_. This certified copy is made under the  
provisions of Chapter 166 of General Laws and any additions thereto or amendments thereof.

Attest:  
City/Town Clerk



THORNDIKE ST.

521-319-3

521-321-5

521-321-6

521-319-4

20 Thorndike St  
Haverhill, MA  
01830

FEDERAL ST.

POLE-5

POLE-4

521-319-5

14 Thorndike St  
Haverhill, MA  
01830

11 Thorndike St  
Haverhill, MA  
01830

521-318-7

9 Thorndike St  
Haverhill, MA  
01830

521-318-7A

521-319-6

EXHIBIT 'A' NOT TO SCALE  
THE EXACT LOCATION OF  
SAID FACILITIES TO BE  
ESTABLISHED BY AND UPON  
THE INSTALLATION AND  
ERECTION OF THE FACILITIES  
THEREOF.

POLE-2

521-318-6

521-318-6A

## JOINT OWNED POLE PETITION

- Proposed Bollards Locations
- ⚓ Proposed Anchor Location
- Proposed J.O. Pole Relocation
- ⊕ Existing J.O. Pole Locations
- Existing Overhead Lines

Nationalgrid to relocate pole 5 +/-6ft East of its existing location,  
Nationalgrid to install anchor +/-5ft west from relocated pole 5,  
Nationalgrid to install bollards around anchor to protect anchor from  
motor vehicles.

DISTANCES ARE APPROXIMATE

**nationalgrid**  
And  
**Verizon New England, Inc.**

Date: 2.23.2023

Work Request Number: 30743544

To Accompany Petition Dated:

To The: Town

Of Haverhill

For Proposed:  
Relocation

Pole:# 5

Location: Federal/Thorndike

Hearing July 11  
2023

Questions contact - Veasna Eang - 978-995-4819

**PETITION FOR JOINT OR IDENTICAL POLE LOCATIONS**

North Andover, Massachusetts

To The City Council  
Of Haverhill, Massachusetts

Massachusetts Electric Company d/b/a NATIONAL GRID and Verizon New England, Inc requests permission to locate poles, wires, and fixtures, including the necessary sustaining and protecting fixtures, along and across the following public way:

Railroad Ave. - National Grid to install 1 JO pole and remove 1 JO pole on Railroad Ave. beginning at a point approximately +/- 542 feet Southwest of the centerline of the intersection of South Elm St. and Railroad Ave. and continuing approximately +/- 10 feet in a Northerly direction. JO pole-5 to be removed by Telco company. New proposed JO pole 56-1 will become the new riser pole that provides utilities to 19 Railroad Ave. apartments. New anchor/sidewalk guy will be set +/- 5 feet north of JO pole 56-1. New pole 56-1 will be set in the public way.

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 - Railroad Ave. - Haverhill, Massachusetts.

No.# 30631836

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.

IN CITY COUNCIL: May 23 2023  
VOTED: that COUNCIL HEARING BE HELD  
JULY 11 2023

Attest:

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

Massachusetts Electric Company d/b/a  
NATIONAL GRID *Dave Johnson*

BY \_\_\_\_\_  
Engineering Department

VERIZON NEW ENGLAND, INC.

BY \_\_\_\_\_  
Manager / Right of Way

Railroad 96 / South Elm St

# 30631836

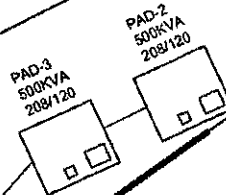
59

92



19 RAILROAD AVE.  
HAVERHILL, MA  
01830

RAILROAD AVE



2-5" CONDUIT W/ UG PRIMARY



POLE-56

## OVERHEAD PETITION



PROPOSED TRANSFORMER PAD LOCATION



PROPOSED 2-5" CONDUIT W/ UG PRIMARY



PROPOSED JO RISER POLE LOCATION



PROPOSED JO ANCHOR/ANCHOR GUY LOCATION



EXISTING NGRID POLE LOCATION



PROPOSED OVERHEAD NGRID CONDUCTORS

### Job description

Nationalgrid to install riser pole 56-1 +/- 524' southwest of the intersection of Elm St. and Railroad Ave, and +/- 12' north of the centerline of Railroad Ave., anchor guy to be installed +/- 5' north of proposed riser pole 56-1.

DISTANCES ARE APPROXIMATE

# nationalgrid

Date: 3.9.2023

WORK REQUEST: WR 30631836

To The: City Of Haverhill, MA

For Proposed: Pole 56-1, and anchor Location: Railroad Ave.

Drawn By: V.Eang

59-B

city

9,2,11

HAV CITY CLERK MAY 19 2023 11:00 AM

2023 JUL 11 11:00 AM

May 18, 2023  
Veasna Eang - 978-995-4819

**ORDER FOR JOINT OR IDENTICAL POLE LOCATIONS**  
To the Board of Selectmen - Chelmsford, Massachusetts

Notice having been given and public hearing held, as provided by law,  
IT IS HEREBY ORDERED: that Massachusetts Electric Company d/b/a NATIONAL GRID and  
VERIZON NEW ENGLAND INC. (formerly known as NEW ENGLAND TELEPHONE AND  
TELEGRAPH COMPANY) be and they are hereby granted joint or identical locations for and  
permission to erect and maintain poles and wires to be placed thereon, together with such  
sustaining and protecting fixtures as said Companies may deem necessary, in the public way or  
ways hereinafter referred to, as requested in petition of said Companies dated the 30th day of  
March, 2023.

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 - Railroad Ave. - Haverhill, Massachusetts.

No.# 30631836 Filed with this order:

There may be attached to said poles by Massachusetts Electric Company d/b/a NATIONAL GRID  
and Verizon New England Inc. 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:

Railroad Ave. - National Grid to install 1 JO pole and remove 1 JO pole on Railroad Ave.  
beginning at a point approximately +/- 542 feet Southwest of the centerline of the intersection of  
South Elm St. and Railroad Ave. and continuing approximately +/- 10 feet in a Northerly direction.  
JO pole-5 to be removed by Telco company. New proposed JO pole 56-1 will become the new  
riser pole that provides utilities to 19 Railroad Ave. apartments. New anchor/sidewalk guy will be  
set +/- 5 feet north of JO pole 56-1. New pole 56-1 will be set in the public way.

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.

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

City/Town Clerk.

92.11

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

20 .

Attest:  
City/Town Clerk

I hereby certify that on 20 , at o'clock, M  
At a public hearing was held on the petition of  
Massachusetts Electric Company d/b/a NATIONAL GRID and VERIZON NEW ENGLAND,  
INC. for permission to erect the poles, wires, and fixtures described in the order herewith recorded,  
and that we mailed at least seven days before said hearing a written notice of the time and place of  
said hearing to each of the owners of real estate (as determined by the last preceding assessment  
for taxation) along the ways or parts of ways upon which the Company is permitted to erect  
Poles, wires, and fixtures under said order. And that thereupon said order was duly adopted.

City/Town Clerk.

.....  
.....  
.....  
.....

Board or Council of Town or City, Massachusetts

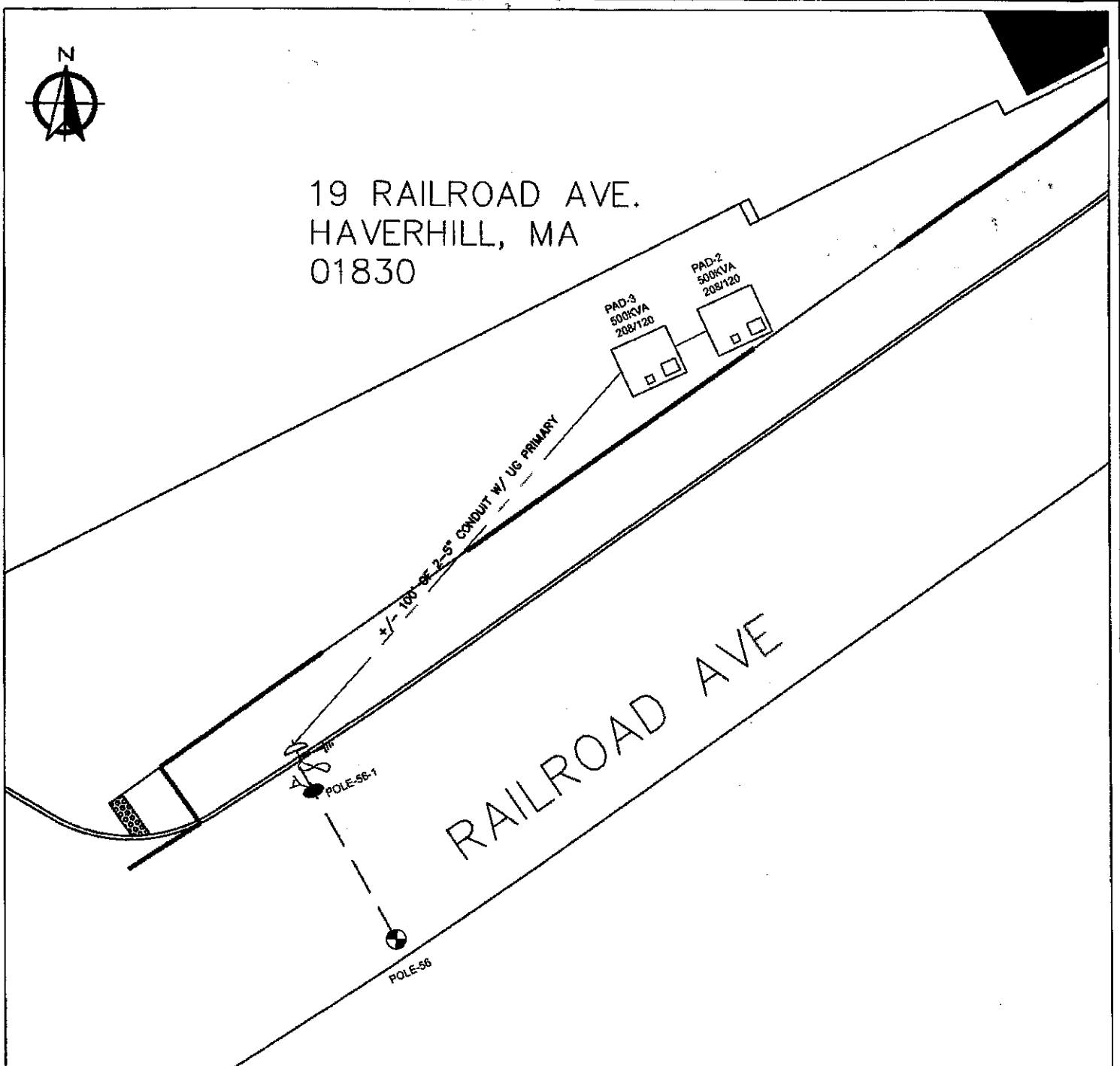
#### CERTIFICATE

I hereby certify that the foregoing is a true copy of the location order and certificate of  
hearing with notice adopted by the of the City of  
Massachusetts, on the day of 20 and recorded with the records of location  
orders of the said City, Book , and Page . This certified copy is made under  
the provisions of Chapter 166 of General Laws and any additions thereto or amendments thereof.

Attest:  
City/Town Clerk



19 RAILROAD AVE.  
HAVERHILL, MA  
01830



## OVERHEAD PETITION



PROPOSED TRANSFORMER PAD LOCATION



PROPOSED 2-5" CONDUIT W/ UG PRIMARY



PROPOSED JO RISER POLE LOCATION



PROPOSED JO ANCHOR/ANCHOR GUY LOCATION



EXISTING NGRID POLE LOCATION



PROPOSED OVERHEAD NGRID CONDUCTORS

### Job description

Nationalgrid to install riser pole 56-1 +/- 524' southwest of the intersection of Elm St. and Railroad Ave, and +/- 12' north of the centerline of Railroad Ave, anchor guy to be installed +/- 5' north of proposed riser pole 56-1.

DISTANCES ARE APPROXIMATE

# nationalgrid

Date: 3.9.2023

WORK REQUEST: WR 30631836

To The: City Of Haverhill, MA

For Proposed: Pole 56-1, and Location: Railroad Ave.  
anchor

Drawn By: V.Eang



Hearing JULY 11, 2013



04/19/2023

CCSP-23-3

City Council Special Permit

HAV CITY CLERK APR 19/23 PM 2:51

10.1

**Status:** Active**Date Created:** Apr 18, 2023**Applicant**

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

**Primary Location**

3 KENOZA AVE  
Haverhill, MA 1830

**Owner:**

7-13 KENOZA AVE, LLC  
2 WATER ST MEDFORD, MA 2155

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

Attorney/Agent

**Applicant Business/Firm Phone**

978 884 6431

**Applicant Business/Firm City**

Meyhuen

**Applicant Business/Firm Zip**

01844

**Client Business Name**

7-13 Kenoza Ave., LLC

**Client Email**

developxprop@gmail.com

**Client City**

Medford

**Client Zip**

02155

**Client Business Structure**

Limited Liability Corporation (LLC)

**Applicant Business/Firm Name**

Fiorello &amp; Miglioni

**Applicant Business/Firm Address**

280 Merrimack Street

**Applicant Business/Firm State**

MA

**Client Name**

7-13 Kenoza Ave., LLC

**Client Phone**

781 835 7761

**Client Address**

2 Water Street

**Client State**

MA

**Client County**

middlesex

IN CITY COUNCIL: April 25 2023

COUNCIL HEARING: JULY 11 2023

Attest

City Clerk

**Property Information****Proposed Housing Plan Name**

xxxx

**How Long Owned by Current Owner?**

3 years

**Lot Dimension(s)**

75 X 160 X 170

**Proposed Street Name(s)**

Kenoza Avenue

**Type of Dwelling(s) Planned in Project**

Apartments

**Registry Plat Number, Block & Lot**

204-48-1, 204-48-2A

City Council Special Permit · Add to a project

 **Expiration Date**

Active



# CCSP-23-3

## Details

Submitted on Apr 18, 2023 at 9:31 am



## Attachments

11 files



## Activity Feed

Latest activity on Jul 5, 2023



## Applicant

michael miglioni

 0



## Location

3 KENOZA AVE, Haverhill, MA 1830

## Timeline

Add New ▾

### Special Permit Filing Fee

Paid Apr 18, 2023 at 9:33 am

### Planning Director Review

Completed Apr 18, 2023 at 9:58 am

### City Council Clerk Notified

Completed Apr 18, 2023 at 12:19 pm

### Assessor for Abutter's List

Completed Apr 18, 2023 at 1:17 pm

### Fire1 Department Review

Skipped Apr 19, 2023 at 8:09 am

### Fire2 Department Review

Completed Apr 19, 2023 at 8:11 am

### Conservation Department Review

Completed Apr 19, 2023 at 9:21 am

**Storm Water Review**

Completed Apr 19, 2023 at 9:22 am

**Police Department Review**

Completed Apr 20, 2023 at 11:43 am

**Building Inspector Approval for Agenda**

Completed Apr 23, 2023 at 9:33 am

**City Clerk Review - Hearing Dates Set**

Completed Apr 27, 2023 at 10:44 am

**Health Department Review**

Completed May 5, 2023 at 12:42 pm

**Placed on Agenda**

Completed Jul 5, 2023 at 10:29 am

**DPW Review**

In Progress

**Engineering Department Review**

In Progress

**School Department Review**

In Progress

**Water/Wastewater Review**

In Progress

**Water Supply Review**

In Progress

**First Ad Placement**

In Progress

**Abutter Notification**

In Progress

**Second Ad Placement**

In Progress

**City Councilor A Review**

Review

**City Councilor B Review**

Review

**City Councilor C Review**

Review



**City Councilor D Review**

Review

**City Councilor E Review**

Review

**City Councilor F Review**

Review

**City Councilor G Review**

Review

**City Councilor H Review**

Review

**City Councilor I Review**

Review

**City Council Meeting**

Review

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

Review

**Health Department Review****Complete** ▾

Complete

Assignee

Mark Tolman

Due date



None

**Mark Tolman**

Remove Comment • May 5, 2023 at 12:42 pm

How will rubbish be stored and removed from property?

This step was assigned to Bonnie Dufresne - Apr 18, 2023 at 9:58 am  
 Bonnie Dufresne assigned this step to Mark Tolman - Apr 18, 2023 at 10:29 am

Mark Tolman approved this step - May 5, 2023 at 12:42 pm

**City Councilor D Review**

Review

**City Councilor E Review**

Review

**City Councilor F Review**

Review

**City Councilor G Review**

Review

**City Councilor H Review**

Review

**City Councilor I Review**

Review

**City Council Meeting**

Review

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

Review

**Storm Water Review****● Complete** ▾

Complete

Assignee

Robert Moore

Due date



None

**Robert Moore**

Remove Comment • Apr 19, 2023 at 9:22 am

C.219 N/A. Disturbance less than 1 acre.

This step was assigned to Robert Moore - Apr 18, 2023 at 9:58 am  
 Robert Moore approved this step - Apr 19, 2023 at 9:22 am

**City Councilor D Review**

Review

**City Councilor E Review**

Review

**City Councilor F Review**

Review

**City Councilor G Review**

Review

**City Councilor H Review**

Review

**City Councilor I Review**

Review

**City Council Meeting**

Review

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

Review

**Fire2 Department Review****● Complete ▾**

Complete

Assignee

Michael Picard

Due date



None

**Michael Picard**

Remove Comment • Apr 19, 2023 at 8:11 am

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 Michael Picard - Apr 18, 2023 at 9:58 am  
Michael Picard approved this step - Apr 19, 2023 at 8:11 am



City Councilor D Review

Review



City Councilor E Review

Review



City Councilor F Review

Review



City Councilor G Review

Review



City Councilor H Review

Review



City Councilor I Review

Review



City Council Meeting

Review



Meeting Minutes & Decision Filed w/City Clerk

Review



Police Department Review



● Complete

▼

Complete

Assignee

Kevin Lynch

Due date



None



Kevin Lynch

Remove Comment • Apr 18, 2023 at 12:21 pm

Do you have an agreement for visitor parking? At developmental review we were advised that you did?

**michael migliori**

Remove Comment • Apr 18, 2023 at 2:30 pm

The project as submitted is much smaller than the original project.  
We now only have 14 units with 20 parking spaces so there is no longer a need for additional parking.

**Kevin Lynch**

Remove Comment • Apr 20, 2023 at 11:43 am

Thank you.

This step was assigned to Kevin Lynch - Apr 18, 2023 at 9:58 am  
Kevin Lynch approved this step - Apr 20, 2023 at 11:43 am

**City Councilor D Review**

Review

**City Councilor E Review**

Review

**City Councilor F Review**

Review

**City Councilor G Review**

Review

**City Councilor H Review**

Review

**City Councilor I Review**

Review

**City Council Meeting**

Review

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

Review

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

Complete

Assignee

William Pillsbury

Due date



None

**William Pillsbury**

Remove Comment • Apr 18, 2023 at 9:58 am

ok to move to agenda

**William Pillsbury**

Remove Comment • Jul 6, 2023 at 11:28 am

I have reviewed the plan as presented and recommend approval of the special permit. I also recommend that any of the comments of the city departments be made part of the special permit.

This step was assigned to William Pillsbury - Apr 18, 2023 at 9:33 am  
William Pillsbury approved this step - Apr 18, 2023 at 9:58 am

**Zoning District Where Property Located**

CC - Commercial Central

**Deed Recorded in Essex South Registry: Block Number**

40840, 39770

**Deed Recorded in Essex South Registry: Page**

495, 595

**Does the Property Have Multiple Lots?**

Yes

**IF YES, How Many Lots?**

2

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

204-48-1, 204-48-2A

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

none

**Thoroughly Describe the Reason(s) for thre Special Permit**

Applicant proposes to build a 14 unit residential building which requires a specialm permit from the City Council.

**Property Description**

see attached deeds

**Current Property Use**

Other

**IF OTHER USE, Please Describe**

Residential commercial mix.

**TOTAL Number of Units Planned**

14

**TOTAL Number of Parking Spaces Planned**

20

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

Yes

**Agreement & Signature**

Agrees



## PLEASE READ

## Office Use Only

City Council Decision

--

City Council Hearing Date

--

Reason for Council's Decision

--

City Council Members Absent

--

City Council Members Present

--

Continuance Meeting Date

--

Also Present

--

City Councilor Who Seconded Motion

--

City Councilor Who Made Motion

--

City Councilors Who Voted Against

--

City Councilors Who Abstained

--

Continuance Motion Decision

--

Who Submitted Continuance Request?

--

City Councilors Who Voted in Favor

--

Number of 12"x18" Mylar Copies

--

Appeal Expiration Date

--











Number of 24"x36" Mylar Copies

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Number of 18"x24" Mylar Copies

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## Attachments




-  Kenoza Council Cover Ltr.pdf  
Uploaded by michael migliori on Apr 18, 2023 at 9:30 am
-  Kenoza Council Cover Ltr.pdf  
Uploaded by michael migliori on Apr 18, 2023 at 9:25 am
-  040323 - Layout and Materials Plan 3-23.pdf  
Uploaded by michael migliori on Apr 18, 2023 at 9:30 am
-  040323 - Layout and Materials Plan 3-23.pdf  
Uploaded by michael migliori on Apr 18, 2023 at 9:30 am
-  Kenoza Council Cover Ltr.pdf  
Uploaded by michael migliori on Apr 18, 2023 at 9:26 am
-  Kenoza Council Cover Ltr.pdf  
Uploaded by michael migliori on Apr 18, 2023 at 9:26 am
-  Traffic Study.pdf  
Uploaded by michael migliori on Apr 17, 2023 at 6:46 am
-  Building Plans presentation - .pdf  
Uploaded by michael migliori on Apr 17, 2023 at 6:55 am
-  040323 - Layout and Materials Plan 3-23.pdf  
Uploaded by michael migliori on Apr 17, 2023 at 7:04 am
-  Abutters 3 Kenoza Ave 204.48.1 incl 204.48.2A.xlsx  
Uploaded by Christine Webb on Apr 18, 2023 at 1:14 pm

pdf Mailing Labels 3 Kenoza Ave 204.48.1 incl 204.48.2A.pdf  
 Uploaded by Christine Webb on Apr 18, 2023 at 1:15 pm

## History

Date	Activity
Apr 5, 2023 at 9:50 am	michael migliori started a draft of Record CCSP-23-3
Apr 17, 2023 at 6:46 am	michael migliori added attachment Traffic Study.pdf to Record CCSP-23-3
Apr 17, 2023 at 6:54 am	michael migliori added attachment Building Plans presentation -.pdf to Record CCSP-23-3
Apr 17, 2023 at 7:02 am	michael migliori added attachment 10312022 - CONCEPT PLAN2x.pdf to Record CCSP-23-3
Apr 17, 2023 at 7:04 am	michael migliori added attachment 040323 - Layout and Materials Plan 3-23.pdf to Record CCSP-23-3
Apr 17, 2023 at 7:09 am	michael migliori removed attachment 10312022 - CONCEPT PLAN2x.pdf from Record CCSP-23-3
Apr 18, 2023 at 9:31 am	michael migliori submitted Record CCSP-23-3
Apr 18, 2023 at 9:33 am	completed payment step Special Permit Filing Fee on Record CCSP-23-3
Apr 18, 2023 at 9:33 am	approval step Planning Director Review was assigned to William Pillsbury on Record CCSP-23-3
Apr 18, 2023 at 9:58 am	William Pillsbury approved approval step Planning Director Review on Record CCSP-23-3
Apr 18, 2023 at 9:58 am	approval step Assessor for Abutter's List was assigned to Christine Webb on Record CCSP-23-3
Apr 18, 2023 at 9:58 am	approval step Conservation Department Review was assigned to Robert Moore on Record CCSP-23-3
Apr 18, 2023 at 9:58 am	approval step Engineering Department Review was assigned to John Pettis on Record CCSP-23-3
Apr 18, 2023 at 9:58 am	approval step Water/Wastewater Review was assigned to Robert Ward on Record CCSP-23-3
Apr 18, 2023 at 9:58 am	approval step Health Department Review was assigned to Bonnie Dufresne on Record CCSP-23-3
Apr 18, 2023 at 9:58 am	approval step Fire1 Department Review was assigned to Eric Tarpy on Record CCSP-23-3
Apr 18, 2023 at 9:58 am	approval step Fire2 Department Review was assigned to Michael Picard on Record CCSP-23-3
Apr 18, 2023 at 9:58 am	approval step Police Department Review was assigned to Kevin Lynch on Record CCSP-23-3
Apr 18, 2023 at 9:58 am	approval step Storm Water Review was assigned to Robert Moore on Record CCSP-23-3
Apr 18, 2023 at 9:58 am	approval step City Clerk Review - Hearing Dates Set was assigned to Maria Bevilacqua on Record CCSP-23-3
Apr 18, 2023 at 9:58 am	approval step DPW Review was assigned to Robert Ward on Record CCSP-23-3
Apr 18, 2023 at 9:58 am	approval step School Department Review was assigned to Mike Pfifferling on Record CCSP-23-3
Apr 18, 2023 at 9:58 am	approval step Building Inspector Approval for Agendas was assigned to Tom Bridgewater on Record CCSP-23-3
Apr 18, 2023 at 9:58 am	approval step Water Supply Review was assigned to Robert Ward on Record CCSP-23-3
Apr 18, 2023 at 9:58 am	approval step City Council Clerk Notified was assigned to Laurie Brown on Record CCSP-23-3
Apr 18, 2023 at 10:29 am	Bonnie Dufresne assigned approval step Health Department Review to Mark Tolman on Record CCSP-23-3
Apr 18, 2023 at 12:19 pm	Laurie Brown approved approval step City Council Clerk Notified on Record CCSP-23-3
Apr 18, 2023 at 1:10 pm	Christine Webb added attachment Abutters 3 Kenoza Ave 204.48.1 incl 204.48.2A.xlsx to Record CCSP-23-3
Apr 18, 2023 at 1:12 pm	Christine Webb removed attachment Abutters 3 Kenoza Ave 204.48.1 incl 204.48.2A.xlsx from Record CCSP-23-3
Apr 18, 2023 at 1:12 pm	Christine Webb added attachment Abutters 3 Kenoza Ave 204.48.1 incl 204.48.2A.xlsx to Record CCSP-23-3
Apr 18, 2023 at 1:13 pm	Christine Webb removed attachment Abutters 3 Kenoza Ave 204.48.1 incl 204.48.2A.xlsx from Record CCSP-23-3
Apr 18, 2023 at 1:14 pm	Christine Webb added attachment Abutters 3 Kenoza Ave 204.48.1 incl 204.48.2A.xlsx to Record CCSP-23-3
Apr 18, 2023 at 1:15 pm	Christine Webb added attachment Mailing Labels 3 Kenoza Ave 204.48.1 incl 204.48.2A.pdf to Record CCSP-23-3
Apr 18, 2023 at 1:17 pm	Christine Webb approved approval step Assessor for Abutter's List on Record CCSP-23-3
Apr 19, 2023 at 8:09 am	Michael Picard assigned approval step Fire1 Department Review to Michael Picard on Record CCSP-23-3
Apr 19, 2023 at 8:09 am	Michael Picard waived approval step Fire1 Department Review on Record CCSP-23-3
Apr 19, 2023 at 8:11 am	Michael Picard approved approval step Fire2 Department Review on Record CCSP-23-3
Apr 19, 2023 at 9:16 am	Kaitlin Wright assigned approval step City Clerk Review - Hearing Dates Set to Kaitlin Wright on Record CCSP-23-3
Apr 19, 2023 at 9:21 am	Robert Moore approved approval step Conservation Department Review on Record CCSP-23-3
Apr 19, 2023 at 9:22 am	Robert Moore approved approval step Storm Water Review on Record CCSP-23-3

## Timeline

Label	Status	Activated	Completed	Assignee	Due Date
 Special Permit Filing Fee	Paid	Apr 18, 2023 at 9:31 am	Apr 18, 2023 at 9:33 am	-	-
 Planning Director Review	Complete	Apr 18, 2023 at 9:33 am	Apr 18, 2023 at 9:58 am	William Pillsbury	-
 City Council Clerk Notified	Complete	Apr 18, 2023 at 9:58 am	Apr 18, 2023 at 12:19 pm	Laurie Brown	-

Label	Status	Activated	Completed	Assignee	Due Date
✓ Assessor for Abutter's List	Complete	Apr 18, 2023 at 9:58 am	Apr 18, 2023 at 1:17 pm	Christine Webb	-
Fire1 Department Review	Skipped	Apr 18, 2023 at 9:58 am	Apr 19, 2023 at 8:09 am	Michael Picard	-
✓ Fire2 Department Review	Complete	Apr 18, 2023 at 9:58 am	Apr 19, 2023 at 8:11 am	Michael Picard	-
✓ Conservation Department Review	Complete	Apr 18, 2023 at 9:58 am	Apr 19, 2023 at 9:21 am	Robert Moore	-
✓ Storm Water Review	Complete	Apr 18, 2023 at 9:58 am	Apr 19, 2023 at 9:22 am	Robert Moore	-
✓ City Clerk Review - Hearing Dates Set	Active	Apr 18, 2023 at 9:58 am	-	Kaitlin Wright	-
✓ DPW Review	Active	Apr 18, 2023 at 9:58 am	-	Robert Ward	-
✓ Engineering Department Review	Active	Apr 18, 2023 at 9:58 am	-	John Pettis	-
✓ Health Department Review	Active	Apr 18, 2023 at 9:58 am	-	Mark Tolman	-
✓ Police Department Review	Active	Apr 18, 2023 at 9:58 am	-	Kevin Lynch	-
✓ School Department Review	Active	Apr 18, 2023 at 9:58 am	-	Mike Pfifferling	-
✓ Water/Wastewater Review	Active	Apr 18, 2023 at 9:58 am	-	Robert Ward	-
✓ Water Supply Review	Active	Apr 18, 2023 at 9:58 am	-	Robert Ward	-
✓ Building Inspector Approval for Agenda	Active	Apr 18, 2023 at 9:58 am	-	Tom Bridgewater	-
✓ First Ad Placement	Inactive	-	-	-	-
✓ Placed on Agenda	Inactive	-	-	-	-
✓ Abutter Notification	Inactive	-	-	-	-
✓ Second Ad Placement	Inactive	-	-	-	-
✓ City Councilor A Review	Inactive	-	-	-	-
✓ City Councilor B Review	Inactive	-	-	-	-
✓ City Councilor C Review	Inactive	-	-	-	-
✓ City Councilor D Review	Inactive	-	-	-	-
✓ City Councilor E Review	Inactive	-	-	-	-
✓ City Councilor F Review	Inactive	-	-	-	-
✓ City Councilor G Review	Inactive	-	-	-	-
✓ City Councilor H Review	Inactive	-	-	-	-
✓ City Councilor I Review	Inactive	-	-	-	-
✓ City Council Meeting	Inactive	-	-	-	-
✓ Meeting Minutes & Decision Filed w/City Clerk	Inactive	-	-	-	-



FIORELLO & MIGLIORI  
ATTORNEYS AT LAW

KAREN L. FIORELLO  
(Retired)

MICHAEL J. MIGLIORI  
mmigliori@fmilaw.com

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

April 17, 2023

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

Re: Special Permit  
Owner: 7-13 Kenoza Ave., LLC  
Applicant: 7-13 Kenoza Ave., LLC  
3-13 Kenoza Avenue, Haverhill MA  
Parcel ID: 204-48-1 & 2A

Dear President Jordan,

Please be advised this office represents 7-13 Kenoza Ave., LLC, the applicant regarding the above-referenced Special Permit. This Memorandum is filed with the Council in order to assist it in arriving at a decision regarding this Application.

Kenoza Ave., LLC purchased the property at 3 Kenoza Avenue last year which is the site of a long ago abandoned gasoline station that has been a blight in the neighborhood for many years. Kenoza Ave., LLC has owned the commercial/residential property at 7 Kenoza Avenue for several years.

The combining of these two parcels will allow for a beautiful apartment building to be constructed on the site to provide 14 badly needed apartments in the City.

The property is in the CC zoning district. The property currently contains a commercial/residential property to be demolished and an abandoned building on site of the former gas station in a state of total disrepair.

The applicant wishes to remove the blighted buildings on the site and construct a 14 unit residential apartment building.

In light of the requested use the applicant is seeking a special permit for the project which is required in the CC zone.

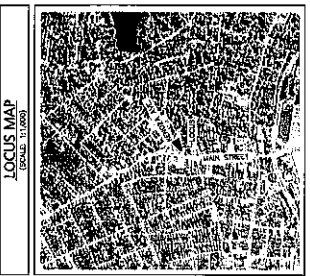
We are not requesting any waivers from the Council because the project as designed complies with all zoning requirements for the CC Zone.

We believe that the Special Permit we are requesting, if approved by the Council, will result in a significant beneficial impact on the public good and carry out the goals and purposes and intent of the provisions of Haverhill's Zoning Ordinance and create additional affordable housing in the inner City while removing a terrible blight.

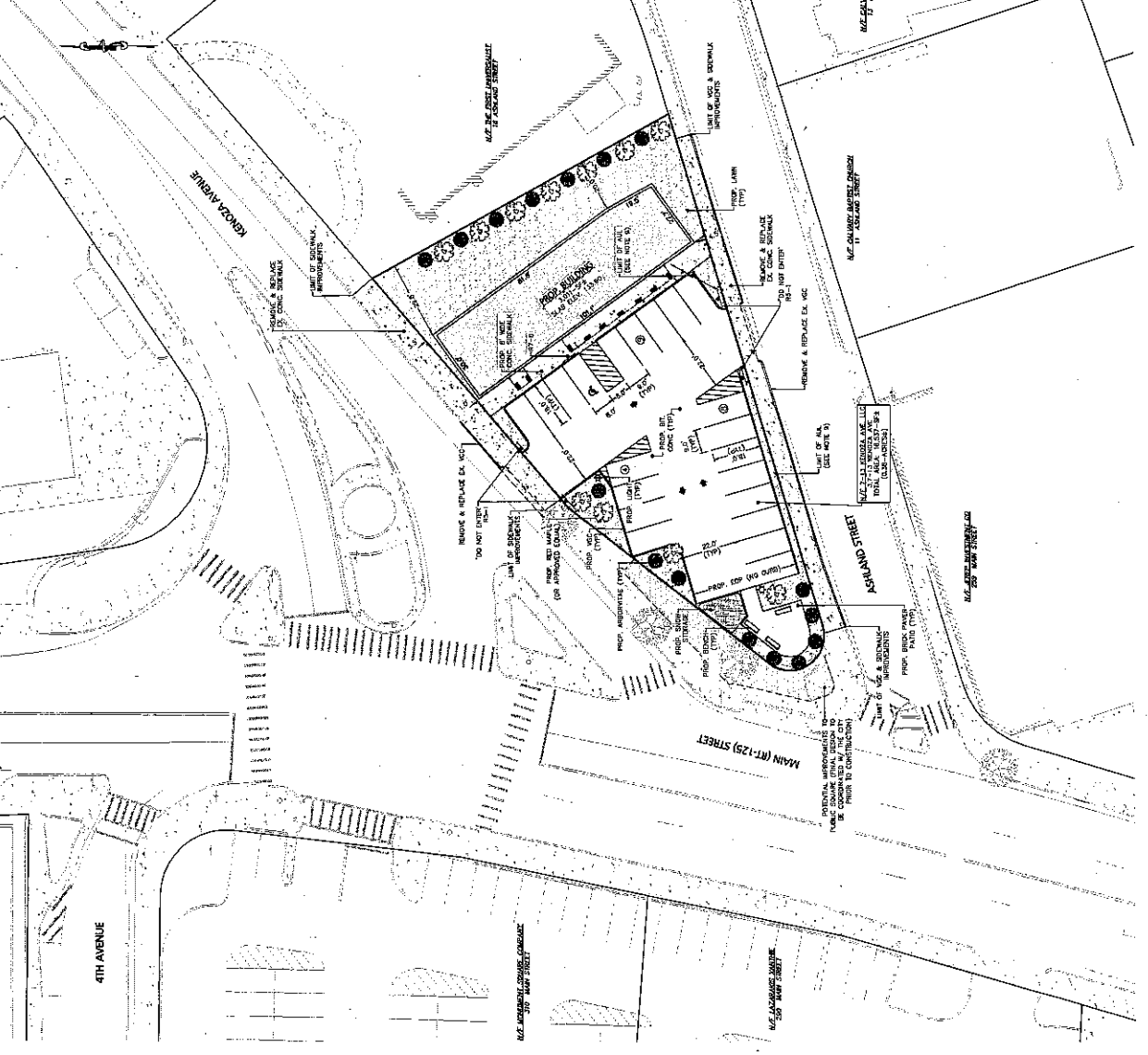
Kindly schedule a hearing before the Council at your earliest convenience.

Respectfully Submitted,  
Counsel for 7-13 Kenosha Ave., LLC

  
\_\_\_\_\_  
Michael F. Migliori, Esquire  
FIORELLO & MIGLIORI

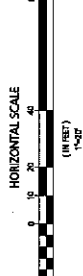


- NOTES:**
1. LOCATION: 3-13 KENZO AVE (PARCEL ID: 204-48-1 & 204-48-2)
  2. ZONE: COMMERCIAL, INDUSTRIAL-USE
  3. USE: MULTIFAMILY RESIDENTIAL
  4. OWNER/APPLICANT: CIVIL DESIGN CONSULTANTS, LLC 1000 W. 10TH ST. SUITE 1000 KENOSHA, WI 53140
  5. EXISTING CONDITIONS INFORMATION: EXISTING FROM RECORD MAPS AND AERIAL PHOTOGRAPHS. THE EXISTING LOT AREA IS 10,000 SQ. FT. (204-48-1 & 204-48-2). THE EXISTING LOT AREA IS 10,000 SQ. FT. (204-48-1 & 204-48-2).
  6. AREA TO BE DEVELOPED: 10,000 SQ. FT. (204-48-1 & 204-48-2).
  7. ADJACENT PROPERTY: 1000 W. 10TH ST. SUITE 1000 KENOSHA, WI 53140.
  8. THE LOCATION OF ANY UTILITY INFORMATION SHOWN ON THIS PLAN IS BASED ON RECORD MAPS AND AERIAL PHOTOGRAPHS. THE EXISTING LOT AREA IS 10,000 SQ. FT. (204-48-1 & 204-48-2).
  9. THE 10,000-SQ. FT. KENZO AVENUE AREA (UNDER A PORTION OF ACTIVITY AND USE ZONING MAP) IS SERVED BY TOWN WITH RECORDS 130.



LAND USE TABLE	
LOCATION:	3 KENZO AVENUE (PARCEL ID: 204-48-1 & 204-48-2)
ZONE:	COMMERCIAL, INDUSTRIAL-USE
USE:	MULTIFAMILY RESIDENTIAL
DATA:	10,000 SQ. FT. (204-48-1 & 204-48-2)
ADJACENT PROPERTY:	1000 W. 10TH ST. SUITE 1000 KENOSHA, WI 53140
THE LOCATION OF ANY UTILITY INFORMATION SHOWN ON THIS PLAN IS BASED ON RECORD MAPS AND AERIAL PHOTOGRAPHS. THE EXISTING LOT AREA IS 10,000 SQ. FT. (204-48-1 & 204-48-2).	
THE 10,000-SQ. FT. KENZO AVENUE AREA (UNDER A PORTION OF ACTIVITY AND USE ZONING MAP) IS SERVED BY TOWN WITH RECORDS 130.	

SIGN SCHEDULE	
REGULATORY DESIGNATION	SEEN
QUANTITY	QUANTITY
HEIGHT	HEIGHT
SIZE	SIZE
TYPE	TYPE
10-1	10-1
10-2	10-2



4TH AVENUE

4TH AVENUE

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July 6, 2023

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

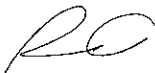
Re: Gardens on Kenoza LLC  
125-129 Kenoza Ave / Seven Unit Dwelling  
Special Permit Condition – Landscape Design approval

Dear Council President Jordan:

Per the conditions of the Special Permit decision dated November 9, 2021, we are required to submit the projects final landscape design to the City Council for approval. Additionally, we have reviewed this landscape design with the Highland Ave Association, and they have approved the design.

Please see attached landscape design. Kindly place this matter on the agenda for the next scheduled meeting.

Sincerely,



Robert Christy  
Gardens on Kenoza LLC  
978-884-1300  
[rob@exordium-capital.com](mailto:rob@exordium-capital.com)

HAV CITY CLERK JUL 7 23 AM 1002

11.4.1

**Laurie Brown**

---

**From:** Rob Christy <rob@exordium-capital.com>  
**Sent:** Thursday, July 6, 2023 3:55 PM  
**To:** Kaitlin Wright; City Council  
**Subject:** [EXTERNAL]125-129 Kenoza Special Permit CCSP-21-13; Condition Landscape rendering approval  
**Attachments:** CityCouncilRequest\_129Kenoza\_Landscape\_20230706.pdf; 125-129 Kenoza\_Landscape Drawing 6-30-23\_FINAL.pdf

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

I am writing this email to request to go before the City Council at the next meeting (Tuesday, June 11, 2023) for approval of the landscape design as specified in the Special Permit conditions for the 125-129 Kenoza Ave project. I have attached a letter of request and the landscape design.

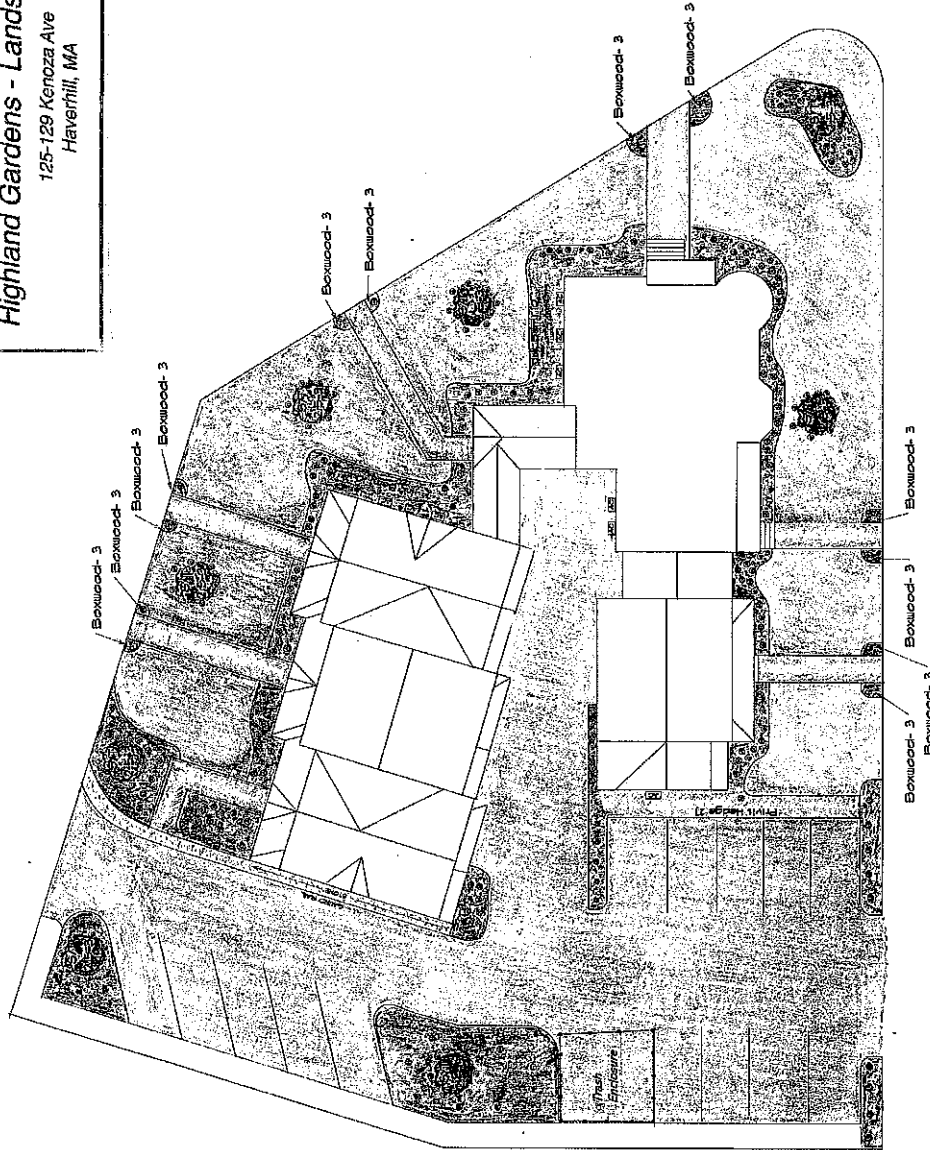
Please let me know if you need any additional information.

Thanks,  
Rob

--  
Rob Christy  
978-884-1300 (mobile)  
rob@exordium-capital.com

# Highland Gardens - Landscape Plan

125-129 Kenoza Ave  
Haverhill, MA



8- 2-1/2-3" Maple Tree( Red)

30- 4 Azalea

40- Boxwood Emerald Green

20- 1 Ink Berry

27- Privet Hedge

14- 4 Arborvitae

35- 4 Blue Hydrangea

20- 4 Rhododendron

75- 4 Hosta

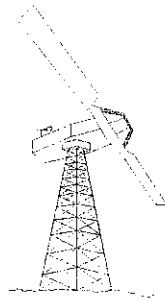
75- 4 Day Lilly

HAV CITY CLERK JUL 7'23 9H 0612

Date: 6/30/23

**Bergman & Associates, Inc.**

Engineers



20 Washington Street  
Haverhill, MA 01832-5524  
Tel. (978) 372-1125

11.4.2

8/23/ hearing

June 26, 2023

Withdrawal Letter  
City of Haverhill - City Clerk's Office  
4 Summer St.  
Haverhill, MA 01830

**Reference: Fantini Bakery - Zoning Amendment**

To whom it may concern,

We would like to withdraw without prejudice our application to amend the zoning for Fantini Bakery's lot.

Sincerely yours,

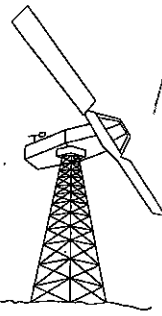
Taylor Moylan, EIT

Paul A Bergman, PE

Cc  
Paul Magliocchetti  
Alex Fantini

**Bergman & Associates, Inc.**

Engineers



"Backup copy"  
Hearing August 22, 2023

20 Washington Street  
Haverhill, MA 01832-5524  
Tel. (978) 372-1125

66  
request to  
withdraw  
June 7, 2023

without  
prejudice  
(JULY 13)  
2023

Cover Letter

City of Haverhill - City Clerk's Office

4 Summer St.

Haverhill, MA 01830

**Reference: Fantini Bakery - Zoning Amendment**

To whom it may concern,

Fantini Bakery is requesting a zoning amendment for their parcels located at 375 Washington St. Per the attached sketch, approximately half of Fantini's land is located in the CN zone, with frontage on Washington St. The back half of the land is in the RU zone, bounded by house lots on Pilling St. to the east, Freeman St. to the west, and Boston St. to the north. This is likely due to the fact that Fantini's first bakery was a smaller building in the CN zone. As the business has grown over the years, the need for expansion to the rear in the RU zone has occurred. Fantini continues to expand, and converting the RU portion of the lot to CN would eliminate the need to go before Board of Appeals for every proposed addition.

Fantini Bakery is a cornerstone of Haverhill industry, having been in the community for over 100 years. They employ many people from the Mount Washington neighborhood that walk to work.

IN CITY COUNCIL: June 13 2023

REFER TO PLANNING BOARD AND VOTED:

that COUNCIL HEARING BE HELD August 22 2023

Attest:

*Kaitlin M. Wright*  
City Clerk

Sincerely yours,

*Taylor Moylan*

Taylor Moylan, EIT

*Paul A. Bergman*

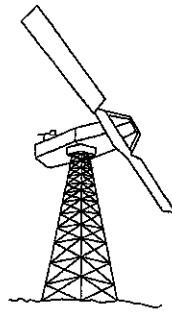


Paul A Bergman, PE



**Bergman & Associates, Inc.**

Engineers



20 Washington Street  
Haverhill, MA 01832-5524  
Tel. (978) 372-1125

June 7, 2023

Legal Description of the Property to be Re-Zoned  
City of Haverhill - City Clerk's Office  
4 Summer St.  
Haverhill, MA 01830

**Reference: Fantini Bakery - Zoning Amendment**

Beginning at a point on the southwesterly sideline of Pilling Street, said point being a distance of 318 feet southwesterly along said sideline from an iron rod at the intersection with the southeasterly sideline of Boston Street;

Thence S 44-36-10 W, a distance of 100.00 feet by land now or formerly of Pilling Street Nominee Trust;

Thence S 45-38-58 E, a distance of 157.93 feet by lands now or formerly of said Pilling Street Nominee Trust, Thiago et al, and Jiminez, respectively, to an iron rod;  
Thence S 52-00-49 E, a distance of about 276 feet by lands now or formerly of Acquire Investment Group LLC, and continuing by five distinct parcels, all of Belfiore et al;

Thence S 52-25-30 W, a distance of about 333 feet, along the southeasterly boundary of city parcel M-520, B-315, L-12, a/k/a the northwesterly boundary of city parcel M-512, B-278, L-10, by other land of Fantini Brothers Realty LLC;

Thence N 27-18-41 W, a distance of about 4 feet by land now or formerly of Dauphinais, to an iron rod;

Thence N 28-59-14 W, a distance of 15.72 feet again by land of Dauphinais;

Thence N 29-18-56 W, a distance of 101.00 feet by land now or formerly of Sosa;

Thence N 27-37-18 W, a distance of 110.00 feet by two distinct parcels, both now or formerly of Koeplin Realty, to an iron rod;

Thence N 28-53-47 W, a distance of 61.00 feet by land now or formerly of Delacadena et al;

Thence N 29-01-28 W, a distance of 20.23 feet by an unimproved way;

Thence N 30-44-58 W, a distance of 104.00 feet by land now or formerly of Steinman;

Thence N 32-42-47 W, a distance of 104.00 feet by land now or formerly of Alamilla;

Thence N 33-13-11 W, a distance of 104.00 feet now or formerly of 65 Freeman Street Realty Trust;

Thence N 37-13-46 W, a distance of 12.00 feet by land now or formerly of Cook;

Thence N 46-50-59 E, a distance of 141.66 feet by land now or formerly of Boston Heights Condominium;

Thence S 47-23-37 E, a distance of 48.00 feet by land now or formerly of Davis;

Thence N 46-18-14 E, a distance of 91.00 feet again by land of Davis;

Thence S 45-17-25 E, a distance of 10.93 feet by the southwesterly sideline of Pilling Street;

Thence S 44-36-22 W, a distance of 120.00 feet by land now or formerly of McKeown, to an iron rod;

Thence S 45-24-08 E, a distance of 80.01 feet again by land of McKeown, to an iron rod;

Thence N 44-35-47 E, a distance of 120.00 feet again by land of McKeown;

Thence S 45-31-09 E, a distance of 80.00 feet by the southwesterly sideline of Pilling Street to the point of beginning.

Containing 3.37 Acres, currently, entirely in the RU zoning district; proposed to be entirely in the CN zoning district

Sincerely yours,



Taylor Moylan, EIT



Paul A Bergman, PE

[illegible]

*Hearing August 8 2023*  
FIORIELLO & MIGLIORI  
ATTORNEYS AT LAW

KAREN L. FIORELLO  
(Retired)

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

MICHAEL J. MIGLIORI  
mmigliori@fimidlaw.com

23-4

June 26, 2023

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

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

Dear President Jordan:

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

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

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

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

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

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

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

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

Sincerely yours,

  
Michael J. Migliori

MJM/dma

Enc.

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

City Council Special Permit · Add to a project

 **Expiration Date**

Active



# CCSP-23-4



**Details**

Submitted on Jun 26, 2023 at 8:08 am



**Attachments**

10 files



**Activity Feed**

Latest activity on Jul 3, 2023



**Applicant**

michael miglioni

 0



**Location**

66 RIVERDALE AVE, Bradford, MA 01835



**Timeline**

Add New ▾

**Special Permit Filing Fee**

Paid Jun 26, 2023 at 8:09 am

**Planning Director Review**

Completed Jun 28, 2023 at 9:57 am



**Police Department Review**

Completed Jun 28, 2023 at 12:04 pm



**School Department Review**

Completed Jun 28, 2023 at 2:12 pm



**City Clerk Review - Hearing Dates Set**

Completed Jun 28, 2023 at 2:26 pm



**Fire1 Department Review**

Completed Jun 28, 2023 at 2:58 pm



**Fire2 Department Review**

Skipped Jun 28, 2023 at 2:59 pm



**Assessor for Abutter's List**

Completed Jun 28, 2023 at 3:09 pm

**Conservation Department Review**

Completed Jun 29, 2023 at 1:22 pm

**Storm Water Review**

Completed Jun 29, 2023 at 1:24 pm

**City Council Clerk Notified**

Completed Jun 30, 2023 at 10:08 am

**Building Inspector Approval for Agenda**

Completed Jul 3, 2023 at 1:32 pm

**DPW Review**

In Progress

**Engineering Department Review**

In Progress

**Health Department Review**

In Progress

**Water/Wastewater Review**

In Progress

**Water Supply Review**

In Progress

**First Ad Placement**

Review

**Placed on Agenda**

Review

**Abutter Notification**

Review

**Second Ad Placement**

Review

**City Councilor A Review**

Review

**City Councilor B Review**

Review

**City Councilor C Review**

Review





City of Haverhill, MA

07/07/2023

**CCSP-23-4**

City Council Special Permit

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

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

**Primary Location**

66 RIVERDALE AVE  
Bradford, MA 01835

**Owner:**

TOPNOTCH HOMES, LLC  
436 HOWE ST METHUEN, MA 01844

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

Attorney/Agent

**Applicant Business/Firm Name**

Fiorello &amp; Migliori

**Applicant Business/Firm Phone**

9788846431

**Applicant Business/Firm Address**

280 Merrimack Street

**Applicant Business/Firm City**

Methuen

**Applicant Business/Firm State**

MA

**Applicant Business/Firm Zip**

01844

**Client Name**

TOPNOTCH HOMES, LLC

**Client Business Name**

TOPNOTCH HOMES, LLC

**Client Phone**

9783617084

**Client Email**

shane@topnotch-homes.com

**Client Address**

436 Howe Street

**Client City**

Methuen

**Client State**

MA

**Client Zip**

01844

**Client County**

Essex

**Client Business Structure**

Limited Liability Corporation (LLC)

**Property Information****Proposed Housing Plan Name**

na

**Proposed Street Name(s)**

na

**How Long Owned by Current Owner?**

7 months

**Type of Dwelling(s) Planned in Project**

Multi-Family

**Lot Dimension(s)**

109x564x109x358

**Registry Plat Number, Block & Lot**

745-1-17



**Zoning District Where Property Located**

RH - Residential High Density --

**Deed Recorded in Essex South Registry: Block Number**

41297

**Deed Recorded in Essex South Registry: Page**

525

**Does the Property Have Multiple Lots?**

No

**Thoroughly Describe the Reason(s) for thre Special Permit**

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

**Property Description**

Lot 2 contains 37,103 square feet.

**Current Property Use**

Vacant

**TOTAL Number of Units Planned**

3

**TOTAL Number of Parking Spaces Planned**

6

**Special Circumstances**

**Building Coverage**

☐

**Dimensional Variance**

☐

**Front Yard Setback**

☐

**Side Yard Setback**

☐

**Rear Yard Setback**

☐

**Lot Frontage**

☐

**Lot Depth**

☐

**Lot Area**

☐

**Building Height**

☐

**Floor Area Ratio**

☐

**Open Space**

☐

**Parking**

☐

**Sign Size**

☐

**Use**

☐

**Other**

☐

**Hearing Waiver**

**Agrees**

Yes

**Agreement & Signature**

**Agrees**

☒

**PLEASE READ**

Office Use Only

City Council Decision

--

Reason for Council's Decision

--

City Council Members Absent

--

City Council Members Present

--

Continuance Meeting Date

--

City Councilor Who Seconded Motion

--

City Councilors Who Voted Against

--

Continuance Motion Decision

--

City Councilors Who Voted in Favor

--

Number of 12"x18" Mylar Copies

--

Number of 24"x36" Mylar Copies

--

City Council Hearing Date

--

Also Present

--

City Councilor Who Made Motion

--

City Councilors Who Abstained

--

Who Submitted Continuance Request?

--

Appeal Expiration Date

--

Number of 18"x24" Mylar Copies

--

Attachments

- pdf

Deed In.pdf

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

Transmittal to Council Topnotch Lot 2.pdf

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

Recorded ANR Plan.pdf

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

22-10405 - SP Plan Set.pdf

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

Transmittal to Council Topnotch Lot 2.pdf

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

Transmittal to Council Topnotch Lot 2.pdf

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

Assessor Card.pdf

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

22-10405 - Def Sub Concept.pdf

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

Abutters 66 Riverdale Ave 745.1.17.xlsx

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

Mailing Labels 66 Riverdale Ave 745.1.17.pdf

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

History

Date	Activity
Jun 26, 2023 at 7:54 am	michael migliori started a draft of Record CCSP-23-4

**City Councilor D Review**

Review

**City Councilor E Review**

Review

**City Councilor F Review**

Review

**City Councilor G Review**

Review

**City Councilor H Review**

Review

**City Councilor I Review**

Review

**City Council Meeting**

Review

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

Review

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

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

**Phone Number**

978-884-6431

**Address**

280 Merrimack Street, Methuen, MA 01844

## Guests

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

### Guest's Email

Enter guest's email here...

**Grant Access**

**No guests with access to this record yet**



City of Haverhill, MA

Jul 7, 2023

CCSP-23-4

## Fire1 Department Review

City Council Special Permit

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

### Applicant

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

### Primary Location

66 RIVERDALE AVE  
Bradford, MA 01835

### Owner:

TOPNOTCH HOMES, LLC  
436 HOWE ST METHUEN, MA 01844

### Comments

**Eric Tarpy, Jun 28, 2023**

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

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

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

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



City of Haverhill, MA

Jul 7, 2023

CCSP-23-4

## School Department Review

City Council Special Permit

**Status:** Complete

**Became Active:** Jun 28, 2023

**Assignee:** Mike Pfifferling

**Completed:** Jun 28, 2023

### Applicant

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

### Primary Location

66 RIVERDALE AVE  
Bradford, MA 01835

### Owner:

TOPNOTCH HOMES, LLC  
436 HOWE ST METHUEN, MA 01844

### Comments

**Mike Pfifferling, Jun 28, 2023**

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

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

## Timeline

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

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





City of Haverhill, MA

Jul 7, 2023

CCSP-23-4

## Assessor for Abutter's List

City Council Special Permit

**Status:** Complete

**Assignee:** Christine Webb

**Became Active:** Jun 28, 2023

**Completed:** Jun 28, 2023

### Applicant

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

### Primary Location

66 RIVERDALE AVE  
Bradford, MA 01835

### Owner:

TOPNOTCH HOMES, LLC  
436 HOWE ST METHUEN, MA 01844

### Comments

Christine Webb, Jun 28, 2023

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



City of Haverhill, MA

Jul 7, 2023

CCSP-23-4

## Conservation Department Review

City Council Special Permit

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

### Applicant

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

### Primary Location

66 RIVERDALE AVE  
Bradford, MA 01835

### Owner:

TOPNOTCH HOMES, LLC  
436 HOWE ST METHUEN, MA 01844

### Comments

**Robert Moore, Jun 29, 2023**

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

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



City of Haverhill, MA

Jul 7, 2023

CCSP-23-4

## Storm Water Review

City Council Special Permit

**Status:** Complete

**Assignee:** Robert Moore

**Became Active:** Jun 28, 2023

**Completed:** Jun 29, 2023

### Applicant

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

### Primary Location

66 RIVERDALE AVE  
Bradford, MA 01835

### Owner:

TOPNOTCH HOMES, LLC  
436 HOWE ST METHUEN, MA 01844

### Comments

**Robert Moore, Jun 29, 2023**

See "Conservation" comments.

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



City of Haverhill, MA

Jul 7, 2023

CCSP-23-4

## Building Inspector Approval for Agenda

City Council Special Permit

**Status:** Complete

**Became Active:** Jun 28, 2023

**Assignee:** Tom Bridgewater

**Completed:** Jul 3, 2023

### Applicant

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

### Primary Location

66 RIVERDALE AVE  
Bradford, MA 01835

### Owner:

TOPNOTCH HOMES, LLC  
436 HOWE ST METHUEN, MA 01844

### Comments

Tom Bridgewater, Jul 3, 2023

Meets Zoning Requirements for a RH Zone

23-5

*Hearing August 8*  
**FIORIELLO & MIGLIORI**  
ATTORNEYS AT LAW

*2023*

KAREN L. FIORELLO  
(Retired)

MICHAEL J. MIGLIORI  
mmigliori@fimidlaw.com

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

*11,414*

June 26, 2023

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

Re: Special Permit

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

Dear President Jordan:

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

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

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

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

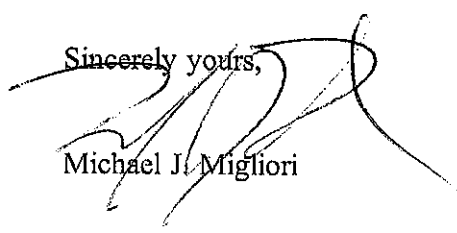
The property meets all of the dimensional and use criteria as set out in the Haverhill Zoning Ordinance and requires no waivers or variances.

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

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

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

Sincerely yours,

  
Michael J. Migliori

MJM/dma

Enc.

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



07/07/2023

**CCSP-23-5****City Council Special Permit****Status:** Active**Date Created:** Jun 26, 2023**Applicant**

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

**Primary Location**

66 RIVERDALE AVE  
Bradford, MA 01835

**Owner:**

TOPNOTCH HOMES, LLC  
436 HOWE ST METHUEN, MA 01844

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

Attorney/Agent

**Applicant Business/Firm Name**

Fiorello &amp; Migliori

**Applicant Business/Firm Phone**

978 884 6431

**Applicant Business/Firm Address**

280 Merrimack Street

**Applicant Business/Firm City**

Methuen

**Applicant Business/Firm State**

MA

**Applicant Business/Firm Zip**

01844

**Client Name**

TOPNOTCH HOMES LLC

**Client Business Name**

TOPNOTCH HOMES LLC

**Client Phone**

978 361 7084

**Client Email**

shane@topnotch-homes.com

**Client Address**

436 Howe Street

**Client City**

Methuen

**Client State**

MA

**Client Zip**

01844

**Client County**

Essex

**Client Business Structure**

Limited Liability Corporation (LLC)

**Property Information****Proposed Housing Plan Name**

NA

**Proposed Street Name(s)**

NA

**How Long Owned by Current Owner?**

7 months

**Type of Dwelling(s) Planned in Project**

Multi-Family

**Lot Dimension(s)**

Lot 1, 109x252x138x266,

**Registry Plat Number, Block & Lot**

745--1-18

**Zoning District Where Property Located**

RH - Residential High Density

--

**Deed Recorded in Essex South Registry: Block Number**

41297

**Deed Recorded in Essex South Registry: Page**

525

**Does the Property Have Multiple Lots?**

No

**Thoroughly Describe the Reason(s) for thre Special Permit**

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

**Property Description**

Lot 1 is 31,101 sf,

**Current Property Use**

Residential Housing

**TOTAL Number of Units Planned**

3

**TOTAL Number of Parking Spaces Planned**

6

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

Yes

**Agreement & Signature****Agrees**☒



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

--

**City Council Hearing Date**

--

**Reason for Council's Decision**

--

**City Council Members Absent**

--

**City Council Members Present**

--

**Continuance Meeting Date**

--

**Also Present**

--

**City Councilor Who Seconded Motion**

--

**City Councilor Who Made Motion**

--

**City Councilors Who Voted Against**

--

**City Councilors Who Abstained**

--

**Continuance Motion Decision**

--

**Who Submitted Continuance Request?**

--

**City Councilors Who Voted in Favor**

--

**Number of 12"x18" Mylar Copies**

--

**Appeal Expiration Date**


--

**Number of 24"x36" Mylar Copies**

--

**Number of 18"x24" Mylar Copies**

--

**Attachments** Deed In.pdf


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

 Transmittal to Council Topnotch Lot 1.pdf


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

 Recorded ANR Plan.pdf


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

 22-10405 - SP Plan Set.pdf


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

 Transmittal to Council Topnotch Lot 1.pdf


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

 Transmittal to Council Topnotch Lot 1.pdf


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

 Assessor Card.pdf


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

 22-10405 - Def Sub Concept.pdf

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

 Abutters Riverdale Ave 745.1.18.xlsx

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





 Mailing Labels Riverdale Ave 745.1.18.pdf

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

**History**

Date	Activity
Jun 17, 2023 at 10:01 am	michael migliori started a draft of Record CCSP-23-5
Jun 26, 2023 at 6:48 am	michael migliori altered Record CCSP-23-5, changed ownerEmail from "" to "shane@topnotch-homes.com"
Jun 26, 2023 at 6:48 am	michael migliori altered Record CCSP-23-5, changed ownerPhoneNo from "" to "9783617084"
Jun 26, 2023 at 7:41 am	michael migliori added attachment Assessor Card.pdf to Record CCSP-23-5
Jun 26, 2023 at 8:10 am	michael migliori added attachment 22-10405 - Def Sub Concept.pdf to Record CCSP-23-5
Jun 26, 2023 at 8:10 am	michael migliori submitted Record CCSP-23-5
Jun 26, 2023 at 8:12 am	completed payment step Special Permit Filing Fee on Record CCSP-23-5
Jun 26, 2023 at 8:12 am	approval step Planning Director Reviewwas assigned to William Pillsbury on Record CCSP-23-5
Jun 28, 2023 at 9:57 am	William Pillsbury approved approval step Planning Director Review on Record CCSP-23-5
Jun 28, 2023 at 9:57 am	approval step Assessor for Abutter's Listwas assigned to Christine Webb on Record CCSP-23-5
Jun 28, 2023 at 9:58 am	approval step Conservation Department Reviewwas assigned to Robert Moore on Record CCSP-23-5
Jun 28, 2023 at 9:58 am	approval step Engineering Department Reviewwas assigned to John Pettis on Record CCSP-23-5
Jun 28, 2023 at 9:58 am	approval step Water/Wastewater Reviewwas assigned to Robert Ward on Record CCSP-23-5
Jun 28, 2023 at 9:58 am	approval step Health Department Reviewwas assigned to Bonnie Dufresne on Record CCSP-23-5
Jun 28, 2023 at 9:58 am	approval step Fire1 Department Reviewwas assigned to Eric Tarpy on Record CCSP-23-5
Jun 28, 2023 at 9:58 am	approval step Fire2 Department Reviewwas assigned to Michael Picard on Record CCSP-23-5
Jun 28, 2023 at 9:58 am	approval step Police Department Reviewwas assigned to Kevin Lynch on Record CCSP-23-5
Jun 28, 2023 at 9:58 am	approval step Storm Water Reviewwas assigned to Robert Moore on Record CCSP-23-5
Jun 28, 2023 at 9:58 am	approval step City Clerk Review - Hearing Dates Setwas assigned to Maria Bevilacqua on Record CCSP-23-5
Jun 28, 2023 at 9:58 am	approval step DPW Reviewwas assigned to Robert Ward on Record CCSP-23-5
Jun 28, 2023 at 9:58 am	approval step School Department Reviewwas assigned to Mike Pfifferling on Record CCSP-23-5
Jun 28, 2023 at 9:58 am	approval step Building Inspector Approval for Agendawas assigned to Tom Bridgewater on Record CCSP-23-5
Jun 28, 2023 at 9:58 am	approval step Water Supply Reviewwas assigned to Robert Ward on Record CCSP-23-5
Jun 28, 2023 at 9:58 am	approval step City Council Clerk Notifiedwas assigned to Laurie Brown on Record CCSP-23-5
Jun 28, 2023 at 12:04 pm	Kevin Lynch approved approval step Police Department Review on Record CCSP-23-5
Jun 28, 2023 at 2:12 pm	Mike Pfifferling approved approval step School Department Review on Record CCSP-23-5
Jun 28, 2023 at 2:38 pm	Eric Tarpy approved approval step Fire1 Department Review on Record CCSP-23-5
Jun 28, 2023 at 2:38 pm	Eric Tarpy waived approval step Fire2 Department Review on Record CCSP-23-5
Jun 28, 2023 at 3:16 pm	Christine Webb added attachment Abutters Riverdale Ave 745.1.18.xlsx to Record CCSP-23-5
Jun 28, 2023 at 3:17 pm	Christine Webb added attachment Mailing Labels Riverdale Ave 745.1.18.pdf to Record CCSP-23-5
Jun 28, 2023 at 3:18 pm	Christine Webb approved approval step Assessor for Abutter's List on Record CCSP-23-5
Jun 28, 2023 at 3:44 pm	Bonnie Dufresne assigned approval step Health Department Review to Mark Tolman on Record CCSP-23-5
Jun 29, 2023 at 1:29 pm	Robert Moore approved approval step Conservation Department Review on Record CCSP-23-5
Jun 29, 2023 at 1:30 pm	Robert Moore approved approval step Storm Water Review on Record CCSP-23-5
Jun 30, 2023 at 10:07 am	Laurie Brown approved approval step City Council Clerk Notified on Record CCSP-23-5
Jul 3, 2023 at 1:31 pm	Tom Bridgewater approved approval step Building Inspector Approval for Agenda on Record CCSP-23-5

## Timeline

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

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



City of Haverhill, MA

Jul 7, 2023

CCSP-23-5

## Planning Director Review

City Council Special Permit

**Status:** Complete

**Assignee:** William Pillsbury

**Became Active:** Jun 26, 2023

**Completed:** Jun 28, 2023

### Applicant

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

### Primary Location

66 RIVERDALE AVE  
Bradford, MA 01835

### Owner:

TOPNOTCH HOMES, LLC  
436 HOWE ST METHUEN, MA 01844

### Comments

William Pillsbury, Jun 28, 2023  
ok for agenda



City of Haverhill, MA

Jul 7, 2023

CCSP-23-5

## Fire1 Department Review

City Council Special Permit

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

### Applicant

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

### Primary Location

66 RIVERDALE AVE  
Bradford, MA 01835

### Owner:

TOPNOTCH HOMES, LLC  
436 HOWE ST METHUEN, MA 01844

### Comments

#### Eric Tarpy, Jun 28, 2023

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

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

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

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



**City of Haverhill, MA**

Jul 7, 2023

**CCSP-23-5**

## **School Department Review**

**City Council Special Permit**

**Status:** Complete

**Assignee:** Mike Pfifferling

**Became Active:** Jun 28, 2023

**Completed:** Jun 28, 2023

### **Applicant**

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

### **Primary Location**

66 RIVERDALE AVE  
Bradford, MA 01835

### **Owner:**

TOPNOTCH HOMES, LLC  
436 HOWE ST METHUEN, MA 01844

### **Comments**

**Mike Pfifferling, Jun 28, 2023**

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



City of Haverhill, MA

Jul 7, 2023

CCSP-23-5

## Conservation Department Review

City Council Special Permit

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

### Applicant

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

### Primary Location

66 RIVERDALE AVE  
Bradford, MA 01835

### Owner:

TOPNOTCH HOMES, LLC  
436 HOWE ST METHUEN, MA 01844

### Comments

**Robert Moore, Jun 29, 2023**

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

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



City of Haverhill, MA

Jul 7, 2023

CCSP-23-5

## Storm Water Review

City Council Special Permit

**Status:** Complete

**Assignee:** Robert Moore

**Became Active:** Jun 28, 2023

**Completed:** Jun 29, 2023

### Applicant

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

### Primary Location

66 RIVERDALE AVE  
Bradford, MA 01835

### Owner:

TOPNOTCH HOMES, LLC  
436 HOWE ST METHUEN, MA 01844

### Comments

**Robert Moore, Jun 29, 2023**

See "Conservation" comments.

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





City of Haverhill, MA

Jul 7, 2023

CCSP-23-5

## Building Inspector Approval for Agenda

City Council Special Permit

**Status:** Complete

**Assignee:** Tom Bridgewater

**Became Active:** Jun 28, 2023

**Completed:** Jul 3, 2023

### Applicant

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

### Primary Location

66 RIVERDALE AVE  
Bradford, MA 01835

### Owner:

TOPNOTCH HOMES, LLC  
436 HOWE ST METHUEN, MA 01844

### Comments

Tom Bridgewater, Jul 3, 2023

Meets zoning requirements for a RH Zone



City of Haverhill, MA

*request  
fess-  
banned*

11.6.11

06/26/2023

HAV CITY CLERK JUN28/23 AM 11:06

**EVNT-23-24**

Event Permit

**Status:** Active**Date Created:** Jun 9, 2023**Applicant**

Joseph LeBlanc  
homer2140@mac.com  
18 Hawthorne Street  
Haverhill, MA 01835  
978-376-6741

**Primary Location**

70 WASHINGTON ST  
HAVERHILL, MA 01832

**Owner:**

City of Haverhill parking lot

**Organization Information****Organization**

Team Haverhill

**Organization Phone**

978-587-6008

**Organization Address**

PO Box 5034

**Organization City**

Haverhill

**Organization State**

MA

**Organization Zip**

01835

**Is the Organization Tax Exempt?**

Yes

**Is the Organization Non-Profit?**

Yes

**Is the Organization a House of Worship?**

No

**Contact Information****Contact Name**

Joe LeBlanc

**Contact Title**

River Ruckus chair

**Contact Phone**

978-376-6741

**Contact Email**

homer2140@mac.com

**Contact Address**

18 Hawthorne Street

**Contact City**

Haverhill

**Contact State**

MA

**Contact Zip**

01835

**Property Owner Information****Property Owner Name**

City of Haverhill

**Property Owner Phone**

978-376-6741

**Property Owner Address**

70 Washington Street

**Property Owner City**

Haverhill

**Property Owner State**

MA

**Property Owner Zip**

01832

**Is the Applicant the Property Owner?**

No

**Event Information****Description of event**

Festival featuring car show, food booths, music, fireworks, etc.

**Type of Event**

Festival

**Event Date**

09/23/2023

**Event Location**

Riverfront Parking Lot, Washington Street

**is the Event on Bradford Common?**

No

**Is the Event on City Property?**

Yes

**Event Venue**

Outdoor

**Number of Anticipated Attendees**

5,000

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

Yes

**Event Start Time**

9 a.m.

**Event End Time**

9 p.m.

**Will Food Be Served/Sold at the Event?**

Yes

**IF YES TO FOOD, By What Means?**

Vendors

**IF YES To FOOD, How Will it be Cooked?**

Truck Stoves/Grills

**Any Helpful Comments about Food**

Vendors will be informed about all regulations with the board of health.

**Special Considerations (i.e. fireworks)**

The festival will end with a fireworks show on the Merrimack River produced by Pyrotechnico Fireworks, Inc. Lower Washington Street will be closed for the Classic Car Show. Small off street parking lot (site of Her Voice Carries mural) will be closed for use by non-profit organizations.

**Parking Information****Number of Parking Spaces Onsite**

1,000

**Have Off-site Parking Arrangements Been Made?**

Yes

**IF YES, Please Provide Details of Offsite Arrangements**

Arrangements will be made with the MVRTA garage for off street parking. Most attendees use this garage and other city lots.

**Are There Charges/Fees for Parking?**

No

**Sanitation Information****Number of Public Restrooms Available**

11

**Type of Toilets**

Portable

**Please Describe Plans for Solid Waste Disposal & Recycling**

Covanta provides trash bins for the event. Volunteers scour the area all day for trash. We request trash pick-up late Saturday evening or Sunday morning. Location: Washington Street Riverfront parking lot.

**IF PORTABLE TOILETS, Who is the Vendor?**

Mr. Restroom





**General Release & Indemnity Agreement**

Yes

**Terms of Understanding**

Yes

**Attachments**











-  Ruckus Indemnity agreement-2023.pdf  
Uploaded by Joseph LeBlanc on May 22, 2023 at 11:00 am
-  Team Haverhill non-profit status.pdf  
Uploaded by Joseph LeBlanc on May 22, 2023 at 10:56 am
-  River Ruckus Haverhill Permission.pdf  
Uploaded by Kaitlin Wright on Jun 21, 2023 at 9:43 am
-  Cert of Ins - City of Haverhill.PDF  
Uploaded by Joseph LeBlanc on Jun 9, 2023 at 2:50 pm

**History**

Date	Activity
May 22, 2023 at 10:09 am	Joseph LeBlanc started a draft of Record EVNT-23-24
May 22, 2023 at 10:12 am	Joseph LeBlanc altered Record EVNT-23-24, changed ownerName from "" to "City of Haverhill parking lot"
Jun 9, 2023 at 2:52 pm	Joseph LeBlanc submitted Record EVNT-23-24
Jun 9, 2023 at 2:54 pm	completed payment step Event Permit Payment on Record EVNT-23-24
Jun 9, 2023 at 2:54 pm	approval step City Clerk Approval was assigned to Kaitlin Wright on Record EVNT-23-24
Jun 21, 2023 at 9:43 am	Kaitlin Wright approved approval step City Clerk Approval on Record EVNT-23-24
Jun 21, 2023 at 9:44 am	approval step Fire Inspector Approval was assigned to Eric Tarpy on Record EVNT-23-24
Jun 21, 2023 at 9:44 am	approval step Police Department Approval was assigned to Kevin Lynch on Record EVNT-23-24
Jun 21, 2023 at 9:44 am	approval step Health Inspector Approval was assigned to Mark Tolman on Record EVNT-23-24
Jun 21, 2023 at 9:44 am	approval step Recreation Department Approval was assigned to Ben Delaware on Record EVNT-23-24
Jun 21, 2023 at 9:44 am	approval step Public Works Director Approval was assigned to Robert Ward on Record EVNT-23-24
Jun 21, 2023 at 9:44 am	approval step Building Inspector Approval was assigned to Tom Bridgewater on Record EVNT-23-24

Date	Activity
Jun 21, 2023 at 9:44 am	Kaitlin Wright approved approval step Recreation Department Approval on Record EVNT-23-24
Jun 21, 2023 at 9:44 am	Kaitlin Wright reactivated approval step Recreation Department Approval on Record EVNT-23-24
Jun 21, 2023 at 9:44 am	Kaitlin Wright assigned approval step Recreation Department Approval to Kaitlin Wright on Record EVNT-23-24
Jun 21, 2023 at 9:44 am	Kaitlin Wright approved approval step Recreation Department Approval on Record EVNT-23-24
Jun 22, 2023 at 8:05 am	Tom Bridgewater approved approval step Building Inspector Approval on Record EVNT-23-24
Jun 23, 2023 at 9:19 am	Eric Tarpy approved approval step Fire Inspector Approval on Record EVNT-23-24
Jun 23, 2023 at 9:22 am	Kevin Lynch approved approval step Police Department Approval on Record EVNT-23-24
Jun 23, 2023 at 11:07 am	Mark Tolman approved approval step Health Inspector Approval on Record EVNT-23-24
Jun 26, 2023 at 9:59 am	Robert Ward approved approval step Public Works Director Approval on Record EVNT-23-24
Jun 26, 2023 at 9:59 am	approval step City Council Approval was assigned to Kaitlin Wright on Record EVNT-23-24

## Timeline

Label	Status	Activated	Completed	Assignee	Due Date
 Event Permit Payment	Paid	Jun 9, 2023 at 2:52 pm	Jun 9, 2023 at 2:54 pm	-	-
 City Clerk Approval	Complete	Jun 9, 2023 at 2:54 pm	Jun 21, 2023 at 9:43 am	Kaitlin Wright	-
 Recreation Department Approval	Complete	Jun 21, 2023 at 9:44 am	Jun 21, 2023 at 9:44 am	Kaitlin Wright	-
 Building Inspector Approval	Complete	Jun 21, 2023 at 9:44 am	Jun 22, 2023 at 8:05 am	Tom Bridgewater	-
 Fire Inspector Approval	Complete	Jun 21, 2023 at 9:44 am	Jun 23, 2023 at 9:19 am	Eric Tarpy	-
 Police Department Approval	Complete	Jun 21, 2023 at 9:44 am	Jun 23, 2023 at 9:22 am	Kevin Lynch	-
 Health Inspector Approval	Complete	Jun 21, 2023 at 9:44 am	Jun 23, 2023 at 11:07 am	Mark Tolman	-
 Public Works Director Approval	Complete	Jun 21, 2023 at 9:44 am	Jun 26, 2023 at 9:59 am	Robert Ward	-
 City Council Approval	Active	Jun 26, 2023 at 9:59 am	-	Kaitlin Wright	-
 Event Permit Issued	Inactive	-	-	-	-



# Haverhill

118,11

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

Date: JUN 28 2023

Honorable President and Members of the Municipal Council:

The undersigned respectfully asks to receive a license for **TAG DAYS**  
pursuant to Chapter 227 of Haverhill City Code

Organization: Haverhill Youth Football Applicant's Name: Leah Cannata  
Applicant's Residence (must be Haverhill resident): 53 Highland Ave  
Applicant's Signature: [Signature]

**(3 CONSECUTIVE DAYS ONLY)**

Date of Tag Day Request(s): August 19, 20 #  
Canister: \_\_\_\_\_ Tag: ✓ Fee: \$ 20.00

**ON STREET LOCATIONS ARE NO LONGER PERMITTED - SEE DOC. 47 OF 2017**

OFF STREET LOCATIONS - PLEASE SPECIFY

Market Baskets (2)  
Heavenly Donuts  
Dunkin

**\*A LETTER FROM THE PRIVATE PROPERTY OWNER GRANTING PERMISSION FOR  
USE OF THE LISTED LOCATIONS IS REQUIRED AT THE TIME OF THE APPLICATION**

**A sample of the badge being used by those tagging and a sample of the tag being issued by the  
Organization must be filed with the City Clerk's Office at the time of the application**

Office Use Only

Recommendation by Police Chief: ✓ Approved  
\_\_\_\_\_ Denied

[Signature: R. P. Pistori]  
Police Chief

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

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



City of Haverhill, MA



06/27/2023

**LCDL-23-15**

Alcohol - One-Day License

**Status:** Active**Date Created:** Jun 12, 2023**Applicant**

Joseph LeBlanc  
homer2140@mac.com  
18 Hawthorne Street  
Haverhill, MA 01835  
978-376-6741

**Primary Location**

70 WASHINGTON ST  
HAVERHILL, MA 01832

**Owner:**

City of Haverhill

Will go before  
LC on 7/6

**Applicant Information****Applicant Role in the Event**

Sponsor Organization Officer

**Birth Date**

03/20/1956

**Is the Event Sponsored?**

yes

**Event Sponsor Information****Sponsor Business/Organization Name**

Team Haverhill

**Sponsor Business/Organization Address**

PO Box 5034

**Sponsor Business/Organization City**

Haverhill

**Sponsor Business/Organization State**

MA

**Sponsor Business/Organization Zip**

01835

**Sponsor Business/Organization Phone**

978-587-6008

**Sponsor Financial Status**

Civic Organization

**Sponsor Main Contact**

Joseph LeBlanc, River Ruckus chair

**Main Contact's Name**

Joseph LeBlanc

**Main Contact's Social Security #**

020425161

**Main Contact's Address**

18 Hawthorne Street

**Main Contact's City**

Haverhill

**Main Contact's State**

MA

**Main Contact's Zip**

01835

**Main Contact's Phone**

978-376-6741

**Main Contact's Email**

homer2140@mac.com

**Event Information****Type of License Being Requested**

Beer &amp; Wine

**Event Date**

09/23/2023

Alcohol - One-Day License · Add to a project

 **Expiration Date**

Active



LCDL-23-15

**Details**

Submitted on Jun 12, 2023 at 10:26 am



**Attachments**

4 files



**Activity Feed**

Latest activity on Jun 27, 2023



**Applicant**

Joseph LeBlanc

 0



**Location**

70 WASHINGTON ST, HAVERHILL, MA 01832

**Timeline**

**1-Day License Fee Payment**

Paid Jun 12, 2023 at 10:28 am



**Licensing Clerk Review**

Completed Jun 27, 2023 at 1:22 pm



**Police Department Approval**

Completed Jun 27, 2023 at 1:23 pm



**City Council Approval**

In Progress



**Mayor Approval**

Review



**License Commission Clerk Approval**

Review



**License Commission Approval**

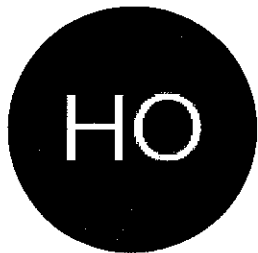
Review





**1-Day Liquor License**

Document

**Joseph LeBlanc**[View Profile](#)**Email Address**

homer2140@mac.com (mailto:homer2140@mac.com)

**Phone Number**

978-376-6741

**Address**

18 Hawthorne Street, Haverhill, MA 01835

**Guests**

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

**Guest's Email**

Enter guest's email here...

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

## 1-Day Liquor License Document

### Location

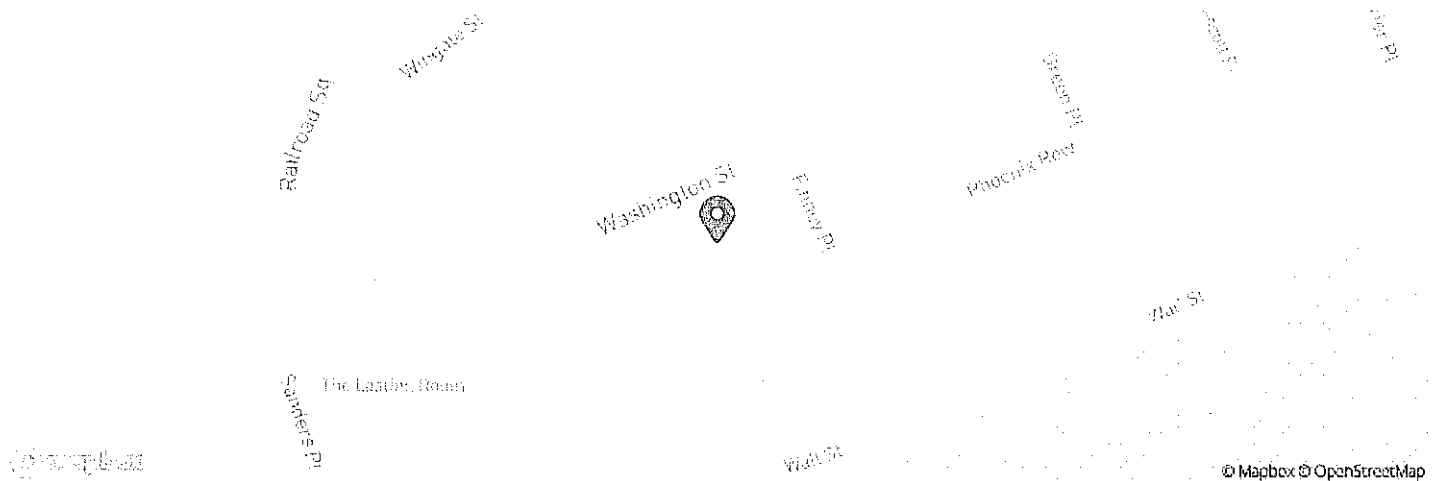
#### PRIMARY LOCATION

The main location associated with this record.

**70 WASHINGTON ST**

HAVERHILL, MA 01832

[View Location](#)



#### Property Owner Information (for this record)

Name

City of Haverhill

Email Address

--

Phone Number

--

Address

**Event Start Time**

9 a.m.

**Event End Time**

9 p.m.

**Event Location**

Riverfront parking lot, Washington Street

**Event Purpose**

Free all day festival for city residents

**Will there Be Music or Entertainment?**

Yes

**Will the Event be Catered?**

No

**Will Food be Provided in Another Way?**

Yes

**Expected Number of Adults Attending**

5,000

**Expected Number of Children Attending**

250

**Is an Entrance Fee/Donation Required?**

No

**Type of Attendees**

Public

**Will the Event Be on City Property?**

Yes

**Liquor Information****Name of Liquor Wholesaler**

Seaboard Distributors

**Name of Person Serving the Alcohol**

Butlers and Bars

**Is This a Cash Bar?**

Yes

**Agreement & Signature**

Yes

**Office Use Only****Expiration Date**

--

**Conditions or Restrictions**

--

**Attachments**

RR2023COI.pdf

Uploaded by Joseph LeBlanc on Jun 12, 2023 at 10:24 am



RR2023COI.pdf

Uploaded by Joseph LeBlanc on Jun 12, 2023 at 10:24 am



River Ruckus Docs for One Day.pdf

Uploaded by Kaitlin Wright on Jun 12, 2023 at 11:12 am



River Ruckus Liquor Liability Insurance 2023.pdf

Uploaded by Kaitlin Wright on Jun 27, 2023 at 8:57 am

**History****Date**

May 22, 2023 at 11:08 am

May 22, 2023 at 11:11 am

**Activity**

Joseph LeBlanc started a draft of Record LCDL-23-15

Joseph LeBlanc altered Record LCDL-23-15, changed ownerName from "" to "City of Haverhill"

Date	Activity
Jun 12, 2023 at 10:26 am	Joseph LeBlanc submitted Record LCDL-23-15
Jun 12, 2023 at 10:28 am	completed payment step 1-Day License Fee Payment on Record LCDL-23-15
Jun 12, 2023 at 10:28 am	approval step Licensing Clerk Review was assigned to Jennifer Sanchez on Record LCDL-23-15
Jun 12, 2023 at 11:12 am	Kaitlin Wright added attachment River Ruckus Docs for One Day.pdf to Record LCDL-23-15
Jun 23, 2023 at 3:40 pm	Jennifer Sanchez assigned approval step Police Department Approval to Kevin Lynch on Record LCDL-23-15
Jun 27, 2023 at 8:57 am	Kaitlin Wright added attachment River Ruckus Liquor Liability Insurance 2023.pdf to Record LCDL-23-15
Jun 27, 2023 at 1:22 pm	Jennifer Sanchez approved approval step Licensing Clerk Review on Record LCDL-23-15
Jun 27, 2023 at 1:23 pm	Kevin Lynch approved approval step Police Department Approval on Record LCDL-23-15
Jun 27, 2023 at 1:23 pm	approval step City Council Approval was assigned to Kaitlin Wright on Record LCDL-23-15

## Timeline

Label	Status	Activated	Completed	Assignee	Due Date
 1-Day License Fee Payment	Paid	Jun 12, 2023 at 10:26 am	Jun 12, 2023 at 10:28 am	-	-
 Licensing Clerk Review	Complete	Jun 12, 2023 at 10:28 am	Jun 27, 2023 at 1:22 pm	Jennifer Sanchez	-
 Police Department Approval	Complete	Jun 27, 2023 at 1:21 pm	Jun 27, 2023 at 1:23 pm	Kevin Lynch	-
 City Council Approval	Active	Jun 27, 2023 at 1:23 pm	-	Kaitlin Wright	-
 Mayor Approval	Inactive	-	-	-	-
 License Commission Clerk Approval	Inactive	-	-	-	-
 License Commission Approval	Inactive	-	-	-	-
 1-Day Liquor License	Inactive	-	-	-	-



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

06/26/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> CoverWallet, Inc. One Liberty Plaza, Suite 3201 New York, NY 10006	<b>CONTACT NAME:</b> Christopher Blyth <b>PHONE (A/C, No, Ext):</b> (646) 844-9933 <b>E-MAIL ADDRESS:</b> customer.service@coverwallet.com <b>FAX (A/C, No):</b>
<b>INSURED</b> DEBORAH J INGALLS DBA BUTLERS & BARS 199 Oakland Avenue Methuen, MA, 01844	<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> Mount Vernon Fire Insurance Company <b>INSURER B:</b> United States Liability Insurance Company <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>
	<b>NAIC #</b> 26522 25895

**COVERAGES****CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	<input checked="" type="checkbox"/>		GL 2012822B	06/15/2023	06/15/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<b>UMBRELLA LIAB</b> <b>EXCESS LIAB</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y/N <input type="checkbox"/> N/A						PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
B	Liquor Liability	<input checked="" type="checkbox"/>		LQ 1004364B	06/15/2023	06/15/2024	Each Common Cause: \$1,000,000 Aggregate: \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Certificate holder is included as additional insured with respect to the General Liability and Liquor Liability per the policy terms and conditions.

**CERTIFICATE HOLDER****CANCELLATION**

City of Haverhill 4 Summer Street Haverhill, MA, 01830	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE <i>Margaret M. Raff</i>
--	--

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11.10.5.1

Haverhill City Clerk JUN 29/23 3:09:20

Taxi/Limosine Business License - Add to a project

**Expiration Date****Active****TLLB-23-6****Details**

Submitted on Jun 8, 2023 at 12:02 pm

**Attachments**

3 files

**Activity Feed**

Latest activity on Jun 29, 2023

**Applicant**

Michael Campbell

**Location**

25 BOND ST, Bradford, MA 01835

**Timeline****Taxi/Limosine Business License Application Fee**

Paid Jun 8, 2023 at 12:03 pm

**City Clerk Approval**

Completed Jun 9, 2023 at 8:40 am

**Police Approval**

Completed Jun 29, 2023 at 1:02 pm

**City Council Approval**

In Progress

**Taxi/Limosine Business License Issued**

Document

**Taxi/Limosine Business License Application Fee**

Paid



**Michael Campbell**

**Email Address**

ekneeland@blacktielimo.com (mailto:ekneeland@blacktielimo.com)

**Phone Number**

O: 800-624-9990 C: 603-305-3965

**Address**

25 Bond St Mike's Email: michael.campbell@gracelimo.com, Haverhill, Massachusetts 01835

## Guests

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

**Guest's Email**

Enter guest's email here...

**Grant Access**

**No guests with access to this record yet**

PRIMARY LOCATION

The main location associated with this record.

25 BOND ST

Bradford, MA 01835

762-1-6A

View Location



Mapbox

© Mapbox © OpenStreetMap

Property Owner Information (for this record)

Name

KAN, LLC

Email Address

--

Phone Number

--

Address

25 BOND ST  
WARD HILL, MA 01835-8043



Due date



None

Fees

Taxi/Limousine Business License Fee	\$700.00
<b>Total Fees</b>	<b>\$700.00</b>

Payments

Date	Method	Note	Amount	
Jun. 8, 2023	Credit Card		\$700.00	:

Michael Campbell processed a \$700.00 payment - Jun 8, 2023 at 12:03 pm



06/29/2023

TLLB-23-6

Taxi/Limousine Business License

Status: Active

Date Created: Jun 8, 2023

**Applicant**

Michael Campbell  
ekneeland@blacktielimo.com  
25 Bond St  
Mike's Email: michael.campbell@gracelimo.com  
Haverhill, Massachusetts 01835  
O: 800-624-9990 C: 603-305-3965

**Primary Location**

25 BOND ST  
Bradford, MA 01835

**Owner:**

KAN, LLC  
25 BOND ST WARD HILL, MA 01835-8043

**Applicant Information**

**Relationship to Owner**

Owner

**Business Information**

**Business Name**

Grace Limousine LLC

**Business Address**

25 Bond St.

**Business State**

MA

**Legal Structure**

Limited Liability Company

**Business Type**

Limousine

**Number of Taxis**

0

**Business Phone**

(603) 666-0203

**Business City**

Haverhill

**Business Zip**

01835

**Number of Employees**

71

**Total Number of Vehicles**

7

**Number of Limosines**

7

**Vehicle Information**

**Vehicle Make**

LINCOLN

**Vehicle Year**

2013

**Vehicle Color**

BLACK

**Vehicle Make**

FORD

**Vehicle Year**

**Vehicle Model**

MKT LIMOUSINE

**Was Vehicle Purchased New?**

Yes

**Vehicle License Number**

BTIE30

**Vehicle Model**

F550

**Was Vehicle Purchased New?**

2013

Yes

**Vehicle Color****Vehicle License Number**

BLACK

43830

**Vehicle Make****Vehicle Model**

LINCOLN

MKT LIMOUSINE

**Vehicle Year****Was Vehicle Purchased New?**

2013

Yes

**Vehicle Color****Vehicle License Number**

BLACK

BTIE57

**Vehicle Make****Vehicle Model**

LINCOLN

MKT LIMOUSINE

**Vehicle Year****Was Vehicle Purchased New?**

2013

Yes

**Vehicle Color****Vehicle License Number**

BLACK

BTIE14

**Vehicle Make****Vehicle Model**

LINCOLN

MKT LIMOUSINE

**Vehicle Year****Was Vehicle Purchased New?**

2014

Yes

**Vehicle Color****Vehicle License Number**

WHITE

BTIE34

**Vehicle Make****Vehicle Model**

CADILLAC

ESCALADE

**Vehicle Year****Was Vehicle Purchased New?**

2017

Yes

**Vehicle Color****Vehicle License Number**

BLACK

BTIE6

**Vehicle Make****Vehicle Model**

CADILLAC

ESCALADE

**Vehicle Year****Was Vehicle Purchased New?**

2018

Yes

**Vehicle Color****Vehicle License Number**

BLACK


BTIE12

**Signature****Agree****Attachments**

MA Foreign LLC.pdf

Uploaded by Michael Campbell on Jun 8, 2023 at 12:02 pm








2023 Registrations - MA.pdf  
Uploaded by Michael Campbell on Jun 8, 2023 at 11:59 am  
 MA Annual Report 2023.pdf  
Uploaded by Michael Campbell on Jun 8, 2023 at 12:02 pm

History

Date	Activity
Jun 6, 2023 at 5:09 pm	Michael Campbell started a draft of Record TLLB-23-6
Jun 8, 2023 at 12:02 pm	Michael Campbell added attachment MA Annual Report 2023.pdf to Record TLLB-23-6
Jun 8, 2023 at 12:02 pm	Michael Campbell submitted Record TLLB-23-6
Jun 8, 2023 at 12:03 pm	completed payment step Taxi/Limosine Business License Application Fee on Record TLLB-23-6
Jun 8, 2023 at 12:03 pm	approval step City Clerk Approvalwas assigned to Maria Bevilacqua on Record TLLB-23-6
Jun 9, 2023 at 8:40 am	Maria Bevilacqua approved approval step City Clerk Approval on Record TLLB-23-6
Jun 9, 2023 at 8:40 am	approval step Police Approvalwas assigned to Kevin Lynch on Record TLLB-23-6
Jun 29, 2023 at 1:02 pm	Kevin Lynch approved approval step Police Approval on Record TLLB-23-6
Jun 29, 2023 at 1:02 pm	approval step City Council Approvalwas assigned to Maria Bevilacqua on Record TLLB-23-6

Timeline


Label	Status	Activated	Completed	Assignee	Due Date
 Taxi/Limosine Business License Application Fee	Paid	Jun 8, 2023 at 12:02 pm	Jun 8, 2023 at 12:03 pm	-	-
 City Clerk Approval	Complete	Jun 8, 2023 at 12:03 pm	Jun 9, 2023 at 8:40 am	Maria Bevilacqua	-
 Police Approval	Complete	Jun 9, 2023 at 8:40 am	Jun 29, 2023 at 1:02 pm	Kevin Lynch	-
 City Council Approval	Active	Jun 29, 2023 at 1:02 pm	-	Maria Bevilacqua	-
 Taxi/Limosine Business License Issued	Inactive	-	-	-	-

11.10.5.2

Taxi/Limousine Business License · Add to a project

 **Expiration Date**

**Active**

 CITY CLERK JUN 29/23 PM 10:51

TLLB-23-5

**Details**

Submitted on Jun 6, 2023 at 4:29 pm



**Attachments**

2 files



**Activity Feed**

Latest activity on Jun 26, 2023



**Applicant**

John Jalbert

 0



**Location**

102 HALE ST, Haverhill, MA 01830

**Timeline**

**Taxi/Limosine Business License Application Fee**

Paid Jun 6, 2023 at 4:33 pm

**City Clerk Approval**

Completed Jun 13, 2023 at 12:22 pm

**Police Approval**

Completed Jun 26, 2023 at 1:29 pm

**City Council Approval**

In Progress

**Taxi/Limosine Business License Issued**

Document

**Police Approval**

Complete

Assignee

✓ Kevin Lynch

Due date

 None



**John Jalbert**

Jun 21, 2023 at 11:29 am

I have an urgent matter that is taking me out of town. Any chance we can reschedule for 2 weeks later? If not, I'll have my manager present in my place



**Kevin Lynch**

Jun 26, 2023 at 1:29 pm

Inspection completed.

This step was assigned to Kevin Lynch - Jun 13, 2023 at 12:22 pm  
Kevin Lynch approved this step - Jun 26, 2023 at 1:29 pm



06/29/2023

**TLLB-23-5**

Taxi/Limousine Business License

**Status:** Active**Date Created:** Jun 6, 2023**Applicant**

John Jalbert  
baystatelimousine@gmail.com  
10 Trolley car ln  
londonderry, nh 03053  
9788150845

**Primary Location**

102 HALE ST  
Haverhill, MA 01830

**Owner:**

JALBERT JOHN J  
102 HALE ST HAVERHILL, MA 01830

**Applicant Information****Relationship to Owner**

Owner

**Business Information****Business Name**

Jalbert Wilson Inc

**Business Address**

102 Hale St.

**Business State**

MA

**Legal Structure**

Sole Proprietorship

**Business Type**

Limousine

**Number of Taxis**

0

**Business Phone**

978-372-9511

**Business City**

Haverhill

**Business Zip**

01830

**Number of Employees**

10

**Total Number of Vehicles**

9

**Number of Limosines**

9

**Vehicle Information****Vehicle Make**

Lincoln

**Vehicle Year**

2012

**Vehicle Color**

White

**Vehicle Model**

MKT

**Was Vehicle Purchased New?**

New

**Vehicle License Number**

112069

**Vehicle Make**

Lincoln

**Vehicle Year****Vehicle Model**

MKT

**Was Vehicle Purchased New?**

2013

**Vehicle Color**

Black

**Vehicle Make**

Lincoln

**Vehicle Year**

2015

**Vehicle Color**

Black

**Vehicle Make**

Lincoln

**Vehicle Year**

2013

**Vehicle Color**

Silver

**Vehicle Make**

Lincoln

**Vehicle Year**

2014

**Vehicle Color**

White

**Vehicle Make**

Lincoln

**Vehicle Year**

2016

**Vehicle Color**

White

**Vehicle Make**

Lincoln

**Vehicle Year**

2013

**Vehicle Color**

Black

**Vehicle Make**

Lincoln

**Vehicle Year**

2017

**Vehicle Color**

Black

**Vehicle Make**

New

**Vehicle License Number**

BAYST1

**Vehicle Model**

MKT

**Was Vehicle Purchased New?**

New

**Vehicle License Number**

BAYST2

**Vehicle Model**

MKT

**Was Vehicle Purchased New?**

New

**Vehicle License Number**

BAYST3

**Vehicle Model**

MKT

**Was Vehicle Purchased New?**

New

**Vehicle License Number**

BAYST5

**Vehicle Model**

MKT

**Was Vehicle Purchased New?**

New

**Vehicle License Number**

BAYST6

**Vehicle Model**

MKT

**Was Vehicle Purchased New?**

New

**Vehicle License Number**

BAYST7

**Vehicle Model**

MKT

**Was Vehicle Purchased New?**

New

**Vehicle License Number**

BAYST8

**Vehicle Model**



Lincoln

MKT

Vehicle Year  
2013

Was Vehicle Purchased New?  
New

Vehicle Color  
Silver

Vehicle License Number  
BAYST9

Signature

Agree



Attachments

- scan\_20230606201409.pdf  
Uploaded by John Jalbert on Jun 6, 2023 at 4:24 pm
- scan\_20230606201608.pdf  
Uploaded by John Jalbert on Jun 6, 2023 at 4:27 pm

History

Date	Activity
Jun 6, 2023 at 3:54 pm	John Jalbert started a draft of Record TLLB-23-5
Jun 6, 2023 at 4:29 pm	John Jalbert submitted Record TLLB-23-5
Jun 6, 2023 at 4:33 pm	completed payment step Taxi/Limosine Business License Application Fee on Record TLLB-23-5
Jun 6, 2023 at 4:33 pm	approval step City Clerk Approvalwas assigned to Maria Bevilacqua on Record TLLB-23-5
Jun 13, 2023 at 12:22 pm	Maria Bevilacqua approved approval step City Clerk Approval on Record TLLB-23-5
Jun 13, 2023 at 12:22 pm	approval step Police Approvalwas assigned to Kevin Lynch on Record TLLB-23-5
Jun 26, 2023 at 1:29 pm	Kevin Lynch approved approval step Police Approval on Record TLLB-23-5
Jun 26, 2023 at 1:29 pm	approval step City Council Approvalwas assigned to Maria Bevilacqua on Record TLLB-23-5

Timeline

Label	Status	Activated	Completed	Assignee	Due Date
Taxi/Limosine Business License Application Fee	Paid	Jun 6, 2023 at 4:29 pm	Jun 6, 2023 at 4:33 pm	-	-
City Clerk Approval	Complete	Jun 6, 2023 at 4:33 pm	Jun 13, 2023 at 12:22 pm	Maria Bevilacqua	-
Police Approval	Complete	Jun 13, 2023 at 12:22 pm	Jun 26, 2023 at 1:29 pm	Kevin Lynch	-
City Council Approval	Active	Jun 26, 2023 at 1:29 pm	-	Maria Bevilacqua	-
Taxi/Limosine Business License Issued	Inactive	-	-	-	-

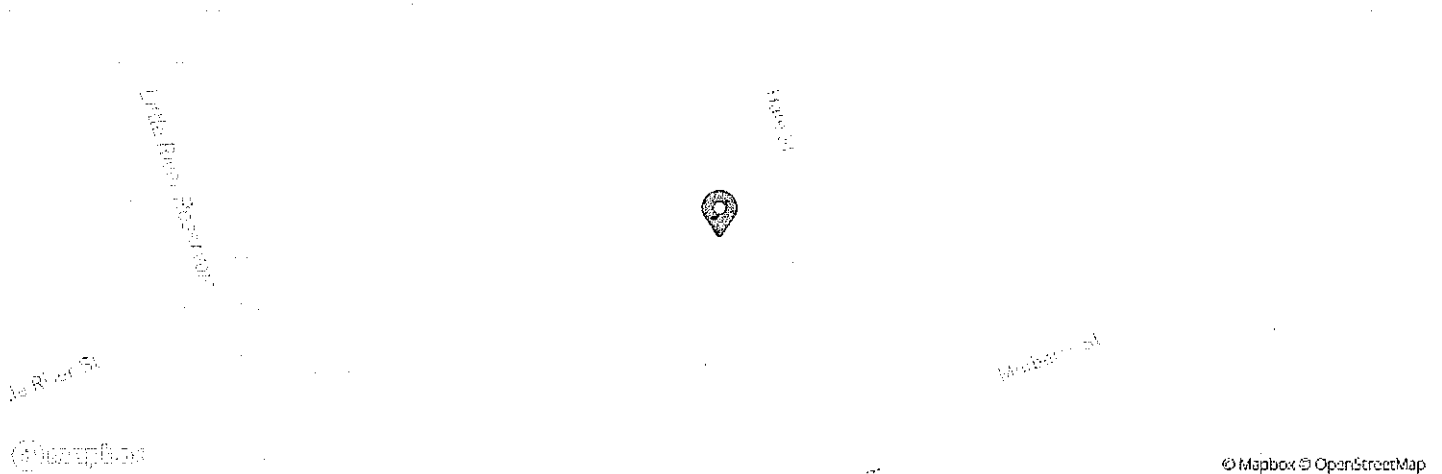
**PRIMARY LOCATION**

The main location associated with this record.

**102 HALE ST**

Haverhill, MA 01830

600-451-2

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

Name

JALBERT JOHN J

Email Address

--

Phone Number

--

Address

102 HALE ST  
HAVERHILL, MA 01830



**John Jalbert**

**Email Address**

baystatelimousine@gmail.com (mailto:baystatelimousine@gmail.com)

**Phone Number**

9788150845

**Address**

10 Trolley car ln, londonderry, nh 03053

## Guests

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

**Guest's Email**

Enter guest's email here...

**Grant Access**

**No guests with access to this record yet**

## Due date



None

## Fees

Taxi/Limousine Business License Fee

\$900.00

**Total Fees****\$900.00**

## Payments

Date	Method	Note	Amount	
Jun. 6, 2023	E-Check		\$900.00	Pending ⓘ

John Jalbert processed a \$900.00 payment - Jun 6, 2023 at 4:32 pm



Document  
CITY OF HAVERHILL  
In Municipal Council

12.1

**Ordered:**

That \$1,650,000.00 be transferred from various general fund appropriations to fund FY 2023 operating expenses.

Transfer to: (Budget Deficits)		Transfer from: (Budget Surplus)	
Workers Compensation	\$ 80,000.00	Salary Reserve	\$ 556,000.00
Liability Insurance	\$ 50,000.00	Debt Service	\$ 280,000.00
Building Maintenance Expenses	\$ 45,000.00	Building Maintenance Salaries	\$ 37,000.00
FICA	\$ 155,000.00	Highway Salaries	\$ 230,000.00
City Council Salaries	\$ 6,100.00	North Shore Essex Tech	\$ 247,000.00
Mayor Salaries	\$ 43,000.00	Retiree Medical Claims	\$ 100,000.00
Auditors Salaries	\$ 19,000.00	Health Insurance	\$ 200,000.00
Auditors Expenses	\$ 1,500.00		
311 Salaries	\$ 12,000.00		
Purchasing Salaries	\$ 1,000.00		
Vehicle Maintenance Salaries	\$ 10,500.00		
Park Department Salaries	\$ 30,000.00		
HR Salaries	\$ 24,000.00		
City Clerk Salaries	\$ 15,000.00		
Inspectional Services Salaries	\$ 70,000.00		
Economic Development Salaries	\$ 22,000.00		
Citizens Center Salaries	\$ 56,000.00		
Veterans Salaries	\$ 2,100.00		
Library Salaries	\$ 29,000.00		
Citizens Center Utilities	\$ 7,500.00		
Citizens Center Expenses	\$ 1,100.00		
Sick Leave Bank	\$ 50,000.00		
Snow & Ice Expenses	\$ 627,000.00		
Refuse	\$ 230,000.00		
MIS Capital	\$ 3,000.00		
Public Health Salaries	\$ 41,200.00		
Snow & Ice Salaries	\$ 4,000.00		
Legal Expenses	\$ 15,000.00		
	\$ 1,650,000.00		\$ 1,650,000.00

JAMES J. FIORENTINI  
MAYOR



**CITY OF HAVERHILL  
MASSACHUSETTS**

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

July 6, 2023

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

**RE: 2023 Year End Budget Transfers**

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

Please see attached an order to transfer \$1,650,000.00 to be transferred to/from the following accounts stated on the attached order to close out FY2023. I recommend approval.

Very truly yours,

**James J. Fiorentini**  
Mayor

JJF/lyf



DOCUMENT

**CITY OF HAVERHILL**

In Municipal Council

*File 10 days*

*(B.1)*

ORDERED:

**AN ORDINANCE RELATING TO VEHICLES AND TRAFFIC**

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

<b>Stop Street</b>	<b>Direction of Travel</b>	<b>At intersection of</b>
Middle Road	North	Millvale Road
Millvale Road	South	Middle Road

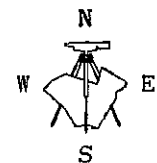
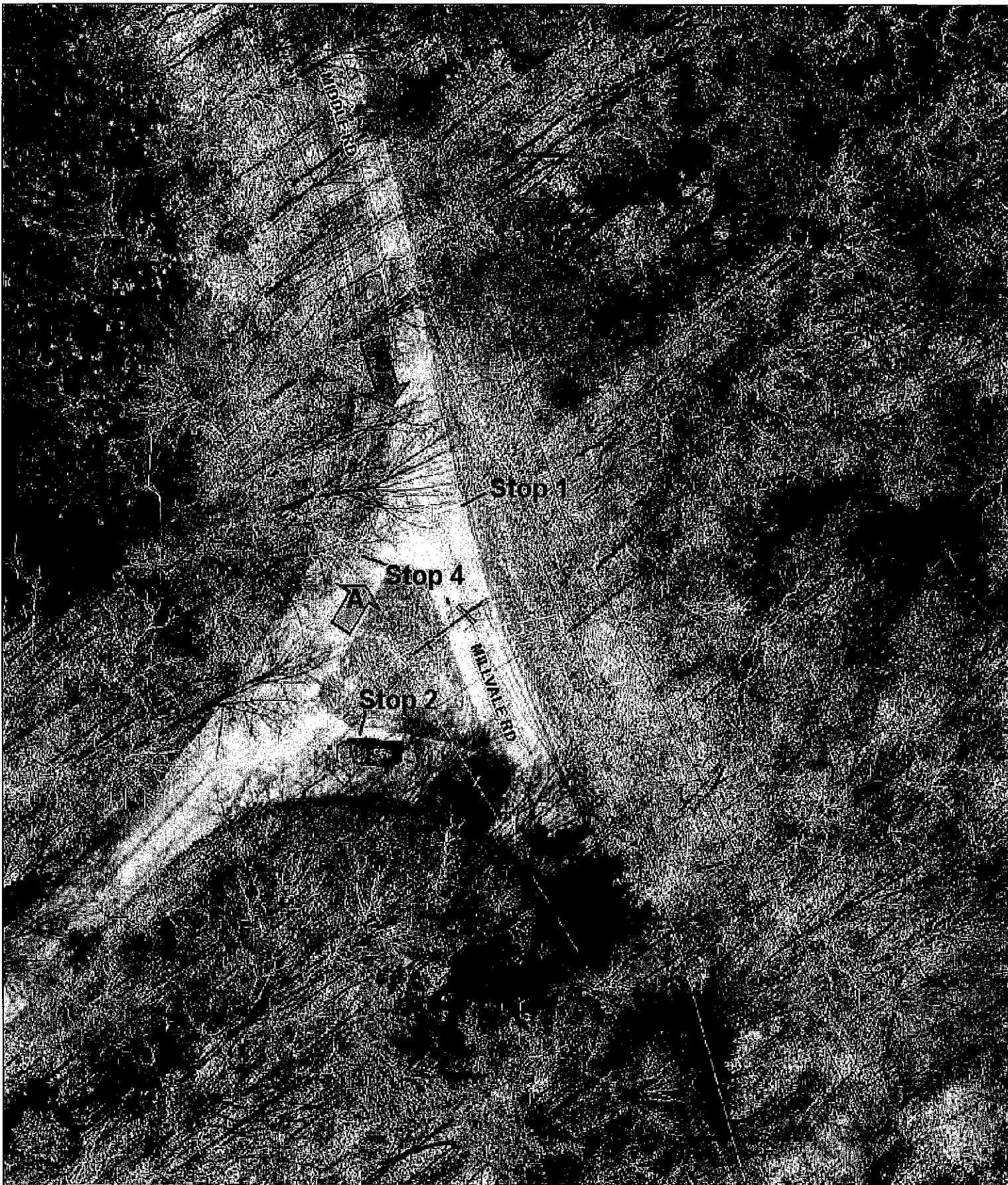
**Also, that § Chapter 240-95 Schedule L: Stop Streets, as amended, is hereby further amended by adding the following:**

Millvale Road	North	Middle Road
Millvale Road	West	Middle Road
Middle Road	East	Millvale Road
Middle Road	North	Millvale Road

APPROVED AS TO LEGALITY

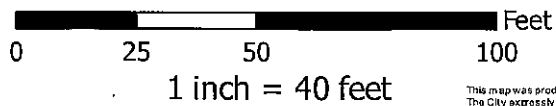
---

City Solicitor



City Of Haverhill, MA  
Engineering — Division  
Date produced: 7/7/2023

## Middle Rd at Millvale Rd



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







# Haverhill

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

July 7, 2023

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

**Subject: *Middle Road at Millvale Road – Stop Ordinances***


As requested by Traffic & Safety, see attached ordinance for new and corrected stop signs.

As seen on the attached City map of the area there are 3 current stop sign/stop bar locations (designated Stop 1, 2 and 3). However, this leaves a conflicting movement between a vehicle traveling north on Middle Rd (designated A on the map) and a vehicle travelling south on Middle Rd which is turning onto Millvale Rd (designated B on the map). While vehicle B is to yield is such a situation because it is the turning vehicle, however the curve in the roadway makes it very difficult for vehicle B to see the oncoming vehicle A. Therefore, it has been determined that safety is best provided by adding a 4<sup>th</sup> stop sign/stop bar at location stop 4 on the map.

There are existing ordinances for only 2 of the 3 existing stop sign/stop bar locations, and for each they are confusing for direction of travel as the location is on a curve. It is clearer if the 2 existing ordinances are deleted and then new ordinance approved for the 4 stops, which are listed in order (Stop 1, 2, 3 and 4) on the add part of the attached ordinance.

Please contact me if you have any questions.

Sincerely,

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

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



DOCUMENT

**CITY OF HAVERHILL**

In Municipal Council

File 10 DAYS

B2

ORDERED:

**AN ORDINANCE RELATING TO VEHICLES AND TRAFFIC**

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

<b>Church Street:</b> North Side	<b>No Parking</b> (except for 2 24-hour Handicap parking spaces)	<b>Saturdays, May thru Oct</b>
<b>Salem Street:</b> Both Sides, from South Main Street easterly for 380', both sides	<b>No Parking</b>	<b>24 hours</b>

APPROVED AS TO LEGALITY

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City Solicitor



# Haverhill

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

July 7, 2023

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

**Subject: Church Street – Add Handicap Parking**

As requested, attached is the subject Ordinance to add handicap parking in support of the Farmer's Market.

Also, it was found that it is appropriate to restrict parking along Salem Street on both sides of the roadway, from South Main Street easterly for 380' (to 20' past the existing crosswalk).

Please contact me if you have any questions.

Sincerely,

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

C: Mayor Fiorentini, Stankovich, Ward, Cox, Pistone, Wright



DOCUMENT

**CITY OF HAVERHILL**

In Municipal Council

*File 10 days*

13.3

HAU CITY CLERK JUL 7 2004

ORDERED:

**AN ORDINANCE RELATING TO VEHICLES AND TRAFFIC**

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

<b>Fourth Avenue:</b> In front of #5	<b>No Parking</b> (except for 1 24-hour Handicap parking space)	<b>24 hours</b>
<b>Lawrence Street:</b> In front of #36	<b>No Parking</b> (except for 1 24-hour Handicap parking space)	<b>24 hours</b>

APPROVED AS TO LEGALITY

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



# Haverhill

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

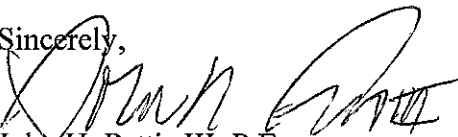
June 30, 2023

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

Subject: *Fourth Avenue #5 and Lawrence St #36 – Add Handicap  
Parking – HPS-23-8 and -9*

As requested, attached is the subject Ordinance to add handicap parking.  
Please contact me if you have any questions.

Sincerely,



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

C: Mayor Fiorentini, Stankovich, Ward, Cox, Pistone, Wright

Handicap Parking Permit · Add to a project

**Expiration Date****Active****HPS-23-9****Details**

Submitted on Jun 6, 2023 at 9:05 am

**Attachments**

2 files

**Activity Feed**

Latest activity on Jun 30, 2023

**Applicant**

Caroline Crowe

0

**Location**

36 LAWRENCE ST Unit Apt 1, Haverhill, MA 01830

**Timeline****Add New** ▼**Police Review**

Completed Jun 22, 2023 at 11:17 am

**Police Inspection**

Completed Jun 22, 2023 at 11:17 am

**Police Chief Approval**

Completed Jun 22, 2023 at 11:17 am

**Engineering Prepares Ordinance**

Completed Jun 30, 2023 at 1:51 pm

**City Clerk Puts on Council Agenda**

In Progress

**City Clerk Advertises Ordinance**

Review

**City Council Vote**

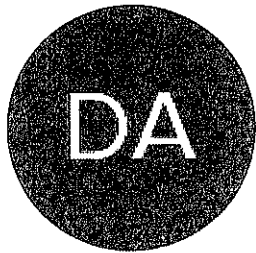
Review

## DPW Notification

Review



[View Profile](#)



**Caroline Crowe**

### Email Address

darkroze19@aol.com (mailto:darkroze19@aol.com)

### Phone Number

978-314-0778

### Address

36 Lawrence Street Apt 1, Haverhill, MA 01830

## Guests

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

### Guest's Email

Enter guest's email here...

**Grant Access**

**No guests with access to this record yet**



City of Haverhill, MA

07/06/2023

**HPS-23-9****Handicap Parking Permit****Status:** Active**Date Created:** Jun 6, 2023**Applicant**

Caroline Crowe  
darkroze19@aol.com  
36 Lawrence Street  
Apt 1  
Haverhill, MA 01830  
978-314-0778

**Primary Location**

36 LAWRENCE ST Unit Apt 1  
Unit Apt 1  
Haverhill, MA 01830

**Application Information****Application Type**

New

--

**Do You Currently Have Offstreet Parking?**

Yes

**IF YES, Why is There a Need for a Handicap Parking Sign?**

landlord uses driveway, not allowed to use

**Did You Have a Handicap Parking Sign at a Previous Address?**

No

**Vehicle Information****Vehicle Type**

Ford Fiesta

**Plate Number**

6WE741

**Plate State of Issue**

MA

**For Office Use Only****Police Approval**

Yes

**City Council Vote**

Yes

**Police Chief Approval**☐**Police Chief Denial**☐**Police Chief Signature**



--

**Police Chief Signature Date**

--



## Attachments

-  caroline crowe.pdf  
Uploaded by ... on Jun 6, 2023 at 9:05 am
-  20230630FourthAv5LawrenceSt36AddHP-Council.pdf  
Uploaded by John Pettis on Jun 30, 2023 at 1:53 pm

## History

Date	Activity
Jun 6, 2023 at 9:00 am	Laurie Brown started a draft of Record HPS-23-9
Jun 6, 2023 at 9:05 am	Laurie Brown submitted Record HPS-23-9
Jun 6, 2023 at 9:05 am	approval step Police Review was assigned to Kevin Lynch on Record HPS-23-9
Jun 22, 2023 at 11:17 am	Kevin Lynch approved approval step Police Review on Record HPS-23-9
Jun 22, 2023 at 11:17 am	inspection step Police Inspection was assigned to Kevin Lynch on Record HPS-23-9
Jun 22, 2023 at 11:17 am	Kevin Lynch altered inspection step Police Inspection, changed status from Active to Complete on Record HPS-23-9
Jun 22, 2023 at 11:17 am	approval step Police Chief Approval was assigned to Kevin Lynch on Record HPS-23-9
Jun 22, 2023 at 11:17 am	Kevin Lynch approved approval step Police Chief Approval on Record HPS-23-9
Jun 22, 2023 at 11:17 am	inspection step Engineering Prepares Ordinance was assigned to John Pettis on Record HPS-23-9
Jun 30, 2023 at 1:51 pm	John Pettis altered inspection step Engineering Prepares Ordinance, changed status from Active to Complete on Record HPS-23-9
Jun 30, 2023 at 1:51 pm	approval step City Clerk Puts on Council Agenda was assigned to Maria Bevilacqua on Record HPS-23-9
Jun 30, 2023 at 1:53 pm	John Pettis added attachment 20230630FourthAv5LawrenceSt36AddHP-Council.pdf to Record HPS-23-9

## Timeline

Label	Status	Activated	Completed	Assignee	Due Date
 Police Review	Complete	Jun 6, 2023 at 9:05 am	Jun 22, 2023 at 11:17 am	Kevin Lynch	-
 Police Inspection	Complete	Jun 22, 2023 at 11:17 am	Jun 22, 2023 at 11:17 am	Kevin Lynch	-
 Police Chief Approval	Complete	Jun 22, 2023 at 11:17 am	Jun 22, 2023 at 11:17 am	Kevin Lynch	-
 Engineering Prepares Ordinance	Complete	Jun 22, 2023 at 11:17 am	Jun 30, 2023 at 1:51 pm	John Pettis	-
 City Clerk Puts on Council Agenda	Active	Jun 30, 2023 at 1:51 pm	-	Maria Bevilacqua	-
 City Clerk Advertises Ordinance	Inactive	-	-	-	-
 City Council Vote	Inactive	-	-	-	-
 DPW Notification	Inactive	-	-	-	-



DOCUMENT 69

File 10 DAYS

**CITY OF HAVERHILL**

In Municipal Council June 27 2023

1511

ORDERED:

**AN ORDINANCE RELATING TO VEHICLES AND TRAFFIC**

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

Stop Street	Direction of Travel	At intersection of
Boston Road	North	Oxford Avenue

APPROVED AS TO LEGALITY

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

PLACED ON FILE for at least 10 days

Attest:

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



# Haverhill

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

June 14, 2023

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

**Subject: *Boston Road at Oxford Avenue – Stop Ordinance***

As requested per Traffic & Safety, see attached ordinance for stop sign. Note that a sign has historically been at this location but it was found there was no Ordinance. The sign is justified based on frequent excessive speed of cars traveling down the Willow Ave hill towards this intersection.

Please contact me if you have any questions.

Sincerely,

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

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

**CITY COUNCIL****Timothy J. Jordan**

President

**John A. Michitson**

Vice President

**Melinda E. Barrett****Joseph J. Bevilacqua****Thomas J. Sullivan****Melissa J. Lewandowski****Michael S. McGonagle****Catherine P. Rogers****Shaun P. Toohey****CITY OF HAVERHILL**

HAVERHILL, MASSACHUSETTS 01830-5843

CITY HALL, ROOM 204

4 SUMMER STREET

TELEPHONE: 978-374-2328

FACSIMILE: 978-374-2329

[WWW.CITYOFHAVERHILL.COM](http://WWW.CITYOFHAVERHILL.COM)

CITYCNCL@CITYOFHAVERHILL.COM

**DOCUMENTS REFERRED TO COMMITTEE STUDY**

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

91-G	Councillors LePage and Macek request to move and correct procedure error on Rules and Regulations	A & F	9/28/21
92-G	Councillor Daly O'Brien requests providing shaded areas in our City playgrounds	Citizens Outreach	10/19/21
94	Councillor Macek process of private profit organizations using public property	A&F	10/19/21
5-B	Councillor Barrett discussion to establish a design & review board	Planning & Dev.	1/11/22
5-C	Councillor Barrett discussion for specific items and what levels need to be sent to Council for approval	Planning & Dev.	1/11/22
5-F	Councillor Michitson request study between Mayor and City Council budgetary powers	Citizens Outreach	1/25/22
5-W	Communication from Councillor Sullivan and Councillor Lewandowski to discuss Atherton Housing parking needs downtown.	NRPP	4/5/22
118-G	Communication from Vice President Michitson to send to develop city policies to incentivize Building & business park developers to use sustainable & environmentally friendly practices.	Planning & Dev	10/25/22
19-C	Communication from Councillor Sullivan regarding ongoing dog waste problems throughout Downtown	NRPP	1/31/23
21-B	Councillor Barrett motion to send Inclusionary Zoning Ordinance to committee	A&F	3/7/23