

CITY OF NEWTON

IN BOARD OF ALDERMEN

PUBLIC FACILITIES COMMITTEE REPORT

WEDNESDAY, DECEMBER 7, 2011

Present: Ald. Schnipper (Chairman), Lennon, Albright, Salvucci, Gentile, Crossley, Danberg, and Lappin

Also present: Ald. Baker, Blazar, Fischman, Hess-Mahan, Merrill, and Sangiolo

City staff present: Alex Valcarce (Project Manager; Public Buildings Department), Stephanie Gilman (Commissioner of Public Buildings), Michael Cronin (Director of Operations; School Department), Ouida Young (Associate City Solicitor), Jonathan Yeo (School Committee), Margie Ross Decter (School Committee), Claire Sokoloff (School Committee), John Daghlian (Associate City Engineer), Karen Griffey (Director of Administration; Department of Public Works), Fred Russell (Utilities Director; Department of Public Works), Dave Turocy (Commissioner of Public Works) and Josh Morse (Facilities and Operations Supervisor; Public Buildings Department)

Appointment by His Honor the Mayor

#353-11 JONATHAN KANTAR, 672 Chestnut Street, Newton Upper Falls, appointed to the Design Review Committee for a term of office to expire December 31, 2013. (60 days 01/06/12) [10-31-11 @ 10:16 AM]

ACTION: **APPROVED 5-0 (Albright, Lennon, Salvucci not voting)**

NOTE: Jonathan Kantar joined the Committee for the discussion of his appointment to the Design Review Committee. Mr. Kantar is well known to most of the Board of Aldermen, as he has served on Historic Newton, the Citizen's Commission on Energy and the High Performance Building Coalition. Mr. Kantar's resume was attached to the agenda. Mr. Kantar is a principal and managing partner of a building company that specializes in sustainable renovations. Mr. Kantar has contributed his knowledge to City building projects, such as the Newton Lower Falls Community Center and has had an opportunity to work with the Design Review Committee in that capacity. Mr. Kantar believes that he can make valuable contributions as a member of the Design Review Committee.

The Committee felt Mr. Kantar's experience in sustainable building and renewable resources would add a new dimension to the Design Review Committee. Ald. Crossley moved approval of the appointment, which carried unanimously. The Committee thanked Mr. Kantar for his willingness to serve.

Appointment by His Honor the Mayor

#290-11 SETH PARKER, 26 Shornecliffe Road, Newton appointed to the Solid Waste Commission for a term of office to expire December 31, 2014. (60 days 12/15/11) [10-11-11 @ 2:16 PM]

ACTION: **APPROVED 5-0 (Albright, Lennon, Salvucci not voting)**

NOTE: Mr. Parker joined the Committee for discussion of his appointment to the Solid Waste Commission. Mr. Parker has attended several Solid Waste Commission meetings and provided good insights and comments to the Commission. Mr. Parker's resume was attached to the Agenda for the Committee's review. The resume highlighted Mr. Parker's experience with

project development, financing and renewable power. Mr. Parker was active in the Watertown Trash and Recycling Committee and worked to initiate their curbside recycling and trash pickup program.

Ald. Danberg moved approval of the appointment, which carried unanimously. The Committee thanked Mr. Parker for volunteering his time and expertise to the community.

Public Hearing

#367-10(3) DESIGN REVIEW COMMITTEE in accordance with §5-58 of the City of Newton Ordinances petitioning for site plan approval for the F.A. Day Middle School project which consists of a conversion of the existing administration offices and student services areas, a third floor addition to create six new classrooms and associated learning spaces, and a two-story addition at the Minot Street entry to the school, as well as proposed site improvements that include modifications to parking, pedestrian access, and landscaping.

ACTION: **APPROVED 5-0 (Albright, Lennon, Salvucci not voting)**

NOTE: Vassilios Valaes of HMFH Architects reviewed the site plan for F.A. Day Middle School with the Committee. The school is nestled into a residential neighborhood and it is a very constrained site. There are multiple entryways into the school and none is defined as the main entryway. The renovations to the school include converting the existing administration area located at the southeast corner of the building to four classrooms and adding a third-floor addition above the existing administration space to create two new classrooms. There will be a total of six classrooms added to the school and an expansion of the cafeteria to reduce the number of lunches from five to three. The administration area will be relocated to a two-story addition at the Minot Street entryway to the school. The project also includes adding a sprinkler system throughout the existing school and the additions.

The relocation of the administrative offices will provide a defined and supervised entryway into the school. Proposed site plans were submitted to the City's Design Review Committee for review and approval. Two alternates will be included in the bid. The first is the addition of a science classroom and the second is a redesign of the west entryway. The Design Review Committee voted in favor of the site plan on November 17, 2011. The Planning Department and the Public Works Department provided reviews of the project, which are attached.

There will be improvements to the parking area to include accessible parking for an accessible van with a drop-off area and an entry plaza at the Minot Street entry. The plan includes 55 parking spots, which is an increase of two spaces over what currently exists. In addition, there will be improvements to the traffic flow, signage, a reconfiguration of the existing parking, and additional landscaping. New signage and sidewalks will provide clear circulation for vehicles and pedestrians. An island will be added to Minot Place to send incoming school traffic to the right to avoid any conflict with vehicles exiting Minot Place. Minot Place will remain closed to the drop-off and pick-up of students except for students with disabilities. The new landscaping will consist of plantings that are low maintenance and are hardy.

The renovations require the relocation of a drainpipe, water main, and sewer main to accommodate the addition at the Minot Street side of the school. The Public Buildings Department will work with the Department of Public Works to determine the age and condition of the existing sewer. The plan currently reflects an underground storage system to mitigate storm water run-off. The Design Review Committee has suggested that the architect investigate alternatives to reduce or eliminate the need for an underground system.

The Public Buildings Department is in the process of coming up with new cost estimates for the project. The department has begun to investigate the possible existence of hazardous materials on the site. Soil samples have been taken, testing has begun, and the Public Buildings Department should have a better understanding of the cost in January.

The public hearing was opened and Marie Kelly, 20 Minot Place, asked if there would be a loss of parking on Minot Place. It was explained that there would be a loss of three spaces in the lot but that they were being relocated to the back corner of the building. She also voiced her concern regarding the existing traffic on Minot Place. Many parents disregard the no pick up or drop-off on Minot Place and block driveways and create lengthy traffic jams. The Committee requested that there be additional enforcement by the Police.

Ellen Cahir-MacFarland, 15 Minot Place, inquired if there would be much disruption to the residents of Minot Place, because of the utility work. There should be no loss of service to any residents. The Committee requested that the Public Buildings Department designate a community liaison for the duration of the project. It was very helpful during the Newton North High School Project and it helped to have an open channel of communication with the neighborhood. There will be a construction management plan that will be available and the Public Buildings Department will keep the neighbors informed.

Judy Schweitzer, 26 Minot Place, questioned the timing of the project. It is expected that the interior work will begin in the summer and the Minot Place addition will begin in the fall. When the Minot Place addition is complete, the third-story addition will begin and then the sprinkler system will be installed.

Ms. Elizabeth Spensieri, 43 Walnut Street, asked if a school bus would still be able to navigate Minot Place with the addition of the traffic island. Mr. Valcarce stated that a bus should have no problem navigating Minot Place with the inclusion of a traffic island. Ms. Cahir-MacFarland stated that she hopes the utility work will be done over the summer. Mr. Valcarce state that the utility work is scheduled for the summer.

Ellen Cahir-MacFarland, 15 Minot Place, asked if the project included the removal of a dead Hemlock Tree on public property on Minot Place. The tree should be removed as part of the project. Ms. Jen Pucchi, 22 Florence Court, requested further clarification on the size and location of the additions. The architect provided that information to Ms. Pucchi.

The Committee reiterated that it is important that the neighbors be kept informed of all phases of the project. As the Project Manager, Mr. Valcarce will be the point person for the City. With that, the public hearing was closed and the Committee voted unanimously to approve the site plan.

REFERRED TO PROG & SERV, PUBLIC FACIL. AND FINANCE COMMITTEES

#367-10 HIS HONOR THE MAYOR requesting authorization to appropriate an amount not to exceed five million dollars (\$5,000,000) from bonded indebtedness for the following:
(B) installation of up to six modular classrooms at five elementary schools as well as the addition of permanent classrooms and renovations to the core of F.A. Day Middle School. [11/29/10 @ 3:23 PM]
(A) \$75,000 for site plan work for 1 modular at Horace Mann, 2 at Zervas, and 1 at Burr was approved on December 20, 2010.
(B1) \$923,375 for installation of 4 modulares was approved on July 11, 2011
(B2A) \$86,545 for additional expenses related to the construction and installation of modular was approved on November 21, 2011.
(B2B) \$102,117 for design of sprinkler systems at three elementary schools was approved on November 21, 2011.
#367-10(B2) – \$3,812,963 (remaining balance) for renovations to the core of F.A. Day Middle School and sprinkler systems.
NOTE: Item amended as shown below to reflect the following requests for funding from the remaining \$3,812,963:

#367-10(B2C) – Six hundred forty-three thousand five hundred dollars (\$643,500) of the remaining \$3,812,963 for the design and other related expenses associated with the building renovations to F.A. Day Middle School.

PROGRAMS & SERVICES APPROVED 6-0 (Linsky not voting) on 12/07/11

ACTION: APPROVED 6-0-1 (Lennon abstaining; Salvucci not voting)

#367-10(B2) – \$3,169,463 (remaining balance) for renovations to the core of F.A. Day Middle School and sprinkler systems.

**PROG & SERV REFERRED TO 2012-2012 BOARD OF ALDERMEN
PUBLIC FACILITIES REFERRED TO 2012-2013 BOARD on 12/07/11**

NOTE: The Public Facilities Committee and the Programs and Services Committee met jointly to discuss the request for \$643,500 to be used for the design and related expenses including the sprinkler system design for the building renovation to F.A. Day Middle School. The funds are needed to progress to 100% design drawings in order to begin construction in the summer.

Chief Financial Officer Maureen Lemieux stated that the requested funds are from the original \$5 million for the Day renovation and the four modular classrooms. The current estimate for the renovation at Day Middle School, the four modular classrooms at three elementary schools, and the installation of sprinkler systems at Day Middle School, Horace Mann, Zervas, and Burr Elementary Schools is \$9.2 million. The Executive Department expects to docket an item in the spring when a more accurate estimate is available. The additional \$4.2 million is the cost of the sprinkler system designs and the installation of the sprinkler systems.

The sprinkler system estimates are based on the square footage of the schools. It is expected that the sprinkler systems will be functional and the most cost effective system. The sprinkler system will likely have some exposed pipe work in many areas of the schools. The

exposed system will be unobtrusive and the Public Buildings Department will provide photos of exposed sprinkler systems. There was some concern regarding the possibility of students being able to reach the sprinkler heads and pipes. The designer and Public Building Department will consider everything and determine whether to enclose the sprinkler systems in certain areas.

There is not a significant amount of money dedicated to testing for contamination. Project Manager Alex Valcarce stated that some testing has occurred and there was nothing that raised any concern. Further testing results will be available in January but right now, the plan is to remove a tank that shows no signs of leaking and encapsulate the area. The Committees asked that if the testing results are different from what is expected that the Committees be informed.

Ald. Albright moved approval of the \$643,500 for the design of the sprinkler system and renovations at F.A. Day in the Public Facilities Committee, which carried by a vote of six in favor and one abstention. Ald. Lennon abstained as he missed a portion of the discussion as he was in another meeting. Ald. Hess-Mahan moved approval of the item in the Programs and Services Committee, which carried unanimously.

Public Hearing

#259-11(2) NextG NETWORKS OF NY, INC. petitioning for a grant of location to install an antenna and related equipment to an existing utility pole at 938 Centre Street.

ACTION: **APPROVED 4-3 (Albright Lappin, Salvucci opposed)**

NOTE: NextG Networks petitioned the Board of Aldermen for a grant of location to install underground conduit, attach equipment and antenna to several poles in the City. One of the proposed antenna and equipment locations was on a city owned pole for which there was no licensing agreement. The petition was approved with the exception of that portion of the grant of location. NextG Networks has chosen another pole at 938 Centre Street to place the antenna and related equipment. The pole is owned by Verizon and NextG Networks has reached an agreement with Verizon. Therefore, NextG Networks is petitioning for a grant of location to place their equipment on that pole, which is located between Alderwood Road and Ballard Street in front of 938 Centre Street.

The public hearing was opened and no one spoke for or against the petition. Associate City Solicitor Ouida Young suggested that the conditions contained in the original grant of location be included in this grant of location. Ald. Danberg moved approval of the item, which carried by a vote of four in favor and three opposed.

#352-11 ALD. JOHNSON & SCHNIPPER requesting a discussion with the Utilities Department regarding the City of Newton's current water billing practices.
[10/14/11 @ 2:31 PM]

ACTION: **REFERRED TO 2012-2013 BOARD OF ALDERMEN**

NOTE: The item was previously discussed and held by the Committee on November 9, 2011 for a plan from the Department of Public Works to restore confidence in the new water meter system. Public Works Commissioner David Turocy and Utilities Director Fred Russell joined the Committee for the discussion. Commissioner Turocy is confident that the new water meters work properly. The meters are tested at the manufacturing plant and a tag certifying that it was tested is provided to the customer with each meter ordered. The Public Works

Department has tested over 200 of the old meters and has not found one that is overcharging for water usage.

Utilities Director Fred Russell contacted several companies, including the company that supplied the City's new meters, to determine if any random testing is done after installation of the meters. None of the companies contacted do any additional testing or provide for additional testing. Mr. Russell then contacted the company that does routine testing on the water meters to find an efficient way to test the installed meters. It was determined that a test station could be set up at the Elliot Street Public Works Yard for a day. The company can test 30 meters per day. The plan is to test four meters from each of the eight wards of the City and six meters that have yet to be installed. If there are any issues with the 30 tested meters, the sample will be expanded. The Public Works Department will contact some of the people who have concerns regarding their water bills to ask if they are willing to participate in the testing.

There is a \$50 charge per meter for testing but the City is still negotiating the price of the testing. The Public Works Department will use its own personnel to remove and reinstall the meters to be tested. Residents who participate in the testing will not be charged for water used during the testing period.

Director of Administration Karen Griffey and Commissioner Turocy reviewed the current payment options for people who receive what they may consider a high water bill. The Commissioner has been meeting with residents that have contacted the department regarding a high water bill or bills. The Commissioner reviews the water use history and in most cases is able to explain the increase in the water bill. It was suggested that the Commissioner consider creating a question and answer pamphlet for property owners to help identify different points and issues. In addition, the department has begun reviewing water bills in advance of distribution in an effort to contact property owners that are going to receive an unusually high water bill to begin conversation regarding the bill.

The Committee would like the Commissioner to report the results of the testing to the Committee. Therefore, the item was referred to the 2012 2013 Board of Aldermen.

REFERRED TO PUB. SAF. & TRANS., PUB. FAC. AND FINANCE COMMITTEES

#311-10(B) HIS HONOR THE MAYOR requesting an appropriation in the amount of three hundred thousand dollars (\$300,000) from bonded indebtedness for the purpose of funding the Manet Road Emergency Communications Radio Tower Replacement, which is included in the FY 2011 Capital Improvement Plan. [11/29/10 @ 3:23 PM]

PUBLIC SAFETY & TRANSPORTATION APPROVED 7-0 on 12/08/10

ACTION: APPROVED AS AMENDED 7-0-1 @ \$40,000 (Salvucci abstaining)

NOTE: Facilities and Operations Supervisor Josh Morse presented the item to the Committee. The request was docketed as a request to appropriate funds for a matching grant program offered by the federal government. The grant program was cancelled; therefore, the City is no longer replacing the radio tower. The tower is old but appears to be structurally sound. However, the equipment building located on that site is in terrible shape and does not offer enough protection to the equipment housed in the building.

The Public Buildings Department is recommending that the equipment shed be replaced, a structural analysis of the tower be done, and antiquated equipment be replaced. The equipment stored in the shed is vital to the City's emergency communications. Other government agencies also use the equipment and tower for communications. The equipment shed would be relocated in order to ensure that communications are not disrupted. The relocation and replacement would trigger the site-plan approval process. Therefore, the Public Buildings Department is requesting that the item be amended to \$40,000 to provide schematic design for the building, engineering services, and a tower analysis.

The Committee understood the need for the replacement of the building and the structural analysis of the tower. Ald. Lappin moved approval of the item as amended at \$40,000 for design services and analysis, which carried unanimously.

REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES

#376-11 HIS HONOR THE MAYOR requesting authorization to appropriate and expend the sum of three hundred thousand dollars (\$300,000) from bonded indebtedness for the purpose of funding accessibility upgrades in various schools. [10/31/11 @ 2:48 PM]

ACTION: **APPROVED 8-0**

NOTE: The Peirce Elementary School is not accessible and it is expected that a disabled child will be attending the school next year. The School Department would like to install a lift and other accessibility upgrades at the school. The second and third floors of Horace Mann Elementary School are not accessible to students or parents with disabilities. The School Department would like to install a chair lift in the school to provide accessibility. The estimated cost for both projects is approximately \$300,000, as reflected in the above request.

In order to install the lifts and other accessibility improvements by the start of the next school year, the design work needs to begin immediately. The Committee understood the necessity of the upgrades and Ald. Lappin moved approval, which carried unanimously.

#55-11 ALD. FULLER, CROSSLEY, ALBRIGHT, DANBERG, FREEDMAN, HESS-MAHAN recommending that Section 29-67A of the City of Newton Revised Ordinances 2007 regarding sewer clean-out fees be updated either to increase the fee from \$25 during normal hours (\$75 during overtime hours) to a fee more closely representing the full cost of service of cleaning a privately-owned building sewer lateral or, alternatively, eliminating the service. [02/14/11 @ 5:25 PM]

ACTION: **NO ACTION NECESSARY 8-0**

NOTE: The above item was held on May 4, 2011, to ensure that a similar ordinance amendment proposed by His Honor the Mayor was approved. The Mayor's item has since been approved; therefore, the Committee voted no action necessary on the item.

THE FOLLOWING ITEMS WERE REFERRED TO THE 2012-2013 BOARD:**REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES**

- #380-11 HIS HONOR THE MAYOR requesting authorization to appropriate and expend the sum of four hundred eighty-five thousand dollars (\$485,000) from bonded indebtedness for the purpose of funding masonry repairs at various schools. [10/31/11 @ 2:48 PM]

REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES

- #379-11 HIS HONOR THE MAYOR requesting authorization to appropriate and expend the sum of four hundred fifty thousand dollars (\$450,000) from bonded indebtedness for the purpose of funding mechanical upgrades at various schools. [10/31/11 @ 2:48 PM]

REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES

- #378-11 HIS HONOR THE MAYOR requesting authorization to appropriate and expend the sum of three hundred fifteen thousand dollars (\$315,000) from bonded indebtedness for the purpose of funding the emergency generator upgrades at various schools. [10/31/11 @ 2:48 PM]

REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES

- #377-11 HIS HONOR THE MAYOR requesting authorization to appropriate and expend the sum of two hundred thousand dollars (\$200,000) from bonded indebtedness for the purpose of funding electrical upgrades in various schools. [10/31/11 @ 2:48 PM]

- #385-07 ALD. SCHNIPPER AND GENTILE updating the Public Facilities Committee on the progress of the Newton North High School Project. [11/21/07 @ 10:23 AM]

- #405-11 NATIONAL GRID requesting a grant of location to install and maintain 102' ± of 4" gas main in UPLAND AVENUE from the existing 4" gas main at 193 Upland Avenue southerly to 210 Upland Avenue. (Ward 8) [11-10-11 @ 2:00 PM]

- #149-11(3) SOVEREIGN BANK requesting the necessary approvals for the off-site road improvements at the intersection of Washington and Crafts Streets outlined in Special Permit Board Order #149-11, Condition 6A. 11/07-11 @ 2:16 PM]

- #139-11 ALD. LINSKY, DANBERG & SALVUCCI proposing that §§26-71, 26-72 and 26-73, **Sidewalk construction requested by owners, Materials for sidewalk construction, and New curbing installation**, respectively, be amended to extend participation in the betterment program to property owners who voluntarily pay the residual 50% of the costs over time in addition to the 50% initial payment provided under the ordinance. [04-27-11 @9:38 AM]

REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES

- #407-11 HIS HONOR THE MAYOR requesting authorization to appropriate and expend the sum of ninety thousand dollars (\$90,000) from bonded indebtedness for the purpose of purchasing a backhoe for the Department of Public Works. [10/31/11 @ 2:48 PM]

REFERRED TO PS&T AND PUBLIC FACILITIES COMMITTEES

#413-11

ALD. CICCONE, SALVUCCI, GENTILE & LENNON updating the Public Facilities and Public Safety & Transportation Committees on the progress of renovations to the city's fire stations. [11-17-11 @11:07 AM]

Respectfully submitted,

Sydra Schnipper, Chairman



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Setti D. Warren
Mayor

DATE: November 10, 2011

TO: Board of Aldermen

FROM: Candace Havens, Director of Planning and Development
Eve Tapper, Chief Planner for Current Planning ^{ET}
Derek Valentine, Senior Land Use Planner

SUBJECT: §5-58 of the City of Newton Ordinances, request for site plan approval for site and building improvements at F.A. Day Middle School.

CC: Mayor Setti Warren
Newton School Committee
Design Review Committee

EXECUTIVE SUMMARY

The proposal is to convert existing administrative offices/student service areas at F.A Day Middle School into classroom space, and add a third-floor addition to the space currently occupied by these offices for a total of six new classrooms. The total enrollment at the school is projected to increase from 780 to 900 students at maximum capacity. Interior improvements will include an expansion of the existing cafeteria to reduce the number of lunch periods required to accommodate all students. A two-story addition is proposed at the Minot Place entrance of the building to house the relocated administrative/student services offices.

Proposed site improvements include a new accessible parking area and pedestrian accommodations at the Minot Place entry along with the installation of a new courtyard at this entrance. Other site improvements are intended to enhance the safety of pedestrian circulation including new crosswalks, sidewalks and wayfinding signage. The overall building appearance will be updated. While proposed elevations have been provided for review by the Planning Department, the Department is aware that these are subject to change as plans are finalized. The elevations provided give an indication of the mass of the new additions to the structure, as well as the general style of the building.

I. BACKGROUND/SITE PLAN APPROVAL PROCESS

Prior to construction at any municipal building, Section 5-58 of the Newton City Code requires reviews of associated plans by the following:

- The Director of Planning and Development for consistency and compatibility with the *Newton Comprehensive Plan* and other applicable planning and analytical studies
- The Design Review Committee for layout, construction, and relationship to surroundings
- The Public Facilities Committee to provide a forum for public comments and discussion about proposed buildings and their locations, followed by Board of Aldermen action

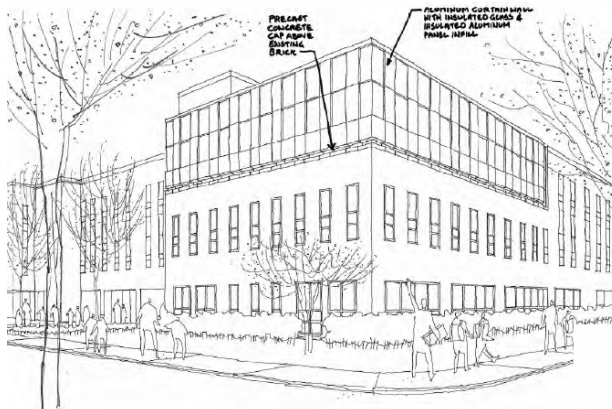
Once the site plans are formally approved by these bodies, they become part of the final set of project plans and construction drawings and cannot be altered without being resubmitted to the Design Review Committee and to the Board of Aldermen. After the requirements of §5-58(a)(1) through (a)(6) have been satisfied, the Board of Aldermen can appropriate funds for preparation of detailed construction drawings. Work on the school is projected to begin during the summer in 2012 and will continue until closeout in September 2013. The interior utility work (including the installation of fire suppression sprinklers) will be the first phase with the building additions and site work following in Phases 1b and 2, respectively.

Plans submitted by the Public Buildings Department were prepared by Crosby, Schlessinger, and Smallridge Landscape Architecture, Planning, and Urban Design in association with HMFH Architects, dated November 3, 2011. These are the plans that have been reviewed by Planning staff.

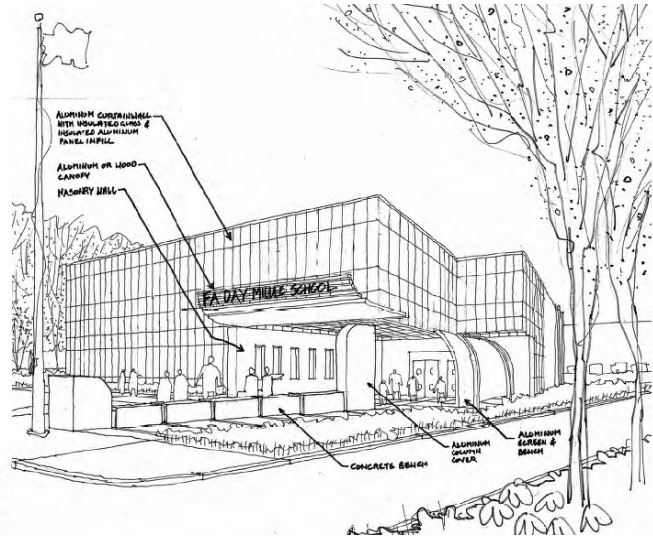
II. PROPOSED SCHOOL IMPROVEMENTS

The site work is confined to the north side of the school building. The parking lot on this side of the building will be restriped, changing the orientation of the parking spaces slightly and adding a fully-accessible parking spot. The curb line will be adjusted to better facilitate right turns into the site from Minot Place. A small amount of green space will be added to this parking lot in the form of a grass traffic island with a tree. A concrete paver courtyard is being proposed at the Minot Place entrance and will provide a more defined entrance to the building. Additional plantings will be added along the length of the building's north façade. The vehicular circulation will otherwise remain unchanged.

Changes to the building will include a two-story addition accessed via the new courtyard discussed above. A third floor addition will be added above the existing administrative offices. This is the extent of the increase to the mass of the structure. The overall exterior of the building at the Minot Street entrance will be updated with more modern finishes. The Public Buildings Department should clarify the exterior treatment of the building.



Classroom Addition



New Minot Street Entrance

III. TECHNICAL REVIEW OF SITE PLANS UNDER SECTION 5-58

1. Location and Existing Site Conditions

F.A. Day Middle School is located at the end of Minot Place, off of Walnut Street. The site is surrounded by residential zoning, with Single Residence 3 on the north, west and east sides and Multi-Residence 1 to the south of the site. The parcel consists of 373, 413 square feet of land improved with the school building and associated athletic fields.

2. Proposed Improvements

A third story with two classrooms is proposed on the existing two-story administrative office at the southeast corner of the building. The existing administrative offices on the first and second floors will be renovated and converted into classrooms for a total of six classrooms in this three-story space.

A two-story addition is proposed at the Minot Place entrance. This space will receive the relocated administrative offices and will provide a new foyer for the building. A courtyard and handicap-accessible parking will be provided at this entrance. The balance of improvements will occur inside the existing school, to include an expansion of the cafeteria to accommodate additional students.

IV. OTHER REVIEWS

- **Senior Environmental Planner.** The entire school property is outside of the riverfront area for Cheesecake Brook. After consulting the Senior Environmental Planner, it was determined that no review is required for the improvements proposed.
- **Associate City Engineer.** The proposed work may result in a net increase in the amount of impervious surface on the site. If this is the case, the surface water drainage will be

altered and should be reviewed by the Engineering Department to ensure that drainage infrastructure is constructed according to City standards.

- **City Traffic Engineer.** There will be a net increase in the amount of parking provided on site. Fifty-five spaces are proposed while 53 spaces currently exist. Although the number of parking spaces will increase, the additional students will likely require the addition of more faculty/staff, thus leading to a greater parking demand. Public Buildings should continue to work with the Traffic Engineer to manage parking should it negatively impact the neighborhood as the school reaches the projected capacity.

The new vehicular entrance off of Minot Place will require repositioning of the curb line and will involve the addition of a sidewalk. Since this represents a minor change in the street design, Public Buildings should consult with the City Traffic Engineer prior to the completion of the curb realignment.

- **Fire Department.** Fire suppression sprinklers will be installed throughout the newly-renovated building. The Public Buildings Department should continue to coordinate with the Assistant Fire Chief to meet all applicable safety codes.

A sheet was included in the plans with a template indicating that a bus 45-type vehicle can properly navigate the curve from Minot Street onto the site, therefore, the Planning Department has no concerns with fire engine access.

V. CONSISTENCY WITH NEWTON COMPREHENSIVE PLAN AND OTHER PLANS/STUDIES

The *Newton Comprehensive Plan* notes that Newton residents have made education a strong social value and a community priority. More than 11,000 pupils are currently served through 21 public schools including four middle schools.

The Plan also acknowledges change over time is inevitable and spatial needs must respond to them. Population projections prepared by the Metropolitan Planning Area Council (MAPC) show an eventual decline in the City's school age by population by 2030. The current enrollment at F.A. Day is approximately 780 students, while the projected peak capacity after improvements will be 900 students. For the long term, the *Newton Comprehensive Plan* advocates for "creative consideration of future activity and facility configurations." When addressing such changes, the *Newton Comprehensive Plan* encourages creativity in making continued use of existing structures, where possible. The F.A. Day proposal is a good example of this principle.

VI. SITE PLAN REVIEW CRITERIA

In accordance with Section, 5-58, the Design Review Committee has filed plans for Site Plan Approval. These are to be reviewed in accordance with the procedure outlined in Section 30-23 of the Revised Ordinances. The following is a review of the submitted plans against the relevant criteria established in Section 30-23.

A. Convenience and safety of vehicular and pedestrian movement within the site and in relation to the adjacent streets, properties or improvements

The overall parking count on the site will actually increase as a result of this petition. There are currently 53 parking stalls on site and 55 will be provided following the renovations.

Vehicular circulation will continue to be provided by a loop road which begins at the north end of the site at Minot Place, circles the school building and ends near where it began at Minot Place. An accessible loading spot will be added at the Minot Place entrance, along with an accessible parking stall.

The bus drop-off for students is currently along Albemarle Road. This arrangement will not be affected by the construction. There is no plan to relocate the bus stop to Minot Place after improvements are completed.

B. Adequacy of the methods for regulating surface water drainage

If the overall impervious coverage on site will be increased, the School Department should coordinate with the Engineering Division of the Department of Public Works to ensure that all surface water is adequately managed post construction. The plans submitted show a number of drainage improvements proposed in the parking area along Minot Place.

C. Screening of parking areas and structures from adjoining premises. Location of parking between the street and existing or proposed structures shall be discouraged.

The parking configuration will undergo minor changes, but will not be relocated or expanded substantially. The parking is located between the building and the street; however, this is an existing condition and there are no other locations on site that will effectively provide access for visitors of all levels of mobility.

The proposal includes some enhanced landscaping, including a grass island with a tree in the existing parking area. It also involves replacing some of the existing hardscape parking area with an entrance plaza made of semi-pervious concrete paver blocks. The variation of materials will help to minimize the visual impact of the parking area, which faces Minot Place and a residential neighborhood. This will be an improvement from the aesthetic condition that now exists.

To further mitigate the visual impact of the parking lot, the Public Buildings Department should consider reconfiguring the parking area to provide space for a landscaped strip along the entire width of the parking area, visually separating this paved expanse from Minot Place and the residential area surrounding the site.

D. Avoidance of topographic changes; tree and soil removal shall be minimized.

No significant topographic changes or tree and soil removal are proposed. Tree removal should be avoided, if possible, or trees should be replaced on site.

E. Consideration of site design including relationship to nearby structures

The school is located within a modest residential neighborhood. The scale and design of this public structure is not compatible with the residential structures in this neighborhood, but the school is preexisting and the modest additions proposed will not result in substantial additional impact on the neighborhood. The third-story addition is proposed on back of the building, with a two-story addition at the entrance on Minot Place. The Planning Department notes that this two-story addition along the street frontage is an effective way to step down from three stories to the smaller scale of the residential neighborhood.

The Planning Department received conceptual elevations and material specifications, which are subject to change during the design process. Final specifications of materials, colors, and landscaping should be submitted to Planning Department for review prior to issuance of a building permit.

VII. CONSTRUCTION MANAGEMENT

The contractor should submit a Construction Management Plan (“CMP”) to the Director of Planning and Development, the City Engineer, the City Traffic Engineer, and the Commissioner of Inspectional Services for review and approval before any construction activities related to this project are commenced on the site.

This plan should identify hours of construction, expected length of construction, location of proposed on-site contractor parking, and material storage and staging areas. In addition, the plan should provide evidence that there will be sufficient area for on-site school activities during construction. If there are classes during construction, the CMP should identify measures to be used to avoid conflicts between the school’s functions (pickup/drop-off, outdoor activities, etc.) and construction activities. The CMP should also include the telephone number for the contractor’s primary contact person. Copies of the final approved CMP should be submitted to the Mayor and each of the Ward 2 Aldermen.

VIII. CONCLUSION AND RECOMMENDATIONS

The Director of Planning and Development has determined that the site plans for alterations at F.A. Day Middle School are consistent with the *Newton Comprehensive Plan* and any other relevant plans/studies, including the site plan review criteria listed in Section 30-23. It appears that the Public Buildings Department has given serious consideration to finding the best plan to accommodate continued growth in the school district.

If the Board, Mayor and School Committee choose to approve these plans, prior to applying for Building Permits the Public Buildings Department should submit:

- 1) Revised plans showing any alterations to proposed driveways, pick-up/drop-off areas, or landscaping to the Planning, Engineering, and Fire Departments.
- 2) Final building color and material samples to the Planning Department.
- 3) A construction management plan to the Planning and Engineering Departments and Ward Aldermen.

CITY OF NEWTON
ENGINEERING DIVISION

MEMORANDUM

To: Ald. Sydra Schnipper, Facilities Committee Chair.

From: John Daghlian, Associate City Engineer

Re: F A Day Middle School Addition

Date: November 21, 2011

CC: Lou Taverna, PE Director of Utilities (via email)
Shawna Sullivan, Associate City Clerk (via email)

In reference to the above location, the following are my comments for a plan entitled:

Renovation & Addition to the F A Day Middle School
Prepared By: HMFH Architects
Dated: 11-3-'11

Summary of Proposed Work:

In concert with the addition to the school building, a 42" drain-pipe, a 6" water-main, and an 8" sanitary sewer main will have to be relocated to accommodate the proposed improvements to the school. Various elements of the plan need to be worked out prior to final approval by this office; the following need to be addressed.

1. Detailed profile(s) are needed of the proposed sewer & drain main relocations; the profile shall indicate rim & invert elevations, slopes of pipes, show all utilities within 10 feet of each main. There may be a potential conflict at the intersection of the relocated water main; 42" drain main, and sewer relocation.
2. A detailed Operations & Maintenance (O&M) plan is needed for the proposed water quality structures. The O&M plan needs to identify inspections, cleaning, maintenance, etc...
3. All abandoned pipes shall be completely removed from the site upon successful installation, testing, and acceptance of the new respective mains.
4. The plans need to be stamped by a Registered Professional Engineer.

5. In any location where the sanitary sewer & water main is less than 10-feet apart, the sanitary sewer shall be encased in Class B concrete.
6. If any service connections are disturbed by the contractor of record during construction, they shall be updated and replaced to the City's current Construction Standards.
7. All downstream catch basins shall be retrofitted with an approved type of siltation control devices, details of this shall be submitted to the City Engineer. The contractor of record shall maintain these catch basins throughout the construction process, and ensure that street and property flooding does not occur during construction.
8. A permanent patch detail of the trench restoration is needed.
9. The proposed main, manholes, and service connections shall be pressure tested in accordance to the City's Construction Standards. A representative of the Engineering Division shall witness the testing, 48-hours prior notification shall be given prior to the inspection.
10. The test results shall be submitted in type written report format to the City Engineer.
11. Upon final installation & testing of the water & sewer systems an As Built drawing stamped by a Professional Engineer [plan & profile] indicating rim, invert elevations, and slopes shall be submitted in digital and hard copy format to the City Engineer.
12. Upon final installation & testing of the sewer system an As Built drawing [plan & profile] indicating rim, invert elevations, and slopes shall be submitted in digital and hard copy (Mylar) format to the City Engineer.
13. The applicant's contractor shall apply for a Utility Connection with the DPW prior to any construction.

If you have any questions or concerns please call me at 617-796-1023.