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Barney S. Heath
Director

PUBLIC HEARING/WORKING SESSION MEMORANDUM

DATE: October 22, 2021
MEETING DATE: October 26, 2021
TO: Land Use Committee of the City Council
FROM: Barney S. Heath, Director of Planning and Development
Neil Cronin, Chief Planner for Current Planning
Michael Gleba, Senior Planner
CC: Petitioner

In response to questions raised at the City Council public hearing, the Planning Department is providing the following information for the upcoming public hearing/working session. This information is supplemental to staff analysis previously provided at the Land Use Committee public hearing.

PETITION #178-21

1158 Beacon Street

Petition #178-21, for SPECIAL PERMIT/SITE PLAN APPROVAL to allow a retail marijuana establishment, to allow assigned parking, and to waive lighting requirements at **1158 Beacon Street**, Ward 6, Newton Highlands, on land known as Section 54 Block 22 Lot 49A, containing approximately 20,443 sq. ft. of space in a district zoned BUSINESS USE 2. Ref: Sec. 7.3.3, 7.4, 6.10.3.D, 4.4.1, 5.1.10, 5.1.3.E, 5.1.13 of the City of Newton Rev Zoning Ord, 2017.

The Land Use Committee (the "Committee") held a public hearing on June 29, 2021, on this petition. This memo reflects additional information addressed to the Planning Department as of October 20, 2021.

Background

The subject property at 1158 Beacon Street consists of a 20,443 square foot lot located in a Business 2 (BU2) district improved with a one-story, 5,299 square foot commercial building constructed in 1964 currently occupied by a dry cleaner and a restaurant.

The petitioner intends to demolish the existing building and construct a one-story, 2,290 square foot building and a 22-stall surface parking facility and is seeking a special permit per Section 6.10.3 of the Newton Zoning Ordinance (NZO) to operate a marijuana retailer on the site. Per Sections 5.1.4.A and

6.10.3.E.5 of the NZO, a marijuana retailer requires one parking stall for every 300 square feet of gross floor area and one stall for every three employees at the largest shift. As proposed the marijuana retailer would have a staff of 10 employees onsite at the largest shift the use would require 12 parking stalls. The proposed 22 parking stalls would, at ten more than what is required, satisfy the requirement.

UPDATE

Traffic and Transportation

The Planning Department engaged a consultant, the BSC Group, to perform a peer review of traffic and transportation-related materials submitted by the petitioner, including its May 10, 2021 Additional Traffic Analysis Letter; initial site plans; the petitioner's response to comments in a letter dated September 22, 2021; an updated Transportation Demand Management (TDM) Plan dated September 22, 2021; and updated plans dated September 24, 2021. The comments of the peer reviewer are attached (**Attachment A**). The peer reviewer notes that the petitioner's response letter addressed most of the issues that had been raised by the peer reviewer.

As discussed in the attached letter, the peer reviewer found the submitted projected trip generation data based on trip generation rates published by the Institute of Transportation Engineers (ITE) to be acceptable for analysis of the proposal. Accordingly, the peer reviewer retracted a previous request that the petitioner conduct traffic counts at existing dispensary locations within the City.

The peer review recommends that as parking trends might change going forward the petitioner be prepared to monitor and adjust the parking as needed, and that the petitioner have "sufficient flexibility to accommodate any changes in parking demand." This would be facilitated by a condition that would require the petitioner to keep records of its employees' commuting modes (i.e., transit, parking at satellite lots, alternative methods of transportation, etc.) per the proposed Traffic Demand Management (TDM) Plan and to report such to the Directors of Planning & Development and Transportation two months after the commencement of operations. If the TDM is deemed to be insufficient at that time, the petitioner would be required to make revisions to the TDM acceptable to the Planning and Transportation directors, and "look-back" meetings would be required above at six months and at 12 months after the receipt of a temporary certificate of occupancy.

Regarding bicycle parking, the peer reviewer requests that the petitioner clarify whether, the proposed covered bike rack will be usable by customers and employees or merely the latter. Further, the review states that secure storage for employee bicycles should be provided in an enclosed area accessible only by key holders; that the exterior bicycle storage be constructed with three sides to provide weather protection, and that the racks feature some retro-reflectivity to enhance visibility.

The peer review also recommends that the petitioner's traffic demand management (TDM) plan include providing the proposed subsidy for employee transit, bike share, car share, or ride share costs at a level of at least the total cost of a monthly MBTA pass in perpetuity. The review also references a City request that that the petitioner provide a one-time \$10,000 contribution to support the City's Bluebike bike sharing program and its "NewMo" ridesharing service.

Lastly, as requested the petitioner modified the site plan to show the driveway as measuring 20 feet in width, as requested. The peer reviewer will be available at the upcoming public hearing to discuss the proposal.

Responses to Previous Comments

The petitioner submitted responses to comments made in the previous Planning Department memo (dated June 25, 2021) and the June 28, 2021 Land Use Committee hearing. Those responses, which are contained in a letter dated September 24, 2021, including the following information.

It notes that per a submitted photometric plan, the proposal satisfies the City's lighting requirements and that the previously sought relief from those requirements is no longer needed nor sought.

The petitioner has also noted that as it is providing 22 parking stalls, 10 more than the 12 required, it does not need a waiver to allow assigned parking as the required stalls will not be assigned to specific users. Of those ten additional stalls, eight will be used by employees and two will be used by customers who order online.

The petitioner has modified the fence design to assist in limiting rodent access to the site. Also, the petitioner indicated that additional plans for landscaping at the rear of the property will be submitted at the upcoming public hearing.

The petitioner also submitted responses (dated June 25, 2021) to the Engineering Division's June 14, 2021 memorandum. The Engineering Division has reviewed the petitioner's responses and the revised site plans and states in the attached memo (**Attachment B**) that the petitioner has addressed the division's concerns.

Lastly, the Planning Department notes a few previously raised issues that the petitioner should address, namely, that it confirm that security cameras will be focused on the subject property and not adjacent properties and public rights-of-way, and that it clarify its intended hours of operation.

ATTACHMENT(S)

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|---------------------|--|
| Attachment A | BSC Group Transportation Peer Review, dated October 13, 2021 |
| Attachment B | Engineering Division memorandum dated October 22, 2021 |
| Attachment C | DRAFT Council Order |

ATTACHMENT A



October 13, 2021

Mr. Michael Gleba
Senior Planner
City of Newton Planning and Development Department
1000 Commonwealth Avenue
Newton, Massachusetts 02459

RE: 1158 Beacon Street
Transportation Peer Review

Dear Mr. Gleba:

BSC Group, Inc. (BSC) has completed our peer review of the Additional Traffic Analysis Letter prepared by Fuss & O'Neill dated May 10, 2021, related site plans, and their response to comments letter dated September 22, 2021 for a proposed cannabis dispensary at 1158 Beacon Street in Newton, Massachusetts. An updated plan set dated September 24, 2021 and an updated Transportation Demand Management (TDM) Plan date September 22, 2021 were also reviewed.

The response to comments letter addressed most of BSC's comments issued in our September 3, 2021 comment letter. The response letter addressed the following items that were included in our initial review (BSC's additional comments are in bold):

- The Proponent provided additional data related to traffic counts, as requested. The count data used in the evaluation is acceptable.
- The Proponent clarified the usage of traffic counts vs. trip generation rates published by the Institute of Transportation Engineers (ITE) to estimate trips for the existing uses on the site. Usage of the ITE rates is acceptable for this analysis.
- **BSC requested that the Proponent conduct traffic counts at existing dispensary locations within the City of Newton. After discussions with City of Newton Staff, we retract this comment. Additional data collection is not required. The transaction data at the other dispensaries is available to the City of Newton, which provides useful information related to overall activity and potential trip generating characteristics for dispensaries.**
- The Proponent provided a description of anticipated operations of the site. A maximum of 12 employees will assigned to a shift. It is expected that a maximum of eight of the 22 parking spaces will be required to accommodate the employees. Two parking spaces will be reserved for online orders and two will be accessible spaces. **BSC recommends that the Proponent monitor and adjust the parking supply as needed to accommodate customers and employees as needed. Parking trends may change and the Proponent should be provided with sufficient flexibility to accommodate any changes in parking demand.**

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- The Proponent committed to ensuring that proper sight lines at the site driveway are provided at all times.
- The Proponent noted that they will install a covered bicycle rack near the entrance of the building. The updated TDM plan states that the Proponent will install a secure, covered bicycle storage on the site with longer term storage for employees and shorter term storage for customers. **BSC requests that the Proponent clarify whether they are providing separate covered and secure bicycle facilities for employees or if the covered bicycle rack will accommodate visitors and employees. Secure bicycle storage for employees should be provided in an enclosed area that requires a form of key access. BSC also recommends that the exterior bicycle storage near the building entrance be constructed with a three-sided canopy to provide protection from weather elements. The bicycle racks should contain an element of retroreflectivity, such as tape, for optimal visibility.**
- The Proponent provided an updated Transportation Demand Management (TDM) program. The TDM program will provide a subsidy to employees to cover the cost of transit, bike share, car share, or ride share services, as requested. **BSC recommends that the Proponent provide this subsidy in perpetuity of the Project and that it be at least the total cost of a monthly MBTA pass. The City of Newton requests that the Proponent provide a one-time contribution of \$10,000 to support the Bluebikes bicycle sharing program and the City of Newton's NewMo ridesharing service.**
- The Proponent revised the site plan to show a 20-foot wide driveway, as requested.

BSC recommends that the City continue to work with the Applicant to formalize all commitments as conditions for the approval of the project. BSC is available to assist the City throughout the design review process. The outstanding items that require resolution should be addressed but should not impact the overall permitting process for this Project. The outstanding items should be resolved prior to the issuance of an occupancy permit.

BSC has no further comments on this project related to the Additional Traffic Analysis or the subsequent response to comment letter.

Please do not hesitate to contact our office with any additional inquiries you may have.

Very truly yours,

BSC Group, Inc.
Michael A. Santos, PE
Project Manager

ATTACHMENT B

CITY OF NEWTON
Department of Public Works
ENGINEERING DIVISION

MEMORANDUM

To: Council Rick Lipof, Land Use Committee Chairman

From: John Daghlian, Associate City Engineer

Re: Special Permit – Union Twist Dispensary 1158 Beacon Street

Date: October 22, 2021

CC: Barney Heath, Director of Planning
Jennifer Caira, Deputy Director
Lou Taverna, PE City Engineer
Nadia Khan, Committee Clerk
Neil Cronin, Chief Planner
Michael Gleba, Sr. Planner

In reference to the above site, I have the following comments for a plan entitled:



Executive Summary:

I have reviewed the revised plans and response memo dated June 25, 2021; the engineer of record has addressed all my concerns. Just one correction that on page 5 of the memo a fire hydrant was required at the end of the service connection this will NOT be required.

If you have any questions or concerns, please feel free to contact me at 617-796-1023.

CITY OF NEWTON

IN CITY COUNCIL

ORDERED:

That the Council, finding that the public convenience and welfare will be substantially served by its action, that the use of the site will be in harmony with the conditions, safeguards and limitations set forth in the Zoning Ordinance, and that said action will be without substantial detriment to the public good, and without substantially derogating from the intent or purpose of the Zoning Ordinance, grants approval of the following SPECIAL PERMIT/SITE PLAN APPROVAL to allow a marijuana retailer (§6.10.3.D, §4.4.1), as recommended by the Land Use Committee for the reasons given by the Committee through its Chairman, Councilor Richard Lipof:

1. The specific site is an appropriate location for the proposed Marijuana Retailer due to its location within the Business Use 2 zone. (§7.3.3.1)
2. The proposed Marijuana Retailer as developed and operated will not adversely affect the neighborhood given its proximity to the mixed uses along Beacon Street and the petitioner's proposals to manage traffic and parking. (§7.3.3.2)
3. Access to the site over streets is appropriate for the types and numbers of vehicles involved given the projected trip generation associated with the proposed use (§7.3.3.3)
4. There will be no nuisance or serious hazard to vehicles or pedestrians due to the petitioner's upgrades to the site, including new sidewalks along the site's frontage and narrowed curb cut access along Beacon Street (§7.3.3.4)

With regard to special permits concerning the Marijuana Retailer on site, pursuant to §6.10.3.G:

5. The lot is designed such that it provides convenient, safe, and secure access and egress for clients and employees arriving to and leaving from the site, whether driving, bicycling, walking, or using public transportation. (§6.10.3.G.1.a)
6. Loading, refuse and service areas are designed to be secure and shielded from abutting uses. (§6.10.3.G.1.b)
7. The Marijuana Retailer is designed to minimize any adverse impacts on abutters with fencing, landscaping and reduced lighting (§6.10.3.G.1.c)
8. The Marijuana Retailer is not located within a 500-foot radius of a public or private K-12 school. (§6.10.3.G.2.a)
9. Traffic generated by client trips, employee trips, and deliveries to and from the Marijuana Retailer will not create a significant adverse impact on nearby uses as stated by the petitioner's

transportation analysis and as confirmed by the City's on-call consultant and because of the appointment only system set forth in Condition #2. (§6.10.3.G.2.b)

10. The building and site have been designed to be compatible with other buildings in the area and to mitigate any negative aesthetic impacts that might result from required security measures and restrictions on visibility into the building's interior as evidenced by the transparent front façade that complies with the zoning ordinance. (§6.10.3.G.2.c)
11. The building and site are accessible to persons with disabilities. (§6.10.3.G.2.d)
12. The lot is accessible to regional roadways and public transportation due to its location on Beacon Street and proximity to the MBTA's bus route 59. (§6.10.3.G.2.e)
13. The lot is located where it may be readily monitored by law enforcement and other code enforcement personnel. (§6.10.3.G.2.f)
14. The Marijuana Retailer's hours of operation will have no significant adverse impact on nearby uses given the mixed-use nature of the surrounding area along Beacon Street and presence of commercial uses nearby that operate during similar hours. (§6.10.3.G.2.g)

PETITION NUMBER: #178-21

PETITIONER: Union Twist, Inc.

LOCATION: 1158 Beacon Street, on land known as Section 54 Block 22 Lot 49A, containing approximately 25,122 square feet of land

OWNER(S): Gerald A. Baratz Revocable Living Trust

ADDRESS OF OWNER(S): c/o William Kramer, Esq.
100 Southeast 3rd Ave., 23rd Floor
Fort Lauderdale, FL 33394

TO BE USED FOR: Marijuana Retailer

CONSTRUCTION: Concrete

EXPLANATORY NOTES: Special Permit per §7.3.3 of the Newton Zoning Ordinance to:

- allow a marijuana retailer (§6.10.3.D, §4.4.1)

ZONING: Business Use 2 District

Approved subject to the following conditions:

1. All buildings, parking areas, driveways, walkways, landscaping and other site features associated with this Special Permit/Site Plan approval shall be located and constructed consistent with:
 - a. A set of plans entitled “Union Twist Dispensary, 1158 Beacon Street, Newton, MA, Permitting Plans,” dated April 16, 2021, as revised through **September 24, 2021**, prepared by Fuss & O’Neill, comprised of the following sheets:
 - i. Cover Sheet (GI-001)
 - ii. General Notes (CN-101)
 - iii. Context Map (GI-100)
 - iv. Boundary & Topographic Survey by Control Point Associates (Sheet 1 of 1)
 - v. Site Preparation Plan (CP-101)
 - vi. Erosion and Sediment Control Plan(CE-101)
 - vii. Site Layout Plan (CS-101)
 - viii. Grading and Drainage Plan (CG-101)
 - ix. Utility Plan (CU-101)
 - x. Site Landscaping Plan (LP-101)
 - xi. Erosion and Sediment Control Details (CD-501)
 - xii. Details (CD-502-509)
 - xiii. Site Lighting Plan (SL-101)
 - xiv. Lighting Fixtures Cut Sheet (SL-102)
 - b. Architectural plans entitled “Cannabis Dispensary, 1158 Beacon Street, Newton, MA 02461,” prepared by BKA Architects, signed and stamped by Keith Bettencourt, Registered Architect, comprised of the following sheets:
 - i. Schematic Floor Plan (A-1), dated April 12, 2021
 - ii. Exterior Elevations (A-2A), dated May 13, 2021
 - iii. Exterior Elevations (A-2B), dated May 13, 2021

2. The petitioner shall see all visitors of the Marijuana Retailer on an appointment only basis. Given that the petitioner requires each customer to be served individually by a customer service representative, the “appointment only” requirement is intended to ensure a smooth flow of customers arriving to and leaving from the site, to avoid customer waiting outside the building for a customer service representative to be available, and to allow the petitioner to anticipate customer volume.

The petitioner may use reasonable flexibility to accommodate customers where events such as, but not limited to, traffic delays, public transportation scheduling, or changes in customers’ schedules affect the appointment schedule. The petitioner shall also accommodate those customers who need to wait inside the building either before or after their scheduled appointments. This “appointment only” condition will permit “first available” (i.e., no waiting period) appointments only when a customer service representative is immediately available to serve that customer.

Six months after commencement of operations for the Marijuana Retailer authorized by this Order, the petitioner may submit a letter to the Commissioner of Inspectional Services, the Director of Planning and Development and the Clerk of the Council requesting to no longer

require that all customers be served by appointments only. Such letter shall only be filed after the petitioner has completed the following:

- Met with the Director of the Transportation Division of Public Works, the Director of Planning and Development, and the Newton Police Department to discuss pedestrian and traffic safety and site security.
 - Met with the Director of the Transportation Division of Public Works, and the Director of Planning and Development regarding Transportation Demand Management in accordance with Condition #6 below.
3. The Commissioner of Inspectional Services and the Director of Planning and Development may administratively waive the “appointment only” requirement if they determine that the petitioner is able to maintain an orderly flow of patrons, accommodate all patrons waiting to see a customer service representative inside the building, and accommodate patron parking on site without the “appointment only” requirement. Prior to any decision on the petitioner’s waiver request, the Commissioner of Inspectional Services and the Director of Planning and Development shall consult with the Land Use Committee of the City Council regarding the waiver request in the same manner as the Land Use Committee is consulted when a “consistency” ruling on a special permit is requested from the Commissioner of Inspectional Services.
 4. The Marijuana Retailer may only operate between the hours of 9:00 a.m. and 9:00 p.m., Monday through Saturday, and from 12:00 Noon to 6:00 p.m. on Sunday.
 5. If the appointment only condition is removed and at any time the Director of Planning in conjunction with the Commissioner of Inspectional Services, Chief of Police, and Commissioner of Public Works, determines there is a public safety concern due to the lack of appointments, the petitioner shall meet with the Director of Planning to discuss and implement measures to address concerns, including resuming appointments during peak periods.
 6. Should any line form following the possible conclusion of the appointment only condition, lines for customers waiting must form only on the internal sidewalk on the left (east) side of the property and must not form along Beacon Street.
 7. There Marijuana Retailer may not have more than six points of sale.
 8. There shall not be more than ten (10) staff members, on site at any one time not including delivery personnel.
 9. Employees of the Marijuana Retailer shall not park on residential streets in the vicinity of the site. The Marijuana Retailer shall provide messaging to customers and employees in that parking on residential streets is prohibited.
 10. The Petitioner shall implement a Transportation Demand Management Plan to reduce vehicle trips to the site as described in a memorandum submitted by the petitioner, entitled “1158 Beacon Street Cannabis Dispensary, Transportation Demand Management Plan,” from Matthew W. Skelly, PE, PTOE and Katherine Patch, EIT, to Ms. Marie St. Fleur of Union Twist, Inc., dated September 22, 2021, on file with the City Clerk’s Office and the Planning Department.

The Petitioner shall keep records detailing how employees are commuting to and from the site, including the number of employees utilizing transit, parking at satellite lots, and using

alternative methods of transportation such as the bikeshare. Two months after the commencement of operations for the Marijuana Retailer, the petitioner shall provide an update to the Director of Planning and Development and the Director of Transportation regarding the results of the petitioner's TDM Plan for employees. Should the TDM plan be deemed insufficient, the petitioner shall be required to revise the TDM plan to the satisfaction of the Director of Planning and Development and the Director of Transportation. The petitioner shall be required to meet again with the officials above at six months and at 12 months after the receipt of a temporary certificate of occupancy.

11. Security lighting shall be in accordance with the standards imposed by the Cannabis Control Commission. Additionally, security lighting shall be directed downward, shall not shed light on abutters' properties, and shall comply with the Site Photometric Plan identified in Condition 1 above.
12. The petitioner shall locate, secure, and screen any dumpster(s) on the site to minimize its visibility from the public way. Any dumpster(s) shall be kept closed and secured and the area surrounding the dumpster(s) shall be kept free of debris.
13. Maintain plantings to ensure sight distance.
14. The granting of a special permit to allow a Marijuana Retailer to operate at this site applies **only to the petitioner and does not run with the land**. When the petitioner has permanently stopped operations at the site, for whatever reason including but not limited to the loss of its registration with the Cannabis Control Commission, the Marijuana Retailer use as well as the additional relief granted by this Order shall expire.
15. Snow shall not be stored on site.
16. Should the petitioner seek to extend the Marijuana Retailer authorized by this Order, including but not limited to, increasing the number of employees, or extending the hours of operation, it shall seek an amendment to this Order.
17. All on-site landscaping associated with this Special Permit/Site Plan Approval shall be installed and maintained in good condition. Any plant material that becomes diseased or dies shall be replaced on an annual basis with similar material.
18. The Petitioner shall be responsible for securing and paying for any and all police details that may be necessary for traffic control throughout the construction process as required by the Police Chief.
19. The petitioner shall maintain its registration with the Cannabis Control Commission. Within one (1) week from the date of the initial and annual renewal of its registration, the petitioner shall file a copy of the same with the Clerk of the City Council, the Commissioner of Inspectional Services and the Planning Department. The petitioner shall immediately notify the Clerk of the City Council, the Commissioner of Inspectional Services and the Planning Department if its registration is not renewed or is revoked.
20. In order to provide information to the City regarding the operation of the Marijuana Retailer and the effectiveness of the mitigations and conditions imposed through this Council Order, the petitioner shall monitor the Marijuana Retailer's operation in the following areas and at the following intervals, and shall provide reports summarizing such monitoring to the

Commissioner of Inspectional Services and the Director of Planning and Development, and such reports shall also be filed with the Land Use Committee of the City Council:

- a. Within six (6) months and again at twelve (12) months of commencing operations of the Marijuana Retailer, a report on pedestrian and traffic safety concerns, if any, that may have arisen from the operation of the Marijuana Retailer and on the issue of the security of the facility itself, as well as a report on the number of customers coming to the site and the peak times when customers are at the site.

If the Commissioner of Inspectional Services and Director of Planning and Development have concerns and/or find that the reports raise concerns regarding the security of the facility or regarding public safety, including pedestrian or traffic safety, created by the operation of the Marijuana Retailer at this site. If the Commissioner of Inspectional Services and Director of Planning and Development have concerns regarding public safety or the security of the facility, the petitioner shall meet with the Director of Planning to see if further mitigations on the operation of the Marijuana Retailer are warranted to address such public safety or security of the facility concerns.

21. Prior to the issuance of a temporary certificate of occupancy, the petitioner shall provide a final Operations and Maintenance Plan (O&M) for stormwater management to the Engineering Division of Public Works for review and approval. Once approved, the O&M must be recorded by the petitioner at the Middlesex South District Registry of Deeds and implemented. A recorded copy of the O&M shall be submitted to the Engineering Division of Public Works, the Inspectional Services Department, and the Department of Planning and Development.
22. Prior to the issuance of a temporary certificate or occupancy, the petitioner shall submit a state approved security plan to the City of Newton Police Department for review and approval.
23. Prior to the issuance of a temporary certificate or occupancy, the petitioner shall submit a state approved emergency response plan to the City of Newton Fire Department for review and approval.
24. Prior to the issuance of a temporary certificate or occupancy, the petitioner shall submit a state approved Operation and Management plan to the Inspectional Services Department and the Department of Planning and Development for review and approval.
25. Prior to the issuance of any occupancy certificate, the petitioner shall conduct pre-demolition and post-construction closed-circuit television inspections of the City's drainpipe in concert with the proposed overflow connection and provide an electronic copy of such inspection to the Commissioner of Public Works.
26. The Petitioner shall do the following to remediate pest and rodent activity:
 - a. Prior to issuance of any demolition or building permit, the petitioner shall hire a licensed pest control operator (the "Operator") to assess the property for pest and rodent activity and develop and implement a pest remediation action plan (the "Plan") to eliminate the activity and prevent off-site migration. The Plan shall include the target pest, the methods for eliminating activity, and plan for preventing pest migration off-site during demolition and construction.

- b. A copy of the Plan shall be submitted to the Inspectional Services Department, and the Health and Human Services Department for review and approval prior to issuance of any demolition or building permit. Copy of such approvals shall be provided to the Department of Planning and Development.
 - c. The Operator shall implement the approved remediation action plan, monitor the site for the duration of the project, and take whatever action the Operator deems necessary to control pest infestation and migration. The Operator shall maintain a written record of all pest control measures performed within the subject property and shall provide progress reports to Inspectional Services Department and the Health and Human Services Department upon request.
 - d. Prior to issuance of the certificate of occupancy, the Operator shall file a final report with the Department of Planning and Development, Inspectional Services Department and the Health and Human Services Department summarizing the methods used, whether off-site migration occurred, the frequency and dates of service, and a post-construction site assessment.
27. Prior to the issuance of any building permit for the Project the Petitioner shall submit a Construction Management Plan (CMP) for review and approval by the Commissioner of Inspectional Services, the Director of Planning and Development, and the City Engineer. The Construction Management Plan shall be consistent and not in conflict with relevant conditions of this Order and shall include, but not be limited to, the following provisions:
- a. 24-hour contact information for the general contractor of the project.
 - b. Hours of construction: construction shall be limited to between the hours of 7:00 a.m. and 7:00 p.m. on weekdays and from 8:00 a.m. to 7:00 p.m. on Saturdays. No construction is permitted on Sundays, or holidays except in emergencies, and only with prior approval from the Mayor or designee.
 - c. The proposed schedule of the project, including the general phasing of the construction activities and anticipated completion dates and milestones.
 - d. Site plan(s) showing the proposed location of contractor and subcontractor parking, on-site material storage area(s), on-site staging areas(s) for construction and delivery vehicles, and location of any security fencing.
 - e. Proposed methods for dust control including, but not limited to: covering trucks for transportation of excavated material; minimizing storage of debris on-site by using dumpsters and regularly emptying them; using tarps to cover piles of bulk building materials and soil; locating a truck washing station to clean muddy wheels on all truck and construction vehicles before exiting the site.
 - f. Proposed methods of noise, in accordance with the City of Newton's Ordinances. Staging activities should be conducted in a manner that will minimize off-site impacts of noise. Noise producing staging activities should be located as far as practical from noise sensitive locations.
 - g. Tree preservation plan to define the proposed method for protection of any existing trees to remain on the site.
 - h. The CMP shall also address the following:

- safety precautions;
 - anticipated dewatering during construction;
 - site safety and stability;
 - impacts on abutting properties.
28. No Building Permit shall be issued pursuant to this Special Permit/Site Plan Approval until the petitioner has:
- a. Recorded a certified copy of this Council order for the approved Special Permit/Site Plan with the Registry of Deeds for the Southern District of Middlesex County.
 - b. Filed a copy of such recorded Council order with the City Clerk, the Department of Inspectional Services, and the Department of Planning and Development.
 - c. Received approval of the final engineering, utility, and drainage plans for review and approval by the City Engineer. A statement certifying such approval shall have been filed with the City Clerk, the Commissioner of Inspectional Services, and the Director of Planning and Development.
 - d. Obtained a written statement from the Planning Department that confirms the building permit plans are consistent with plans approved in Condition #1.
29. No Final Inspection and/or Occupancy Permit for the portion of the building covered by this Special Permit/Site Plan approval shall be issued until the petitioner has:
- a. Filed with the City Clerk, the Department of Inspectional Services, and the Department of Planning and Development statements by a registered architect engineer certifying compliance with Condition #1.
 - b. Submitted to the Director of Planning and Development, Commissioner of Inspectional Services and City Engineer final as-built plans in paper and digital format signed and stamped by a licensed land surveyor.
 - c. Filed with the Department of Inspectional Services and the Department of Planning and Development a statement by the City Engineer certifying that all engineering details for the project site have been constructed to standards of the City of Newton Public Works.
 - d. Provided the City Engineer, Department of Inspectional Services, and the Department of Planning and Development with a recorded copy of the Operation and Maintenance (O & M) plan for Stormwater Management in accordance with Condition #20.
 - e. Filed with the Department of Inspectional Services a statement by the Director of Planning and Development approving final location, number, and type of plant materials, final landscape features, fencing, and parking areas.
30. Notwithstanding the provisions of Condition #29 above, the Commissioner of Inspectional Services may issue one or more certificates of temporary occupancy for all or portions of the building prior to installation of final landscaping provided that the petitioner shall first have filed a bond, letter of credit, cash or other security in the form satisfactory to the Director of Planning and Development in an amount not less than 135% of the value of the aforementioned remaining landscaping to secure installation of such landscaping.