

**City of Newburyport Planning Board
Application for a SPECIAL PERMIT**

The undersigned hereby submits an application for:

- Special Permit
- Special Permit amendment

Petitioner: Institution for Savings in Newburyport c/o Lisa Mead, Mead, Talerman & Costa, LLC

Address: 30 Green Street

Phone: 978-463-7700

Email: lisa@mtclawyers.com

Owner: Institution for Savings in Newburyport

Address: 93 State Street

Phone: _____

Site Address: 93 State Street

Assessor's Map and Lot(s): 14 - 40

Zoning District: B2 / DOD

Book and Page #: _____

or Certificate of Title: _____

Ordinance section where relief is being requested:

- Table of Permitted Uses (V-D)
- One residential structure per lot (VI.C)
- Open Space Residential Development (XIV)
- Water Resource Protection District (XIX)
- Federal Street Overlay District (XXII)

- Courts and Lanes (XXIII)
- Waterfront West Overlay District (XXIV)
- Towle Complex Redev. Overlay District (XXV)
- Other Shared Parking

(For XXVII, see DOD Special Permit Application)

Describe the Special Permit request:

Shared parking beyond 300 feet

Petitioner and Landowner signature(s):

Every application for a Special Permit shall be made on this form, which is the official form of the Planning Board. It shall be the responsibility of the petitioner to furnish all supporting documentation with this application. The dated copy of this application received by the City Clerk or Office of Planning and Development does not absolve the applicant from this responsibility. Failure to comply with application requirements as cited herein may result in the Planning Board dismissing the application as incomplete.

Signature of petitioner/owner: _____

Print name(s) here: _____

Michael J. Jones
Michael J. Jones



Mead, Talerman & Costa, LLC
Attorneys at Law

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Newburyport, MA 01950
Phone 978.463.7700
Fax 978.463.7747

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January 23, 2020

By Hand

Bonnie Sontag, Chair
Planning Board
City of Newburyport
City Hall
60 Pleasant Street
Newburyport, Massachusetts 01950

Re: Shared Parking Special Permit;
93 State Street, Newburyport, MA (the "Property");
Assessor's Map: 14 Lot: 40

Dear Chair and Members of the Board:

Reference is made to the above-captioned matter. In that connection, this firm represents the owner of the Property, the Institution for Savings in Newburyport (the "Bank"), relative to the construction of a two-story addition to the rear of the building located on the Property. The Bank seeks a special permit for off-site shared parking beyond 300 feet of the Property.

As reflected in the Bank's January 8, 2020 application for an ITIF Special Permit, the Bank requires, under the Ordinance, 65 parking spaces, of which it proposes to provide 30 parking spaces on-site. The ITIF Special Permit seeks to utilize the Harris Street municipal lot, which is located within 300 feet of the Property. While there are no limitations on the number of spaces to be accounted for in a municipal lot when applying for an ITIF Special Permit, for the purpose of this application, the Bank understands the position of the City.

The Harris Street municipal lot contains 31 parking spaces, 4 spaces short of the 35 spaces the Bank needs. Section VII-A of the Ordinance provides that, "[n]otwithstanding the requirements of this section, "shared" parking areas may be allowed to meet the requirements of this section (for a reduction in total parking spaces) by a special permit granted by the planning board, pursuant to this section, for uses having different peak times of parking demand."

The Bank proposes to share 4 parking spaces with Kelly's Taylor Rental located at 161 State Street. The assent of the owner of 161 State Street for the shared parking spaces is attached hereto. As explained in detail in the Bank's January 22, 2020 supplemental filing, all 23 of the Bank's employees are not on-site all day, every day. There are work shifts due to the hours of operation which include Saturdays. Thus, on any given day there are no more than 20 employees on site.

The Bank also provides 12 additional spaces located adjacent to the corner of State Street and Prospect Street for customers only. No employees are permitted to park in these spaces. There will be no impact on the customer spaces by the project

Millis Office

730 Main Street, Suite 1F
Millis, MA 02054
Phone 508.376.8400

and at any given time there are several customer spaces which go unused. Further, the project will not impact the amount of retail banking available. As you are aware, from our prior filing, the Bank is reallocating office space and archival space.

The Bank employs several other methods, previously explained, in order to address parking for its employees and not impose upon public parking. First, the Bank offers to its employees, as a benefit, payment for annual parking in a municipal lot; 4 employees currently utilize this benefit. Second, the Bank instructs its employees NOT to park in the nearby Harris Street municipal lot. Indeed, it is a policy of the Bank not to use the Harris Street lot.

In reality, the Bank does not actually need the 35 additional spaces as noted in our prior filings notwithstanding the requirements under the Ordinance, said requirement being based on square footage. The Bank respectfully requests that Board grant a Special Permit for shared parking beyond 300 feet to allow the Bank to provide 4 parking spaces at 161 State Street to meet its requirements under the Ordinance.

Respectfully submitted,
Institution for Savings in Newburyport
By its attorney


Lisa L. Mead

cc: Client

PCK Inc.
161 State Street
Newburyport, MA 01950

January 23, 2020

City of Newburyport
Planning Board
60 Pleasant Street
Newburyport, MA 01950

Re: Institution for Savings Special Permit for Shared Parking

To Whom It May Concern:

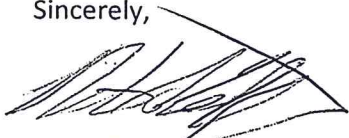
Please be advised the PCK, Inc. has entered into an agreement with the Institution for Savings to lease four parking spaces at the above place of business to accommodate their shared parking permit application with the City of Newburyport.

PCK Inc. owns and operates Taylor Rental. Due to the nature of this business the peak times of parking are early morning, late afternoon (4:00-5:00 pm) and on weekends. Therefore, we have sufficient spaces available for Bank employee use during banking hours.

Upon permit approval from the City for the Bank's proposed expansion project a lease will be prepared and executed by both parties.

Please do not hesitate to contact me with any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Peter G. Kelly", written over a horizontal line.

Peter G. Kelly
President