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City of Newburyport Planning Board
Application for SITE PLAN REVIEW

Newburyport Planning Dept.

Applicant: 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

Property Address: 93 State Street

Assessor's Map and Lot(s): 14 - 40 Zoning District: B2 / DOD

Book and Page(s) or Cert.#:

Type of Project: Major Minor Amendment (attach previous decision)

Project Description: Construct two-story addition to rear of addition constructed in 1980.

Engineer: Meridian Associates

Address: 500 Cummings Center, Suite 5950

Beverly, MA 01915

Phone: 978-299-0447

Email: cwear@meridianassoc.com

Owner: Institution for Savings in Newburyport

Address: 93 State Street

Phone:

Owner's Signature:

City of Newburyport Planning Board

Instructions for a SITE PLAN REVIEW Application

INSTRUCTIONS:

Zoning Review: Upon application for a Zoning Determination the petitioner will receive a form completed by the Zoning Administrator indicating the need for major or minor Site Plan Review from the Planning Board.

Pre-Application Conference: The petitioner may request a pre-application conference with the Planning Board to determine the applicability of the information requirements and/or to obtain guidance before incurring substantial expenses in the preparation of plans, surveys, etc.

Submission Requirements: Please review the Site Plan Review Checklist prior to submission. Failure to submit the required information within the time period prescribed may result in a dismissal of an application by the Planning Board as incomplete. Upon receipt of the following items, the application will be scheduled for the next regular Planning Board meeting for an application completeness vote:

- Two (2) collated copies of the following compiled the following order:
 - Completed Site Plan Review application
 - Zoning determination form indicating the need for Site Plan Review
 - 11"x17" plans
 - narratives and any other supporting information
- One (1) full sized copy of the plan set.
- Stormwater Management Report (.pdf preferred)
- All applications, plans, narratives, and any supporting materials must be provided in .pdf format via disk, file transfer, or email to planning@cityofnewburyport.com.
- A copy of the CAD plans must be filed according to the Planning Board's "Digital Submission Requirements."
- For major projects or amendments, an application fee of \$500 and a publication/abutters fee of \$350 is required. For minor projects, only an application fee of \$200.00 is required.
- A Project Review fee pursuant to Section 4.3 of the Newburyport Planning Board Regulations Governing Fees and Fee Schedules.

The Newburyport Planning Board requests that applicants make an effort to reduce the use of paper and printing materials when filing applications. Please use the following guidelines when preparing your application:

- *Eliminate transmittal sheets, cover letters, section dividers, and tables of contents*
- *Eliminate folders, envelopes, plastic covers, spiral/GBC binders, and excess binding materials*
- *Double sided copies are encouraged*
- *Do not include instructions*



Mead, Talerman & Costa, LLC
Attorneys at Law

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Newburyport, MA 01950
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www.mtclawyers.com

January 8, 2020

By Hand

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

Re: Site Plan Review and Special Permit for Parking;
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 "Petitioner"), relative to the construction of a two-story addition to the rear of the building located on the Property. The original building on the Property was constructed in or about 1872 and an addition was constructed to the rear of the original building in 1980. The proposed two-story addition is to the rear of the 1980 addition.

I. Overview

The Property is 36,998 +/- square feet in area and is located in the B2 Zoning District and Downton Overlay District of the Newburyport Zoning Ordinance (the "Ordinance"). The Property is located at the corner of State Street and Prospect Street with a total frontage of 491.06 feet along both streets.

Vehicular access is provided by two paved driveway openings on Prospect Street which leads to parking spaces to east and west of the driveway opening as well as a paved driveway off of State Street leading to the parking spaces at the corner of State and Prospect Streets. The proposed conditions will include moving the second curb cut on Prospect Street slightly more to the east.

Topography on the project lot is relatively flat as more clearly shown on the Site Plan.

The existing landscaping on the lot, for the most part, includes plantings along State and Prospect Street as well as several mature trees at the corner and in the area of the building where the 1980 addition meets the original addition.

Given the lot's location within the central business district, existing municipal and private utilities provide sufficient capacity to support the current use and proposed improvements.

Millis Office

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

The Petitioner proposes to construct an 8,880 square foot, two-story addition to the 1980 addition. Personnel who currently work in the 1980 addition will be relocated to the proposed addition, which will also provide space for an additional 7 employees. There are currently 23 employees working on the property and the Petitioner is increasing that number to 30. The former space occupied on the lower level will become an archive area for the Petitioner's historic treasures. The new space is meant to provide accommodations for the staff supporting the Bank operations.

The Petitioner requires Major Site Plan Review given the construction of more than 1,000 square feet of commercial space. In addition the Petitioner requires a Special Permit from the Board for Parking. The Property currently has 36 parking spaces. The Petitioner's business is a retail services use under the Ordinance (Use 404). Section V-E of the Ordinance defines "retail services" as "establishments providing services or entertainment, as opposed to products, to the general public including but not limited to banking – including integrated ATMs, real estate and insurance." A retail services use requires 3 parking spaces per 1,000 square feet of gross floor area; thus, at the presently existing 12,560 square footage of gross floor area the Petitioner is 2 parking spaces short of the required 38. The addition of 8,880 square feet of gross floor area requires an additional 27 parking spaces, for a total of 65 spaces. However, to accommodate the proposed addition, the project will eliminate 6 parking spaces. Therefore, the parking on the Property will be reduced to 30 spaces, 35 spaces short of the required 65.

II. Special Permit

As mentioned above, the Petitioner's project requires a Special Permit for Parking. Pursuant to Section VII-A.1.iii of the Ordinance, the Applicant can provide parking "off-site within a municipal parking lot and/or structure that is located within the DOD, within three hundred (300) feet of the principal building, structure or use on the premises by Special Permit from the planning board with payment into the intermodal transportation improvement fund ("ITIF")" as provided in the Ordinance. The Property is located within 300 feet of a municipal parking lot, the State Street Parking Lot at the corner of State Street and Harris Street.

Pursuant to Section X-H.7 of the Ordinance, the following required "general conditions" must be met for the issuance of a special permit for parking:

1. The use requested is listed in the table of use regulations or elsewhere in the ordinances [as] requiring a special permit in the district for which application is made or is similar in character to permitted uses in a particular district but is not specifically mentioned.

As noted above, the Property is located within the DOD and Section VII-A.1.iii of the Ordinance permits parking off-site within a municipal lot within the DOD that is within 300 feet of the premises, by special permit. The State Steet Parking Lot is within 300 feet of the Property.

2. The requested use is essential and/or desirable to the public convenience or welfare.

The use of retail services is a by-right use in the district. The special permit for parking was created to allow and maybe even encourage growth in the downtown business district but allowing/requiring those who are impacting the parking facilities to help pay for those facilities. Thus, by assisting in paying for the public parking facilities, the use is desirable to the district.

3. The requested use will not create undue traffic congestion, or unduly impair pedestrian safety.

The provision of parking at an off-site location will not create undue traffic congestion, nor will it impair pedestrian safety. To the contrary, because there will only be 30 parking spaces at the Property, there will be less vehicles accessing the Property to park. Indeed, the new addition will result in approximately 100 new vehicle trips over the entire day. Please see the attached Traffic Impact letter detailing this impact.

4. The requested use will not overload any public water, drainage or sewer system or any other municipal system to such an extent that the requested use or any developed use in the immediate area or in any other area of the city will be unduly subjected to hazards affecting health, safety or the general welfare.

The reduction of parking spaces and provision of parking off-site will not affect public water, draining, the sewer system, or any other municipal system. Rather, the increased use of municipal parking lots for those visiting the Property will lead to increased revenue for the City.

5. Any special regulations for the use, set forth in the special permit table are fulfilled.

A grant of a Special Permit for Parking from the Board will require payment into the ITIF. This requirement will be fulfilled.

6. The requested use will not impair the integrity or character of the district or adjoining districts, nor be detrimental to the health or welfare.

The provision of off-site parking in an already-existing municipal lot will not impair the integrity or character of the district. There is no detriment to health or welfare by providing parking off-site.

7. The requested use will not, by its addition to a neighborhood, cause an excess of that particular use that could be detrimental to the character of said neighborhood.

The downtown district is a commercial district and the parking facilities are located away from residential uses. The purpose of providing a method to pay for additional parking and/or means of maintaining parking is the purpose of the ordinance. The use is consistent with the downtown neighborhood.

8. The proposed use is in harmony with the purpose and intent of this ordinance.

Once again, parking off-site is allowed by special permit in a municipal parking lot in the DOD within 300 feet of the subject premises.

9. The proposed use shall not be conducted in a manner so as to emit any dangerous, noxious, injurious or otherwise objectionable fire, explosion, radioactive or other hazard, noise or vibration, smoke, dust, odor or other form of environmental pollution.

The use of a municipal parking lot for parking will not be conducted in a manner which is injurious or

otherwise dangerous to the area.

III. Site Plan Review

Under Section XV-C of the Ordinance, major site plan review is mandated where a project consists of construction of 1,000 square feet or more of gross floor area. Accordingly, this project is subject to major site plan review.

A. Submission Requirements Under Section XV-E.a

As per Section XV-E.a of the Ordinance, the following information is provided, all as shown on the Plans included herewith:

1. Location and boundaries. The location and boundaries of the Property and adjacent roadways, to the extent feasible, are shown on the Plans.
2. Structures. The proposed structure is shown on the Plans. Additionally, architectural drawings have been provided.
3. Signage. Signage is as shown on the plans.
4. Landscaping. The Landscape Plan is provided and is stamped by a Landscape Architect.
5. Traffic. Traffic patterns, site access and circulation within the site are all shown on Site Plans. A traffic Memorandum is provided. The Applicant seeks a waiver for a full Traffic Report submission.
6. Parking. The locations of parking spaces, entrances and exits are all shown on the Site Plans.
7. Public access. The proposed development is a private development and as a result there is no public access throughout the site but for the drives and public roads as shown. Customers will continue to access the bank facilities as they have since 1980.
8. Lighting. Lighting is shown on the Site Plans, described in detail and cut sheets are provided. Additionally, a photometric plan is provided.
9. Topography. Both existing and proposed topography of the site, with contours, are shown on the Site Plans.
10. Water and waste disposal, drainage and other utilities. The locations of water and sewer systems, other utilities and connections thereto are shown on the Site Plans.

B. Narrative Submittals Under Section XV-E.b

As required by Section XV-E.b of the Ordinance, the following narrative submittals are provided to assist with the Board's review of the Project:

1. Surface and groundwater pollution. The Storm Water Report prepared by Meridian Associates is

provided and is attached hereto. (the “Storm Water Report”).

2. Soils. Please see Storm Water Report.

3. Environmental and community impact analysis. The Petitioner requests a Waiver from a full Environmental and Community impact analysis. The only change on the Property is a two-story addition of 8,880 square feet. The impact of the additional structure is negligible given that it is being constructed on what is existing improved areas with existing parking. All lighting on site will be interior to the site. The proposal is consistent with the Master Plan insofar as the focus is looking to create or improve economic development in the current economic centers of the City. The addition will allow the bank to remain as a corner stone of the City’s downtown without impacting undeveloped land.

4. Traffic impacts. The Petitioner has provided a traffic memorandum from Ronald Muller, P.E. of Ron Muller and Associates of Hopkinton. The Petitioner engaged Mr. Muller to review existing and proposed traffic conditions for the Property. A memorandum, attached to this narrative, provides a detailed review of current and expected traffic conditions. The memorandum concludes there will be approximately 100 additional vehicle trips to the Property daily, with 16 in the morning peak hours and in the evening peak hours.

The Petitioner seeks a waiver from filing a full traffic report.

5. Architectural style. The plans are attached. As you can see, the proposed addition is consistent with both the 1870 building and the 1980 addition. The addition is separated from the 1980 structure with a glass design and then includes a brick façade on the remainder of the building. The large windows in the addition repeat the arch windows from the original structure and the proposed addition carries certain ornamental features on the roof to reflect those at the front of the 1870 building. The architecture in the transition from the 1980 addition to the proposed additional is similar to the connection between the 1870 building and the 1980 addition. Given the location away from State Street and the connection to the 1980 addition, the proposed structure does not detract from the 1870 building.

6. Other permits required. The project will not require any other permits beyond the Special Permit for Parking and Major Site Plan Approval.

C. Criteria for Site Plan Review

Pursuant to Section XV-G of the Ordinance, each of the criteria for site plan review are addressed as follows:

1. Community character. The Property is located in the B2 zoning district and is adjacent to other businesses. The lot is large compared to other lots in the area. The proposed addition is consistent with the community character in that its design reflect that of the existing building on the Property and is consistent with the downtown architectural palate. The additional space to accommodate a small increase in employees allows the Petitioner to remain economically competitive while continuing to operate its business in the location it has operated at for almost 150 years and remain a cornerstone of the Downtown Newburyport upper State Street economy.

2. Traffic, parking and public access. Traffic impacts, or the absence thereof, are referenced above and set forth in the Traffic Memorandum. As noted therein the impacts from the addition would be nominal. Additionally, the Petitioner is seeking a special permit for parking as detailed above and if granted parking will be allowed in the municipal lot at State Street.

3. Health. The Project will have no negative effect on the public health or safety.
4. Public services and utilities. Both the public water and sewer are provided at the site and there will be nominal impact, if any, to these services. As is shown in the Stormwater Report there will be no additional runoff from the site and all stormwater will be treated on site. Given the age of the prior improvements, the new stormwater facilities will provide more treatment of stormwater than the existing facilities.
5. Land use planning. The proposal is sensitive to the surrounding area and its historic setting. The provision of additional space for the Petitioner's bank is consistent with the B2 zoning district. Further, as noted above, concentrating economic development in the existing economic centers of the City is consistent with the 2017 Master Plan. By allowing the bank to increase its footprint it allows the bank to remain a vibrant part of the city's largest and historic economic center.
6. Open space and environmental protection. The Property is nearly 37,000 square feet. The addition is being constructed upon an area which already serves as parking. Very limited, if any, open space will be impacted by the proposed addition. There is existing landscaping throughout the Property and the front of the Property will remain unchanged.

D. Development and Performance Standards

Pursuant to Section XV-H of the Ordinance, each of the required development and performance standards, to the extent the same are applicable, are addressed as follows:

1. Pedestrian and vehicular access and traffic impacts. Pedestrian and vehicular access, circulation on-site and traffic impacts are all addressed within the Traffic Memorandum, the foregoing narrative, and are shown on the plans. The parking layout is consistent with the requirements of the Ordinance and is also shown on the plan.
2. Site plan and architectural design. The Project has been designed to be sensitive to the historic setting and is consistent with other commercial buildings in the Market Square Historic District. The renderings provide a view of various aspects of the development at buildout.
3. Lighting. The lighting is consistent with the traditional downtown lighting and is as shown on the Site Plans. The photometric plan shows the low impact of the necessary lighting. The lighting will be dark sky compliant. Further, the Petitioner is eliminating two more traditional larger lights from the parking area.
4. Landscaping. All landscaping will be properly maintained by the Petitioner.
5. Storm water runoff. The project complies with the City of Newburyport Storm Water Guidelines. The Petitioner has been working with the City Engineer in its efforts to address any stormwater issues, notwithstanding the fact that the area being developed is currently impervious parking.
6. Water quality. The Project does not result in any negative impact on the quality of groundwater.
7. Wetlands. There are no wetlands in the vicinity of the Property.
8. Erosion control. Erosion control measures are shown on the Site Plans.

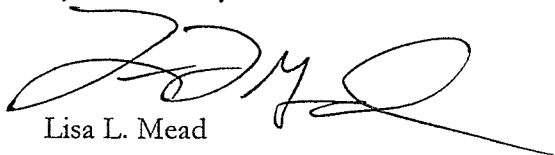
9. Environmental performance standards. The Project complies with the performance standards set forth in Section XI of the Ordinance, governing fire and explosive hazards, radioactivity, smoke, air pollution, wastes, vibration, noise, odors and glare.

10. Utilities. Public utilities are provided to the site and will be utilized. All standards and requirements of the City of Newburyport Water and Sewer Departments will be followed. All new locations and connections are represented on the Site Plans

IV. Conclusion

The Petitioner requests that the Board grant a Special Permit for Parking and approve the Major Site Plan Review Application.

Respectfully submitted,
Institution for Savings in Newburyport
by its Attorney



Lisa L. Mead

cc: Client



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Ref.: 19053

December 27, 2019

Ms. Kim Rock
Institution for Savings
93 State Street
Newburyport, MA 01950

Reg.: Institution for Savings Expansion
93 State Street, Newburyport, MA

Dear Kim:

Ron Müller & Associates (RMA) has prepared this letter to document the expected traffic generation of a proposed 8,880 square foot expansion to the existing 12,510 square foot Institution for Savings in Newburyport, Massachusetts. The total building footprint is proposed to be 21,390 square feet and employees on site will be increased from 23 to 30. Onsite parking will be reduced from 36 to 30 spaces. As proposed, the expansion will consist of additional office space to support the headquarters function of the Institution for Savings and will not be retail banking space. Access to the site will remain on State Street and Prospect Street with the easterly site driveway on Prospect Street providing access to the proposed parking garage on the first floor of the office addition.

To estimate the increase in traffic generation at the site, the 10th Edition of the Institute of Transportation Engineers (ITE) *Trip Generation Manual*¹ was used. While the existing building also provides retail banking services, the proposed expansion will only provide increased office space to support the bank headquarters. Accordingly, ITE Land Use Code 715 (Single Tenant Office Building) was used to estimate the traffic generation of the proposed expansion. A summary of the trip-generation characteristics of the proposed development project is provided in Table 1 and the trip generation worksheet is attached to this letter.

¹ *Trip Generation Manual, 10th Edition*; Institute of Transportation Engineers; Washington, DC; 2017.

Table 1
Trip Generation Summary

<u>Time Period</u>	<u>Single Tenant Office Building 8,800 sf^a</u>
Weekday Daily	100
Weekday AM Peak Hour	
Enter	14
<u>Exit</u>	<u>2</u>
Total	16
Weekday PM Peak Hour	
Enter	2
<u>Exit</u>	<u>13</u>
Total	15

^a ITE Land Use Code 715 (Single Tenant Office Building).

As shown in the table, the project would generate 100 vehicle trips on a typical weekday (half entering and half exiting the site) of which 16 trips (14 entering and 2 exiting) would occur during the weekday AM peak hour (one hour between 7:00 and 9:00 AM) and 15 trips (2 entering and 13 exiting) would occur during the weekday PM peak hour (one hour between 4:00 and 6:00 PM).

The distribution of traffic generated by the project is based on Journey-to-Work data provided by the U.S. Census Bureau for people working in Newburyport. A summary of the Journey-to-Work data is attached. It is accordingly expected that approximately 55-percent of the site traffic will be oriented to/from the west on High Street (Route 1A). Due to the directionality of State Street it is expected that this traffic will enter the site via Harris Street and the State Street driveway. It is further expected that 30-percent of the site traffic will be oriented from the north on State Street and enter the site using both the State Street and the Prospect Street driveways. The remaining 15-percent of site traffic is expected to be oriented to/from the east on Temple Street entering the site from both the State Street and Prospect Street driveways.

Accordingly, north of the State Street site driveway the project is expected to add between one and six peak hour vehicle trips to State Street, averaging approximately one additional vehicle every 10 to 60 minutes during peak hours. South of the State Street site driveway, the project is expected to add between two and 11 peak hour vehicle trips on State Street, averaging approximately one additional vehicle every 5 ½ to 30 minutes during peak hours. Along Harris Street, the project is expected to add between one and eight additional trips during peak hours, averaging approximately one additional vehicle every 7 ½ to 60 minutes. On Prospect Street, the project is expected to add

Ms. Kim Rock
December 27, 2019
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between one and three peak hour vehicle trips, averaging approximately one additional vehicle every 20 to 60 minutes during peak hours. These increases are negligible and well within the daily fluctuation in traffic and are therefore not expected to have an operational impact on area streets.

Please feel free to contact me should you have any questions regarding these estimates or conclusions.

Sincerely,

Ron Müller & Associates



Ronald Müller, P.E.
Principal

Attachments

Institute of Transportation Engineers (ITE); 10th Edition
Land Use Code (LUC) 715 - Single Tenant Office Building
General Urban/Suburban Location

Average Vehicle Trips Ends vs: 1,000 sf Gross Floor Area
Independent Variable (X): 8.880 ksf

AVERAGE WEEKDAY DAILY

$$T = 11.25 * (X)$$

$$T = 99.90$$

T = 100 vehicle trips
with 50% (50 vph) entering and 50% (50 vph) exiting.

WEEKDAY AM PEAK HOUR OF GENERATOR

$$T = 1.68 * (X) + 17.26$$

$$T = 32.18$$

T = 30 vehicle trips
with 89% (27 vpd) entering and 11% (3 vpd) exiting.

WEEKDAY AM PEAK AVG. RATE

$$T = 1.78 * (X)$$

$$T = 15.8$$

$$T = 16$$

with 14 entering and 2 exiting

WEEKDAY PM PEAK HOUR OF GENERATOR

$$T = 1.54 * (X) + 27.59$$

$$T = 41.27$$

T = 41 vehicle trips
with 15% (6 vpd) entering and 85% (35 vpd) exiting.

WEEKDAY PM PEAK AVG. RATE

$$T = 1.71 * (X)$$

$$T = 15.2$$

$$T = 15$$

with 2 entering and 13 exiting

Residence			Workplace			Number			
State	County	MCD	State/U.S. Island Area/Foreign Country	County	MCD				
Massachusetts	Essex County	Newburyport city	Massachusetts	Essex County	Newburyport city	3,532	31%	36%	
Massachusetts	Essex County	Amesbury Town city	Massachusetts	Essex County	Newburyport city	1,060	9%	11%	
Massachusetts	Essex County	Salisbury town	Massachusetts	Essex County	Newburyport city	803	7%	8%	
Massachusetts	Essex County	Haverhill city	Massachusetts	Essex County	Newburyport city	683	6%	7%	
Massachusetts	Essex County	Newbury town	Massachusetts	Essex County	Newburyport city	488	4%	5%	
Massachusetts	Essex County	Merimac town	Massachusetts	Essex County	Newburyport city	413	4%	4%	
Massachusetts	Essex County	Lawrence city	Massachusetts	Essex County	Newburyport city	233	2%	2%	
New Hampshire	Rockingham County	Seabrook town	Massachusetts	Essex County	Newburyport city	224	2%	2%	
Massachusetts	Essex County	West Newbury town	Massachusetts	Essex County	Newburyport city	182	2%	2%	
Massachusetts	Essex County	Georgetown town	Massachusetts	Essex County	Newburyport city	180	2%	2%	
Massachusetts	Essex County	Lynn city	Massachusetts	Essex County	Newburyport city	168	1%	2%	
Massachusetts	Essex County	Rowley town	Massachusetts	Essex County	Newburyport city	167	1%	2%	
Massachusetts	Essex County	Ipswich town	Massachusetts	Essex County	Newburyport city	159	1%	2%	
Massachusetts	Essex County	Beverly city	Massachusetts	Essex County	Newburyport city	145	1%	1%	
New Hampshire	Rockingham County	Hampton town	Massachusetts	Essex County	Newburyport city	141	1%	1%	
Massachusetts	Essex County	Methuen Town city	Massachusetts	Essex County	Newburyport city	119	1%	1%	
Massachusetts	Suffolk County	Revere city	Massachusetts	Essex County	Newburyport city	98	1%	1%	
Massachusetts	Essex County	Groveland town	Massachusetts	Essex County	Newburyport city	97	1%	1%	
Massachusetts	Essex County	Gloucester city	Massachusetts	Essex County	Newburyport city	93	1%	1%	
Massachusetts	Essex County	Peabody city	Massachusetts	Essex County	Newburyport city	92	1%	1%	
New Hampshire	Rockingham County	Portsmouth city	Massachusetts	Essex County	Newburyport city	86	1%	1%	
New Hampshire	Rockingham County	Raymond town	Massachusetts	Essex County	Newburyport city	86	1%	1%	
Massachusetts	Middlesex County	Malden city	Massachusetts	Essex County	Newburyport city	74	1%	1%	
New Hampshire	Rockingham County	Kingston town	Massachusetts	Essex County	Newburyport city	73	1%	1%	
New Hampshire	Rockingham County	Exeter town	Massachusetts	Essex County	Newburyport city	72	1%	1%	
Massachusetts	Essex County	Danvers town	Massachusetts	Essex County	Newburyport city	69	1%	1%	
New Hampshire	Rockingham County	Newmarket town	Massachusetts	Essex County	Newburyport city	68	1%	1%	
New Hampshire	Rockingham County	Epping town	Massachusetts	Essex County	Newburyport city	62	1%	1%	
New Hampshire	Rockingham County	East Kingston town	Massachusetts	Essex County	Newburyport city	59	1%	1%	
Massachusetts	Suffolk County	Boston city	Massachusetts	Essex County	Newburyport city	58	1%	1%	
New Hampshire	Rockingham County	Salem town	Massachusetts	Essex County	Newburyport city	57			
Massachusetts	Middlesex County	Weburn city	Massachusetts	Essex County	Newburyport city	56	9,784		

Distributions		
To/From North on State Street	To/From Harris Street	To/From Temple Street
35%	35%	30%
50%	50%	
100%		
	100%	
25%	75%	
	100%	
	100%	
50%	50%	
	100%	
	100%	
	100%	
	50%	50%
	100%	
	100%	
	100%	
	100%	
	100%	
	100%	
	100%	
50%	50%	
50%	50%	
	100%	
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	100%	
	100%	
	100%	
	100%	
	100%	
	100%	
	100%	
	100%	
50%	50%	
	100%	

Volumes		
To/From North on State Street	To/From Harris Street	To/From Temple Street
1236.2	1236.2	1059.6
530	530	0
803	0	0
0	683	0
122	366	0
0	413	0
0	233	0
112	112	0
0	182	0
0	180	0
0	168	0
0	83.5	83.5
0	159	0
0	145	0
70.5	70.5	0
0	119	0
0	98	0
0	97	0
0	93	0
0	92	0
43	43	0
43	43	0
0	74	0
0	73	0
36	36	0
0	69	0
0	68	0
0	62	0
29.5	29.5	0
0	58	0
31%	57%	12%

CITY OF NEWBURYPORT, MA
ZONING DETERMINATION

APR# 2020-001

Name: Institution for Savings c/o Lisa Mead MTC, LLC

Address: 93 State Street (14-40) & 12 Prospect (14-39) Zoning District(s): B2/DOD

Request: Construct 8,800sf addition to non historic section of existing structure over existing parking area in manner that is dimensionally compliant with Zoning Ordinance. Addition will result in a net loss of 6 parking spaces increasing the non conforming nature of the existing parking; The applicant proposes to utilize the ITIF pay-in to use the Harris Street municipal lot to address this deficiency of 35 spaces. No signage shown. Perimeter plan to be filed as lots are considered as one

ZONING BOARD REVIEW REQUIRED

Variance

- Dimensional Controls (VI)
 - Lot Area
 - Lot Frontage
 - Lot Coverage
 - Parking (VII)
 - Modification
- Open Space
- Height
- Lot Width
- Front Yard
- Side Yard
- Rear Yard

Sign Variance

- Signs (VIII)
 - Type
 - Lighting
 - Size
 - Location

Other

Special Permit

- Table of Use Regulations (V.D) #: _____
- Spacing (VI.D)
- In-Law Apartment (XIIA)
- Bonus for Multifamily Developments (XVI)
- Personal Wireless Communication Services (XX)
- Demolition Control Overlay District (XXVIII)*
- Wind Energy Conversion Facilities (XXVI)
- Other _____

Special Permit for Non-Conformities

- Extension or Alteration (IX.B.2)
 - Parking
 - Upward Extension
 - Open Space
 - Height
 - Lot Area
 - Use
 - Rear Yard
 - Lot Coverage
 - Side Yard
 - Lot Frontage
 - Front Yard
- Over 500 sf. increase (IX.B.3.c)
- Plum Island Overlay District (XXI-G-3)
 - FAR
 - Lot Coverage
 - Height
 - Setbacks
 - Open Space

PLANNING BOARD REVIEW REQUIRED

Special Permit

- Table of Use Regulations (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)
- Downtown Overlay District (XXVII)*
- Other ITIF Parking Pay-in per VII-A _____

Special Permit for Non-Conformities

- Extension or Alteration (IX.B.2)
 - Parking
 - Upward Extension
 - Open Space
 - Height
 - Lot Area
 - Use
 - Rear Yard
 - Lot Coverage
 - Side Yard
 - Lot Frontage
 - Front Yard
- Over 500 sf. increase (IX.B.3.c)

Site Plan Review (XV)

- Major
- Minor

Smart Growth District (XXIX)

- Plan Approval

HISTORICAL COMMISSION REVIEW REQUIRED

- Demo. Delay
- *Advisory Review

CONSERVATION COMMISSION REVIEW REQUIRED


Newburyport Zoning Administrator

01/02/2020

Date



Mead, Talerman & Costa, LLC
Attorneys at Law

30 Green Street
Newburyport, MA 01950
Phone 978.463.7700
Fax 978.463.7747

www.mtclawyers.com

January 8, 2020

By Hand

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

Re: Waiver Request
93 State Street, Newburyport, MA (the "Property");
Assessor's Map: 14 Lot: 40

Dear Members of the Board;

Reference is made to the above captioned matter. In that connection, this letter shall serve as a waiver request from the requirements of providing a full Traffic Report and a full Environmental and Community Impact Analysis. In support thereof, the Applicant has submitted a Traffic Letter from a Traffic Engineer reviewing the impact of the proposed addition. Given its location in the downtown area and nearby streets and facilities and limited impact, the letter should be sufficient. Further, given that this proposal is a modification to an existing structure and use which does not change the use of the structure, a full Community and Environmental Impact Report is not warranted.

As a result, a waiver from submission of those two items is requested.

I thank you for your time and attention to this matter.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read 'Lisa L. Mead', written over a printed name.

Lisa L. Mead

Millis Office

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

93 STATE ST

Location 93 STATE ST

MBLU 14/ 40/ / /

Owner INST FOR SVGS IN NBYPT

Assessment \$1,643,200

PID 450

Building Count 1

Current Value

Assessment			
Valuation Year	Improvements	Land	Total
2019	\$1,131,800	\$511,400	\$1,643,200

Owner of Record

Owner INST FOR SVGS IN NBYPT
Co-Owner AND VICINITY
Address 93 STATE STREET
 NEWBURYPORT, MA 01950

Sale Price \$0
Certificate
Book & Page
Sale Date

Ownership History

Ownership History				
Owner	Sale Price	Certificate	Book & Page	Sale Date
INST FOR SVGS IN NBYPT	\$0			

Building Information

Year Built: 1870

Living Area: 8,418

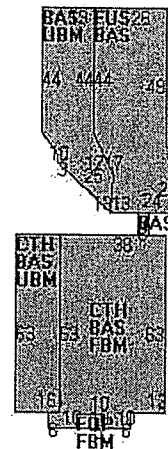
Building Attributes	
Field	Description
STYLE	Finan Inst.
MODEL	Commercial
Stories:	1
Occupancy	1
Exterior Wall 1	Brick/Masonry
Exterior Wall 2	
Roof Structure	Flat
Roof Cover	Tar & Gravel
Interior Wall 1	Plastered
Interior Wall 2	
Interior Floor 1	Carpet
Interior Floor 2	Terrazzo Monol
Heating Fuel	Oil
Heating Type	Forced Air-Duc
AC Type	Central
Bldg Use	BANK BLDG
Total Rooms	
Total Bedrms	00
Total Baths	6
1st Floor Use:	3410
Heat/AC	HEAT/AC PKGS
Frame Type	MASONRY
Baths/Plumbing	AVERAGE
Ceiling/Wall	CEIL & WALLS
Rooms/Prtns	AVERAGE
Wall Height	12
% Comn Wall	0

Building Photo



(http://images.vgsi.com/photos/NewburyportMAPhotos//\01\00\22\98.jpg)

Building Layout



(http://images.vgsi.com/photos/NewburyportMAPhotos//Sketches/450_493.jpg)

Building Sub-Areas (sq ft)		Legend	
Code	Description	Gross Area	Living Area
BAS	First Floor	6,591	6,591
FUS	Upper Story, Finished	1,827	1,827
CTH	Cathedral Ceiling	3,532	0
FBM	Basement, Finished	2,574	0
FOP	Porch, Open	50	0
UBM	Basement, Unfinished	2,208	0
		16,782	8,418

Extra Features				Legend
Code	Description	Size	Value	Bldg #
FPL3	FIREPLACE 2 ST	1 UNITS	\$1,800	1
DUW1	DRIVE-UP WINDW	1 UNITS	\$5,500	1
NDP	NITE DEPOSIT	1 UNITS	\$6,800	1
ATM1	AUTOMATC TELLR	1 UNITS	\$16,000	1
VLT3	VAULT-EXCELLNT	150 S.F.	\$15,300	1

Land

Land Use

Use Code 3410
 Description BANK BLDG

Land Line Valuation

Size (Acres) 0.34
 Depth 0
 Assessed Value \$511,400

Outbuildings

Outbuildings						Legend
Code	Description	Sub Code	Sub Description	Size	Value	Bldg #
LT1	LIGHTS-IN W/PL			4 UNITS	\$1,900	1
	GENERATOR			1	\$0	1
	CLOCK TOWER & WATER FOUNTAIN			1	\$180,000	1

Valuation History

Assessment			
Valuation Year	Improvements	Land	Total
2018	\$1,103,000	\$487,100	\$1,590,100

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