

Essex Public Safety Building Project	Meeting Minutes
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Re: Town Building Committee	Date: March 13, 2019
Location: Town Hall, 3 rd Floor Auditorium	Time: 7:00 PM

Attendees:

Name	Present	Name	Present
<u>Town Building Committee</u>		<u>Town Staff</u>	
Lisa O'Donnell, Committee Chair	✓	Brendhan Zubricki, Town Administrator	✓
Daniel Doucette, Fire Chief	✓		
Peter Silva, Chief of Police	✓	<u>Board of Selectmen</u>	
Westley Burnham, Planning Board	✓	Peter Phippen	✓
Nat Crosby, Historical Commission		Andrew Spinney	✓
Colleen Enos, Member			
Paul Francis, Member	✓	<u>NV5 (OPM)</u>	
Peter Levasseur, Member	✓	Tim Dorman	✓
Mark McKenna, Member		Mike Ulichney	
Stuart Pratt, Member	✓	<u>JRA (Architect)</u>	
Charles Storey, Member		Stewart Roberts	✓
Ramie Reader, Member		Philip O'Brien	✓

1. Approval of the minutes of February 27, 2019: A motion was made by Chief Doucette to approve the minutes from the 2/27/2019 Town Building Committee Meeting. The motion was seconded by Mr. Burnham and passed unanimously.
2. Summarize feedback from Essex Conservation Commission with respect to building on the combined site along John Wise Avenue
 - a. The latest conceptual layout for a combined facility was presented to the Conservation Commission at the March 5th meeting.
 - b. The intent was to get informal feedback on the general design with respect to adjacent wetlands in advance of a formal Notice of Intent application anticipated this summer when the design is further developed.
 - c. The Conservation Commission noted that stormwater management will be important and the design must ensure no offsite impacts. The design team advised that the design will meet the stormwater management regulations which would not allow for any offsite impact.
3. Summarize feedback from Board of Appeals Chairman with respect to building on the combined site along John Wise Avenue.

- a. There was a discussion with the Board of Appeals Chairman regarding the standards in general.
 - b. The Town Attorney is reviewing the Zoning Bylaw to confirm whether or not the proposed use would trigger the increased front yard setback due to the building size exceeding 10,000 sf.
 - c. If the variance is required for the front yard setback, the shape, topography and soil would likely meet the standards for hardship.
 - d. The process would require submission of a building permit application, which would be rejected, resulting in a petition for a variance from the Board of Appeals requiring a public hearing, which would take about 2.5 months altogether.
 - e. Mr. Burnham provided a brief overview of the Planning Board Site Plan Review Process. It was noted that the checklist is in the bylaw and includes the key elements that the Planning Board will be looking for.
4. Summarize information obtained concerning interior and frame details of house on 11 John Wise Avenue.
 - a. JRA visited the existing house to inspect the condition of the timber frame and viability of reuse. In general the timber frame is in good shape and appears would be suitable to use within the training room, with some modification.
 5. Discuss whether dismantled house should be reconstructed as part of the new facility, versus other, off-site options for the structure.
 - a. The timber frame would not meet structural requirements, so there would be a steel frame building constructed around the timber frame.
 - b. The timber frame is the right size for the training room, so this would be a suitable preservation option.
 - c. Whether reused for the new Public Safety facility or preserved for an alternative use, the cost to take the frame apart would be the same.
 - d. The design will incorporate reusing the timber frame within the training room and the cost will be broken out separately.
 6. Review various possible building orientation/configurations/layouts for constructing a combined police and fire facility on the combined site along John Wise Avenue; select a preferred option.
 - a. JRA presented two updated schemes for the combined facility layout, including Scheme A (Apparatus Bays at the North End) and Scheme B (Apparatus Bays at the South End).
 - b. Scheme A
 - i. This layout is a further refinement of the option previously presented with the north facing apparatus bays.

- ii. Major changes from the last version include shifting the public entrance to the south end to provide a more direct route to the apparatus bays, adding parking at the police entrance and further detailing the building massing and materials.
- iii. It was noted that the massing and material changes is intended to give the appearance of a grouping of smaller buildings.
- iv. Materials are anticipated to be a combination of wood shingles, brick, board and batten and clapboard.
- v. The double gable on the end of the apparatus bays is intended to minimize the overall height if it were a single gable.
- vi. The public entrance on the main level provides access to both fire and police (via stairs and elevator) with the training room, toilets and meeting room in the public area.
- vii. Remaining area under the training room and the apparatus bays is shown as unexcavated but will be estimated for consideration as optional storage areas.
- viii. It was discussed that a hardened line between the public and secure areas of the police station should be incorporated. Kevlar panels behind drywall are less costly and provide a better aesthetic than masonry block.

c. Scheme B

- i. The apparatus bay is flipped to the south end of the building in this design. There are 15 parking spaces provided for on this side within the turning apron, however it was noted that the vehicles need to exit in a straight line before they can begin turning so this layout will need to be modified to accommodate this turning sequence.
 - ii. The building layout is generally similar, including the shared public entrance with elevator and stairs down to the police level. An exterior entrance at the police level could also be provided.
 - iii. The parking count of about 48 parking spaces is driven primarily by the anticipated maximum occupancy for an event in the training room.
- d. Question was raised regarding a potential location for the antique hand pumper currently stored in the shed behind the existing building. A location is not accommodated in the current design, but options of incorporating it on the site will be considered.
- e. It was noted that exterior stairs would not be desirable due to maintenance concerns.
- f. Reconfiguration of the police layout is desired to incorporate a window to the public area while maintaining hardened line between public and secure zones.
- g. A motion was made to proceed with Scheme B (south facing bays). The motion was seconded and passed unanimously.

7. Discuss process and timeline for demolition permit to dismantle existing house on 11 John Wise Avenue.
 - a. Due to the potential demolition delay, the possibility of applying for an early demolition permit was discussed.
 - b. The Town could apply as long as the current property owner would sign off, which would start the Historical Commission process that could take up to 6 months.
 - c. Nate Crosby was unable to attend the meeting, but an email he sent regarding this topic was read which noted that the barn appears to be a good candidate for reuse within the training room and recommended against submitting an early demolition permit application.
 - d. It was discussed that a demo permit will be needed regardless of whether or not the structure is reused on site and that due to the risk of a schedule delay, it would be prudent to start the process.
 - e. Mr. Pratt made a motion for the Town Building Committee to recommend moving forward with the demolition permit application and requesting that the current property owner sign off. Chief Doucette seconded the motion and it passed unanimously.
 - f. Mr. Spinney made a motion for the Board of Selectmen to move forward with submitting the demolition permit application. Mr. Phippen seconded the motion and it passed unanimously.
8. Public Comment: None
9. Mr. Pratt made a motion to adjourn the meeting at 8:44 PM. The motion was seconded by Mr. Spinney and it passed unanimously.

Attachments:

- JRA Presentation
- Sign in list

-End of Minutes-

Tim Dorman, NV5

Lisa O'Donnell, Committee Chair



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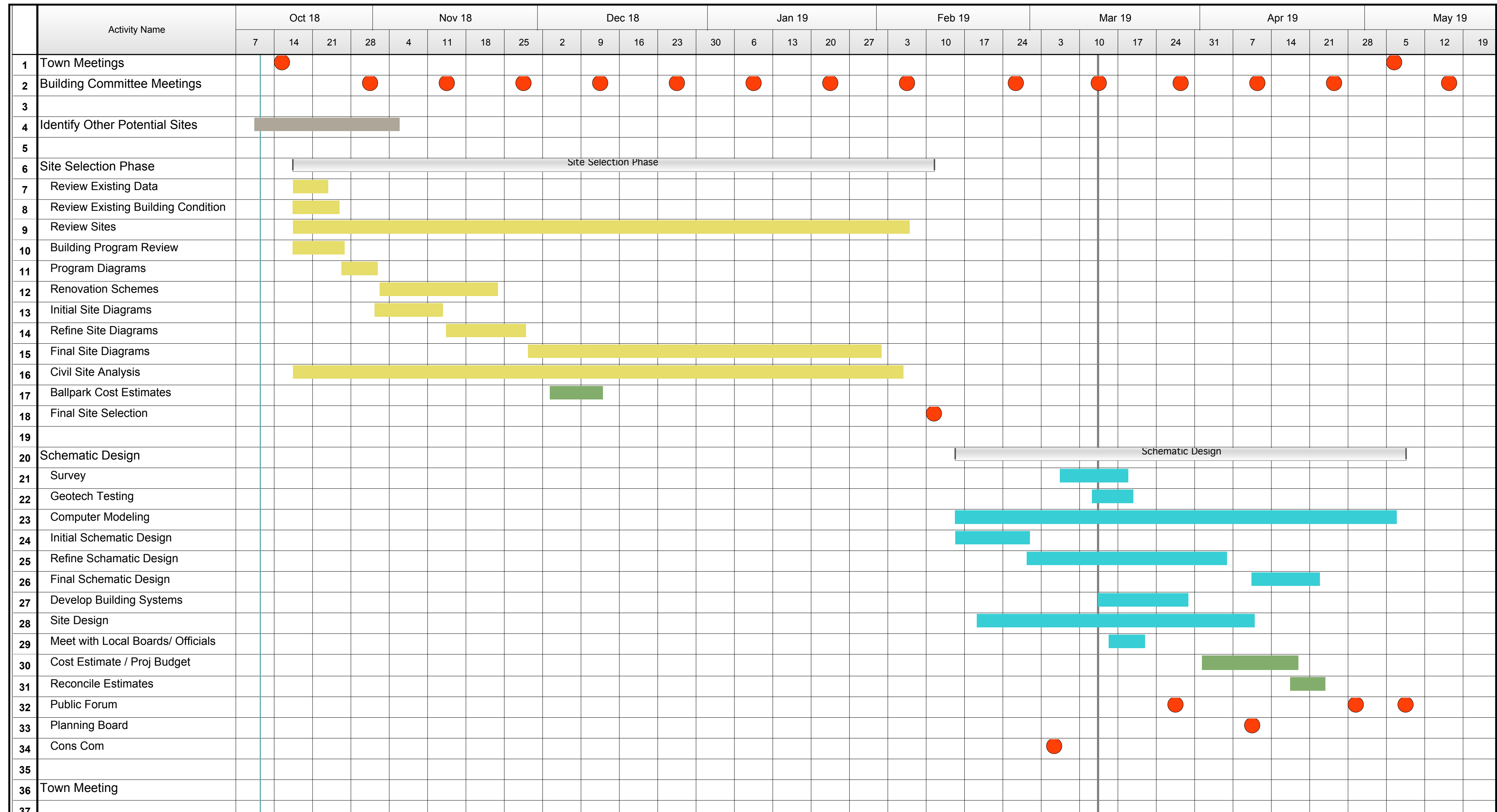
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ARCHITECTS

Essex Public Safety Building

Essex, Massachusetts

Design Presentation March 13, 2019



**JOHNSON
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ARCHITECTS

11 John Wise Ave Barn Reuse

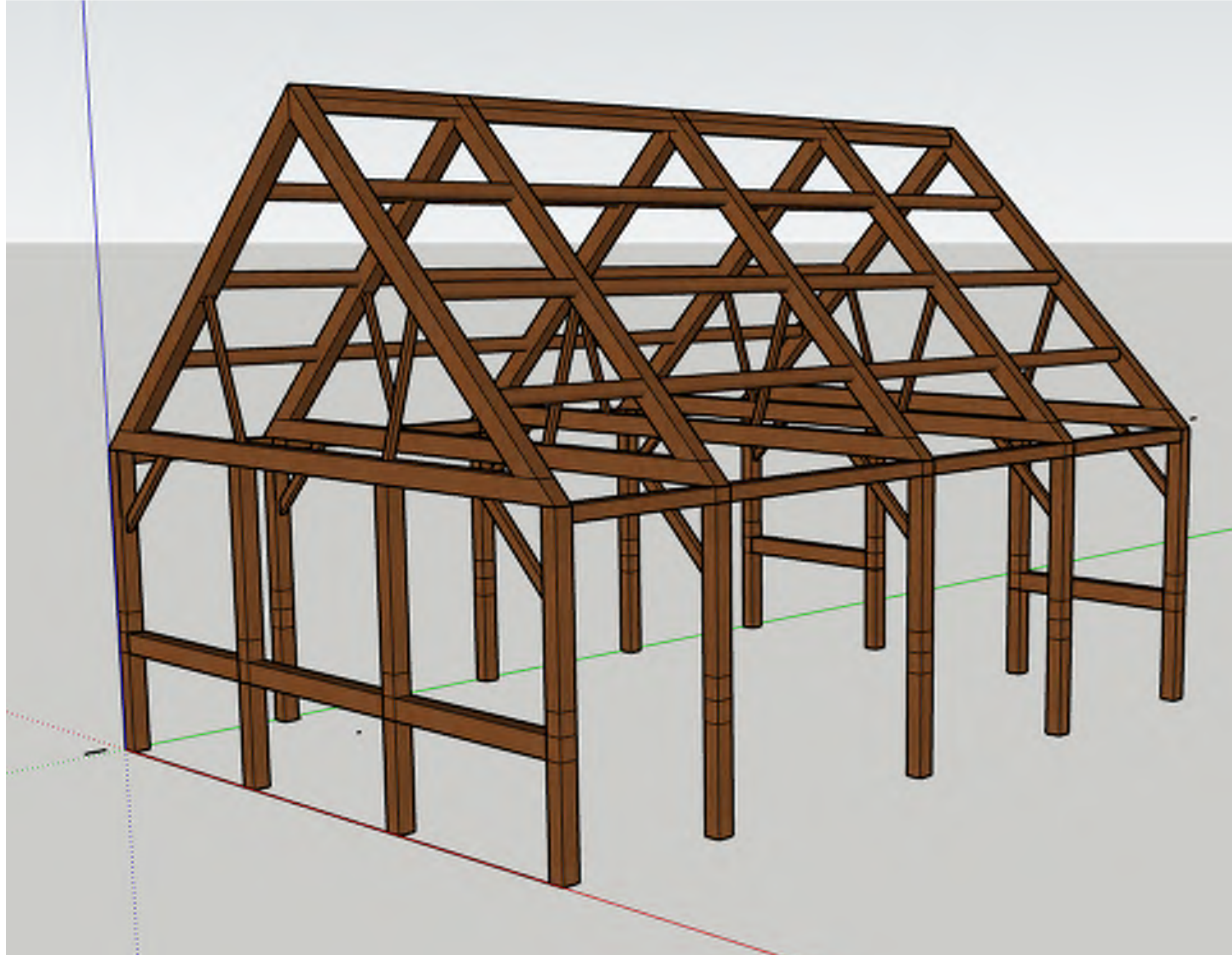
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11 Wise Ave Barn



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11 Wise Ave Barn



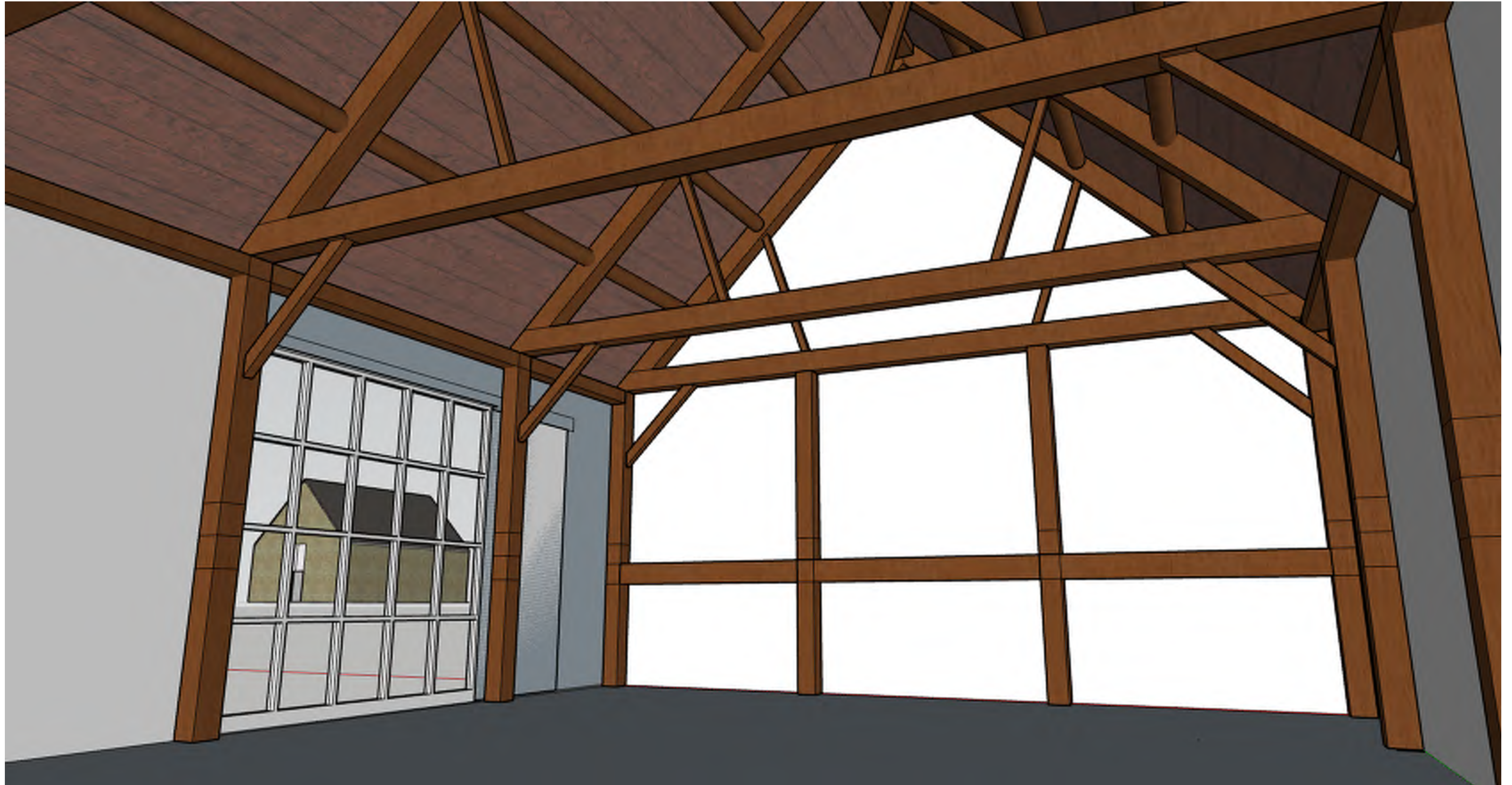
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11 Wise Ave Barn



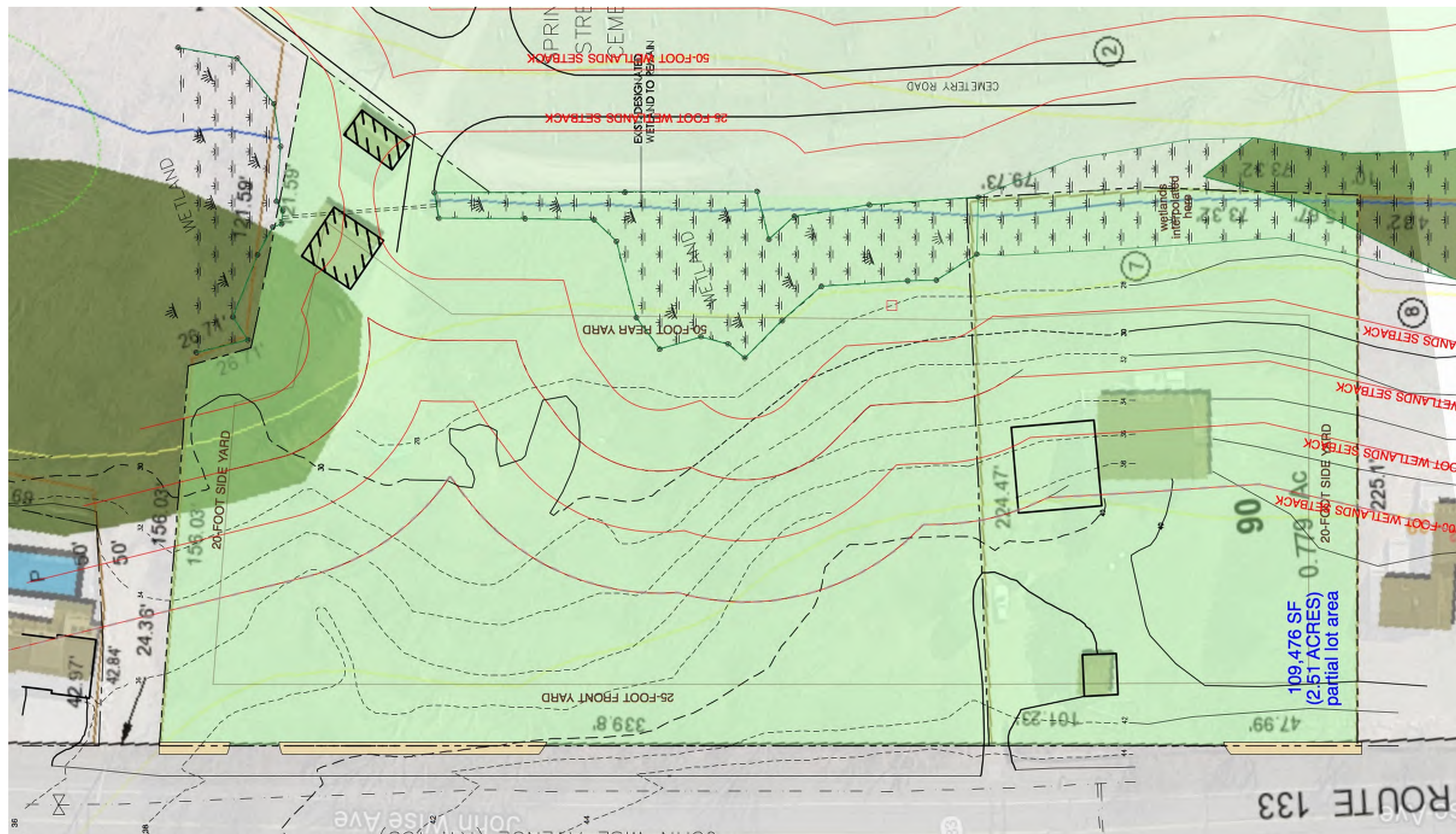
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11 Wise Ave Barn



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Cemetery Site & 11 John Wise Ave



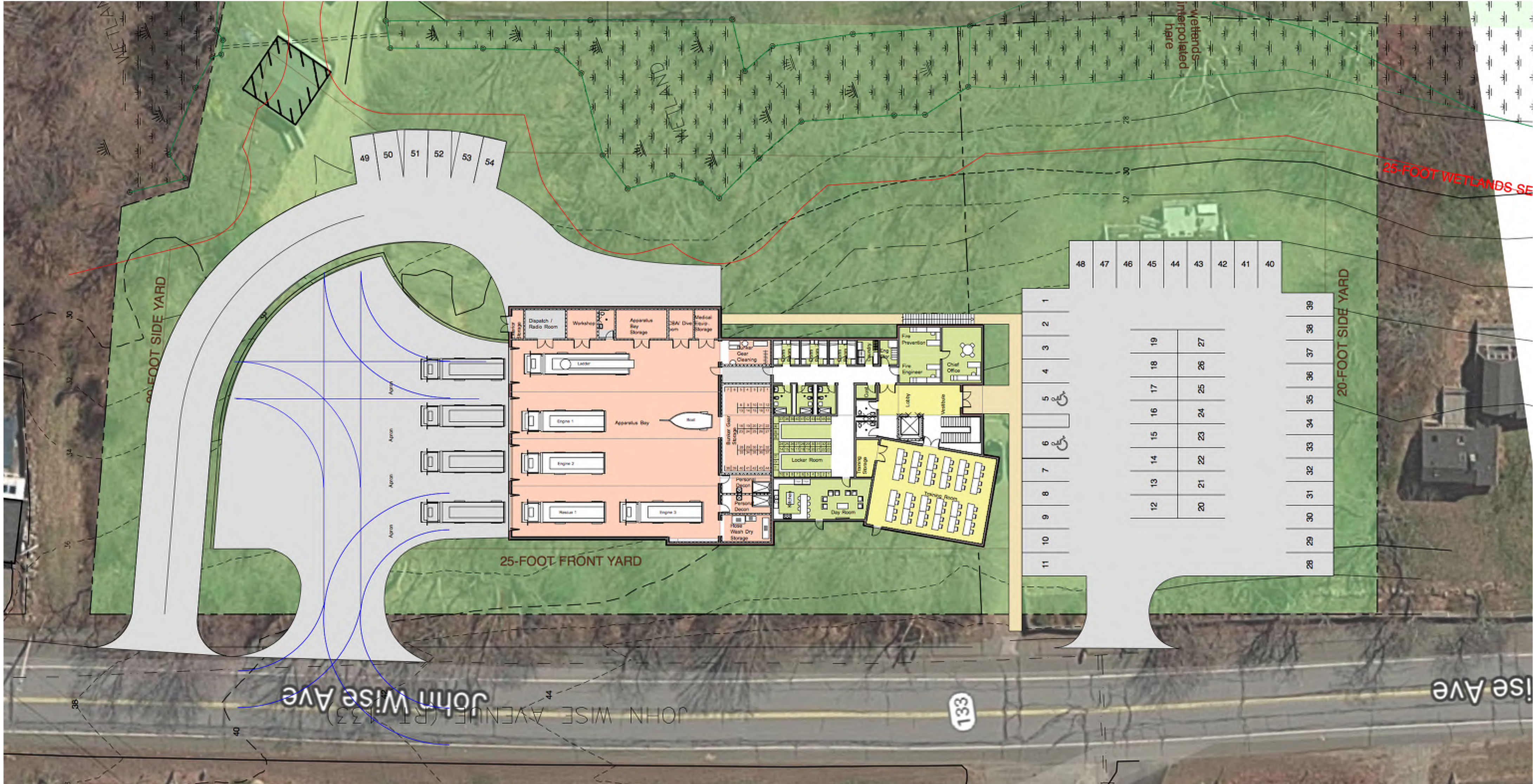
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Scheme A

Essex Public Safety Building Project

Scheme A – Site Plan



Essex Public Safety Building Project

Scheme A – Model View



Essex Public Safety Building Project

Scheme A – Model View



Essex Public Safety Building Project

Scheme A – Model View



Essex Public Safety Building Project

Scheme A – Model View



Essex Public Safety Building Project

Scheme A – Model View



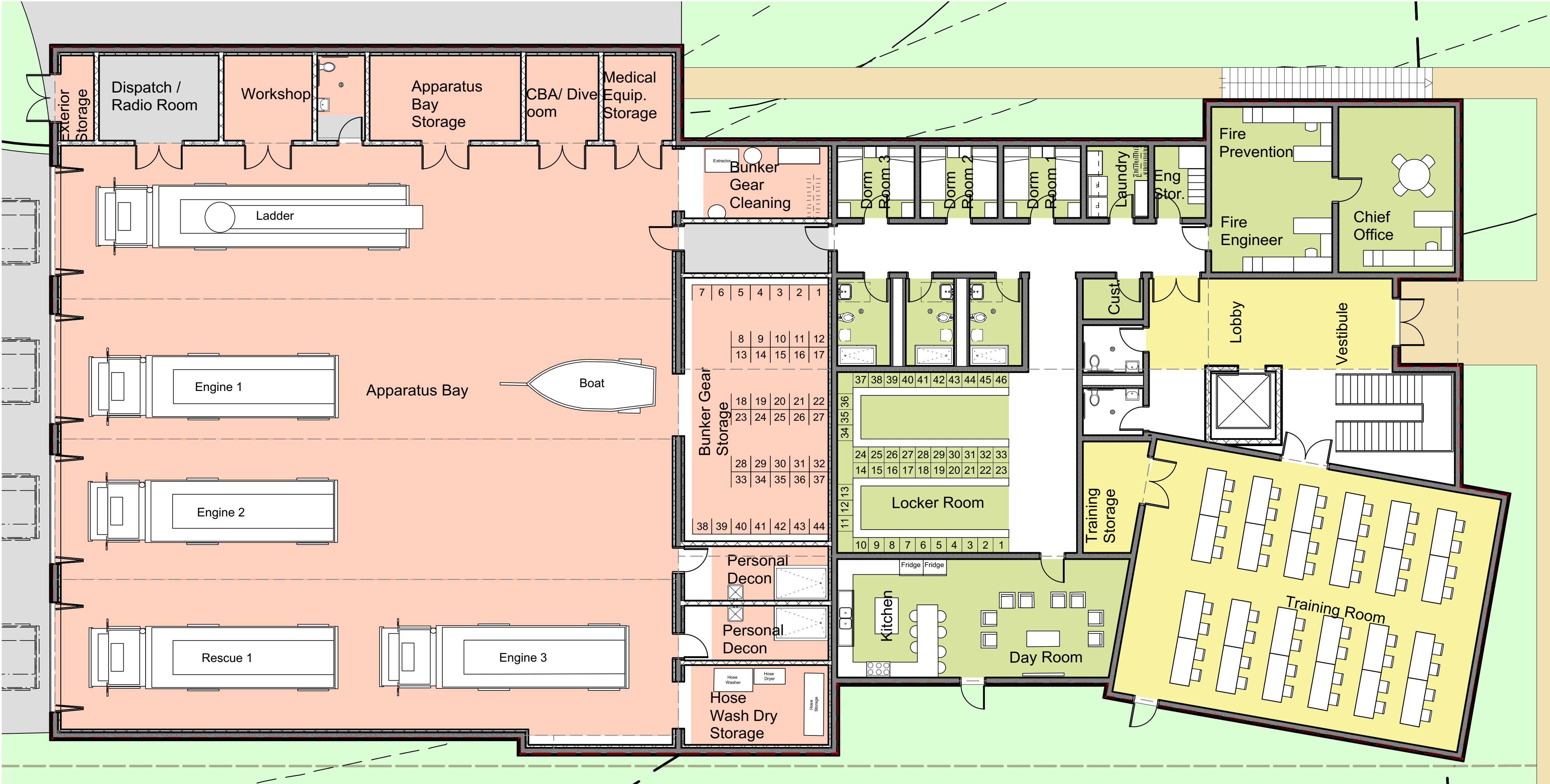
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Scheme A – Model View



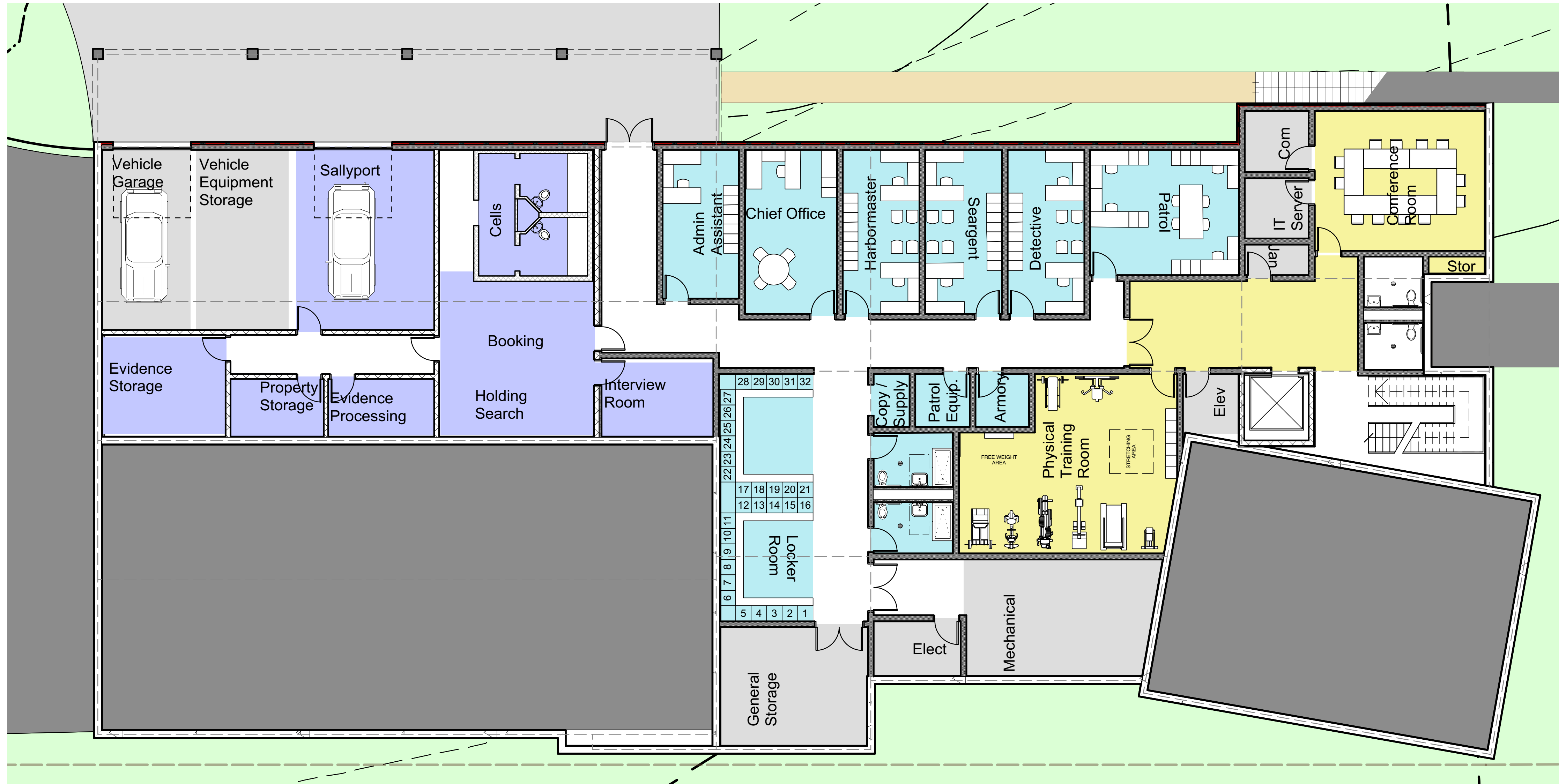
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Scheme A – Upper Level



Essex Public Safety Building Project

Scheme A – Lower Level



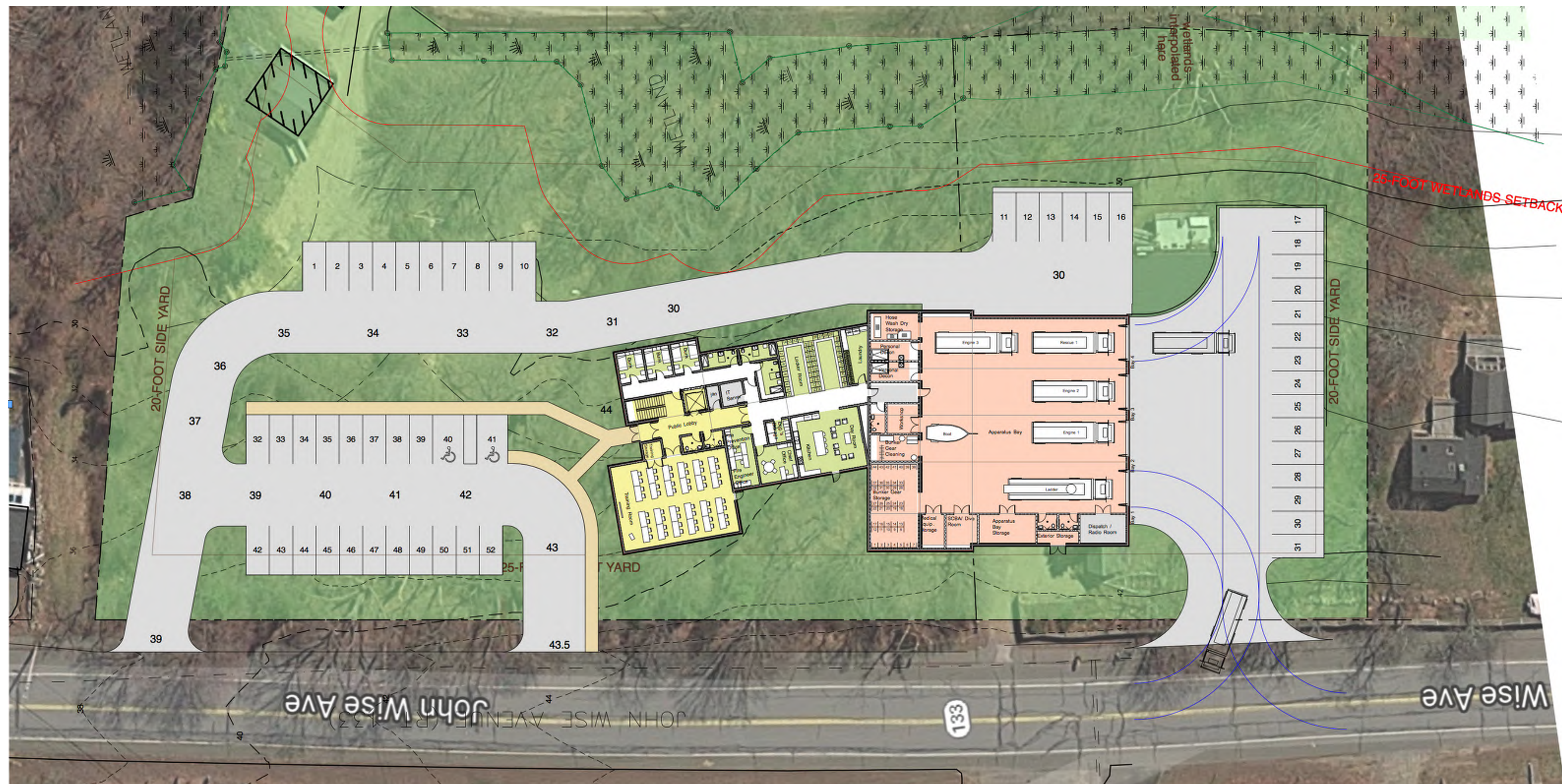
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Scheme B

Essex Public Safety Building Project

Scheme B – Site Plan



Essex Public Safety Building Project

Scheme B – Model View



Essex Public Safety Building Project

Scheme B – Model View



Essex Public Safety Building Project

Scheme B – Model View



Essex Public Safety Building Project

Scheme B – Model View



Essex Public Safety Building Project

Scheme B – Model View



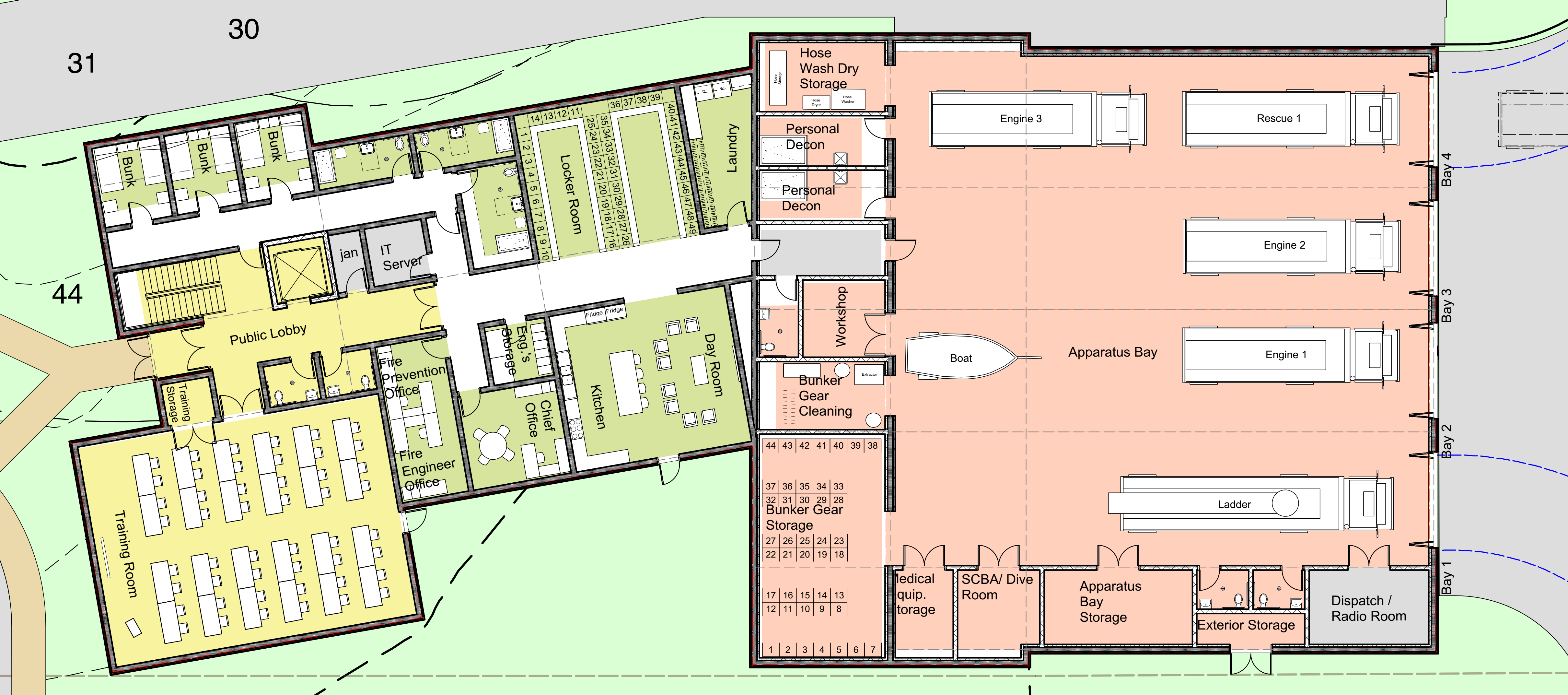
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Scheme B – Model View



Essex Public Safety Building Project

Scheme B – Upper Level



Essex Public Safety Building Project

Scheme B – Lower Level



Essex Public Safety Building Project

Town Building Committee

Sign-In List

Location: Town Hall, 3rd Floor

Date: 3/13/2019

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