

MINUTES OF THE PLANNING AND DEVELOPMENT COMMITTEE MEETING HELD ON MONDAY, DECEMBER 11, 2017

A Planning & Development Committee meeting was held on Monday, December 11, 2017 at 7:00 P.M. in the City Council office.

Committee Members: Chairperson William Macek and Councillor Joseph Bevilacqua.

Absent: Councillor Andres Vargas

Councillors Melinda Barrett and Mary Ellen Daly O'Brien also attended.

There were no other attendees

The following items were discussed:

1. **Doc.#31-K** – Communication from Councillor Macek requesting to discuss proposal to create bike lanes throughout City; *Councillor Macek presented a detailed bike lane/trails map laying out various bike trails throughout the City. All Councillors present thought it was a well designed plan. Councillor Bevilacqua move to recommend to the full Council that a vote of support be given to the citywide bike trails mapping and that a letter of request be sent to the Mayor for implementatin of a phased-in plan be started in 2018, and that the plan include adequate posting of trails with varied colored signs to mark the trails along roadways and that where roads are adequately wide enough that lanes and pavement markings be installed. Motion passed 2-0-1.*
2. **Doc. #58-I** – Communication from Councillor Bevilacqua requesting discussion regarding assistance to new businesses; *Councillor Bevilacqua moved to continue item to next Planning & Development Committee meeting without discussion. Motion passed 2-0-1.*
3. **Doc. #103-C** – Communication from Councillors Daly O'Brien and Macek regarding street openings, sunken roadway repair and replacing pavement; *Chairperson Macek read a communication from City Engineer John Pettis stating that the Dpartment of Public Works and the Engineering Department were working on a fully updated manual for road openings, patching and paving. Once the updated manual is completed, it would be brought to the Council for approval and updating of fees. Based on this information, Councillor Bevilacqua moved to table this item until the updated manual is finalized and submitted to the full Council. Motion passed 2-0-1.*
4. **Doc. #103-D** – Communication from Councillor Daly O'Brien requesting to discuss smoking near outdoor dining; *All Councillors present discussed the issue. Upon conclusion of discussion Councillor Bevilacqua moved to recommend to full Council that a letter be sent to the Board of Health requesting that they formulate guidelines for smoking relative to outside dining throught the City. Motion passed 2-0-1*
5. **Doc. #103-I** – Communication from Councillor Bevilacqua requesting discussion regarding residential project signs. *Councillor Bevilacqua began discussion. Upon completion of discussion, Councillor Bevilacqau moved that the full Council be requested to implement an ordinance that all Special Permit and/or Subdivision controlled projects post a construction information sign containing at minimum; contact information including the name of the construction company, location and phone number(s) for regular and emergency contact. Minimum size 18"X24" If same information is posted on a conservation sign, no other posting will be required. Motion passed 2-0-1.*
6. **Doc. #110-S** – Communication from Councillors Barrett and Vargas re: local contractors and construction projects. *Councillor Barrett opened discussion and explained reasoning for this request. Upon conclusion of discussion, Councillor Bevilacqua moved to request that the full Council formally request of the Mayor that he arrange for the City of Haverhill website have 1) a listing of local licensed tradesman for contractors along with detailed contact information; 2) a list of permitted projects throughout the City including detailed information about the project and contact information on developer/or permit holder.*

Respectfully submitted,

William J. Macek, Chairperson
Planning & Development Committee
Haverhill City Council

December 27, 2017

WJM/bsa

c: Mayor James J. Fiorentini
City Councillors