



CITY COUNCIL

City Clerk's Office 5/10/2022

Regular Meeting Agenda~

I hereby notify you that the following items of business have been filed with this office and can be acted upon at the meeting of the City Council **Monday May 16, 2022** at 07:00 PM.

City Clerk

Possible Public Speak-Out Time 6:30 PM

Call to Order

7:00 PM Meeting called to order on May 16, 2022 at Virtual Meeting (Zoom) , Virtual Meeting, N/A, NA.

Moment of Silence - Pledge of Allegiance

Reports of Committee

Informational

- (1.) FY23 Annual Audit Plan (Supervisor No)
Presentation of the Office of Internal Audit's Fiscal Year 2023 Goals

Petitions

- (2.) Langar Eng- Portsmouth St.
- (3.) Eversource- Wilbraham Rd.
- (4.) Eversource- Lebanon St.

Grants

- (5.) Springfield City Library Donations - \$500.00 (Mayor Sarno)
- (6.) FY22 SSYI Grant Increase - No Match - \$17,000 (Mayor Sarno)

Orders

- (7.) Order Approving an Intergovernmental Agreement with the Springfield Parking Authority (Mayor Sarno)
WHEREAS, the City of Springfield is seeking to enter into a five-year lease agreement with an option to renew for two additional years ("Agreement") with the Springfield Parking Authority ("SPA") to lease a city-owned parking lot known as "Chandler Street Lot" for the public purpose of providing a surface parking lot for the storage of vehicles ordered towed by the Police Department of the City; and

WHEREAS, the SPA is a body politic and corporate and political subdivision of the Commonwealth of Massachusetts as set out in Chapter 674 of the Acts of 1981; and

WHEREAS, the Intergovernmental Agreement must be approved by the City Council and the Mayor pursuant to Massachusetts General Laws chapter 40, section 4A; and

NOW THEREFOR BE IT ORDERED, pursuant to Massachusetts General Laws chapter 40, section 4A, that the City Council approves the Lease Agreement between the City of Springfield and the Springfield Parking Authority in substantially the same form as the draft contract attached hereto as Exhibit A, subject to the approval of the Mayor.

- (8.) Transfer from Reserve for Contingencies to the Office of the City Clerk - \$6,500 (Mayor Sarno)

Transfer from Reserve for Contingencies to the Office of the City Clerk - \$6,500

- (9.) Transfer from Reserve for Contingencies to the Department of Public Works - \$75,000 (Mayor Sarno)

Transfer from Reserve for Contingencies to the Department of Public Works - \$75,000

- (10.) Budget Transfer Within a Department - \$100,000.00 (Mayor Sarno)

Budget Transfer Within a Department - \$100,000 PS to OTPS

Special Permits

- (11.) For a Special Permit to Operate an Adult Use Marijuana Establishment (Marijuana Cultivator) at a Portion of the Property Known as 299 Page Boulevard (09440-1100) (Book#22629/Page#91), as Allowed by M.G.L. and the Springfield Zoning Ordinance, Article 4, Table 4-4, Section 20.2.

Request: See Above
Owner: DAL Page, LLC
By: Davis Goodman, Manager
Petitioner: Page Cultivate, LLC
By: Mark Waldron, Manager

- (12.) For a Special Permit to Operate a Medical Office, Clinic or Treatment Facility, with No Overnight Stay, at the Property Known as 90 Carando Drive (02347-0005) (Book #L123/Page#LC65), as Allowed by M.G.L. and the Springfield Zoning Ordinance, Article 4, Table 4-4, Section 10.3.

Request: See Above
Owner: Dask Partnership, LLP
By: Seth Croker
Petitioner: Sonetta Covington
By: Sonetta Covington

- (13.) For a Special Permit for a Car Wash, at the Properties Known as 1090 Boston Road (01655-0203) (Book# 13359/Page# 2), NS Boston Road (01655-0201 & 0206) (Book# 13359/Page# 2) and WS Ramsgate Street (10050-0018) (Book# 13359/Page# 2), as Allowed by M.G.L. and the Springfield Zoning Ordinance, Article 4, Table 4-4, Section 12.3(2).

Request: See Above
Owner: 1090 Boston Road, Inc.
By: Trevor Wiggins
Petitioner: Sevan Multi-Site Solutions
By: Joseph Bermudez

Ordinances

- (14.) (ID # 6782) - Ordinance to Require 30 Days Notice of Projects Seeking Appropriation Over \$1 Million Dollars from Free Cash or the Stabilization Fund
- (15.) (ID # 6789) - An Ordinance Further Amending Chapter 270, Section 270-11(B), of the Code of the City of Springfield
Ordinance further amending Chapter 270, Section 270-11(B) of the Code of the City of Springfield, to extend the moratorium in Section 270-11(A) for Pawnbrokers and Secondhand Articles to June 30, 2025.



*Presentation to the City Council
April 4, 2022*

ANNUAL AUDIT PLAN FOR FISCAL YEAR 2023

*Prepared by Yong Ju No, CPA, CFE
Director of Internal Audit*

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Office of Internal Audit

36 Court Street – Room 411
Springfield, MA 01103

Yong Ju No, CPA, CFE, *Director*
(413) 784-4844
yno@springfieldcityhall.com

Fraud Hotline (413) 886-5125



THE CITY OF SPRINGFIELD, MASSACHUSETTS

March 30, 2022

Honorable Members of the City Council:

In accordance with City Ordinance 67-14, attached is the Annual Audit Plan proposed for Fiscal Year 2023 for your review and acceptance.

The Annual Audit Plan was developed by considering the required audits mandated by the City Ordinance, Massachusetts General Laws, and the results of the Fiscal Year 2023 Citywide Risk Assessment. We designed the Annual Audit Plan to address what we considered to be risk areas, while limiting the scope of work to what we can realistically accomplish with the staff resources available.

Respectfully submitted,



Mission Statement

The mission of the Office of Internal Audit is to promote accountability and integrity in City government by providing independent and objective reviews and assessments of the City's departments, programs, and services to improve the efficiency of procedures and effectiveness of operations; and to prevent and detect waste, fraud, and abuse.

Powers and Duties

City Ordinance 67-14 among other things grants the Director of Internal Audit the following powers and duties:

The Director of Internal Audit shall examine or cause to be examined the financial and other records of the city and its departments including the city retirement system and any other audits or reviews as determined necessary by the Director of Internal Audit. The Director shall conduct or cause to be conducted both financial and performance audits to prevent and detect waste, fraud and abuse and to improve the efficiency, effectiveness and quality of public services provided in and by the City. Department heads are encouraged to use the resources of the Director of Internal Audit.

The Director of Internal Audit shall maintain a fraud hotline for the City of Springfield. This hotline should be made available to the public and to city employees to enable them to report fraud, waste, and abuse.

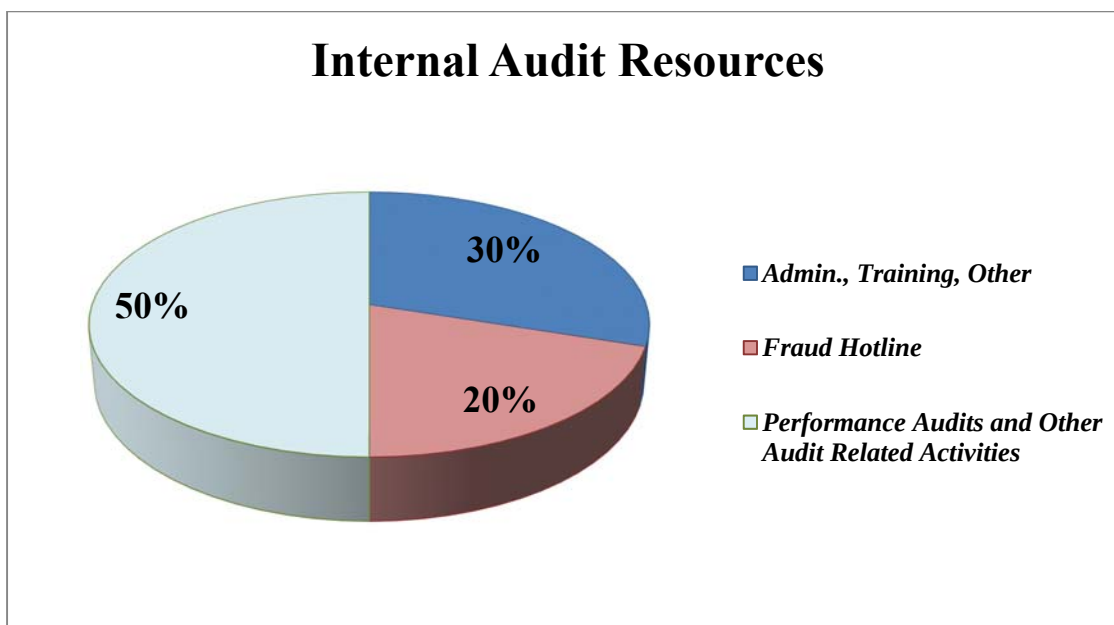
No employee, officer, board, commission, agency or other unit of the city government, including the school department, shall interfere with any audit or review conducted by the Director of Internal Audit or his/her staff.



Audit Resources

Yong Ju No, CPA, CFE, Director
 Cecelia R. Goulet, CPA, CIA, CGA, Manager
 Erika Wallace, Auditor

There are 5,270 staffing hours available for Fiscal Year 2023, of this amount 2,630 hours (50%) are planned for performance audits and other audit related activities; 1,050 hours (20%) are planned for the maintenance of the fraud hotline; and 1,590 hours (30%) are planned for administrative, training and other duties.



City Wide Risk Assessment Summary

Risk assessment is the process we used to identify and prioritize the City's internal control practices and significant areas of operating risk. This process provides a tool for creating a roadmap ultimately used in developing the Annual Audit Plan for Fiscal Year 2023. We designed the annual audit plan to address what we considered to be the highest priority areas while limiting the scope of work to what we can realistically accomplish with the staff resources available.

City Wide Risk Assessment Model

In developing a risk assessment model, we first had to define the audit universe. The audit universe is a listing of all the City's significant auditable units. To accomplish this, we used the City's Fiscal Year 2022 Adopted Budget. The next step in creating the risk assessment model was to identify the major risks factors associated with of the City's auditable units. We then we assigned weights to each risk factor based on relative importance. These measurable risk factors and assigned weights included the following:



Risk Factors	Weight
Financial Exposure	25%
Internal Control System	20%
Liquidity – Cash Nature of Activities	18%
Complexity of Operations	12%
Regulatory Compliance	10%
Last Time Audited	8%
Public Impact	7%
Total	100%

We continued our prioritization process by assigning a value to all of the above risk factors for each of the auditable units. Based on the results from interviews with City management, knowledge of past problematic areas, and reviews of the Comprehensive Annual Financial Statements and other sources of information, we assigned a point value of zero to five (0-5) with zero representing the lowest level of risk and five the highest for each risk factor evaluated. We then added the weighted factors together to obtain the representative risk score for each auditable entity, tabulated, and ranked the results from highest to lowest risk scores.

These rankings were taken into consideration when developing the Annual Audit Plan for the Fiscal Year 2023. We must emphasize that we must also give consideration to any unique situations that may arise as well as certain circumstances which might supersede our previously identified and scheduled top priority items.



Annual Audit Plan for Fiscal Year 2023

Auditable Unit	Project/Audit Name	Objective(s)	Hours
Required/Ongoing Projects			
School Department	Student Activity Funds Agreed Upon Procedures	Comply with Massachusetts General Laws. The Office of Internal Audit (OIA) performs the agreed upon procedures (AUP) for two years and the external auditors performs the AUP for the third year. Fiscal year 2023 represent the year in which the OIA will perform the AUP for the school year ended June 30, 2022.	180
Treasurer	City's Investment Quarterly Review	Comply with City Ordinance 42-35. Determine whether the City's investments are compliance with Massachusetts General Laws.	40
Citywide and School Department	Annual External Financial Audit	The City's Ordinance requires the Office of Internal Audit to contract with an independent certified public accounting firm to conduct the annual external audit of City's financial statements. The firm also conducts the federally required Single Audit.	20
Total Hours for Required/Ongoing Projects			240
Follow Up Reviews			
Department of Health and Human Services, TJ O'Connor Animal Control and Adoption Center, and the Springfield Police Department	Follow Up Reviews – Performance audits of the Department of Health and Human Services, TJ O'Connor Animal Control and Adoption Center, and the Springfield Police Department Compensatory Overtime and Educational Incentive reviews.	Carryover from FY22 Audit Plan. Review, monitor, and test the implementation status of prior audit recommendations.	160



Auditable Unit	Project/Audit Name	Objective(s)	Hours
Follow Up Reviews (continued)			
Finance and Administration	Information Technology (Subject to funding. Work is performed by an independent consultant.)	Reassess the City's vulnerability to cybersecurity and information theft. This assessment will build on the results of the FY2020 cybersecurity review by examining additional areas of potential vulnerability.	30
Total Hours for Follow up Reviews			190
Performance Audits			
Citywide and School Department	Overtime Audit	Carryover from FY22 Audit Plan. Assess controls over the overtime process, including compliance with Federal regulations and equal opportunity for eligible employees.	260
Parks Department	Cash Handling Review at Cyr Arena	Carryover from FY22 Audit Plan. Determine if cash collected for skating fees and skate rentals are properly accounted for and safeguarded.	120
Office of Housing and Code Enforcement Department	Inventory Management Audit (Work is co-sourced with the City's external auditors.)	Carryover from FY22 Audit Plan. Determine if the Office of Housing and Code Enforcement department have adequate controls to ensure accuracy and completeness of inventory records, accountability for inventory transactions, and safeguarding of inventory.	20
Citywide and School Department	Facilities Maintenance Audit	Determine the effectiveness and efficiency of facilities management functions at City and School department.	600
Building – Code Enforcement	Building and Code Enforcement Audit	Determine if the internal control systems for permitting, inspection, and data management processes are adequately designed and operating effectively.	510



Auditable Unit	Project/Audit Name	Objective(s)	Hours
Performance Audits (continued)			
School Department	Review of the Transportation Services Contract	Assess the School department's effectiveness in monitoring school bus services contract.	330
Citywide	Unscheduled Audits	Hours set aside to perform audits of unforeseen issues and requests by management, Mayor, and/or City Council.	360
Total Hours for Performance Audits			2,200
Total Hours for Audits and Related Activities			2,630
Total Hours for Maintenance of Fraud Hotline			1,050
Total Hours for Administration, Training, and Other			1,590
Total Available 2023 Hours for Office of Internal Audit			5, 270

UTILITY NOTES

GENERAL:

1. THE CONTRACTOR IS SPECIFICALLY CAUTIONED THAT THE LOCATION AND/OR ELEVATION OF EXISTING UTILITIES AS SHOWN ON THESE PLANS IS BASED ON RECORDS OF THE VARIOUS UTILITY COMPANIES AND, WHERE POSSIBLE, MEASUREMENTS TAKEN IN THE FIELD. THE INFORMATION IS NOT TO BE RELIED ON AS BEING EXACT OR COMPLETE. THE CONTRACTOR MUST CALL THE APPROPRIATE UTILITY COMPANY AT LEAST 48 HOURS BEFORE ANY EXCAVATION TO REQUEST EXACT FIELD LOCATION OF UTILITIES. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO RELOCATE ALL EXISTING UTILITIES WHICH CONFLICT WITH THE PROPOSED IMPROVEMENTS SHOWN ON THE PLANS IN A MANNER WHICH WILL NOT NEGATIVELY AFFECT ANY EXISTING USERS OF THESE UTILITIES.
2. THE CONTRACTOR SHALL FIELD VERIFY ALL EXISTING UTILITY LOCATIONS (WATER, SEWER, GAS, ELECTRIC, TELEPHONE AND CABLE), INVERTS AND CONDITIONS PRIOR TO CONSTRUCTION. ANY CONDITIONS FOUND TO DIFFER FROM THOSE SHOWN ON THE DRAWINGS AND REQUIRING MODIFICATIONS TO THE SITE DESIGN SHALL BE IMMEDIATELY BROUGHT TO THE ATTENTION OF THE ENGINEER BEFORE CONSTRUCTION, DIFFERING UTILITY CONDITIONS THAT ARE ENCOUNTERED BY THE CONTRACTOR, THAT REQUIRE MODIFICATION OF SITE DESIGN AND THAT ARE NOT BROUGHT TO THE ATTENTION OF THE ENGINEER PRIOR TO CONSTRUCTION SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO CORRECT AT HIS SOLE COST.
3. THE CONTRACTOR SHALL ARRANGE FOR AND COORDINATE WITH THE RESPECTIVE UTILITY PROVIDERS FOR SERVICE INSTALLATIONS AND CONNECTIONS. THE CONTRACTOR SHALL COORDINATE WORK TO BE PERFORMED BY THE VARIOUS UTILITY PROVIDERS AND SHALL PAY ALL FEES FOR CONNECTIONS, DISCONNECTIONS, RELOCATIONS, INSPECTIONS, AND DEMOLITION UNLESS OTHERWISE STATED IN THE PROJECT SPECIFICATIONS MANUAL AND/OR GENERAL CONDITIONS OF THE CONTRACT.
4. ALL UNDERGROUND UTILITIES MUST BE CLEARLY & PERMANENTLY MARKED WITH UNDERGROUND MARKING TAPE AND AS REQUIRED BY THE APPROPRIATE UTILITY COMPANY.
5. BUILDING UTILITY PENETRATIONS AND LOCATIONS ARE SHOWN FOR THE CONTRACTOR'S INFORMATION. CONTRACTOR SHALL REFER TO ARCHITECTURAL AND MEP PLANS AND SPECIFICATIONS FOR ACTUAL LOCATIONS OF ALL UTILITY ENTRANCES TO INCLUDE SANITARY SEWER LATERALS, DOMESTIC AND FIRE PROTECTION WATER SERVICE, ELECTRICAL, TELEPHONE AND GAS SERVICE, ROOF DRAINS, AND ALL OTHER UTILITIES.
6. CONTRACTOR SHALL COORDINATE INSTALLATION OF UTILITIES IN SUCH A MANNER AS TO AVOID CONFLICTS AND TO ENSURE PROPER DEPTHS ARE ACHIEVED AS WELL AS COORDINATING WITH THE REGULATORY AGENCY AS TO LOCATION OF AND SCHEDULING OF CONNECTIONS TO THEIR FACILITIES.

7. ALL MANHOLE COVERS, GRATES, RIMS, AND UTILITY STRUCTURES TO REMAIN SHALL BE ADJUSTED TO PROPOSED ELEVATION.
8. CONTRACTOR TO PROVIDE ALL FITTINGS AND BENDS NECESSARY TO ACCOMPLISH WORK.
9. A MINIMUM EIGHTEEN (18) INCHES VERTICAL CLEARANCE BETWEEN WATER, GAS, ELECTRICAL, AND TELEPHONE LINES AND STORM PIPING SHALL BE PROVIDED.
10. UTILITY CONNECTION DESIGN AS REFLECTED ON THE PLAN MAY CHANGE SUBJECT TO UTILITY PROVIDER AND GOVERNING AUTHORITY STAFF REVIEW.
11. ALL EXISTING PAVEMENT WHERE UTILITY PIPING IS TO BE INSTALLED SHALL BE SAW CUT. AFTER UTILITY INSTALLATION IS COMPLETED, THE CONTRACTOR SHALL INSTALL PERMANENT PAVEMENT REPAIR AS DETAILED ON THE DRAWINGS OR AS REQUIRED BY THE OWNER HAVING JURISDICTION. IN THE EVENT THAT PAVEMENT REPAIR CANNOT BE PROVIDED DUE TO WEATHER CONDITIONS, PROVIDE TEMPORARY PAVEMENT REPAIR UNTIL PERMANENT REPAIR CAN BE PROVIDED.
12. ALL UTILITY CONSTRUCTION IS SUBJECT TO INSPECTION FOR APPROVAL PRIOR TO BACKFILLING, IN ACCORDANCE WITH THE APPROPRIATE UTILITY PROVIDER REQUIREMENTS.
13. SITE CONTRACTOR SHALL COORDINATE INSTALLATION OF CONDUIT AND CABLES FOR SITE LIGHTING WITH THE BUILDING ELECTRICAL CONTRACTOR.
14. THE CONTRACTOR SHALL ARRANGE AND COORDINATE WITH UTILITY PROVIDERS FOR WORK TO BE PERFORMED BY UTILITY PROVIDERS. THE CONTRACTOR SHALL PAY ALL UTILITY FEES UNLESS OTHERWISE STATED IN THE PROJECT SPECIFICATION MANUAL AND GENERAL CONDITIONS, AND REPAIR PAVEMENTS AS NECESSARY.
15. ALTERNATIVE METHODS AND PRODUCTS OTHER THAN THOSE SPECIFIED MAY BE USED IF REVIEWED AND APPROVED BY THE OWNER, ENGINEER, AND APPROPRIATE REGULATORY AGENCIES PRIOR TO INSTALLATION.
16. THE CONTRACTOR SHALL MAINTAIN ALL FLOWS AND UTILITY CONNECTIONS TO EXISTING BUILDINGS WITHOUT INTERRUPTION UNLESS/UNTIL AUTHORIZED TO DISCONNECT BY THE OWNERS, THE CIVIL ENGINEER, UTILITY PROVIDERS AND GOVERNING AUTHORITIES.
17. ALL REQUIRED UTILITIES SERVING THE BUILDINGS SHALL BE COORDINATED AND CONSTRUCTED TO WITHIN FIVE FEET OF BUILDING UTILITY ENTRANCE LOCATION AT THE INVERTS NOTED. ALL REQUIRED CONNECTION FEES SHALL BE PAID BY THE BUILDING CONTRACTOR. ANY NECESSARY EXTENSIONS, RELOCATIONS, OR CORRECTIONS WITHIN FIVE FEET OF THE BUILDING NECESSARY TO COMPLETE CONNECTION OF UTILITIES TO THE BUILDINGS SHALL BE MADE BY THE BUILDING CONTRACTOR.
18. ALL ON-SITE UTILITIES SHALL BE UNDERGROUND, WHERE APPLICABLE.

CONTRACTOR NOTES

1. THE WORK TO BE PERFORMED IS AS SHOWN ON THE DRAWINGS. THE CONTRACTOR IS RESPONSIBLE FOR MEANS AND METHODS OF CONSTRUCTION; AS SUCH, THESE PLANS MAY NOT COMPLETELY REPRESENT ALL SPECIFIC DETAILS OF INSTALLATION REQUIRED FOR CONSTRUCTION. CONTRACTOR IS RESPONSIBLE TO PROVIDE ALL IMPROVEMENTS REQUIRED TO ACHIEVE CONSTRUCTION DEPICTED ON THESE PLANS.
2. THE CONTRACTOR SHALL PROVIDE WRITTEN REQUESTS FOR INFORMATION TO THE OWNER AND OWNER'S ENGINEER PRIOR TO THE CONSTRUCTION OF ANY SPECIFIC SITEWORK ITEM IF ANY SITEWORK ITEM DEPICTED ON THE PLANS WARRANTS ADDITIONAL ENGINEERING INFORMATION REQUIRED FOR CONSTRUCTION AND IS NOT RELATED TO MEANS AND METHODS OF CONSTRUCTION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR SITEWORK ITEMS INSTALLED DIFFERENTLY THAN INTENDED AS DEPICTED ON THE PLANS IN THE ABSENCE OF SUBMITTING AND RECEIVING REVIEWS AND/OR DIRECTION ON WRITTEN REQUESTS FOR INFORMATION.
3. THE CONTRACTOR SHALL ACCEPT THE SITE AS IS. THE CONTRACTOR SHALL MAKE AND SHALL BE DEEMED TO HAVE MADE A THOROUGH SITE INSPECTION IN ORDER TO FIELD CHECK EXISTING SITE CONDITIONS, CORRELATE CONDITIONS WITH THE DRAWINGS AND RESOLVE ANY POSSIBLE CONSTRUCTION CONFLICTS WITH THE OWNER AND OWNER'S ENGINEER PRIOR TO COMMENCEMENT OF WORK. THIS INCLUDES A TOPOGRAPHIC SURVEY OF ANY AREAS THE CONTRACTOR REQUIRES ADDITIONAL TOPOGRAPHIC INFORMATION. ANY CONDITIONS THAT DIFFER FROM THE EXISTING CONDITIONS SHOWN ON THE DRAWINGS THAT ARE NOT BROUGHT TO THE ATTENTION OF THE OWNER AND OWNER'S ENGINEER PRIOR TO THE START OF WORK SHALL NOT BE CONSIDERED GROUNDS FOR A CHANGE ORDER.
4. IT IS SPECIFICALLY NOTED THAT INFORMATION RELATED TO ELEVATIONS AND PROPOSED UTILITIES (SUCH AS ROADWAY GRADES, INVERT ELEVATIONS, RIM ELEVATIONS, GRATE ELEVATIONS, BUILDING FINISHED FLOOR ELEVATIONS, ETC.) MAY BE FOUND IN MORE THAN ONE LOCATION ON THE DRAWINGS. CONTRACTOR SHALL REVIEW ALL PLANS, PROFILES AND ANY INFORMATION/DATA TABLES FOR CONSISTENCY PRIOR TO CONSTRUCTION. ANY INCONSISTENCIES OR DISCREPANCIES THAT ARE FOUND SHALL IMMEDIATELY BE BROUGHT TO THE ATTENTION OF THE OWNER'S ENGINEER IN WRITING REQUESTING CLARIFICATION PRIOR TO CONSTRUCTION.
5. CONTRACTOR SHALL NOTE THAT THERE ARE ADDITIONAL NOTES, SPECIFICATIONS AND REQUIREMENTS CONTAINED ON SHEETS THROUGHOUT THE PLAN SET AND AVAILABLE REFERENCES TO SPECIFICATIONS FROM APPLICABLE GOVERNING AUTHORITIES AND INDUSTRY STANDARDS. IT IS THE CONTRACTOR'S RESPONSIBILITY TO OBTAIN, REVIEW AND ADHERE TO ALL APPLICABLE REQUIREMENTS.

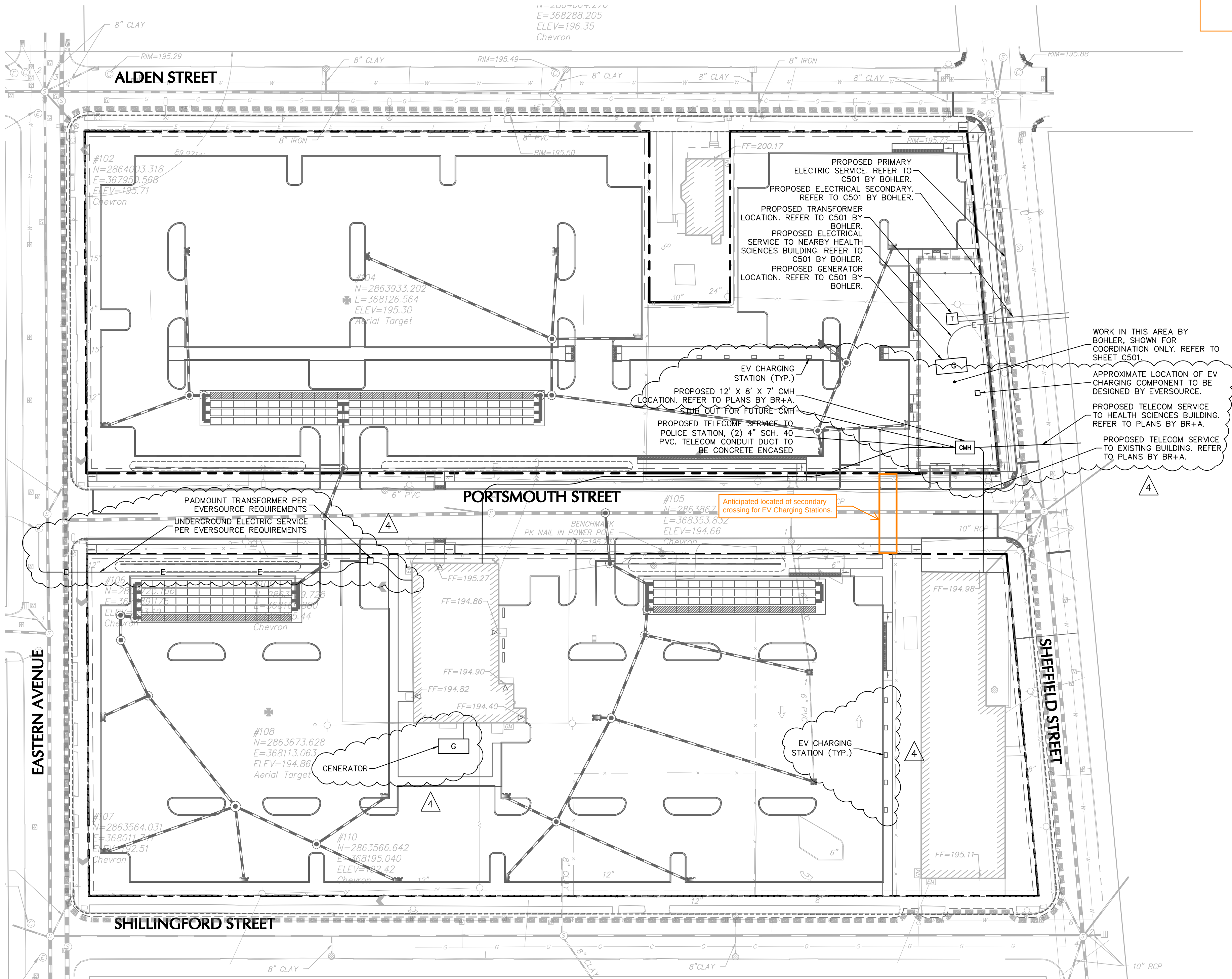
LEGEND

	EXISTING	PROPOSED
PROPERTY LINE	---	---
FIRE HYDRANT	⊕	⊕
ELECTRIC AND TELECOM	— UT & UE —	— E —
TRANSFORMER		⊞
GENERATOR		⊞
COMMUNICATIONS MANHOLE		CMH

GENERAL NOTES

1. EXISTING CONDITIONS BASED UPON:
 - 1.1. MAP ENTITLED 'BOUNDARY AND TOPOGRAPHIC SURVEY', SPRINGFIELD COLLEGE PARKING RELOCATION BETWEEN SHILLINGFORD STREET, PORTSMOUTH STREET, ALDEN STREET, SHEFFIELD STREET, EASTERN AVENUE, SPRINGFIELD, MASSACHUSETTS, DATED MAY 21, 2021 AND PREPARED BY LANGAN.
 - 1.2. TOWN MAPPING
2. ACCORDING TO THE FLOOD INSURANCE RATE MAP FOR HAMPDEN COUNTY, MASSACHUSETTS, MAP NUMBER 25013C0408E, EFFECTIVE DATE JULY 16, 2013, AS PREPARED BY FEMA THIS SITE IS LOCATED WITHIN ZONE X, AN AREA DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN.
3. THERE ARE NO KNOWN WETLANDS WITHIN THE PROJECT AREA. THE CLOSEST SURFACE WATER TO THE SITE IS WATERSHOPS POND LOCATED 850 FEET TO THE SOUTH.

SPRINGFIELD COLLEGE PARKING RELOCATION PROJECT
SECONDARY CONDUIT CROSSING LOCATION
LANGAN - 2022-04-08



3/7/22	BULLETIN #1	4
2/28/22	EV CHARGERS	3
11/24/21	ADDENDUM #2	2
Date	Description	No.

Revisions

LANGAN

Langan Engineering and
Environmental Services, Inc.

555 Long Wharf Drive
New Haven, CT 06511

T: 203.562.5771 F: 203.789.6142 www.langan.com

Project
**SPRINGFIELD COLLEGE
- PARKING
RELOCATION**

SPRINGFIELD
HAMPDEN COUNTY MASSACHUSETTS
Drawing Title

SITE UTILITY PLAN

Project No. 140232301	Drawing No. CU101
Date	
Drawn By EAP	
Checked By KEG	

PETITION FOR CONDUIT LOCATIONS

To the City Council of the City of Springfield, Massachusetts

SPRINGFIELD COLLEGE requests permission to locate a secondary conduit for EV Charging Stations, including the necessary sustaining and protecting fixtures along and across the following public way:

PORTSMOUTH ST

INSTALLING NEW SECONDARY CONDUIT, FROM THE EV CHARGERS WITHIN THE SOUTH LOT ALONG PORTSMOUTH STREET TO THE TRANSFORMER LOCATED WITHIN THE UTILITY YARD ON THE NORTH SIDE OF PORTSMOUTH STREET, FOR THE PURPOSE OF INSTALLING ELECTRICAL VEHICLE CHARGING STATIONS.

Drawing CU101

Wherefore it prays that after due notice and hearing as provided by law, let it be granted a location for and permission to construct and maintain the conduits, together with such sustaining and protecting fixtures as they may find necessary, said conduits to be constructed substantially in accordance with the plan filed herewith and made a part hereof marked -

By

Dated this 8th day of April, 2022.

A true copy of a petition referred to the Board of Public Works on:

Attest:

Attachment: 2022-04-08 Conduit Petition (3) (6783 : Langer Eng- Portsmouth St.)

ORDER FOR POLE AND WIRE LOCATIONS

By the City Council of the City of Springfield, Massachusetts.

Notice having been given and a public hearing held, as provided by law,
IT IS HEREBY ORDERED:

That SPRINGFIELD COLLEGE be and it is hereby granted a location for and permission to construct and maintain a a secondary conduit bank, together with such sustaining and protecting fixtures as said College may deem necessary, in the public way hereinafter referred to as requested in petition of said College dated the 8th day of April, 2022.

All construction under this order shall be in accordance with the following conditions:

Drawing CU101

Also, that permission be and thereby is granted said SPRINGFIELD COLLEGE to lay and maintain underground conduits in the above of Intersecting public ways for the purpose of making connections with corresponding infrastructure as it may desire for distributing purposes.

I hereby certify that the foregoing order was adopted at a meeting of the City Council of the City of Springfield, Massachusetts held on the __ day of _____, 2022.

City Clerk

We hereby certify that on ____ 2022 at ____ o'clock ____ M, at ____ a public hearing was held on the petition of EVERSOURCE for permission to construct the line of pole(s), wires, cables, fixtures and connections described in the order herewith recorded, and that I mailed at least seven days before said hearing a written notice of the time and place of said hearing to each of the owners of real estate (as determined by the last preceding assessment for taxation) along the way upon which the Company is permitted to construct the line of poles, wires, cables, fixtures and connections under said order. And that thereupon said order was duly adopted.

City Clerk

CERTIFICATE

I hereby certify that the foregoing is a true copy of a location order adopted by the City Council of the City of Springfield, Massachusetts, on the___ day of____, 2022, and recorded with the records of location orders of said City, Book__, Page_____. This certified copy is made under the provisions of Chapter 166 of General laws and any additions thereto or amendments thereof.

Attest:

City Clerk

CITY OF SPRINGFIELD, MASSACHUSETTS

Date: May 2, 2022

TO THE MAYOR AND CITY COUNCIL OF THE CITY OF SPRINGFIELD:

The Board of Public Works, to which was referred the petition of Langar Engineering to install approximately fifty (50') feet of 2-4" PVC conduit on the right of way on Portsmouth Street., Beginning at the south parking lot of Springfield College across Portsmouth Street to connect to the transformer located on the north side parking lot to install electric vehicle charging stations., all as substantially shown on a plan attached, Portsmouth Street, which is incorporated herein by reference and to lay and maintain underground cables in public ways to provide service to the electric vehicle, reports thereon as follows:

By virtue of Chapter 708 of the Acts of 1977 the Board of Public Works held the hearing on the above matter provided for in Section 22 of Chapter 166 of the General Laws. The hearing was held on May 2, 2022, at 3:30 P.M. at the corner of Sheffield St. and Portsmouth ST. in Springfield, MA. after due notice from the office of the City Clerk. Two (2) members of the Board and one (1) person interested in the matter were present. Of the latter, one (1) voted in favor of and no one (0) voted against.

The Board finds the request necessary so that the company can provide service to electric vehicles. After careful consideration, the Board recommends the petition be granted provided:

That due care for public safety is exercised during construction including but not limited to the use of a police officer(s) for traffic control if necessary.

That said construction would not unnecessarily interfere with the movement of vehicular or pedestrian traffic in the area.

That care be taken during said construction not to damage any underground services.

That the construction site be returned to the same condition as found or better.
Said company shall indemnify and save harmless against all damages, costs and expenses whatsoever to which the City may be subjected in consequence of the acts or neglect of said Company, its agents or servants, or in any manner arising from the rights and privileges granted it by the City.

In addition, said company shall, before a public way is disturbed for the laying of its wire or conduit, execute its bond in the penal sum of Ten Thousand Dollars (\$10,000) conditioned for faithful performance of its duties under this permit.

Attachment: Langar St REPORT -Portsmouth St. (6783 : Langar Eng- Portsmouth St.)

Said company shall comply with the requirements of existing Ordinances and orders and comply with any changes in Ordinances and orders as may hereafter be adopted by the Mayor and Council governing the construction and maintenance of buried cable, conduits and wires.

That any sidewalks that are damaged or removed will be replaced in kind and in accordance with the City of Springfield's Standard Specifications.

That ramps for the handicapped will be provided if and where required by law and in conformance with the Rules and Regulations of the Massachusetts Architectural Barrier Board.

That any curbing that is disturbed during construction will be reset to the established street grade using proper construction procedures.

That all proposed silo, manhole and hexhole covers will conform to and be compatible with established street, treebelt or sidewalk grades with suitable non-skid covers when in the sidewalk area.

That the Springfield Water and Sewer Commission be notified before construction begins. All installations of adjacent utilities must be a minimum of 4 feet from the existing water and/or sewer main, edge to edge of pipe.

That asphalt trench restoration be done in accordance with the City of Springfield DPW requirements.

That all conditions set forth in the respective order are complied with.

John J. Fitzgerald)
Brian A. Bagg)
Michael J. Briggs)

BOARD OF PUBLIC WORKS

CITY OF SPRINGFIELD, MASSACHUSETTS

Date: April 27, 2022

TO THE MAYOR AND CITY COUNCIL OF THE CITY OF SPRINGFIELD:

The Board of Public Works, to which was referred the petition of Eversource Electric Company dated March 30, 2022, to install 3 new concrete manholes and 442 feet of 12-5" conduits and 2-5" conduits riser poles to upgrade substation on Wilbraham Road. Starting at the intersection of Bradley Road and Wilbraham Road with 12-5" inches conduits from the manhole located near the south corner of Wilbraham Rd. westerly direction to enter the second manhole located in the center of the intersection and continue with 12-5" conduits for 202' feet to the third manhole., all as substantially shown on a plan attached referred to Bradley Road/ Wilbraham Road, which is incorporated herein by reference and to lay and maintain underground laterals, cables, and wires in the above or intersecting public ways to make connections with the substation as it may desire for distributing purposes, reports thereon as follows:

By virtue of Chapter 708 of the Acts of 1977, the Board of Public Works held the hearing on the above matter provided for in Section 22 of Chapter 166 of the General Laws. The hearing was held on April 27, 2022, at 3:30 P.M. at the corner of Breckwood Blvd. and Wilbraham Road in Springfield, MA Two (2) members of the Board and one (1) person interested in the matter were present. Of the latter, one (1) voted in favor of and no one (0) voted against.

The Board finds the request necessary to upgrade the substation on Wilbraham Road.

After careful consideration, the Board recommends the petition be granted provided:

That due care for public safety is exercised during construction including but not limited to the use of a police officer(s) for traffic control if necessary.

That said construction would not unnecessarily interfere with the movement of vehicular or pedestrian traffic in the area.

That care be taken during said construction not to damage any underground services.

That the construction site be returned to the same condition as found or better.

Said company shall indemnify and save harmless against all damages, costs and expenses whatsoever to which the City may be subjected in consequence of the acts or neglect of said Company, its agents or servants, or in any manner arising from the rights and privileges granted it by the City.

Attachment: Report Wilbraham Rd (6784 : Eversource- Wilbraham Rd.)

In addition, said company shall, before a public way is disturbed for the laying of its wire or conduit, execute its bond in the penal sum of Ten Thousand Dollars (\$10,000) conditioned for faithful performance of its duties under this permit.

Said company shall comply with the requirements of existing Ordinances and orders and comply with any changes in Ordinances and orders as may hereafter be adopted by the Mayor and Council governing the construction and maintenance of buried cable, conduits and wires.

That any sidewalks that are damaged or removed will be replaced in kind and in accordance with the City of Springfield's Standard Specifications.

That ramps for the handicapped will be provided if and where required by law and in conformance with the Rules and Regulations of the Massachusetts Architectural Barrier Board.

That any curbing that is disturbed during construction will be reset to the established street grade using proper construction procedures.

That due care be exercised not to unnecessarily damage any public shade trees located within the construction area.

That the Springfield Water and Sewer Commission be notified before construction begins. All installations of adjacent utilities must be a minimum of 4 feet from the existing water and/or sewer main, edge to edge of the pipe.

That all conditions set forth in the respective order are complied with.

John J. Fitzgerald)
Ronald A. Briggs)
Michael J. Briggs)

BOARD OF PUBLIC WORKS

PETITION TO INSTALL AND MAINTAIN UNDERGROUND
LINES
FOR THE TRANSMISSION OF ELECTRICITY

To the City Council of Springfield, Massachusetts:

EVERSOURCE prays that after due notice and a hearing as provided by the law it may be granted permission to install and maintain below the surface of the ground in the public way hereinafter named, a line or lines for the transmission of electricity consisting of conduits located as shown upon the plan filed herewith and made a part hereof together with the necessary wires, cables, transformers, switches, protective devices and other appurtenances, and likewise the manhole and vault construction connected with said lines as indicated by said plan marked:

The following is the public way above referred to:

Wilbraham Rd / Breckwood Blvd

EVERSOURCE IS REQUESTING PERMISSION TO INSTALL 3- 6'X14'x7' CONCRETE MANHOLES, 442FT 12-5" CONDUIT BANKS AND 2-5"CONDUITS T RISER POLES. THE PURPOSE OF THIS PROJECT IS TO UPGRADE THE SUBSTATION AND INSTALL A NEW DISTRIBUTION CIRCUIT GETAWAY CABLE. THIS WILL IMPROVE THE QUALITY OF THE ELECTRIC SERVICE TO THE AREA.

Drawing # 8639919

Also, for permission to lay and maintain underground laterals, cables and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as it may desire for distributing purposes.

EVERSOURCE

Michael Santos

By _____

Mike Santos
Phone # 413-214-9374

Dated this 30th day of March 2022.

Attachment: 8639919 PETITION (003) (6784 : Eversource- Wilbraham Rd.)



To the City Council of Springfield, Massachusetts

Kindly review the attached petition. A town hearing is needed.
Approval and recording of the Order is required.

Please return one signed original copy of the Order to
EVERSOURCE (return envelope enclosed) with your approval,
disapproval, or comments. Please keep the town copy for your
files. Recording of the petition is not necessary.

Please do not hesitate to call Mike Santos at (413) 214-9374 with
questions regarding this petition.

Thank you!

Zachery Berry

Zachery Berry
District Representative
Eversource

(413) 297-5880
Ref #8639919

Attachment: 8639919 CLERK COVER (6784 : Eversource- Wilbraham Rd.)



04/12/2022

Honorable Mayor and City Council
City of Springfield
City Hall
Court Street
Springfield, MA 01103

ATTN: Mr. Anthony Wilson, City Clerk

PROJECT NAME: Lebanon St Project

Ladies & Gentlemen:

Eversource Gas of Massachusetts (EGMA) hereby requests that it be granted a location for and permission to install and replace underground gas facilities within a section of the Lebanon St Neighborhoods (as seen in the attached plan). Work will extend to the following streets in varying degrees/durations:

<u>Street Name</u>	<u>From</u>	<u>To</u>
Lebanon St	Eastern Ave	Hancock St
Prince St	Lebanon St	King St
Lebanon Pl	Lebanon St	End of paved way
Nelson Ave	Lebanon St	Greene St
Greene St	Nelson Ave	Hancock St

This Project will introduce modernized natural gas facilities to the area and retire the aged low pressure natural gas infrastructure. All proposed work by EGMA will include such laterals and service connections as it may now or subsequently find necessary. This project is being done in order to eliminate low pressure mains within the Lebanon St neighborhood.

Sincerely,

Ryan Barnes
Project Engineer
Eversource Gas of Massachusetts
2025 Roosevelt Avenue
Springfield, MA 01104
Cell: 413-262-3563
Email: ryan.barnes@eversource.com

Attachment: Lebanon St - Springfield City Council Letter (6786 : Eversource- Lebanon St.)

TABLE OF CONTENTS

SHEET #	TITLE
1 OF 5	COVER SHEET
2 OF 5	LEGEND
3 OF 5	PROJECT LOCATION PLAN
4 OF 5	PROJECT LOCATION PLAN
5 OF 5	PROJECT LOCATION PLAN



PROJECT OVERVIEW MAP

PROJECT SUMMARY TABLE

PROPOSED INSTALLATION			PROPOSED ABANDONMENT		
LENGTH (FT)	SIZE (IN)	TYPE	LENGTH (FT)	SIZE (IN)	TYPE
3,094	2	PH MP	152	2	BS LP
			328	4	PH LP
			1927	3	CI LP
			64	6	CI LP
			122	6	PH LP
			516	4	CILP
2,864	TOTAL INSTALLATION (FEET)		3,109	TOTAL ABANDONMENT (FEET)	
PROPOSED GAS SERVICES					
	REPLACEMENTS	TIE OVERS	TOTAL SERVICES	METER OUTS	
ESTIMATED GAS SERVICES	42	37	79	60	

LEGEND	
	REGULATING STATION 50' BOUNDARY
	EXISTING GAS MAIN
	PROPOSED GAS MAIN
	GAS MAIN TO BE ABANDONED
	GAS MAIN WITH SERVICE TRANSFERS
	GAS MAIN WITH PRESSURE INCREASE

LEBANON STREET, SPRINGFIELD, MA
PROJECT #21-85031

FOR PERMIT ONLY

SARGIS ASSOCIATES, INC.
SURVEYING AND ENGINEERING
25 COMMERCE DRIVE
CROMWELL, CT 06416



FIELD VERIFY DIMENSIONS
PRIOR TO PIPE FABRICATION

A	DRAFT ISSUED FPO	4-11-22	WH/HL
No.	Description	Date	Dw/Ck
Revision/Status			
EVERSOURCE ENERGY			
LEBANON STREET, SPRINGFIELD, MASS			
PROJECT # 21-85031			
COVER SHEET			
SCALE: NTS		SHEET 1 OF 05	
Drawn by / Date	Checked by / Date	Drawing Number	Rev. No.
WH 04/11/22	HL 04/11/22	MA-SPR-PIP-22-037-01	A

DRAWING LEGEND

Gas Main Symbology

REGULATING STATION 50' BOUNDARY	
EXISTING GAS MAIN	
PROPOSED GAS MAIN	
GAS MAIN TO BE ABANDONED	
GAS MAIN WITH SERVICE TRANSFERS	
GAS MAIN WITH PRESSURE INCREASE	
RIGHT-OF-WAY	
ELECTRIC	
WATER LINE	
SEWER LINE	
TELEPHONE	
DRAIN LINE	
FENCE LINE	

Gas Main Material/Pressure Label References

MATERIAL CODES

CS*	Coated Steel Gas Main
CI*	Cast Iron Gas Main
BS*	Bare Steel Gas Main
WI*	Wrought Iron Gas Main
PH*	High Density Polyethylene Gas Main
PM*	Medium Density Polyethylene Gas Main

PRESSURE CODES

*LP	Low Pressure (<0.5 PSIG or 14" W.C.)
*EL	Elevated Low Pressure (0.5 PSIG ≤ 2 PSIG)
*IP	Intermediate Pressure (>2 PSIG ≤ 60 PSIG)
*HP	High Pressure (>60 PSIG ≤ 99 PSIG)
*EH	Elevated High (>99 PSIG ≤ 199 PSIG)
*OHP	Special Pressure (>199 PSIG ≤ 750 PSIG)

MISCELLANEOUS CODES

*.SER	Service
*.R	Riser

(TC) Transmission Class

Gas Main Installation Method Label References

AT	Attached
BH	Bridge Hanger
BLGH	Building Hanger
DB	Directional Bore
IS	Inserted
OC	Open Cut
PB	Pneumatic Bore
PL	Plowed
RT	Roof Top
(E)	Existing
(P)	Proposed

Gas Facility Symbology

	Gas Valve
	Critical Gas Valve
	(Gate - GV, Plug - PV, PE Ball - BP, ST Ball - BV)
	High Volume Tapping Tee
	Pressure Control Fitting - ShortStopp Tee
	Pressure Control Fitting - Spherical Tee
	Pressure Control Fitting - Mueller Bottom-out
	Pressure Control Fitting - Mueller Side-out
	Pressure Control Fitting - Mueller Flange Tee
	Pressure Control Fitting - ShortStopp
	Pressure Control Fitting - Mueller Stopper
	Polytapp Side Saddle Fitting
	Transition
	End Cap
	Riser
	Reducer
	Electronic Marker
	Flush-mounted Tracer Wire Station
	Post Pipeline Marker with Tracer Wire
	Gas Main Marker without Tracer Wire
	Test Well
	Regulator Station
	Single Customer Regulator
	Meter
	Meter with Regulator
	Test Point (Station)
	Gas Service Tie-over
	Gas Service Replacement
	Meter Move Out

Swing Tie Symbology

	Telephone Manhole
	Drain Manhole
	Electric Manhole
	Catch Basis
	Sewer Manhole
	Fire Hydrant
	Utility Pole
	Property Marker
	Telephone Pedestal
	Television Pedestal
	Unknown Manhole
	Water Box
	Water Gate
	Electric Pedestal
	Iron Pin
	Light Pole
	INSIDE METER
	OUTSIDE METER

FOR PERMIT ONLY

SARGIS ASSOCIATES, INC.

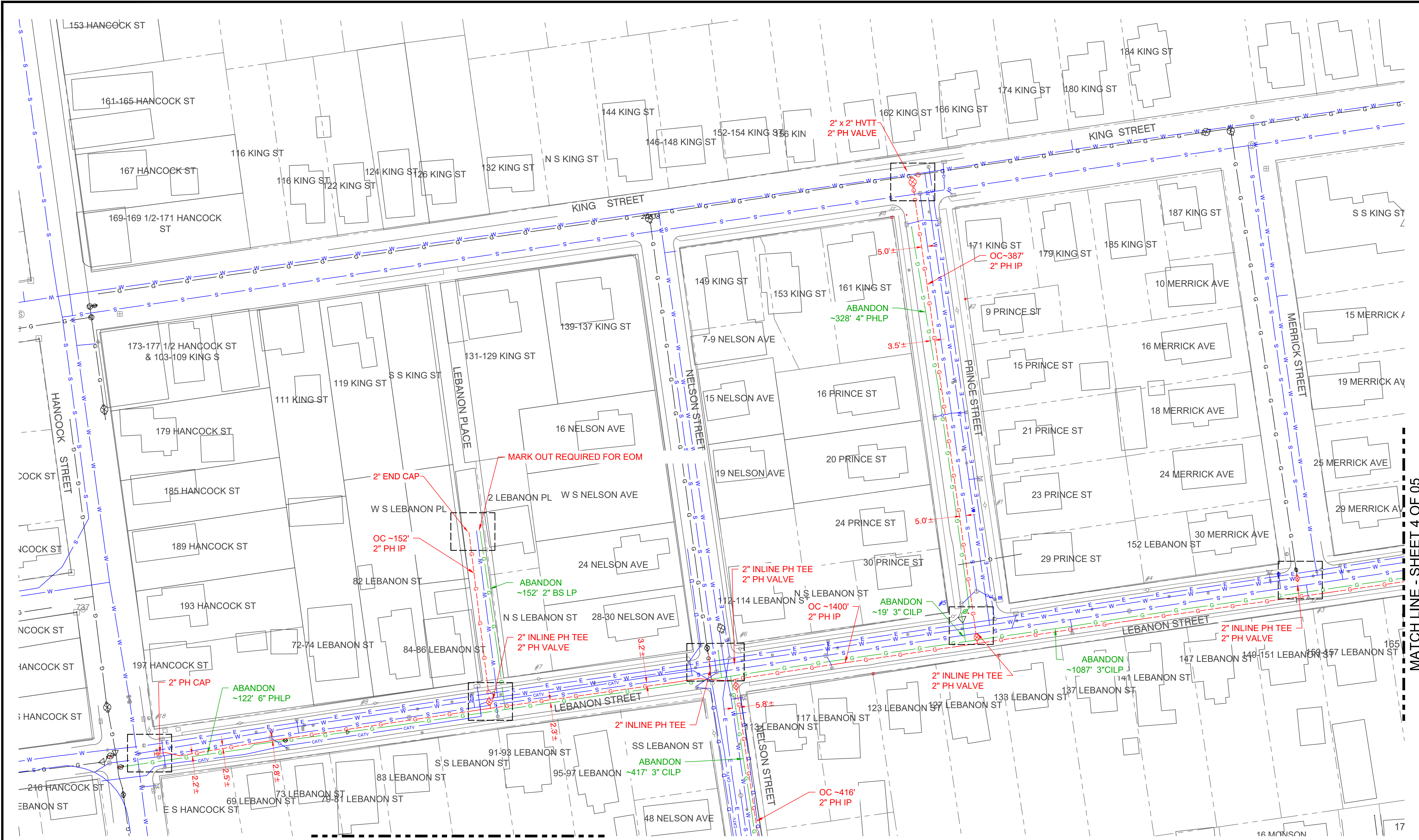
SURVEYING AND ENGINEERING

25 COMMERCE DRIVE
CROMWELL, CT 06416

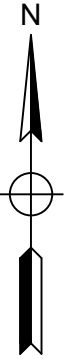


FIELD VERIFY DIMENSIONS
PRIOR TO PIPE FABRICATION

A	DRAFT ISSUED FPO	4-11-22	WH/HL
No.	Description	Date	Dw/Ck
Revision/Status			
EVERSOURCE ENERGY			
LEBANON STREET, SPRINGFIELD, MASS			
PROJECT # 21-85031			
LEGEND			
SCALE: NTS		SHEET 2 OF 05	
Drawn by / Date	Checked by / Date	Drawing Number	Rev. No.
WH 04/11/22	HL 04/11/22	MA-SPR-PIP-22-037-02	A



KEY MAP
SCALE: N.T.S.



A	DRAFT ISSUED FPO	4-11-22	WH/HL
No.	Description	Date	Dw/Ck
Revision/Status			

FOR PERMIT ONLY

SARGIS ASSOCIATES, INC.
SURVEYING AND ENGINEERING
25 COMMERCE DRIVE
CROMWELL, CT 06416

FIELD VERIFY DIMENSIONS
PRIOR TO PIPE FABRICATION

EVERSOURCE
ENERGY

LEBANON STREET, SPRINGFIELD, MASS
PROJECT # 21-85031

LOCATION PLAN

SCALE: 1"=40'

Drawn by / Date
WH 04/11/22

Checked by / Date
HL 04/11/22

SHEET 3 OF 05
Drawing Number
MA-SPR-PIP-22-037-03

Rev. No.
A



KEY MAP
SCALE: N.T.S.

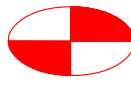


MATCH LINE - SHEET 4 OF 05

A	DRAFT ISSUED FPO	4-11-22	WH/HL
No.	Description	Date	Dw/Ck
Revision/Status			

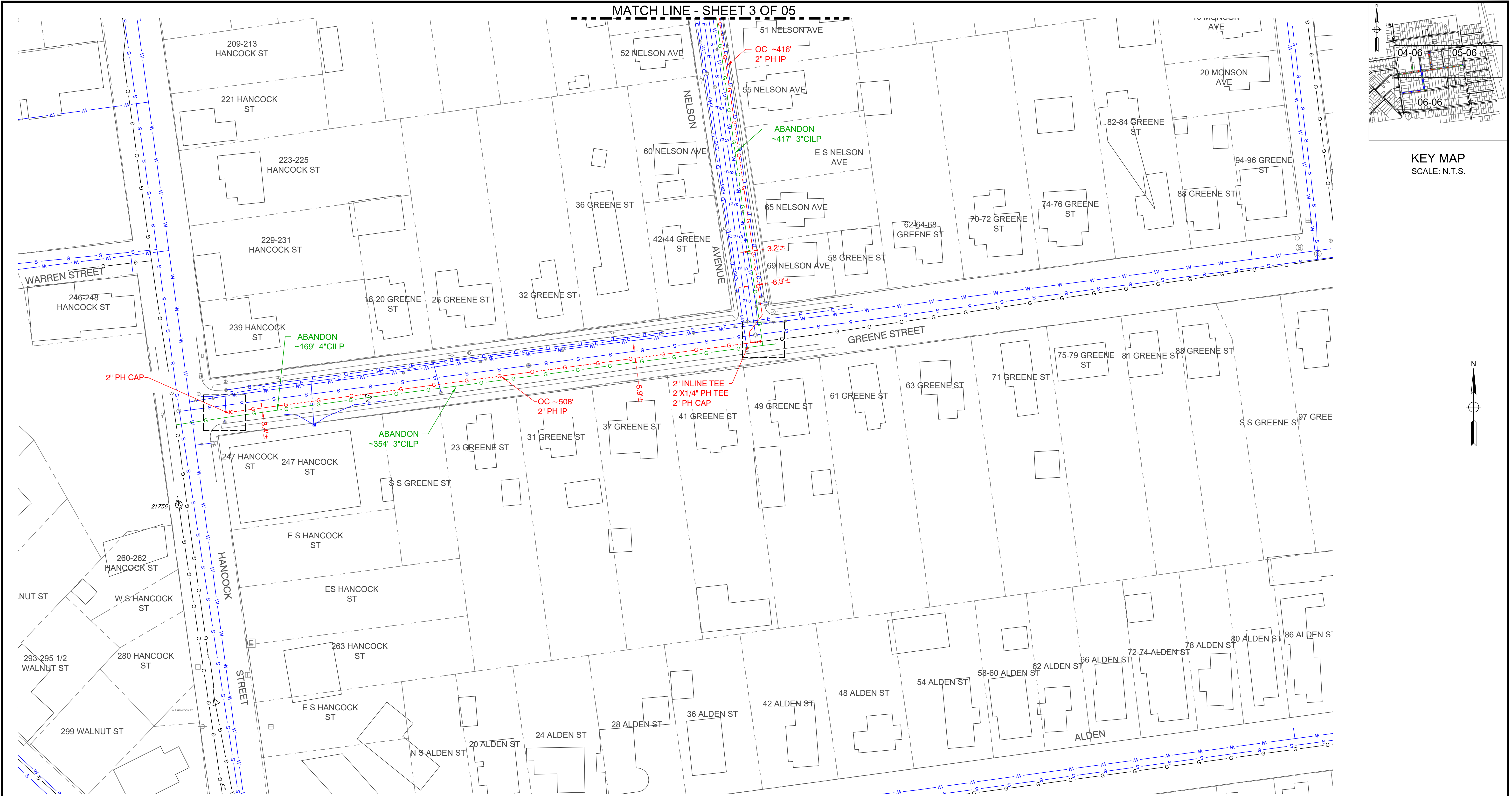
FOR PERMIT ONLY

SARGIS ASSOCIATES, INC.
SURVEYING AND ENGINEERING
25 COMMERCE DRIVE
CROMWELL, CT 06416



FIELD VERIFY DIMENSIONS
PRIOR TO PIPE FABRICATION

EVERSOURCE ENERGY			
LEBANON STREET, SPRINGFIELD, MASS			
PROJECT # 21-85031			
LOCATION PLAN			
SCALE: 1"=40'		SHEET 4 OF 05	
Drawn by / Date	Checked by / Date	Drawing Number	Rev. No.
WH 04/11/22	HL 04/11/22	MA-SPR-PIP-22-037-04	A



A	DRAFT ISSUED FPO	4-11-22	WH/HL
No.	Description	Date	Dw/Ck
Revision/Status			

FOR PERMIT ONLY

SARGIS ASSOCIATES, INC.
SURVEYING AND ENGINEERING
25 COMMERCE DRIVE
CROMWELL, CT 06416

FIELD VERIFY DIMENSIONS
PRIOR TO PIPE FABRICATION

EVERSOURCE
ENERGY
LEBANON STREET, SPRINGFIELD, MASS
PROJECT # 21-85031
LOCATION PLAN

SCALE: 1"=40'

SHEET 5 OF 05

Drawn by / Date	Checked by / Date	Drawing Number	Rev. No.
WH 04/11/22	HL 04/11/22	MA-SPR-PIP-22-037-05	A

CITY OF SPRINGFIELD, MASSACHUSETTS

May 9, 2022

TO THE MAYOR AND CITY COUNCIL OF THE CITY OF SPRINGFIELD:

The Board of Public Works, to which was referred the petition of the Eversource-Gas of Massachusetts, dated April 12, 2022, to retire underground medium pressure gas main steel pipe and install medium pressure PVC plastic pipe on Lebanon Street, Greene Street, Prince Street and Nelson Ave. Starting at the intersection of Lebanon Street and Eastern Ave. westerly direction along Lebanon Street with two (2") inches pipe for approximately one thousand four hundred (1,400) feet to Hancock Street and from Hancock Street running easterly direction along Greene Street with two (2") inches pipe for five hundred eight (508') feet to turn northerly direction on Nelson Street running with two (2") inches pipe four hundred sixteen (416') feet to Lebanon Street., all shown on a plan attached with a project name, Lebanon Street which is incorporated herein by reference and to lay and maintain underground gas main pipes for improvements of the system, reports thereon as follows:

By virtue of Chapter 708 of the Acts of 1977 the Board of Public Works held the hearing on the above matter provided for in Section 22 of Chapter 166 of the General Laws. The hearing was held on May 9, 2022 at 3:30 P.M. at the Lebanon Street and Eastern Ave. in Springfield, MA, after due notice from the office of the City Clerk. Two (2) members of the Board and one (1) person interested in the matter were present. Of the latter, one (1) voted in favor of and no one (0) voted against.

The Board finds the request necessary in order that the utility company can upgrade existing underground facilities in order to improve the quality of service in this area.

After careful consideration, the Board recommends the petition be granted provided:

That due care for public safety is exercised during construction including but not limited to the use of a police officer(s) for traffic control if necessary.

That said construction would not unnecessarily interfere with the movement of vehicular or pedestrian traffic in the area.

That care be taken during said construction not to damage any underground services.

That the construction site be returned to the same condition as found or better.

Attachment: Lebanon St. Report (6786 : Eversource- Lebanon St.)

Said company shall indemnify and save harmless against all damages, costs and expenses whatsoever to which the City may be subjected in consequence of the acts or neglect of said Company, its agents or servants, or in any manner arising from the rights and privileges granted it by the City.

In addition said company shall, before a public way is disturbed for the laying of its wire or conduit, execute its bond in the penal sum of Ten Thousand Dollars (\$10,000) conditioned for faithful performance of its duties under this permit.

Said company shall comply with the requirements of existing Ordinances and orders and comply with any changes in Ordinances and orders as may hereafter be adopted by the Mayor and Council governing the construction and maintenance of buried cable, conduits and wires.

That any sidewalks that are damaged or removed will be replaced in kind and in accordance with the City of Springfield's Standard Specifications.

That ramps for the handicapped will be provided if and where required by law and in conformance with the Rules and Regulations of the Massachusetts Architectural Barrier Board.

That any curbing that is disturbed during construction will be reset to the established street grade using proper construction procedures.

That due care be exercised not to unnecessarily damage any public shade trees located within the construction area.

That the Springfield Water and Sewer Commission be notified before construction begins. All installations of adjacent utilities must be a minimum of 4 feet from the existing water and/or sewer main, edge to edge of pipe.

That all conditions outlined in the respective order are complied with.

John J. Fitzgerald)
Ronald A. Chappell)
Michael C. Briggs)

BOARD OF PUBLIC WORKS

ROBERT S. McCARROLL 05-77		4063	
96 ELLIOT ST. SPRINGFIELD, MA 01105		53-13/110 MA 26625	
Date <u>May 4, 2022</u>			
Pay to the Order of <u>Springfield City Library</u>	\$ <u>500.00</u>		
<u>Five Hundred no/100's</u>	Dollars	Photo Safe Deposit Details on back	
BANK OF AMERICA			
ACH R/T 011000138			
For <u>memorial donation</u>	<u>Robert S. McCarroll</u>	MP	
⑆011000138⑆ 001200551279⑆4063			



REQUEST FOR GRANT SETUP (Increase to Grant)

This form and the required attachments are required by the Office of the City Comptrollers before a Grant Fund and related accounts will be created in MUNIS. Please do not use this form for requesting a non-grant related account to be created – use the Request for New Account form instead. Please return this form and the required attachments to the Office of the City Comptrollers.

All fields are mandatory.

Date of Request

05/11/2022

Department Requesting Grant Setup

Office of Management and Budget

Department Phone # (Please include extension)

413-784-4883

Name and Title of Person to Contact in Case of Questions

Sean Pham; Senior Budget Analyst

Was this Grant previously setup for a prior fiscal year?

Yes

If yes, please indicate your previous project number:

SYI22 (continue to use)

If this is a new Grant, have you filled out the “Approval to apply for a grant” Form?

(Y/N) **N**

If yes, please attach a copy of the Approved Form.

Grant Type:

State – Highway

Federal Pass-Through DOE– School

Federal Direct– School

Federal – City

State DOE– School

State Other – School

X

State – City

Private/Other

Grant Name:

Attachment: SSYI22` (6785 : FY22 SSYI Grant Increase - No Match - \$17,000)

Safe and Successful Youth InitiativeTotal Grant Amount Awarded: **\$17,000 (Increase)**

Is this a Reimbursable Grant? (Y/N)

A Reimbursable Grant is defined as one that requires that you pay for expenses first and then you apply to the grantor for a reimbursement of the exact amount actually expended.

If it is a Reimbursable Grant, please enter Grantor contact information or the CID # if

Grantor is already in the customer file:

Entity Name	EOHHS
Contact Person	Glenn Daly
Street Address	600 Washington Street, 7th Floor
City, State, Zip Code	Boston, MA 02116
Telephone	617-573-1706
Fax	617-573-1890
E-Mail	Glenn.Daly@state.ma.us

Actual Award Date

Board Approval Date

Start Date

Expiration Date

06/30/2022

Renewal Action Date (optional)

If there are any Matching Funds:

Type

Percent

Amount

Comments re: Description/Purpose of Grant

Reduce Youth Violence

Comments re: Conditions/Restrictions of Grant

If this is a Federal Grant, enter CFDA#:

If applicable enter the State ID # :

What is the required drawdown frequency?

(Ex: Monthly, Quarterly) **45 Day Standard Cycle**

If payment is to be sent by Grantor as a Wire,

Please enter any wire reference/identification # that may be used (if known)

Attachment: SSYI22` (6785 : FY22 SSYI Grant Increase - No Match - \$17,000)

Please list all object codes needed for the grant.
(Attach additional sheets if additional orgs and roll-ups are needed):

Org Code:

28952100 – xxxxx – SYI22

Object Codes:

530105 - \$17,000 increase

Budget Roll-Up Codes:

I hereby attest that under the penalties of Chapter 656, I will adhere to all regulations in this grant agreement. I am responsible for timely and accurate reimbursements in the amounts listed above.


Signature

5/11/2022
Date

Please attach the following documents:

- ☐ Signed Approval to Apply for a Grant Form
- ☐ Grant Award Letter
- ☐ City Council/Mayor Approval
- ☐ Any other relevant documentation

This Form and all relevant attachments will be scanned and attached in the Grant Maintenance module in MUNIS and can be viewed or printed at your convenience.

Attachment: SSYI22` (6785 : FY22 SSYI Grant Increase - No Match - \$17,000)



COMMONWEALTH OF MASSACHUSETTS ~ STANDARD CONTRACT FORM

This form is jointly issued and published by the Office of the Comptroller (CTR), the Executive Office for Administration and Finance (ANF), and the Operational Services Division (OSD) as the default contract for all Commonwealth Departments when another form is not prescribed by regulation or policy. The Commonwealth deems void any changes made on or by attachment (in the form of addendum, engagement letters, contract forms or invoice terms) to the terms in this published form or to the [Standard Contract Form Instructions and Contractor Certifications](#), the [Commonwealth Terms and Conditions for Human and Social Services](#) or the [Commonwealth IT Terms and Conditions](#) which are incorporated by reference herein. Additional non-conflicting terms may be added by Attachment. Contractors are required to access published forms at CTR Forms: <https://www.macomptroller.org/forms>. Forms are also posted at OSD Forms: <https://www.mass.gov/lists/osd-forms>.

CONTRACTOR LEGAL NAME: City of Springfield (and d/b/a):		COMMONWEALTH DEPARTMENT NAME: Exec. Office of Health and Human Services MMARS Department Code: EHS	
Legal Address: (W-9, W-4): 36 Court St., Springfield, MA 0110-1602		Business Mailing Address: One Ashburton Place, 11 th Fl., Boston, MA 02108	
Contract Manager: Sean Pham	Phone: 413-784-4833	Billing Address (if different): 600 Washington St., 7 th Fl., Boston, MA 02116	
E-Mail: SPham@springfieldcityhall.com	Fax:	Contract Manager: Glenn Daly	Phone: 617-573-1706
Contractor Vendor Code: VC6000192140		E-Mail: glenn.daly@mass.gov	Fax: 617-573-1890
Vendor Code Address ID (e.g., "AD001"): AD001. (Note: The Address ID must be set up for EFT payments.)		MMARS Doc ID(s): CT EHS 16EHS570SSYISPRINGCB	
		RFR/Procurement or Other ID Number: BD-16-1039-EHS01-EHS01-00000004859	
☐ NEW CONTRACT PROCUREMENT OR EXCEPTION TYPE: (Check one option only) ☐ Statewide Contract (OSD or an OSD-designated Department) ☐ Collective Purchase (Attach OSD approval, scope, budget) ☐ Department Procurement (Includes all Grants - 815 CMR 2.00) (Solicitation Notice or RFR, and Response or other procurement supporting documentation) ☐ Emergency Contract (Attach justification for emergency, scope, budget) ☐ Contract Employee (Attach Employment Status Form, scope, budget) ☐ Other Procurement Exception (Attach authorizing language, legislation with specific exemption or earmark, and exception justification, scope and budget)		☒ CONTRACT AMENDMENT Enter Current Contract End Date <u>Prior</u> to Amendment: <u>June 30, 2022</u> . Enter Amendment Amount: \$ <u>17,000.00</u> . (or "no change") AMENDMENT TYPE: (Check one option only. Attach details of amendment changes.) ☒ Amendment to Date, Scope or Budget (Attach updated scope and budget) ☐ Interim Contract (Attach justification for Interim Contract and updated scope/budget) ☐ Contract Employee (Attach any updates to scope or budget) ☐ Other Procurement Exception (Attach authorizing language/justification and updated scope and budget)	
The Standard Contract Form Instructions and Contractor Certifications and the following Commonwealth Terms and Conditions document are incorporated by reference into this Contract and are legally binding: (Check ONE option): ☒ Commonwealth Terms and Conditions ☐ Commonwealth Terms and Conditions For Human and Social Services ☐ Commonwealth IT Terms and Conditions			
COMPENSATION: (Check ONE option): The Department certifies that payments for authorized performance accepted in accordance with the terms of this Contract will be supported in the state accounting system by sufficient appropriations or other non-appropriated funds, subject to intercept for Commonwealth owed debts under 815 CMR 9.00 . ☐ Rate Contract. (No Maximum Obligation) Attach details of all rates, units, calculations, conditions or terms and any changes if rates or terms are being amended.) ☒ Maximum Obligation Contract. Enter total maximum obligation for total duration of this contract (or <u>new</u> total if Contract is being amended). <u>\$4,009,346.00</u>			
PROMPT PAYMENT DISCOUNTS (PPD): Commonwealth payments are issued through EFT 45 days from invoice receipt. Contractors requesting accelerated payments must identify a PPD as follows: Payment issued within 10 days ____% PPD; Payment issued within 15 days ____% PPD; Payment issued within 20 days ____% PPD; Payment issued within 30 days ____% PPD. If PPD percentages are left blank, identify reason: ☒ agree to standard 45 day cycle ☐ statutory/legal or Ready Payments (M.G.L. c. 29, § 23A); ☐ only initial payment (subsequent payments scheduled to support standard EFT 45 day payment cycle. See Prompt Pay Discounts Policy.)			
BRIEF DESCRIPTION OF CONTRACT PERFORMANCE or REASON FOR AMENDMENT: (Enter the Contract title, purpose, fiscal year(s) and a detailed description of the scope of performance or what is being amended for a Contract Amendment. Attach all supporting documentation and justifications.) Amendment 2 to this Second Amended and Restated Grant Agreement makes certain programmatic updates, reallocates unexpended FY21 funds for FY22, and increases the maximum obligation to the term of the agreement through June 30, 2022.			
ANTICIPATED START DATE: (Complete ONE option only) The Department and Contractor certify for this Contract, or Contract Amendment, that Contract obligations: ☒ 1. may be incurred as of the Effective Date (latest signature date below) and <u>no</u> obligations have been incurred <u>prior</u> to the Effective Date. ☐ 2. may be incurred as of ____, 20__, a date <u>LATER</u> than the Effective Date below and <u>no</u> obligations have been incurred <u>prior</u> to the Effective Date. ☐ 3. were incurred as of ____, 20__, a date <u>PRIOR</u> to the Effective Date below, and the parties agree that payments for any obligations incurred prior to the Effective Date are authorized to be made either as settlement payments or as authorized reimbursement payments, and that the details and circumstances of all obligations under this Contract are attached and incorporated into this Contract. Acceptance of payments forever releases the Commonwealth from further claims related to these obligations.			
CONTRACT END DATE: Contract performance shall terminate as of <u>June 30, 2022</u> , with no new obligations being incurred after this date unless the Contract is properly amended, provided that the terms of this Contract and performance expectations and obligations shall survive its termination for the purpose of resolving any claim or dispute, for completing any negotiated terms and warranties, to allow any close out or transition performance, reporting, invoicing or final payments, or during any lapse between amendments.			
CERTIFICATIONS: Notwithstanding verbal or other representations by the parties, the "Effective Date" of this Contract or Amendment shall be the latest date that this Contract or Amendment has been executed by an authorized signatory of the Contractor, the Department, or a later Contract or Amendment Start Date specified above, subject to any required approvals. The Contractor certifies that they have accessed and reviewed all documents incorporated by reference as electronically published and the Contractor makes all certifications required under the Standard Contract Form Instructions and Contractor Certifications under the pains and penalties of perjury, and further agrees to provide any required documentation upon request to support compliance, and agrees that all terms governing performance of this Contract and doing business in Massachusetts are attached or incorporated by reference herein according to the following hierarchy of document precedence, the applicable Commonwealth Terms and Conditions, this Standard Contract Form, the Standard Contract Form Instructions and Contractor Certifications, the Request for Response (RFR) or other solicitation, the Contractor's Response (excluding any language stricken by a Department as unacceptable, and additional negotiated terms, provided that additional negotiated terms will take precedence over the relevant terms in the RFR and the Contractor's Response only if made using the process outlined in 801 CMR 21.07 , incorporated herein, provided that any amended RFR or Response terms result in best value, lower costs, or a more cost effective Contract.			
AUTHORIZING SIGNATURE FOR THE CONTRACTOR: X: <u>Cheryl C. Clapprood</u> , Date: <u>5/11/2022</u> (Signature and Date Must Be Captured At Time of Signature) Print Name: <u>Cheryl Clapprood</u> Print Title: <u>Superintendent</u>		AUTHORIZING SIGNATURE FOR THE COMMONWEALTH: X: _____, Date: _____ (Signature and Date Must Be Captured At Time of Signature) Print Name: <u>Katherine Harvell Haney</u> Print Title: <u>Chief Financial Officer</u>	

**AMENDMENT 2 TO THE
SECOND AMENDED AND RESTATED GRANT AGREEMENT
BY AND BETWEEN
THE EXECUTIVE OFFICE OF HEALTH AND HUMAN SERVICES
AND
THE CITY OF SPRINGFIELD
FOR
THE SAFE AND SUCCESSFUL YOUTH INITIATIVE**

This Amendment 2 to the Second Amended and Restated Grant Agreement (Grant Agreement) is by and between the Massachusetts Executive Office of Health and Human Services (EOHHS) and The City of Springfield (Grantee), with principal offices located at: 36 Court Street, Room 405, Springfield, MA 01113.

WHEREAS, EOHHS issued a Grant Application for the Safe and Successful Youth Initiative (Grant Application) and EOHHS selected the Grantee based on the Grantee's response to the Grant Application submitted on or before the required response date; and

WHEREAS, the Grantee appears qualified and is willing to perform its duties as set forth herein subject to the terms and conditions hereof; and

WHEREAS, EOHHS and the Grantee entered into the Grant Agreement effective December 28, 2019, and as subsequently amended and restated on June 30, 2017 (First Amended and Restated Grant Agreement) and amended on February 1, 2019 (Amendment 1), June 25, 2019 (Amendment 2), and amended and restated on November 26, 2019 (Second Amended and Restated Grant Agreement), and amended on June 28, 2021 (Amendment 1 to the Second Amended and Restated Grant Agreement) for the Safe and Successful Youth Initiative (SSYI); and

WHEREAS, the Grantee had unexpended allocated funds of \$29,838 for FY 2021 and identified anticipated additional funding needs of \$17,000 for FY 2022;

WHEREAS, EOHHS wishes to support the Grantee's work through the reallocation of the unexpended FY 2021 funding and allocation of additional funding for FY 2022;

WHEREAS, in accordance with **Section 5.14** of the Grant Agreement, EOHHS and the Grantee desire to amend the Grant Agreement to increase the maximum obligation accordingly;

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein, EOHHS and the Grantee agree as follows:

Section 4.1.5 shall be deleted in its entirety and replace with the following:

“5. By May 15th of each year, the Grantee shall submit to EOHHS, and EOHHS shall review and approve, an annual budget for the state fiscal year beginning on July 1 of that year, in the form and format specified by EOHHS. The Grantee shall submit an updated budget for EOHHS approval upon any change in the maximum grant amount or as

Amendment 2 to the Second Amended and Restated Grant Agreement with Springfield for the Safe and Successful Youth Initiative

Attachment: SSYI22` (6785 : FY22 SSYI Grant Increase - No Match - \$17,000)

otherwise requested by EOHHS. EOHHS will review, request modifications, and approve the Grantee's budget as it determines appropriate."

All provisions of the Second Amended and Restated Grant Agreement, as amended, shall remain in full force and effect. The Second Amended and Restated Grant Agreement, as further amended hereby, is hereby ratified and confirmed in its entirety by the Parties. By signing the attached Standard Contract Form, the Parties agree to this Amendment 2.

Attachment: SSYI22` (6785 : FY22 SSYI Grant Increase - No Match - \$17,000)

CITY CONTRACT NO: _____

LEASE AGREEMENT

This Lease Agreement ("Agreement") is made effective as of the _____ day of January, 2022, between the City of **CITY OF SPRINGFIELD**, a Massachusetts municipal corporation, acting through its City Treasurer/Collector in his capacity as the City Tax Title Custodian, with the approval of its Mayor, (hereinafter called the "City," "Lessor," or "Landlord"), and the **SPRINGFIELD PARKING AUTHORITY**, a body politic and corporate and a political subdivision of the Commonwealth of Massachusetts, as set out in Chapter 674 of the Acts of 1981, as it may be amended, with a principal place of business at 150 Bridge Street, Springfield, MA 01103 (hereinafter "SPA," "Lessee," or "Tenant").

WHEREAS, the Authority has been granted the right to operate and manage towing services for the City of Springfield, for the geographical area covered by the City of Springfield, and to use the Premises described herein for such operations and storage of towed vehicles, pursuant to a separate "Towing Management Agreement" executed on January 1, 2022, which is attached hereto as Exhibit A and

WHEREAS, the SPA issued a Request for Proposals for Towing Management Services ("RFP") and selected CJ's Towing, Inc., ("Vendor") as the vendor to receive the contract to provide these Services on behalf of SPA, which RFP is attached to the Towing Management Agreement; and

WHEREAS, the CITY, for the public purpose of providing a surface parking lot for the storage of vehicles ordered towed by Police Department of the City, does hereby lease to the SPA the property (the "Premises") hereinafter described for the term and subject to the terms and conditions hereinafter set forth;

1. PREMISES.

a. The leased Premises, also known as the "Chandler Street Lot", are comprised of three (3) City-owned parcels known as

- (i) 29 Chandler Street (Street #02620, Parcel #0028)
- (ii) 30 Chandler Street (Street #02620, Parcel #0008)
- (iii) 61 Chandler Street (Street #02620, Parcel #0018)

b. This lease supersedes any and all prior leases between the parties hereto (including all modifications and amendments). This Lease Agreement may not be modified except by a writing signed by all necessary parties.

c. Nothing contained in this Lease Agreement, nor any act of the CITY or SPA, shall create any relationship of third party beneficiary, principal, agent, partnership, joint venture, or any relationship or association other than CITY and SPA as the parties to this Agreement. The CITY shall not be liable for the acts and omissions of the SPA, its employees, agents, or contractors.

2. TERM.

This Agreement shall commence on the date on which the contract between the SPA and the Vendor begins. This Agreement shall continue in effect until the termination or expiration of the Towing Management Agreement, including the two-year renewal option held by the City as set forth in Section 2.1 of the Towing Management Agreement.

3. USE.

a. The CITY and SPA have entered into this lease for the public purpose of providing a surface parking lot, for the storage of vehicles ordered towed by Police Department of the City. The SPA enters into this Agreement pursuant to its enabling legislation, Chapter 674 of the Acts of 1981, and amendments thereto. The SPA shall maintain sufficient staff to provide for the sound, economical, efficient, and accountability of all vehicles ordered stored at the Premises by the City's Police Department. The SPA shall comply with all local, state, and federal government laws, ordinances, rules, and regulations that pertain to the Premises and its operations at the Premises.

b. The SPA agrees to use the Premises for no other purpose then as defined in this Agreement.

c. The CITY acknowledges that SPA has negotiated and intends to enter into, or has entered into, a separate Management Agreement with its Vendor and that the Vendor's performance of towing management services at the Premises, as described in the RFP shall be a permitted use under this Agreement. However, at all times during the term of this Agreement, SPA, and not the Vendor, shall be responsible for compliance with the terms of this Lease.

4. RENT.

During the term of this Agreement, including the extended period described in § 2, above, the SPA shall pay an annual rent of Twenty Six-Thousand and Four-Hundred Dollars (\$26,400.00) to the City, which shall be due in monthly payments of Two-Thousand and Two-Hundred Dollars (\$2,200.00) on the 5th day of each month until the termination of this Agreement.

5. SIGNAGE

CITY and SPA agree that the SPA shall erect no signage, including billboards, on the Premises without the express written consent of the CITY, except for signage incidental to the operation of the leased Premises as a vehicle storage yard. All signage permitted by this section shall be in conformance with the City's applicable zoning law and the issuance of applicable permit(s) by the City.

6. TAXES,

The SPA and the City acknowledge that the SPA is a tax-exempt organization and that no real estate taxes or assessments are expected to become due. Notwithstanding the forgoing, if any

real estate taxes or assessments are made, SPA agrees, as additional rent, to pay such real estate taxes and assessments whatsoever (except betterment assessments, so-called) which may be payable for or in respect of the Premises, or any part thereof, during the term of this Lease, and for such further time as SPA shall hold the Premises or any part thereof. CITY hereby agrees to furnish SPA with copies of all bills for such taxes and assessments.

SPA further agrees to pay, as additional rent, taxes, if any, levied and assessed upon any personal property (exclusive of the vehicles stored on the Premises), inclusive of fixtures and improvements belonging to SPA and located upon the demised premises.

7. REPAIRS AND MAINTENANCE

SPA represents that SPA has inspected and examined the demised premises and accepts them in their present condition, and agrees that City shall not be required to make any improvements or repairs upon the premises demised of any part of them. SPA agrees to obtain written approval from City prior to making any improvement and/or repair to the premises with a cost in excess of \$1,000.00 per improvement or repair. SPA agrees to keep the premises safe and in good condition at all times during the term, and upon expiration of this lease, or at any sooner termination, for the use contemplated under this lease.

The SPA will quit and surrender possession of the premises peaceably and in as good order and condition as the premises were at the commencement of the term, reasonable wear, tear and damage by the elements excepted; SPA further agrees to leave the premises free from all nuisance or dangerous or defective conditions.

8. UTILITIES AND OTHER SERVICES

The SPA shall pay the entire expense for all utilities to the Premises, including but not limited to, water, sewer, gas, heat, telephone, cable and electricity. The SPA shall also be responsible for snow removal and trash removal from the Premises.

9. ASSIGNMENT AND MORTGAGE,

The SPA covenants, warrants, and represents to the City that it shall not assign this Agreement or any portion of it, without the prior written consent of the City. Any consent to any assignment shall not be deemed to be consent to any subsequent assignment.

10. COVENANT OF CITY,

The CITY hereby covenants with the SPA that the SPA, while performing and observing the covenants to be performed and observed hereunder, shall peaceably hold and enjoy the Premises.

11. COVENANTS OF SPA

The SPA covenants and agrees to assure the performance of the towing management services described in the Towing Management Agreement, attached hereto as Exhibit __A. All exhibits

referenced in this Agreement are incorporated herein. In addition, the SPA covenants and agrees as follows:

- a. SPA will not make or suffer any waste or unlawful, improper, offensive, or dangerous use of the Premises, nor any use thereof which will increase the fire risk, or make void or voidable any insurance on the Premises or buildings against fire; nor permit the production of obnoxious odors, or maintenance of any nuisance on the Premises, except as necessary for normal business operations or as may be expected in the normal use of the premises as allowed by this lease.
- b. SPA will not permit hazardous materials, or rubbish on the Premises, nor cause any alterations or additions to be ordered or made on the Premises without the written consent of the CITY, nor do anything upon the Premises injurious or dangerous to person or property on any part of the Premises, except as is necessary for normal business operations.
- c. SPA accepts the premises "as is" and does not require any improvements, alterations or repairs from the CITY as of the time of signing this lease. The SPA shall keep the Premises during the term in good order and repair, damage by accidental fire and other unavoidable casualty only excepted, will make all necessary and proper interior and exterior minor repairs without delay, and, except for such minor repairs, will not make any permanent alterations or additions to the Premises without the prior approval of the CITY.
- d. The SPA shall allow the CITY and its agents at reasonable times, to enter to view the Premises.
- e. The SPA shall conform to all reasonable rules and regulations which may from time to time be established by the CITY and will comply with capacity requirements and all the laws of the United States, the Commonwealth of Massachusetts and all local ordinances and lawful orders respecting the use of the Premises.
- f. At the end of said term, the SPA will peaceably deliver up to the CITY the Premises, vacant and unencumbered and in as good order and condition as the same now are or may be put in by the CITY, together with all improvements thereon, excepting natural wear and damage by accidental fire or other unavoidable casualty.
- g. Charges for Official Police Department Vehicles Towed to the Premises, and Vehicles Held for Evidence.

Notwithstanding any contrary provisions of the Towing Management Agreement, or this agreement, the City and SPA agree that towing charges, administrative fees, and storage fees shall be charged to vehicles which were ordered towed by the Springfield Police Department, and that storage fees for evidentiary holds ordered by the Springfield Police Department will not be charged to the City of the Springfield Police Department.

12. TERMINATION,

12.1. SPA's Default. In the event that the SPA fails to perform any of the SPA's obligations under this Agreement and such failure to perform has not been cured within thirty (30) days following

notice to the SPA, the City shall have the right to terminate this Agreement by giving sixty (60) days written notice thereof to the SPA at any time following the expiration of the said thirty (30) day cure period.

12.2. Automatic Termination. The Agreement shall terminate at the end of the Term. In the event that the SPA ceases to exist in its present form or to conduct business; involuntarily becomes the subject of a bankruptcy petition or becomes insolvent; enters into an assignment for the benefit of creditors; or commits any material act or fails to take any material action the result of which renders the City insecure as to the SPA's future performance hereunder, this Agreement shall terminate upon the occurrence of such event. In the event that the City shall exercise its right to revoke the delegation of authority over the services contemplated in the Towing Management Agreement, this Agreement shall terminate upon the occurrence of such event.

12.3. Non-Appropriation Termination: Notwithstanding any provisions in this Agreement, the city may terminate this Agreement at any time, without cause, by giving the SPA sixty (60) days advance written notice thereof signed by the Mayor of Springfield, or this authorized designee.

12.4. Discretionary Termination.

a) By the City: Notwithstanding any other provision in this Agreement, the City may terminate this Agreement at any time, without cause, by giving the SPA sixty (60) days advance written notice thereof signed by the Mayor of Springfield, for the City, or their authorized designees.

b) By SPA: The SPA may terminate this Agreement at any time, without cause, by giving the City one-hundred twenty (120) days advance written notice thereof signed by the Chairman of the Board of the SPA. In the event of a default by the City due to non-payment of an approved invoice in violation of this Agreement, the SPA may terminate the Agreement if the City has not cured said default within sixty (60) days after written notice of such default has been delivered.

12. **HOLDING OVER,**

In the event that SPA holds over and remains in possession of the demised premises with the consent of CITY, that holding over shall be deemed to be from month to month only, and upon all of the same rents, terms, covenants and conditions as contained here.

13. **COMPLIANCE WITH TOWING MANAGEMENT AGREEMENT**

The SPA shall comply with the terms of the Towing Management Agreement, as it may be amended, throughout the term of this Agreement.

14. **NOTICES**

Any notice regarding this agreement shall be deemed to be delivered when delivered in person or by mailing to the addressed party at their normal business address of record with the City as follows:

To the City:

City Treasurer/Collector
Tax Title Custodian
Springfield City Hall
36 Court Street
Springfield, MA 01103

With a copy to:
City Solicitor
Springfield City Hall
36 Court Street
Springfield, MA 01103

To the SPA:

Chairperson
Springfield Parking Authority
150 Bridge Street
Springfield, MA 01103

With a copy to:
Executive Director
Springfield Parking Authority
150 Bridge Street
Springfield, MA 01103

15. MISCELLANEOUS.

- a.** The waiver of any breach hereof or indulgence as to lease terms and conditions, at any time, is not to be construed as a waiver of any subsequent breach.
- b.** Notwithstanding any reference herein to the singular or plural, or the masculine, feminine or neuter genders, the parties agree that the correct gender shall at all times be implied.
- c.** This Lease represents the entire understanding of the parties and may not be amended or modified except by a writing signed by all the necessary signatories of the CITY and the SPA. This Lease may be executed in several counterparts, each of which when signed shall be deemed an original.
- d.** Whenever the CITY'S prior written consent or approval is required hereunder, the CITY shall not unreasonably delay or withhold such consent or approval.
- f.** All of the terms, covenants and conditions contained here shall continue, and bind all successors in interest of the SPA.

16. APPLICABLE LAW AND EXCLUSIVE FORUM,

The laws of the Commonwealth of Massachusetts shall govern the validity, interpretation, construction and performance of this Agreement. The sole and exclusive forum for the resolution of any question of law or fact arising out of this Agreement, to be determined in any judicial proceeding, shall be the Superior Court of Hampden County, or the United States District Court for the Western District of Massachusetts, sitting in Springfield, Massachusetts. It is the express intention of the parties that all legal actions and proceedings related to this Agreement or the rights or relationship of the parties arising therefrom shall be solely and exclusively brought and heard in said Courts.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the day and year first written above.

SPA:**CITY:****SPRINGFIELD PARKING AUTHORITY****CITY OF SPRINGFIELD**

By: _____

By: _____

Tom Lott

Its: Chairman

Date: _____

Its: City Treasurer/Collector
and Tax Title Custodian

Date: _____

Approved as to Appropriation:

By: _____

By: _____

City Comptroller

Chief Procurement Officer

Date: _____

Date: _____

Approved as to Form:

Reviewed By:

City Solicitor_____
C.A.F.O.

Date: _____

Date: _____

Reviewed:

Approved:_____
Dominic J. Sarno**Mayor****Date:** _____

City of Springfield
36 Court Street
Springfield, MA 01103



Division of Administration
and Finance

To: Springfield City Council
From: TJ Plante, Chief Administrative & Financial Officer
Date: May 16, 2022
Re: Order for Council Meeting – 5/16/2022
Cc: Mayor Sarno

Purpose: The purpose of this memo is to provide an explanation of the order sponsored by the Mayor for the May 16, 2022 City Council meeting, which requests the transfer of \$6,500 from the Comptroller's Reserve for Contingencies to the City Clerk's Advertising account.

Background: A \$6,500 transfer is needed for anticipated purchases through the end of Fiscal Year 2022.

Department	Account#	Account Description	Transfer Out	Transfer In
Comptroller	01135-578200	Reserve for Contingencies	\$ 6,500	
Clerks	01161-534300	Advertising		\$ 6,500
TOTAL			\$ 6,500	\$ 6,500

CAFO Certification: This memorandum will confirm that in my professional opinion, as the Chief Administrative and Financial Officer, after an evaluation of all pertinent financial information reasonably available, that the City's financial resources and revenues are and will continue to be adequate to support the proposed expenditures and obligations involved in this City Council Order, without a detrimental impact on the continuous provision of the existing level of municipal services, in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

This certification is made in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

Attachment: CAFO - CLERKS (6787 : Transfer from Reserve for Contingencies to the Office of the City Clerk - \$6,500.00)

City of Springfield
36 Court Street
Springfield, MA 01103

Division of Administration
and Finance



To: Springfield City Council
From: Timothy J. Plante, Chief Administrative & Financial Officer
Date: May 10, May 16, 2022
Re: Order for Council Meeting May 16, 2022
Cc: Mayor Domenic J. Sarno

Purpose: The purpose of this memo is to provide an explanation of the order sponsored by the Mayor for the May 16, 2022 Council meeting. This order is needed to transfer the sum of \$75,000 from the Comptroller's Office – Reserve for Contingency account to the Department of Public Works – Gasoline and Diesel.

Background: The transfer of \$75,000 will be utilized to cover the expenses associated with the increased cost of gasoline and diesel and will allow the Department of Public Works to continue operational services for the fiscal year ending on June 30, 2022

Department	Account#	Account Description	Transfer Out	Transfer In
Comptroller	01135-578200	Reserve for Contingencies	\$ 75,000	
DPW - GF	01443999-548400	Gasoline and Diesel		\$ 75,000
TOTAL			\$ 75,000	\$ 75,000

CAFO Certification: This memorandum will confirm that in my professional opinion, as the Chief Administrative and Financial Officer, after an evaluation of all pertinent financial information reasonably available, that the City's financial resources and revenues are and will continue to be adequate to support the proposed expenditures and obligations involved in this City Council Order, without a detrimental impact on the continuous provision of the existing level of municipal services, in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

This certification is made in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

Attachment: CAFO CERT - DPW (6780 : Transfer from Reserve for Contingencies to the Department of Public Works - \$75,000)

City of Springfield
36 Court Street
Springfield, MA 01103

Division of Administration
and Finance



To: Springfield City Council
From: Timothy J. Plante, Chief Administrative & Financial Officer
Date: May 10, May 16, 2022
Re: Order for Council Meeting May 16, 2022
Cc: Mayor Domenic J. Sarno

Purpose: The purpose of this memo is to provide an explanation of the order sponsored by the Mayor for the May 16, 2022 Council meeting. This order is needed to transfer the sum of \$100,000 from the Department of public Works – Salary account to the Department of Public Works – Professional Services Account.

Background: The transfer of \$100,000 will be utilized to cover the expenses associated with the increased cost of recycling and will allow the Department of Public Works to continue operational services for the fiscal year ending on June 30, 2022

Department	Account#	Account Description	Transfer Out	Transfer In
DPW - EF	65443333-501000	Personal Services	\$ 100,000	
DPW - EF	65443339-530105	Professional Services	-	\$ 100,000
TOTAL			\$ 100,000	\$ 100,000

CAFO Certification: This memorandum will confirm that in my professional opinion, as the Chief Administrative and Financial Officer, after an evaluation of all pertinent financial information reasonably available, that the City's financial resources and revenues are and will continue to be adequate to support the proposed expenditures and obligations involved in this City Council Order, without a detrimental impact on the continuous provision of the existing level of municipal services, in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

This certification is made in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

Attachment: CAFO CERT - DPW 100K (6788 : Budget Transfer Within a Department - \$100,000.00)

To The City Council of the City of Springfield:
The undersigned respectfully petition your honorable body

for a special permit to operate an Adult Use Marijuana Establishment (marijuana cultivator) at a portion of the property known as 299 Page Boulevard (09440-1100) (Book#22629/Page#91), as allowed by M.G.L. and the Springfield Zoning Ordinance, Article 4, Table 4-4, Section 20.2.

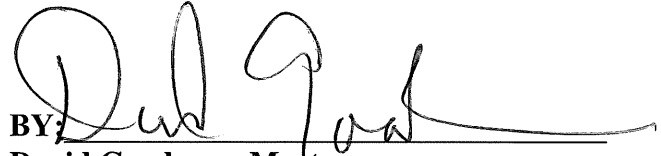
Mailing Address:

89 Guion Street
 Springfield, MA 01104

Owner:

DAL Page, LLC

I hereby certify that I am the owner or acting on behalf of the owner.



BY: David Goodman
David Goodman, Manager

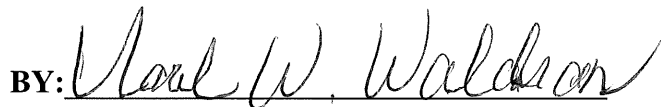
Mailing Address:

89 Guion Street
 Springfield, MA 01104

Petitioner:

Page Cultivate, LLC

I hereby certify that I am the petitioner or acting on behalf of the petitioner.



BY: Mark Waldron
Mark Waldron, Manager



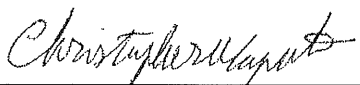
THE CITY OF
SPRINGFIELD, MASSACHUSETTS

10/6/2021

Special Permit Tax Certification

I certify that all identifiable real estate, personal property and excise taxes have been paid by the petitioner and/or landlord associated with the special permit request shown below:

Special Permit : 299 Page Boulevard
Petitioner : Page Cultivate, LLC
LandLord : DAL Page , LLC


Christopher A. Caputo; Treasurer Collector

**OFFICE OF PLANNING & ECONOMIC DEVELOPMENT
ANALYSIS FOR A SPECIAL PERMIT**

**299 PAGE BOULEVARD (09440-1100)
ADULT USE MARIJUANA ESTABLISHMENT (CULTIVATION)
PAGE CULTIVATE, LLC**

General Information

Petitioner:	Page Cultivate, LLC
Request:	Adult Use Marijuana Establishment (cultivation)
Proposed use of the property:	Adult Use Marijuana Establishment (cultivation)
Parcel Size:	106,247 s.f.
Compatibility with current planning documents:	The East Springfield Neighborhood Plan shows no changes to this area.
Neighborhood council notification:	East Springfield Neighborhood Council: 11-8-21
Tax Status:	SEE ATTACHED
Site Visit:	11-15-21
Hearing Date:	11-22-21/12-6-21

Staff Analysis

Neighborhood characteristics:

The parcel is currently zoned Industrial A and is located in an area of primarily commercial uses. The surrounding land uses include:

- To the north are the Springfield Police Training Academy and a number of motor vehicle repair operations zoned Industrial A.
- To the south is a manufacturing operation zoned Industrial A.
- To the west is a warehouse operation zoned Business B and Industrial A.
- To the east is a recycling operation zoned Industrial A.

Summary:

The petitioner has requested a special permit to allow for the operation of an Adult Use Marijuana Establishment (cultivation) on a portion of the property known as 299 Page Boulevard. This site currently contains the Springfield Police Training Academy. AN ANR/Non-Subdivision plan was submitted showing the creation of a new 106,247 square foot parcel to be located behind the existing building. The plans submitted show the construction of a new 46,984 square foot building.

As the Council is aware, the voters of Massachusetts approved an initiative petition known as “*The Regulation and Taxation of Marijuana Act*”, which was codified as Chapter 334 of the Acts of 2016 (“Chapter 334”). Chapter 334 reduced state criminal penalties and instituted civil penalties for the possession and recreational use of marijuana by persons over 21 years of age. It also created a way for the Commonwealth to control the production and distribution of marijuana through licensing, regulations, and taxation of Marijuana Establishments. Chapter 55 of the Acts of 2017 (“Act”) was enacted by the State Legislature as an amendment to Chapter 334.

The Act allows Marijuana Establishments to cultivate, manufacture, and process marijuana and to sell marijuana to persons over 21 years of age. An applicant requesting certification as a Marijuana Establishment must meet the requirements set out in 935 CMR 500.00, the regulations promulgated by the Cannabis Control Commission, to be considered for a final license as a Marijuana Establishment.

The Act also calls for local control of Marijuana Establishments (G.L.c. 94G, §3) by allowing municipalities to create licensing requirements and to make reasonable regulations that control the time, place and manner of Establishments. In October 2018, an amendment to the Springfield Zoning Ordinance was approved which added Section 4.7.110, *Adult Use Marijuana Establishments*. Section 4.7.110 sets forth the zoning and Tier 3 special permit requirements for Establishments seeking to operate in the City. Proposed Projects must comply with all requirements set forth in section 4.7.110 of the City’s Zoning Ordinance.

Due to the amount of interest the City received for this new use, the decision was made to conduct a phased Request for Qualifications/Proposals (RFQ/P) process, similar to what had been done for the medical marijuana and the casino selection. It was determined that this was the most efficient way to obtain the needed information in order to make a qualified decision about locating such an operation within Springfield.

The City conducted a first phase of the RFQ/P back in 2019. At that time, four (4) applicants were selected to move forward with the Hoar Community Agreement and special permit process. As of today’s date, the City of Springfield has four marijuana retail storefronts approved and currently has two (2) in operation (1300 Boston Road and 1200 West Columbus Avenue). There are currently no cultivation uses operating in Springfield.

A Phase 2 RFQ/P was issued in January 2021. As with Phase 1, the Phase 2 RFQ/P required detailed submissions from each potential applicant. The City also continued to retained an outside expert legal consultant to advise the City about fair, balanced and neutral selection criteria. Information required to be submitted in the response to the RFQ/P included:

- **Project Description:**
 - The type of Marijuana Establishment being proposed;
 - The name of the proposer, the contact person and the contact person's business address, telephone and facsimile numbers and e-mail address; and
 - A brief description of proposer and its business including names and biographies of its officers, directors, and key personnel, or persons serving in similar capacities.
- **Location:**
 - Proof of interest, proprietary ownership, lease or control of the proposed project site evidencing binding permission to use the premises as a Marijuana Establishment;
 - Size and description of the proposed site;
 - Pedestrian and vehicular traffic safety plan; and
 - A comprehensive analysis showing the site is in compliance with zoning requirements set forth in Section 4.7.110 of the City

Zoning Ordinance, including buffer zones.

- **Design and Construction:**
 - Estimated construction budget;
 - Conceptual site plan of the project including, but not limited to:
 - Proposed employee and customer parking;
 - Dumpster locations;
 - Lighting;
 - Security fencing; and
 - Signage.
 - A summary of anticipated fiscal impacts on the City of Springfield, the anticipated duration of such impacts and a detailed plan to mitigate such impacts that includes:
 - Pedestrian and vehicular traffic impacts;
 - Infrastructure and utility impacts;
 - Environmental impacts; and
 - Increases in City services.
- **Management and Business Operations:**
 - A draft Management and Operations Profile pursuant to 935 CMR 500.101;
 - Business operations profile, including the projected number of full-time and part-time employment positions that will be created by the project and the number of positions available to City residents;
 - Organizational chart for the proposer, listing all principal entities. If the proposer currently has or expects to have local partners who will have an ownership in the entity developing the project, that same information must be provided;
 - Financial summary for the proposed project; and
 - Background, reputation and expertise of the proposer in designing, developing and operating marijuana or other businesses similar to the project proposed in the City.
- **Equity:**
 - Diversity plan to promote and encourage full participation in the regulated marijuana industry;
 - Plan to positively impact areas of disproportionate impact pursuant to 935 CMR 500.101;
 - If applicable, statement reflecting that the proposer is a Commission-certified Economic Empowerment Applicant pursuant to 935 CMR 500.101 and/or Commission-certified Social Equity Applicant pursuant to 935 CMR 500.105.
 - If not Commission-Certified Economic Empowerment Applicant or Social Equity Applicant, a statement reflecting extent to which Proposal includes the following:
 - A majority of ownership, and/or current employees/sub-contractors is/are: Black, African American, Hispanic, Latino, members of other underrepresented communities, women, veterans, or people with disabilities;
 - Residency of owner in a Commission-designated area of disproportionate impact (including City);

- Prior, nonviolent drug conviction(s) (*This information was ONLY used to evaluate a proposer's equity qualifications*); or
 - Plans/programs demonstrating active engagement in economic education, resource provision or empowerment to disproportionately impacted individuals or communities.
 - Plans/programs intending to facilitate future business practices that promote economic empowerment in areas of disproportionate impact within the City, including the use of an incubator or accelerator program to aid limited net worth equity applicants who wish to enter the adult use industry.
- Description detailing proposer's promotion of sustainable, socially and economically reparative practices in the cannabis industry.
- **Community Outreach and Cooperation:**
 - A summary of the Community Outreach Meeting that includes:
 - The date, time and location of the meeting;
 - A list of the attendees;
 - A description of efforts to publish and market the meeting;
 - A summary of notes taken at the meeting, reflecting citizen comments; and
 - If any, a summary of follow-up taken by the proposer to respond to public comments
 - A summary of cooperation with City personnel and the community.

A total of twenty-four (24) responses were submitted to the Phase 2 RFP/Q. This included five (5) responses for cultivation, two (2) for transport/courier and seventeen (17) storefront retail operations. Reviewing the submissions was selection committee set up by the Mayor, in conjunction with the City Council. This selection committee was made up with representatives from the Springfield Department of Health & Human Services, Police Department, Fire Department, Department of Public Works, Building Department, Law Department, Mayors Office, Office of Procurement, Division of Administration & Finance, a representative of the City Council and the Office of Planning & Economic Development. To ensure procedural fairness, the City again utilized the services of its outside expert legal consultant during the review process. It should also be noted that the RFQ/P process also included public presentations (via Zoom) by a number of the proposers.

After a full review, the responses were then ranked. Based on these rankings it was determined that a total of nine (9) submissions would be allowed to move forward with the negotiation of a Host Community Agreement (HCA). These included one (1) cultivation site, six (6) storefront/retail operations, one (1) transportation operation and one (1) courier. In addition to the HCA being approved by the City Council, as per the Zoning Regulations, a special permit is also required to be approved.

Review: 299 Page Boulevard:

As noted above, 299 Page Boulevard has been identified as the potential location for a proposed Adult Use Marijuana Cultivation Establishment. The plans submitted show the construction of a new 46,984 square foot, single-story building. This new building would be located in the rear of the Springfield Police Training Academy.

The plans submitted show that the proposed use would have access from both Page Boulevard and Guion Street. The Page Boulevard entrance would be used to access a proposed forty-eight (48) space parking lot. This number exceeds the number required under the Zoning Regulations. It should be noted that much of the

proposed parking lot will be located on the adjacent property known as 271 Page Boulevard. The entrance on Guion Street would be used for commercial access for shipping and deliveries.

In addition to the site plan, detailed floor plans have also been submitted. The interior of the building will house a number of different areas including offices, security room, staff lounge, a number of growing/flowering and drying rooms. The interior of the building will also house cutting rooms, storage areas and vault.



A full detailed security plan has also been submitted. As noted, the Springfield Police Department has been involved throughout this entire process and has reviewed the security plans. The plan includes a number of security and safety measures including closed circuit television system, both inside and outside the facility. The security also includes an alarm system and access control. In addition to the security plan a full management and operations plan has also been submitted which includes details on the policies and procedures for the cultivation operation. Further, it should be noted that this will only be a cultivation operation. There will be no retail sales done at this location.

Further, as part of the submission, the petitioners were required to submit a traffic study. Those studies were then sent to the Department of Public Works (DPW) for a full review. In speaking with the Director of DPW, he had no major concerns. Since this will be the first cultivation operation in the city, the staff would recommend that, if approved, the petitioner be required to work directly with DPW to review any traffic related issues, especially during the opening of the operation.

Lastly, one of the major concerns that the staff has with the proposed use is odor control. While this site is located within an industrial area, there are homes located to the north of this property as well as along the west side of Page Boulevard. As part of the submission, the petitioner has submitted a detailed odor mitigation plan. The plan includes “odor control rooms” which will not have “...windows or other openings to allow for the release air. These “odor control rooms” will also have strict access procedures. Lastly, a carbon filtration system will be installed in each room. The information submitted indicate that “...carbon filtration systems are widely considered to be the best cannabis odor solution in facilities nationwide, as they utilize pellets of charcoal to trap terpenes as air passes through “carbon scrubbers” installed in the ducting”.

In addition to the special permit, a Host Community Agreement is required as well as a full review, approval and licensing of this proposed use by the Massachusetts Cannabis Control Commission.

Overall, the staff has been very pleased with the professionalism shown by not only this company but by all the companies participating in the RFQ/P process. The staff firmly believes that Page Cultivate has provided a detailed outline of its proposal and has addressed all the concerns outlined by the many city departments participating in the RFQ/P review. The staff does not oppose the proposed request and does not believe the proposed use will have a negative impact on the surrounding properties or on the neighborhood as a whole.

Recommendation

Approve, with conditions.

Recommended Conditions:

1. This special permit is granted to this petitioner only and shall not be reassigned or transferred.
2. This special permit is granted solely for the operation of an Adult Use Marijuana Establishment (cultivation) on a portion of the property known as 299 Page Boulevard (09440-1100).
3. The use shall be developed as per the attached site plans, elevations and submission requirements with the addition of conditions #4 through #27.
4. The petitioner shall obtain a Host Community Agreement prior to the issuance of a Certificate of Occupancy.
5. Prior to start of operations, the petitioner shall provide the Springfield Police Department, Department of Health & Human Services and the Building Department a copy of the license issued by the Massachusetts Cannabis Control Commission.
6. This special permit shall expire upon the expiration and/or termination of the license by the Massachusetts Cannabis Control Commission.
7. The petitioner shall be required to remove all materials, signage, inventory, equipment and other paraphernalia within sixty (60) days of ceasing operations or immediately following any revocation of its license issued by the Massachusetts Cannabis Control Commission.
8. There shall be no on-site consumption, including the parking area, of marijuana or marijuana related products.
9. There shall be no retail sales done at this location.
10. There shall be no outside storage of marijuana or marijuana related products.
11. No marijuana, marijuana related product or any accessory paraphernalia shall be visible to the general public from the exterior of the building or property line.
12. The facility shall fully comply with its odor control plan providing proper and adequate ventilation. All resulting odors, smoke, vapor, fumes, gases and/or particulate matter from the use shall be effectively confined to the premises or so disposed of to avoid any increased air pollution.
13. In addition to the special permit approval, a full review by the Department of Public Works, as per the provisions of City Ordinance, Chapter 27, Article VIII, § 27-58 through 27-63, will be required. This approval must be obtained prior to the issuance of a Building Permit.
14. The petitioner shall coordinate with DPW and the Springfield Police Department, and supply all requested information, to identify and address any and all potential traffic related issues, especially relating to opening activities.
15. If during the initial opening period, but no longer than six (6) months, the City determines that vehicles queuing on a public way have become a safety hazard or nuisance, the petitioner shall coordinate with DPW and the Springfield Police Department to identify and immediately implement methods to eliminate the queuing. Any and all costs related to these remedies shall be borne by the petitioner.
16. The petitioner shall coordinate with the Springfield Police Department on all security related matters and shall fully comply with the submitted Security Plan.
17. The use shall comply with all Zoning Regulations as outlined in Article 4, Section 4.7.110 and all other applicable sections of the ordinance.
18. The use shall comply with any and all regulations outlined by the Massachusetts Cannabis Control Commission and 935 CMR 500.
19. Any and all signage shall be properly permitted and comply with the Springfield Zoning Ordinance and regulations outlined by 935 CMR 500.
20. The use shall comply with any and all stipulations outlined within the approved Host Community Agreement.
21. The site shall be maintained and kept free of all litter and debris.
22. All landscaped areas shall be maintained.
23. The public sidewalk along Page Boulevard shall be maintained, including snow removal.
24. All required permits from the Department of Health & Human Services shall be obtained prior to start of operations. A Certificate of Occupancy shall also be issued by the Building Department, prior to opening.
25. Any and all required permits from the DPW and the Building Department shall be obtained prior to the

start of any construction.

26. Any and all dumpsters shall be completely enclosed.
27. Compliance with these conditions, as well as any and all zoning regulations, is required. Failure to comply may result in denial of the issuance of a Building Permit and/or Occupancy Permit, revocation of any permits issued and/or enforcement by the Code Enforcement Department punishable by fines of up to \$200 per day for each day a violation exists.



THE CITY OF
SPRINGFIELD, MASSACHUSETTS

10/6/2021

Special Permit Tax Certification

I certify that all identifiable real estate, personal property and excise taxes have been paid by the petitioner and/or landlord associated with the special permit request shown below:

Special Permit : 299 Page Boulevard
Petitioner : Page Cultivate, LLC
LandLord : DAL Page , LLC

A handwritten signature in black ink, reading "Christopher A. Caputo".

Christopher A. Caputo: Treasurer Collector

SPECIAL USE PERMITTING DRAWINGS

299 PAGE BOULEVARD - LOT 2 · SPRINGFIELD · MASSACHUSETTS

PAGE CULTIVATE, LLC

OCTOBER 15, 2021

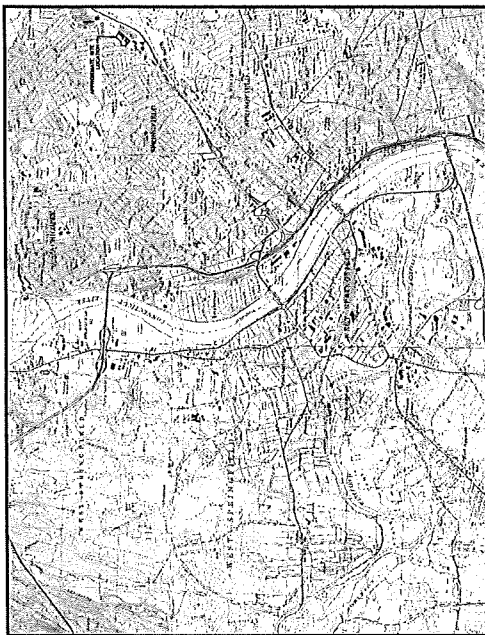
SHEET INDEX

SHEET No.	SHEET TITLE
GI-001	COVER SHEET
C1-01	GENERAL NOTES
C1-10	EXISTING CONDITIONS PLAN
C1-11	DEMOLITION PLAN
C1-12	EROSION AND SEDIMENT CONTROL PLAN
C1-20	SITE LAYOUT PLAN
C1-30	GRADING AND DRAINAGE PLAN
C1-40	SITE UTILITY PLAN
L1-00	LANDSCAPE PLAN
C3-00	EROSION & SEDIMENT CONTROLS DETAILS
C3-01 - C3-08	CONSTRUCTION DETAILS
C3-09	LANDSCAPE DETAILS
ES-001	ELECTRICAL GENERAL NOTES & DETAILS
ES-101	ELECTRICAL SITE PLAN
ES-102	ELECTRICAL PHOTOMETRIC PLAN

OWNER
PAGE CULTIVATE, LLC
 299 PAGE BOULEVARD
 SPRINGFIELD, MA 01104

PREPARED BY

FUSS & O'NEILL
 1350 MAIN STREET, SUITE 400
 SPRINGFIELD, MA 01103
 413.452.0445
 www.fuss.com

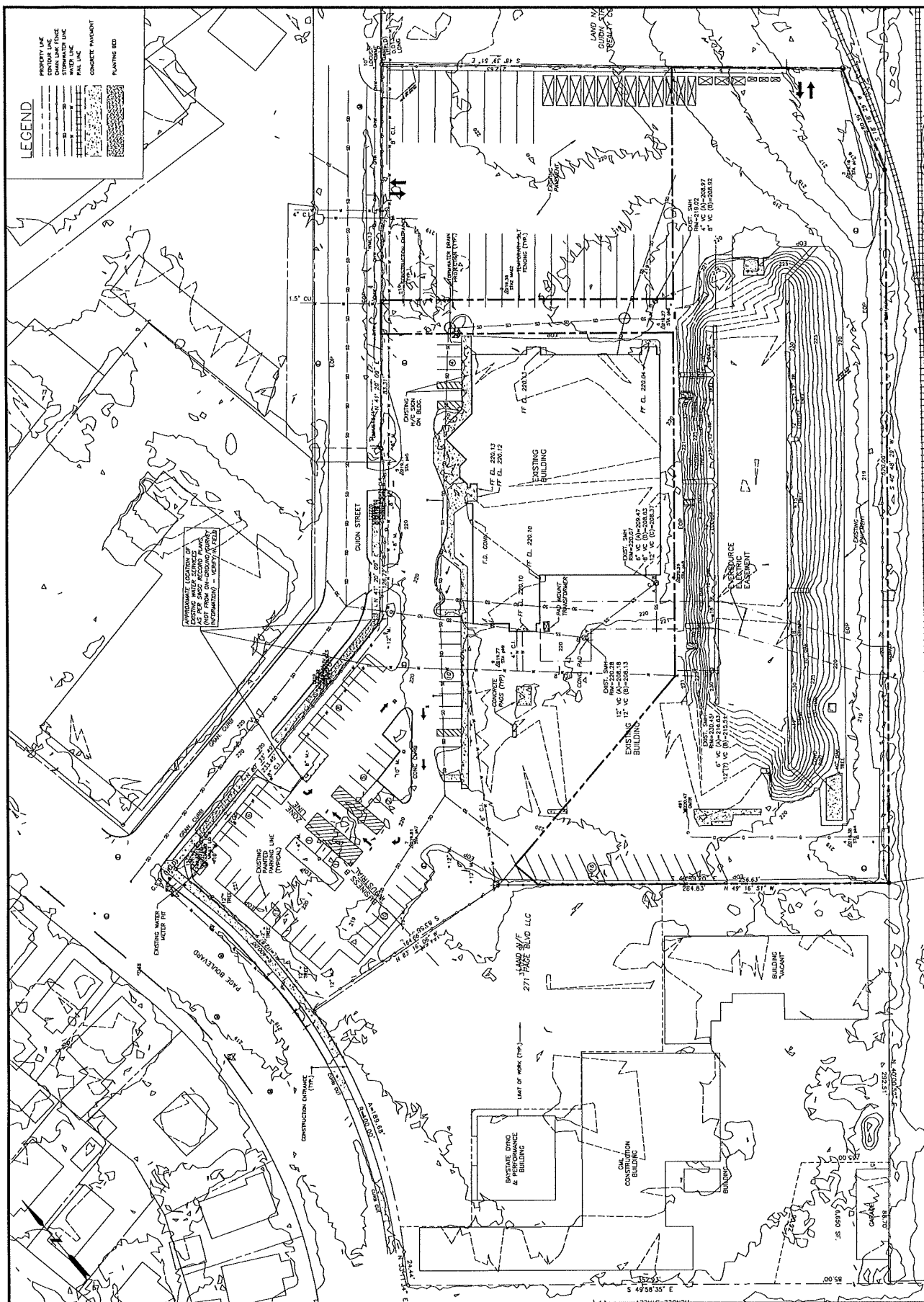


LOCATION MAP
 SCALE: 1" = 1000'

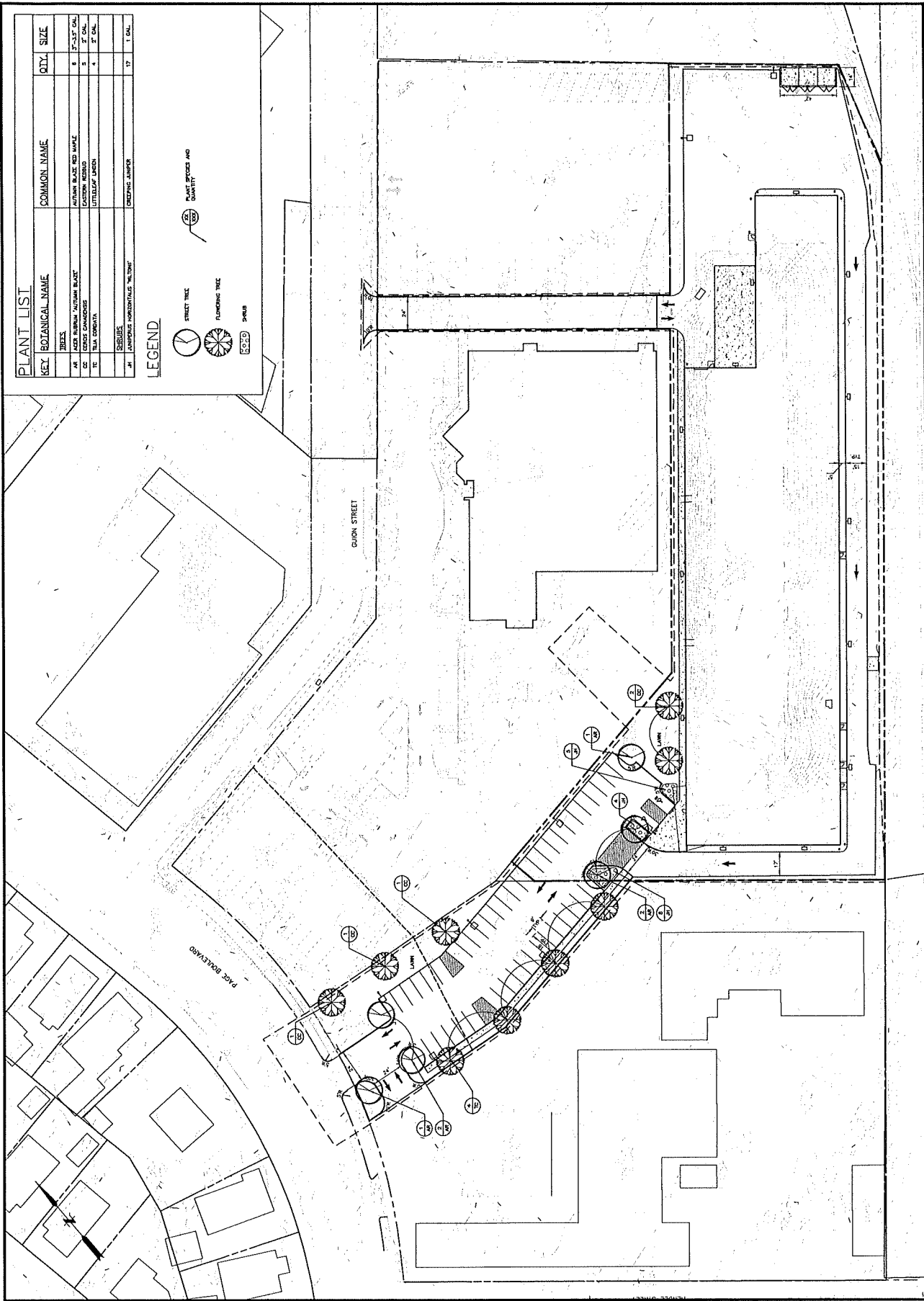
PROJ. NO.: 20210156-01
 DATE: 10/15/2021

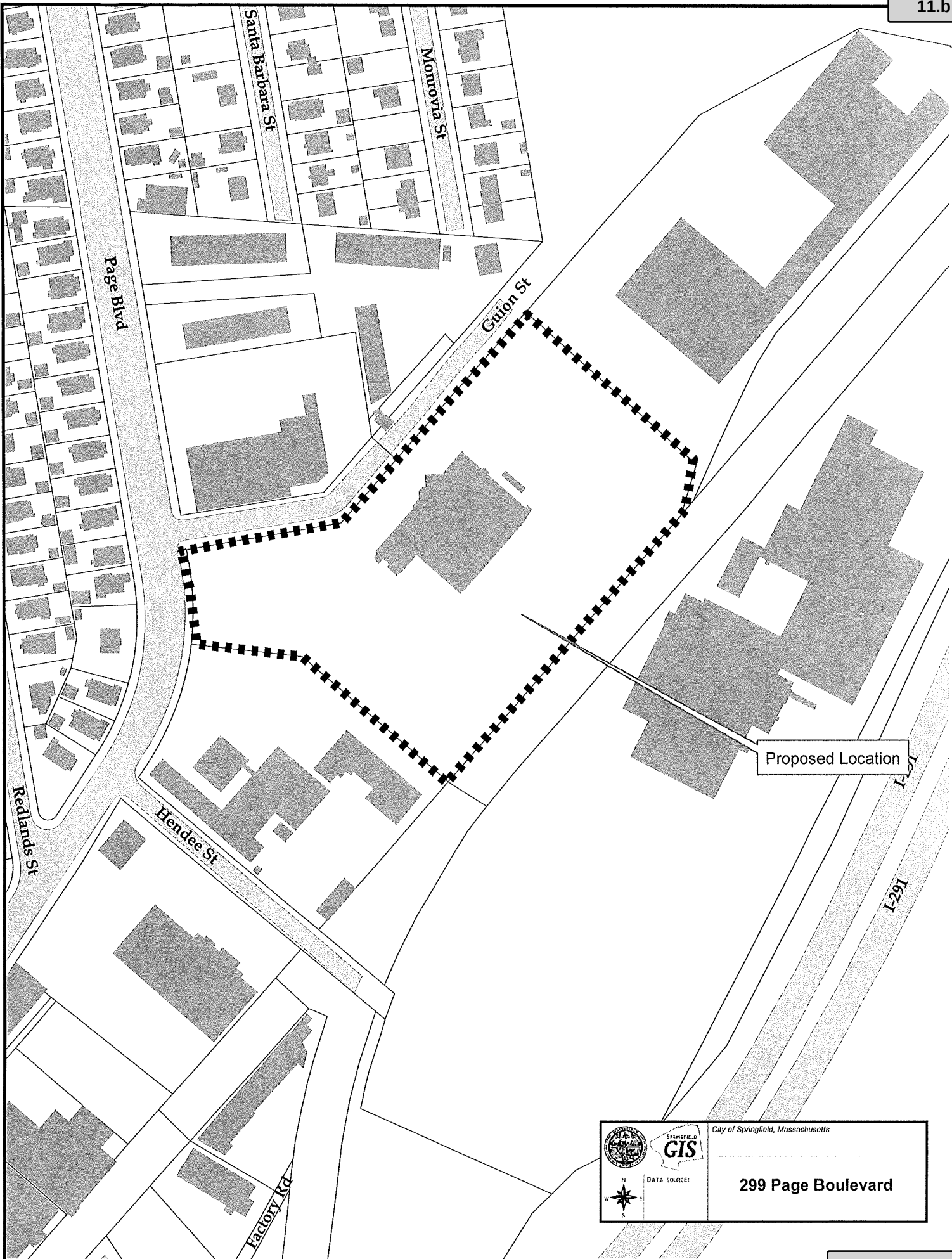
GI-001

11.b



PAGE CULTIVATE, LLC		LANDSCAPE PLAN		299 PAGE BOULEVARD - LOT 2		SPRINGFIELD, MASSACHUSETTS	
PROJECT NO. 20210501		DATE: 10/15/2021		SCALE: 1"=20'		GRAPHIC SCALE: 0 10 20	
DESIGNER: NEWVIEW		DATE:		NO.:		DATE:	





Attachment: Page BI_299_Adult_Use_2021 (6487 : 299 Page Boulevard)

 	 DATA SOURCE:	City of Springfield, Massachusetts
	299 Page Boulevard	

Robert P. Shewchuk, Esquire

Associate City Solicitor

36 Court Street, Room 210

Springfield, MA 01103

Tel: (413) 787-6511

Fax: (413) 787-6173

Email: rshewchuk@springfieldcityhall.com**THE CITY OF SPRINGFIELD, MASSACHUSETTS**

April 5, 2022

Springfield City Council
 36 Court Street, Ste 200
 Springfield, MA 01103

RE: ANR Change to 299 Page Blvd.

Councilors:

On or about March 21, 2022, the City Council requested a legal opinion concerning the validity of changes in the submission of an ANR (Approval Not Required) Plan for 299 Page Boulevard. In their original proposal, they had sought a Host Community Agreement that were compared to more recent changes submitted in May 2021 during the process of evaluating and selecting which applicants to award a Host Community Agreement.

The applicant submitted changes in follow-up discussions with the Office of Planning and Economic Development and the application of buffer zone requirements under our City Ordinances. The original ANR Plan submitted for the proposed cultivation building on Page Blvd. and a copy of the revised plan had been submitted for legal review.

The revised plan made changes to assure the proposal was outside the 250-foot buffer included in the Zoning Ordinance. The City's Zoning Ordinances provides that all Adult Use Marijuana establishments shall be required to obtain a Tier 3 Special Permit from the City Council. Additionally, Adult Use Marijuana establishments may not "be located within two hundred fifty (250) feet of a residence, a building containing residences (including commercial residential uses such as a hotel, motels, lodging houses, etc.), or a residential zoning district." City of Springfield, MA Zoning Ordinance. Section 4.7.114.

Changes to an ANR Plan during a permitting or approval process are not unusual. Under § 81P of the subdivision control law (G.L. c. 41, §§ 81k-81GG inclusive), an owner of land may secure from a planning board an endorsement on a plan of land that "approval under the subdivision control law [is] not required." G.L. c. 41, § 81P, as amended by St. 1963, c. 363, § 1. A planning board is bound to make such an endorsement unless the plan presented shows a subdivision. *Id.* That mandate steers the reader of the subdivision control law back to § 81L, which defines the term "subdivision," in part by what it is not.

Attachment: 299 Page Blvd ANR (6487 : 299 Page Boulevard)

Simply put, so long as the ANR Plan shows frontage along a public way that affords practical, safe, and efficient access, the duty required of the Planning Board under §§ 81L and 81P is ministerial in character. See *Hamilton v. Planning Bd. Of Beverly*, 35 Mass. App. Ct. 386, 389 (1993). A plan submitted for an ANR endorsement either has the requisite frontage or it does not. In the former case, the planning board should make the ANR endorsement, thereby giving notice that the Board is not concerned with the plan. As such, the Planning Board does not have discretion and the failure to provide an ANR endorsement can lead to liability.

This was the issue involved here. There was no discretion but to allow the modification. Under the circumstances, there could be no prejudice to any other applicants. However, the refusal to accept the ANR Plan modification could have greatly prejudiced the applicant seeking an HCA for 299 Page Blvd.

In addition to the special permit requested by 299 Page Blvd. to operate an Adult Use Marijuana Establishment (Marijuana Cultivator), five additional special permits were requested for Adult Use Marijuana ranging from Adult Use Marijuana Cultivation, Storefront, and Delivery. The special use permit for Adult Marijuana Delivery was requested by Tree N' Brick for an Adult Use Delivery permit. The original ANR Plan had a location of 250 Albany Street but had since planned to relocate the business to 1860 Main Street. Similar to 299 Page Blvd., the petitioner of Tree N' Brick also requested to amend its Host Community Agreement.

On or about March 21, 2022, all six special permits were discussed. 299 Page Blvd. was tabled due to the continued question regarding the validity of the changes to its submission and the remaining five special permits were approved. Considering the similarities between 299 Page Blvd. and Tree N' Brick, I believe the City could potentially be liable should the approval of 299 Page Blvd.'s permit be held up any longer. Both applicants were in front of the City Council for a Special Permit to operate Adult Use Marijuana establishments and both applicants had a change to their ANR Plan. The change made to 299 Page Blvd.'s ANR Plan was tabled and this opinion was requested, however the change to Tree N' Brick's ANR Plan was approved with no discussion regarding the change to the ANR Plan.

I hope this provides you with the clarification you were seeking. If you have any questions, do not hesitate to contact me.

Sincerely,



Robert P. Shewchuk
Associate City Solicitor

Robert P. Shewchuk, Esquire

Associate City Solicitor

36 Court Street, Room 210

Springfield, MA 01103

Tel: (413) 787-6511

Fax: (413) 787-6173

Email: rshewchuk@springfieldcityhall.com**THE CITY OF SPRINGFIELD, MASSACHUSETTS**

April 5, 2022

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 36 Court Street, Ste 200
 Springfield, MA 01103

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I hope this provides you with the clarification you were seeking. If you have any questions, do not hesitate to contact me.

Sincerely,



Robert P. Shewchuk
Associate City Solicitor

To The City Council of the City of Springfield:
The undersigned respectfully petition your honorable body

for a special permit to operate a medical office, clinic or treatment facility, with no overnight stay, at the property known as 90 Carando Drive (02347-0005) (Book #L123/Page#LC65), as allowed by M.G.L. and the Springfield Zoning Ordinance, Article 4, Table 4-4, Section 10.3.

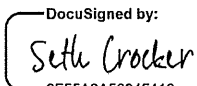
Mailing Address:

186 Stafford Street
Springfield, MA 01104

Owner:

Dask Partnership, LLP

I hereby certify that I am the owner or acting on behalf of the owner.

DocuSigned by:

By: 6F55A2A56945418...
Seth P Croker

Mailing Address:

90 Carando Drive
Springfield, MA 01104

Petitioner:

Sonetta Covington

I hereby certify that I am the petitioner or acting on behalf of the petitioner.

DocuSigned by:

By: 01A3D40D1A5640C...
Sonetta Covington

Attachment: Carando_Dr_90_Tax_Formal (6631 : 90 Carando Drive)

Christopher A. Caputo
Collector/Treasurer



THE CITY OF
SPRINGFIELD, MASSACHUSETTS

February 4, 2022

Special Permit Tax Certification

I certify that all identifiable real estate, personal property and excise taxes have been paid by the petitioner and/or landlord associated with the special permit request shown below:

Special Permit: 90 Carando Drive – (02347-0005)

Petitioner: Sonetta Covington
90 Carando Drive
Springfield MA 01104

Property Owner: Dask Partnership, LLP
186 Stafford Street
Springfield MA 01104

A handwritten signature in cursive script, reading "Christopher A. Caputo", is written over a horizontal line.

Christopher A. Caputo: Treasurer/Collector

Attachment: Carando_Dr_90_Tax_Formal (6631 : 90 Carando Drive)

**OFFICE OF PLANNING & ECONOMIC DEVELOPMENT
ANALYSIS FOR A SPECIAL PERMIT**

**90 CARANDO DRIVE, SUITE 1 (02347-0005)
MEDICAL OFFICE, CLINIC OR TREATMENT FACILITY, NO OVERNIGHT STAY**

General Information

Petitioner:	Sonetta Covington
Request:	To operate a medical office, clinic or treatment facility, with no overnight stay.
Proposed use of the property:	Medical testing facility
Parcel Size:	91,476 s.f.
Compatibility with current planning documents:	The East Springfield Neighborhood Plan shows no changes to this area.
Neighborhood council notification:	East Springfield Neighborhood Council: 3-7-22
Tax Status:	SEE ATTACHED
Urban Renewal Plan:	Property is not located in an urban renewal plan area.
Site Visit:	3-22-22
Hearing Date:	3-28-22/4-4-22

Staff Analysis

Neighborhood characteristics:

The property is zoned Industrial A and located within the Cottage Street Industrial Park. The surrounding land uses include:

- To the north is a motor vehicle sales and service operation zoned Industrial A.
- To the south is a manufacturing operation zoned Industrial A.
- To the east is an office building zoned Industrial A.
- To the west a manufacturing operation zoned Industrial A.

Site plan review:

The petitioner has requested a special permit to operate a medical testing facility, with no overnight stay, at the property known as 90 Carando Drive. This site currently consists of a multi-tenanted commercial building. The petitioner intends to only operate in a portion of the existing building.

After reviewing the submitted site plans and information, the staff does not object to the proposed use. As noted above, the petitioner intends to operate medical testing facility. The information submitted by the

petitioner indicates that this company provides a number of medical testing services include DNA testing, COVID testing, blood testing, vaccinations, urinalysis and other testing services. The petitioner has also indicated that they are also a third party collection service to LabCorp, Quest, USDTL, DNA Diagnostics, IDENToGo and Gender Reveal. No changes would be made to the exterior of the building or to the site.

Overall, the staff believes that the proposed operation is an appropriate use for this commercial/industrial area and as such the staff does not believe the proposed use will have a detrimental impact on the abutters or the neighborhood as a whole.



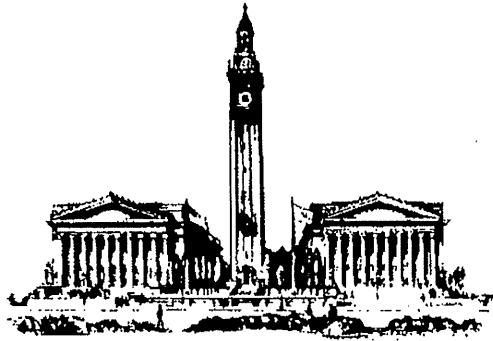
Recommendation

Approve, with conditions.

Recommended Conditions

1. This special permit is granted to this petitioner only.
2. This special permit is granted solely to operate a medical testing facility, with no overnight stay, at the property known as 90 Carando Drive (02347-0005).
3. The use shall be developed as per the attached site plans, with the addition of condition #4..
4. Any and all permits required by the Springfield Health Department shall be obtained, prior to the issuance of a Certificate of Occupancy.
5. Compliance with these conditions, as well as any and all zoning regulations, is required. Failure to comply may result in denial of the issuance of a Building Permit and/or Occupancy Permit, revocation of any permits issued and/or enforcement by the Code Enforcement Department punishable by fines of up to \$200 per day for each day a violation exists.

Christopher A. Caputo
Collector/Treasurer



THE CITY OF
SPRINGFIELD, MASSACHUSETTS



February 4, 2022

Special Permit Tax Certification

I certify that all identifiable real estate, personal property and excise taxes have been paid by the petitioner and/or landlord associated with the special permit request shown below:

Special Permit: 90 Carando Drive – (02347-0005)

Petitioner: Sonetta Covington
90 Carando Drive
Springfield MA 01104

Property Owner: Dask Partnership, LLP
186 Stafford Street
Springfield MA 01104

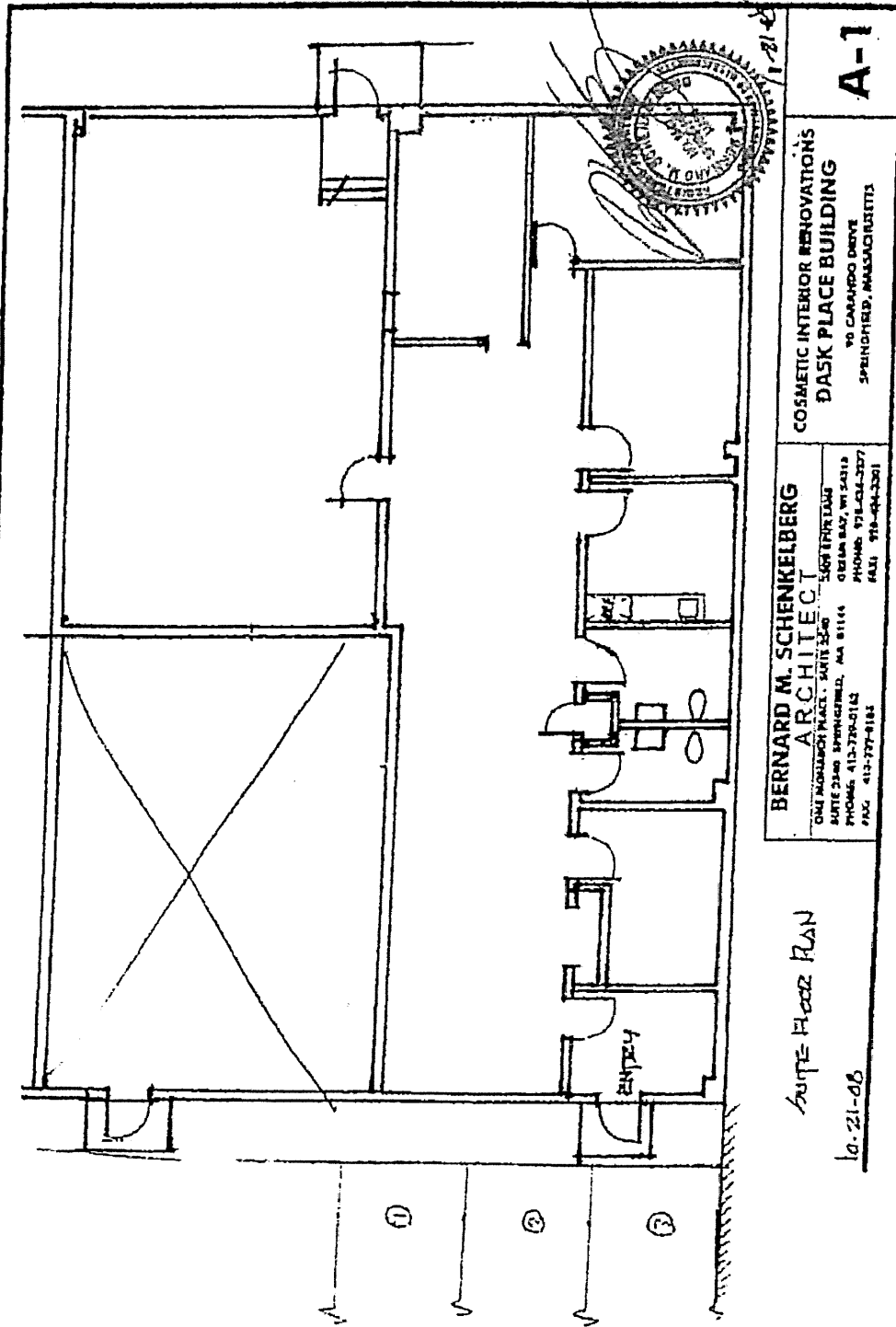
A handwritten signature in black ink, reading "Christopher A. Caputo", is written over a horizontal line.

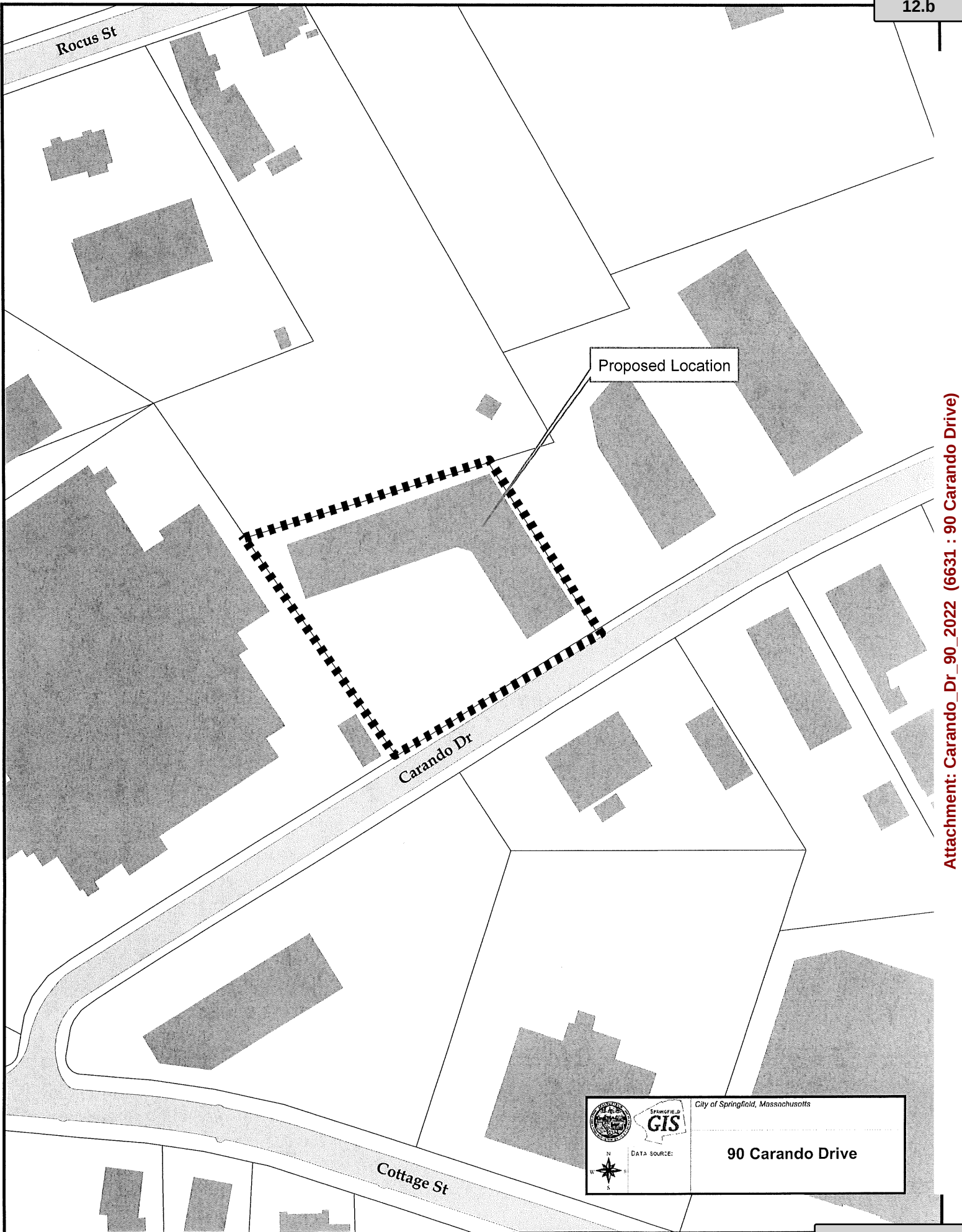
Christopher A. Caputo: Treasurer/Collector

Attachment: Carando_Dr_90_2022 (6631 : 90 Carando Drive)

SL

EXHIBIT A





Attachment: Carando_Dr_90_2022 (6631 : 90 Carando Drive)



City of Springfield, Massachusetts



DATA SOURCE:

90 Carando Drive

To The City Council of the City of Springfield:
The undersigned respectfully petition your honorable body

for a special permit for a car wash, at the properties known as 1090 Boston Road (01655-0203) (Book# 13359/Page# 2), NS Boston Road (01655-0201 & 0206) (Book# 13359/Page# 2) and WS Ramsgate Street (10050-0018) (Book# 13359/Page# 2), as allowed by M.G.L. and the Springfield Zoning Ordinance, Article 4, Table 4-4, Section 12.3(2).

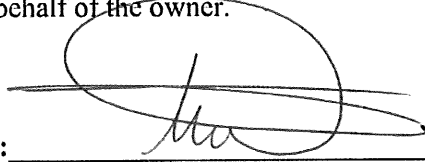
Mailing Address:

615 Reservoir Avenue
 Cranston, RI 02910

Owner:

1090 Boston Road, Inc.

I hereby certify that I am the owner or acting on behalf of the owner.

BY: 

Trevor Wiggins

Petitioner:

Sevan Multi-Site Solutions

I hereby certify that I am the petitioner or acting on behalf of the petitioner.

BY: 

Joseph Bermudez

3025 Highland Parkway, Suite 850
 Downers Grove, IL 60515

Attachment: Boston_Rd_1090_Tax_Formal (6670 : 1090 Boston Road)

Christopher A. Caputo
Collector/Treasurer



THE CITY OF
SPRINGFIELD, MASSACHUSETTS



January 6, 2021

Special Permit Tax Certification

I certify that all identifiable real estate, personal property and excise taxes have been paid by the petitioner and/or landlord associated with the special permit request shown below:

Special Permit: 1090 Boston Road – (01655-0203)

Petitioner: Sevan Multi-Site Solutions
3025 Highland Parkway, Suite 850
Downers Grove, IL 60515

Property Owner: 1090 Boston Road, Inc.
615 Reservoir Avenue
Cranston, RI 02910

Christopher A. Caputo: Treasurer/Collector

Attachment: Boston_Rd_1090_Tax_Formal (6670 : 1090 Boston Road)

**OFFICE OF PLANNING & ECONOMIC DEVELOPMENT
ANALYSIS FOR A SPECIAL PERMIT**

**1090 BOSTON ROAD (01655-0203), ET.AL.
MECHANICAL PUBLIC CAR WASH**

General Information

Petitioner:	Sevan Multi-Site Solutions
Request:	Mechanical public car wash
Proposed use of the property:	Mechanical public car wash
Size:	56,443 s.f.
Compatibility with current planning documents:	The Pine Point Neighborhood Plan shows no changes to this area.
Neighborhood council notification:	Pine Point Neighborhood Council: 4-4-22
Tax Status:	SEE ATTACHED
Site Visit:	4-20-22
Hearing Date:	4-25-22/5-2-22

Staff Analysis

Neighborhood characteristics:

The parcel is currently zoned Business B and is located along the Boston Road commercial corridor. The surrounding land uses include:

- To the north are vacant land and Five Mile Pond zoned Residence A.
- To the south is a commercial plaza zoned Business A.
- To the east are vacant land and a single-family house zoned Residence A and Business B.
- To the west is Five Mile Pond zoned Open Space.

Site plan review:

The petitioner has requested a special permit to operate a mechanical public car wash at the property known as 1090 Boston Road. The site is currently vacant but has been used as a used car dealership over that past several years. The petitioner intends to demolish the existing building and construct a new 4,201± square foot tunnel car wash.

After reviewing the site plan and visiting the site, the staff does not object to the proposed request. As noted above, the site has been used for used car sales for a number of years and is currently vacant. The plans submitted indicate that the existing building will be demolished and a new tunnel car wash will be constructed. There will only be one (1) entrance/exit onto Boston Road. The proposed curb cut will move slight to the east as part of this new development.

Patrons will enter the site and drive around to the rear of the building to access the pay stations. Approximately twenty (20) vacuum stations will be located in the front of the building. As with all new developments, a full review and approval from the Department of Public Works (DPW) will be required. Additionally, due to the fact that this site abuts wetlands, a full review and approval will also be required from the Springfield Conservation Commission.



In addition to the site plans, a full detailed landscaping plan has been submitted. The staff is pleased with what is being proposed and is pleased to see that the landscape buffer along Boston Road will remain. The one comment the staff would have is that there is not a sufficient buffer between this use and the abutting residential property. While there is an existing solid fence between the properties, the staff believes that an additional landscape buffer should be installed. As such, if approved, the staff would strongly recommend that a condition be placed on the approval that requires an abortive hedge to be installed along the abutting residential property. In addition, due to the fact that this property does directly abut a residential property, the staff would recommend that the hours of operation be limited.

Lastly, it should be noted that an ANR plan has been submitted, incorporating all the individual properties, including the discontinued Ramsgate Street into one (1) property.

Recommendation

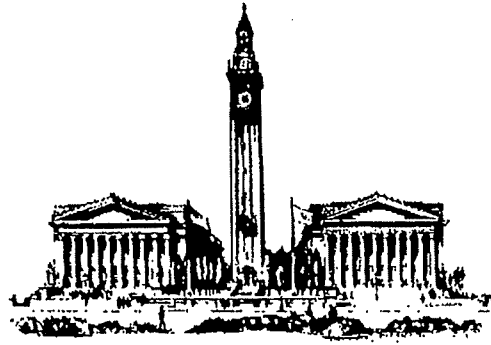
Approve, with conditions.

Recommended Conditions

1. This special permit is granted solely for the operation of mechanical public car wash at the properties known as 1090 Boston Road (01655-0203), NS Boston Road (01655-0201 & 0206) and WS Ramsgate Street (10050-0018).
2. The use shall be developed according to the attached site plans and elevations, with the addition of conditions #3 through #12.
3. In addition to the special permit approval, a full review by the Department of Public Works, as per the provisions of City Ordinance, Chapter 27, Article VIII, § 27-58 through 27-63, will be required. This approval must be obtained prior to the issuance of a Building Permit.
4. Any and all approvals required from the Springfield Conservation Commission shall be obtained, prior to the issuance of a Building Permit.
5. Landscaping shall be installed as per the attached plans and shall be irrigated.
6. The building shall be maintained graffiti free.
7. Arborvitae shrubs shall be planted along the eastern property line abutting the residential property. The existing solid fence shall remain.
8. The public sidewalk along Boston Road shall be maintained, including snow removal.

9. The site shall be maintained free of all overgrown vegetation, weeds, trash and debris.
10. There shall be no banners, streamers or other promotional materials located on the building or light poles.
11. Any and all signage shall be properly permitted.
12. The hours of operation shall be limited to opening no earlier than 8:00AM and closing no later than 10:00PM. Vacuums shall be shut off when the car wash is closed.
13. Compliance with these conditions, as well as any and all zoning regulations, is required. Failure to comply may result in denial of the issuance of a Building Permit and/or Occupancy Permit, revocation of any permits issued and/or enforcement by the Code Enforcement Department punishable by fines of up to \$200 per day for each day a violation exists.

Christopher A. Caputo
Collector/Treasurer



THE CITY OF
SPRINGFIELD, MASSACHUSETTS

January 6, 2021

Special Permit Tax Certification

I certify that all identifiable real estate, personal property and excise taxes have been paid by the petitioner and/or landlord associated with the special permit request shown below:

Special Permit: 1090 Boston Road – (01655-0203)

Petitioner: Sevan Multi-Site Solutions
3025 Highland Parkway, Suite 850
Downers Grove, IL 60515

Property Owner: 1090 Boston Road, Inc.
615 Reservoir Avenue
Cranston, RI 02910

Christopher A. Caputo: Treasurer/Collector

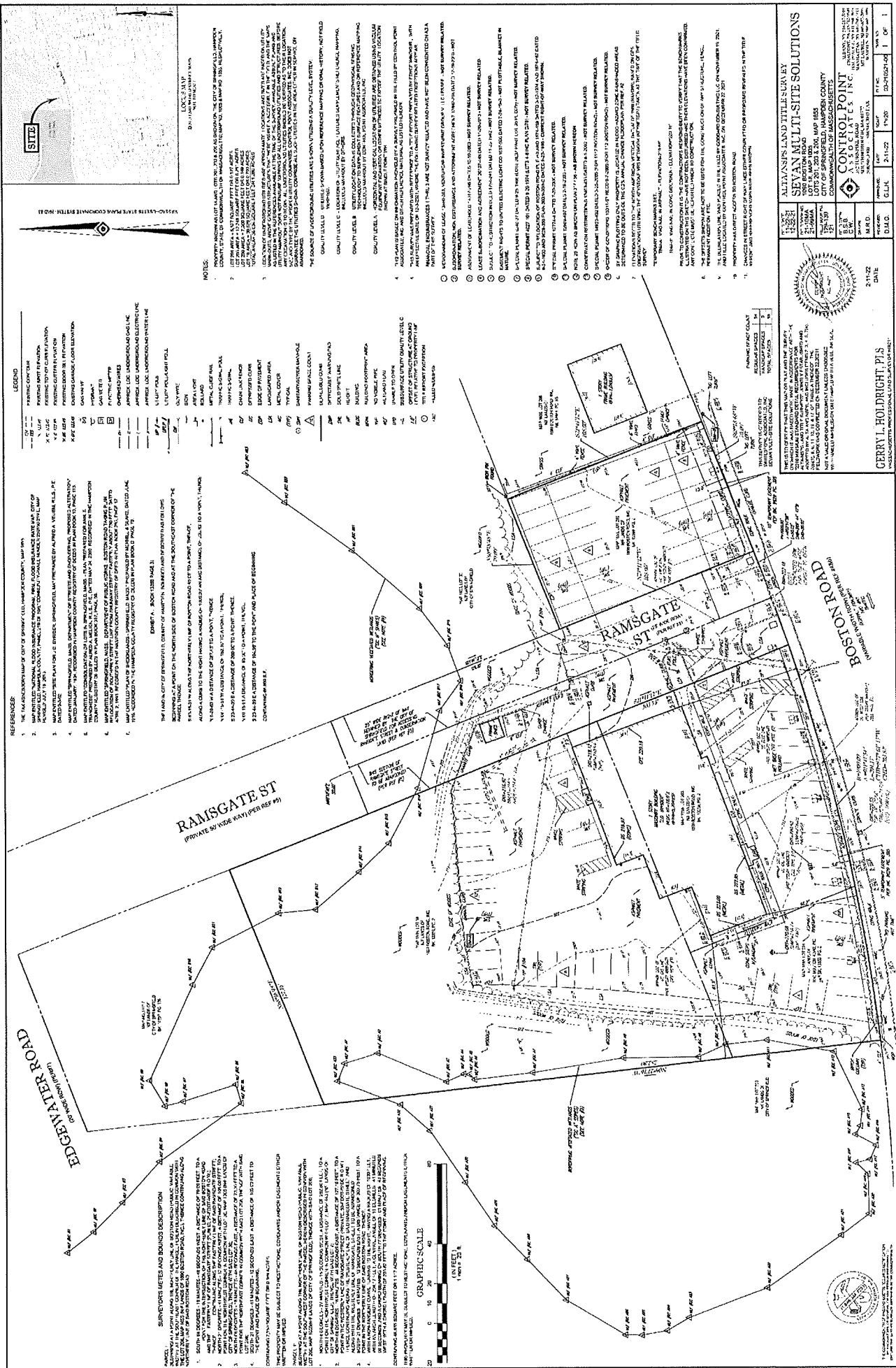
Attachment: Boston_Rd_1090_2022 (6670 : 1090 Boston Road)

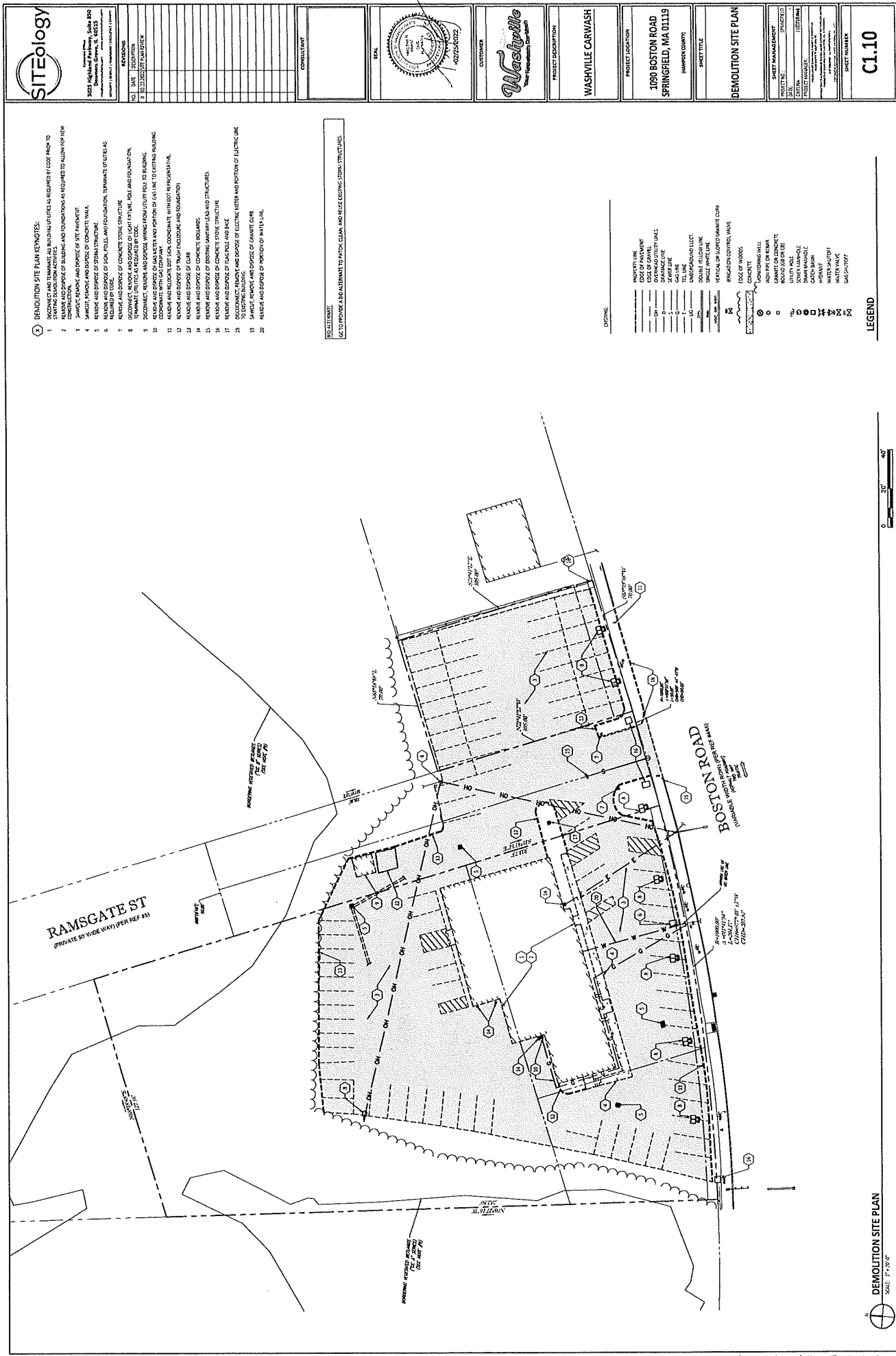
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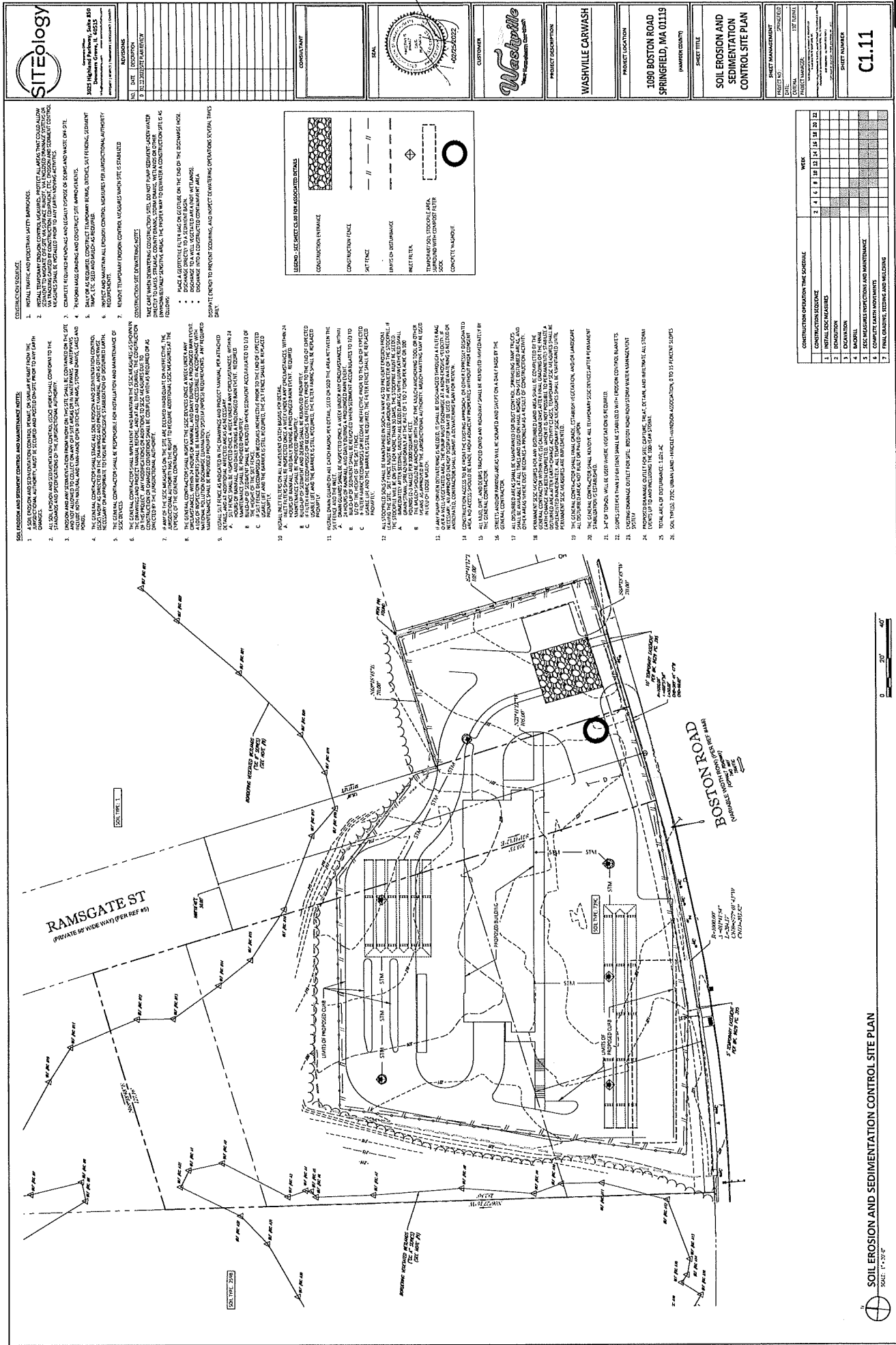
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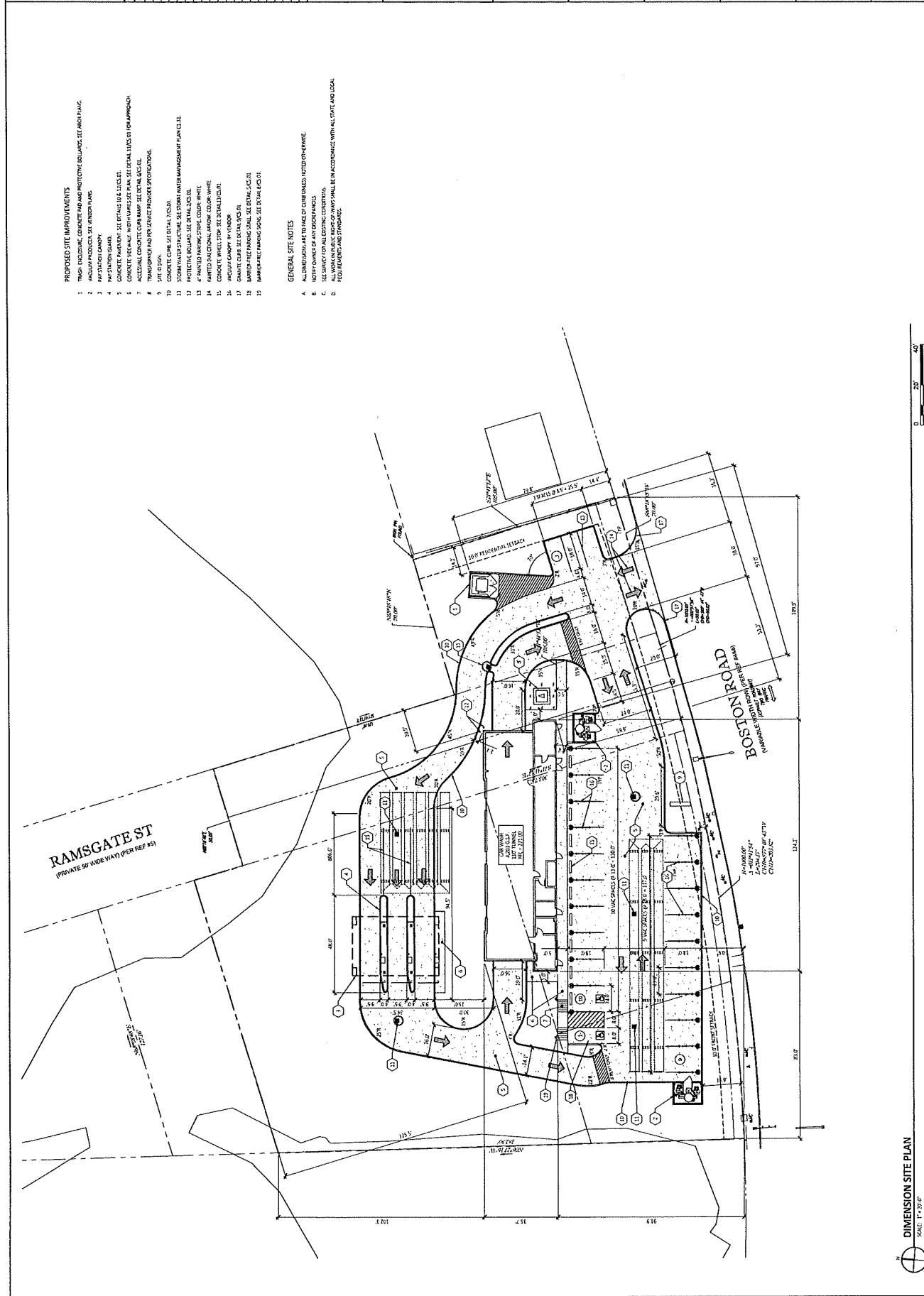
Packet Pg. 81



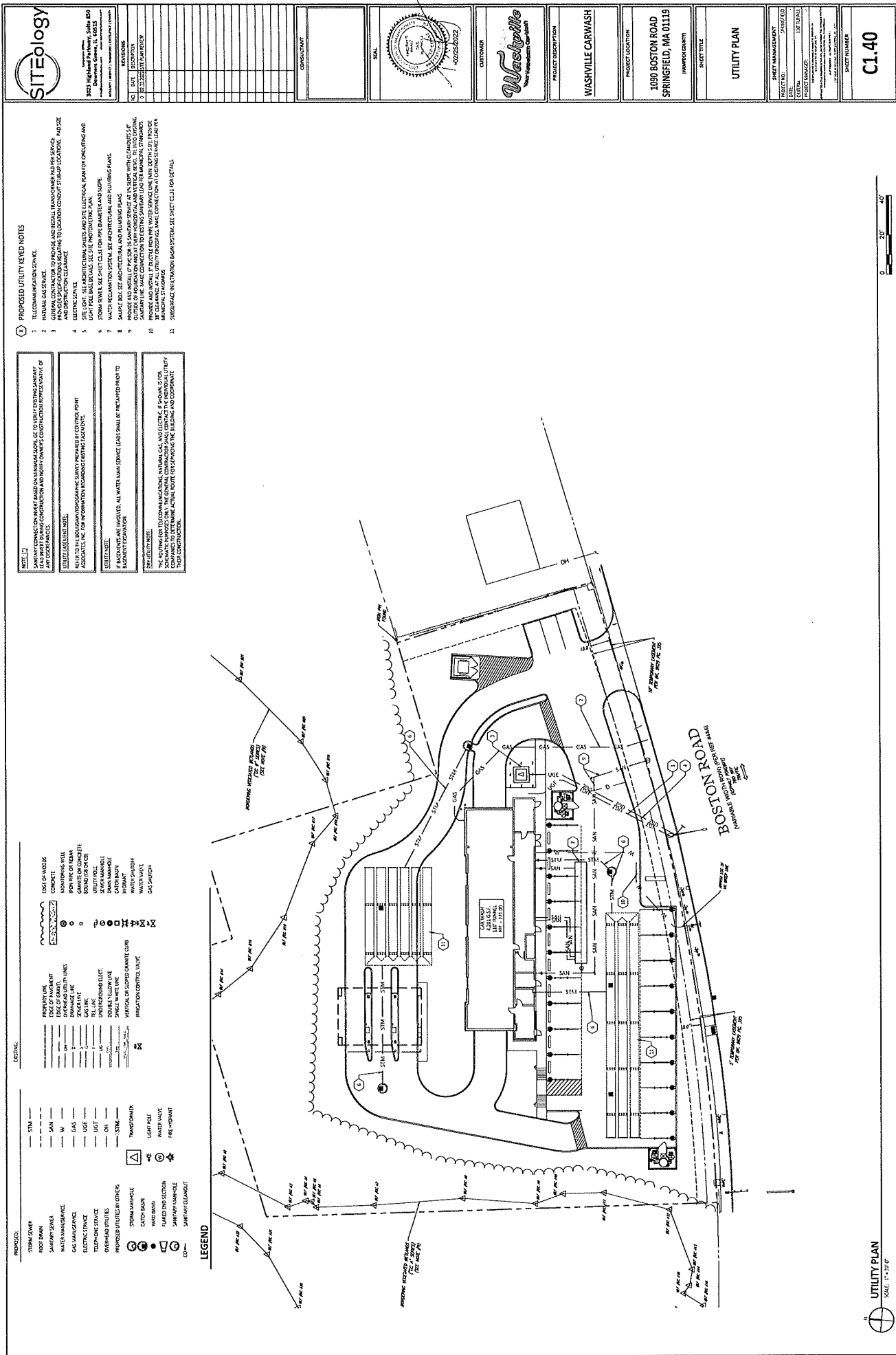




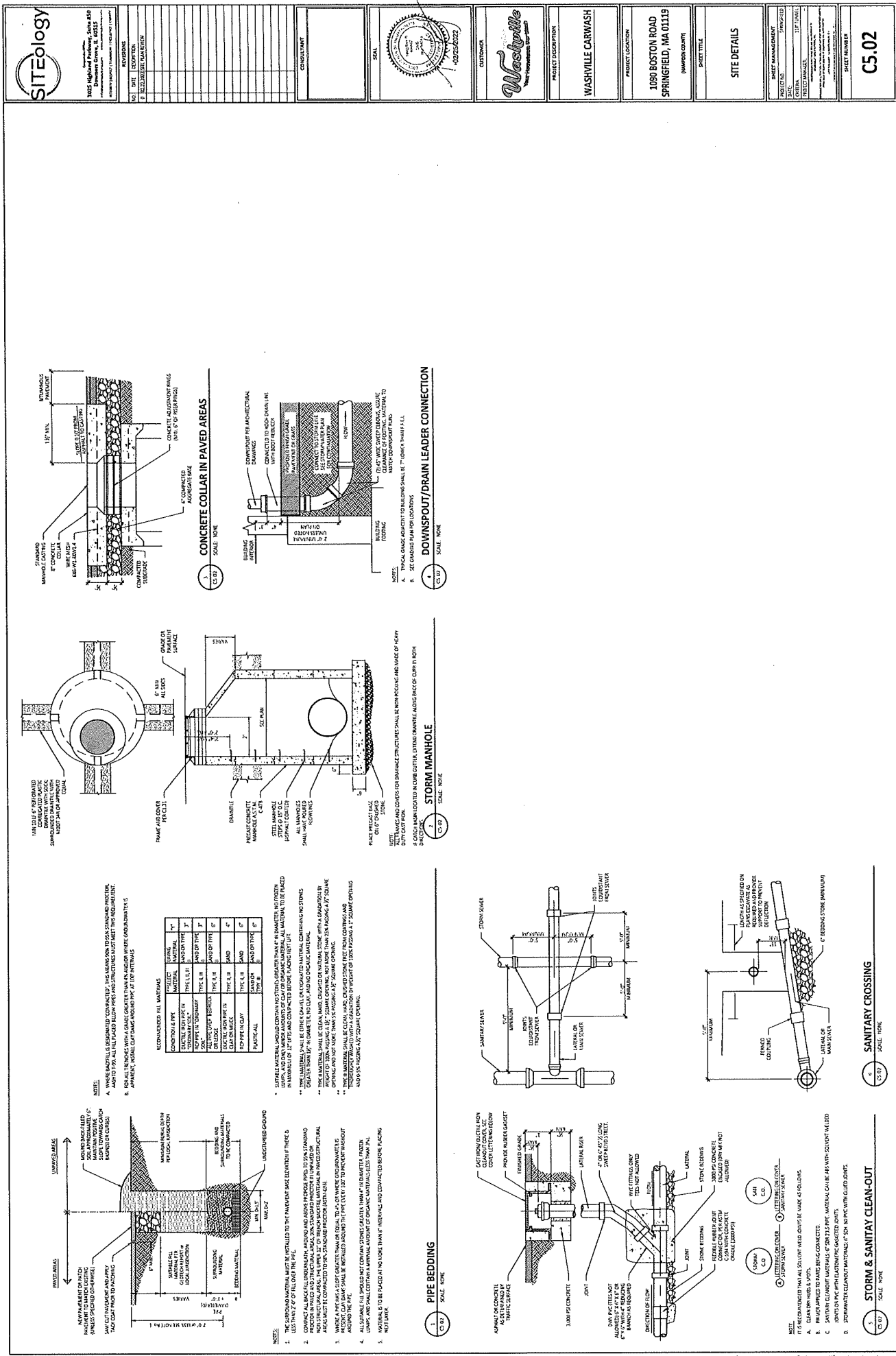
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PROJECT NO. 1000 BOSTON ROAD PROJECT NAME: 1000 BOSTON ROAD PROJECT LOCATION: SPRINGFIELD, MA 01119		PROJECT DESCRIPTION: WASHVILLE CARWASH		PROJECT LOCATION: 1000 BOSTON ROAD SPRINGFIELD, MA 01119		SHEET TITLE: DIMENSION SITE PLAN		SHEET NUMBER: C1.20		SHEET NUMBER: C1.20	

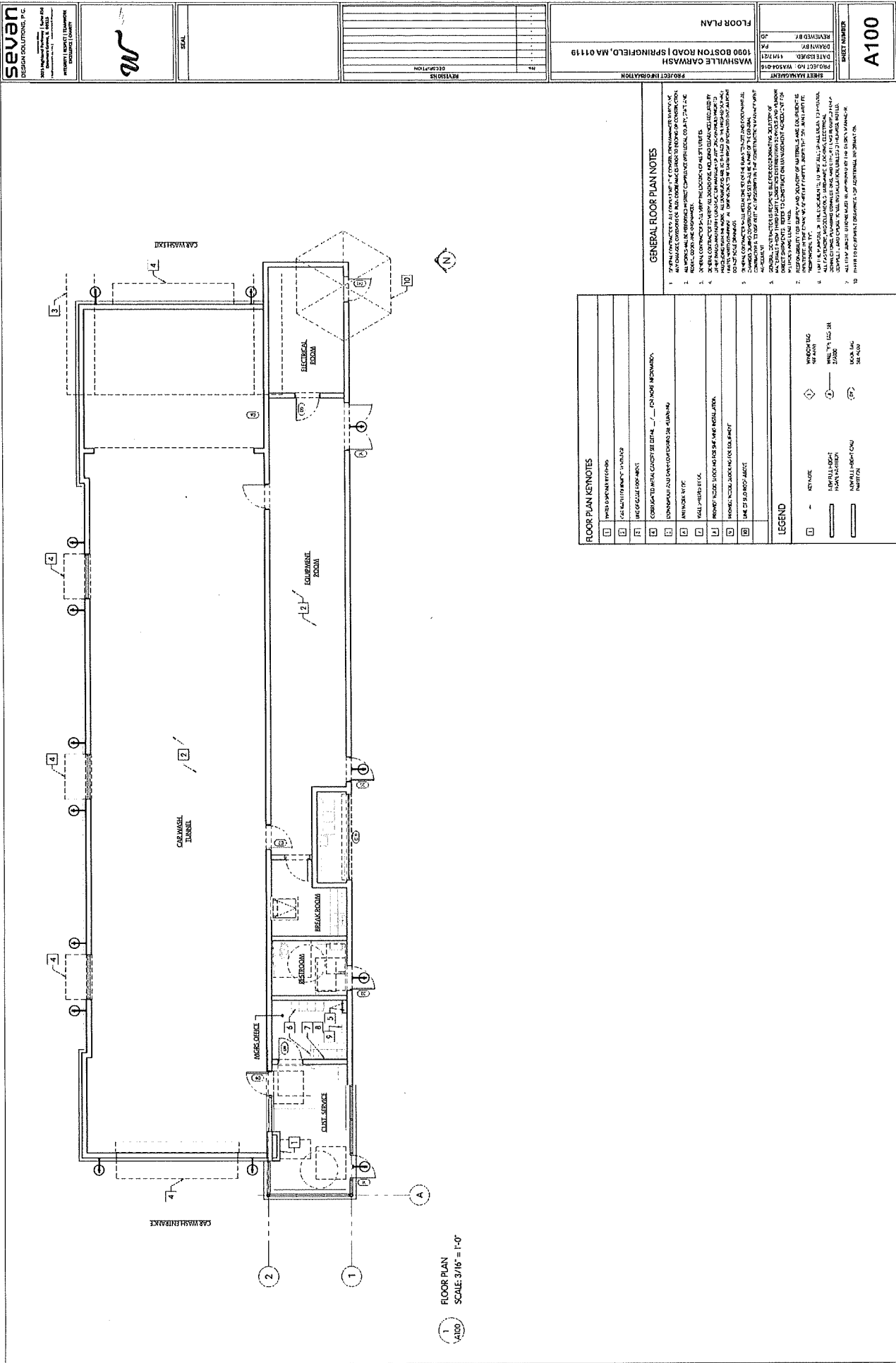


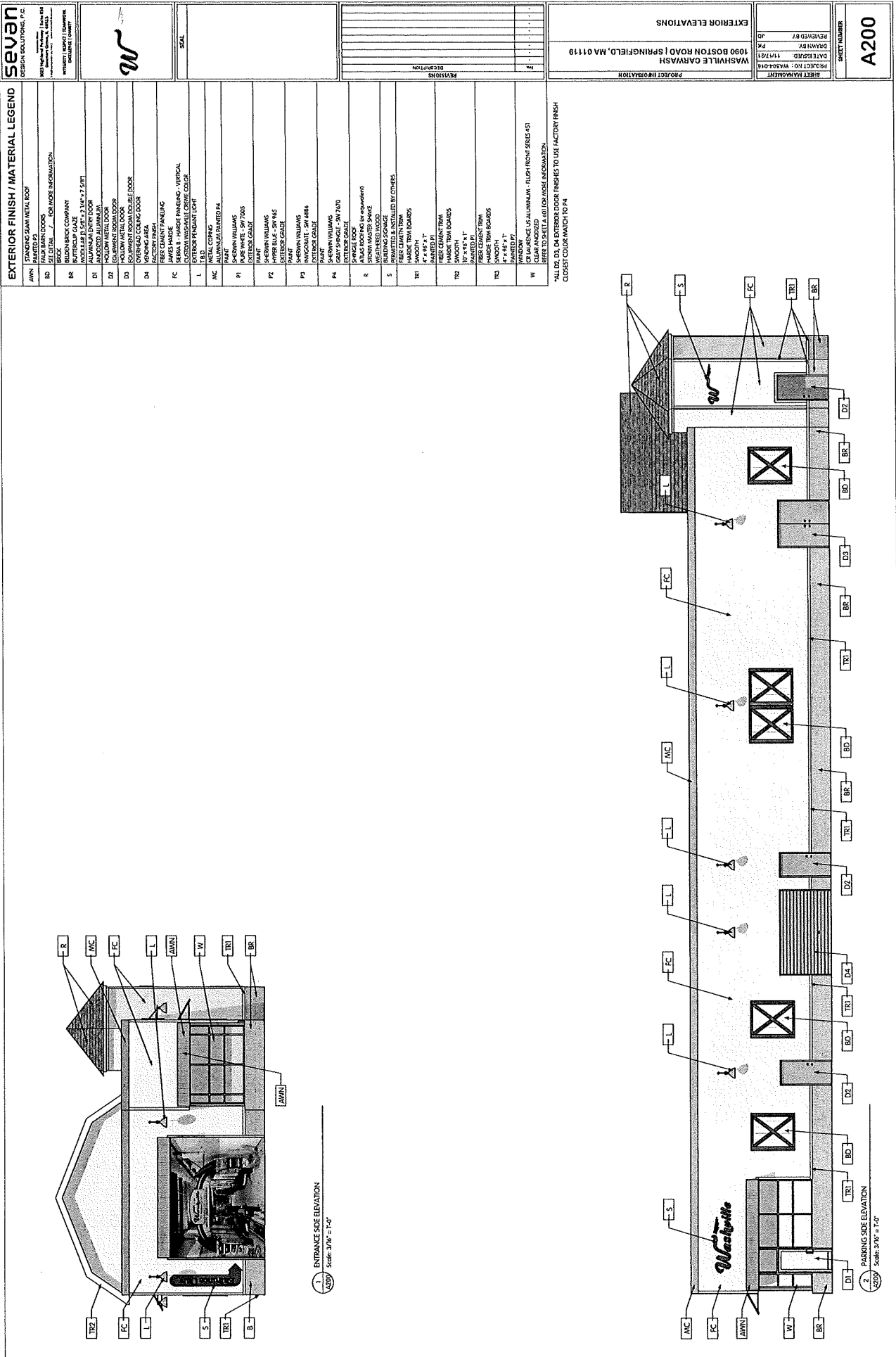




TREE PROTECTION FENCING







**FACE-LIT CHANNEL
LETTER SET**

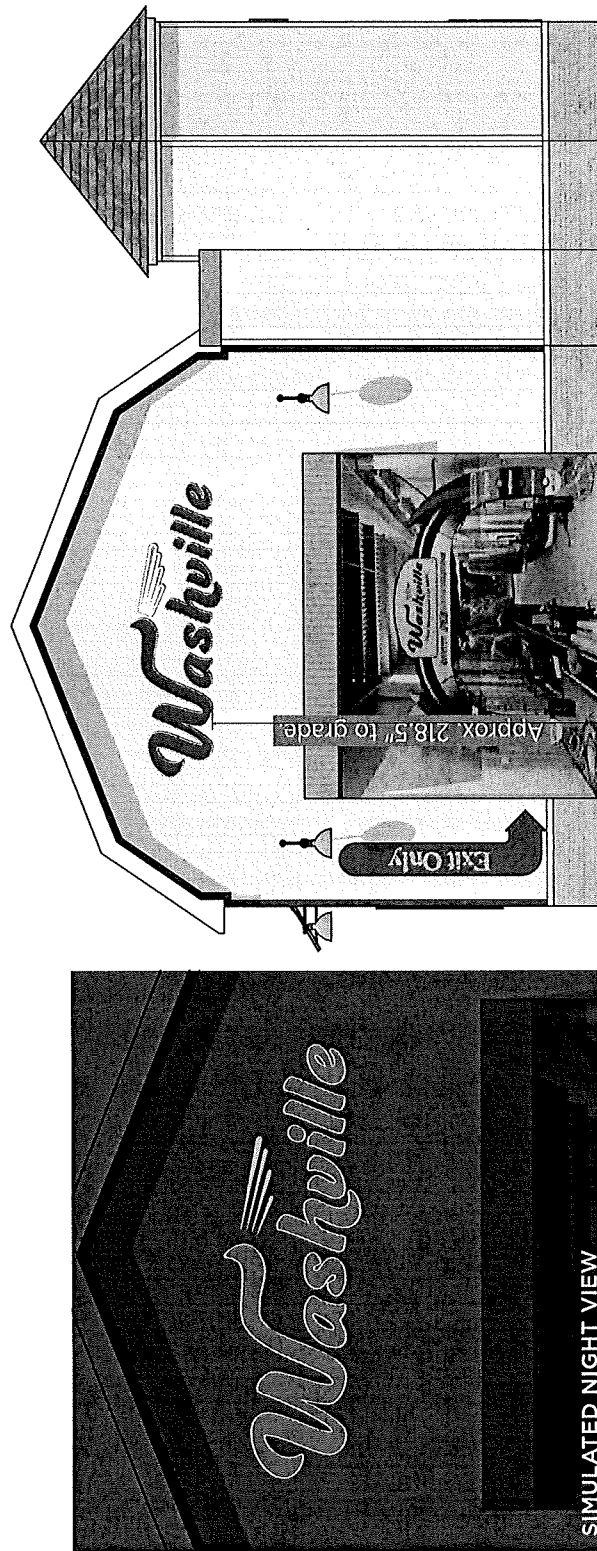
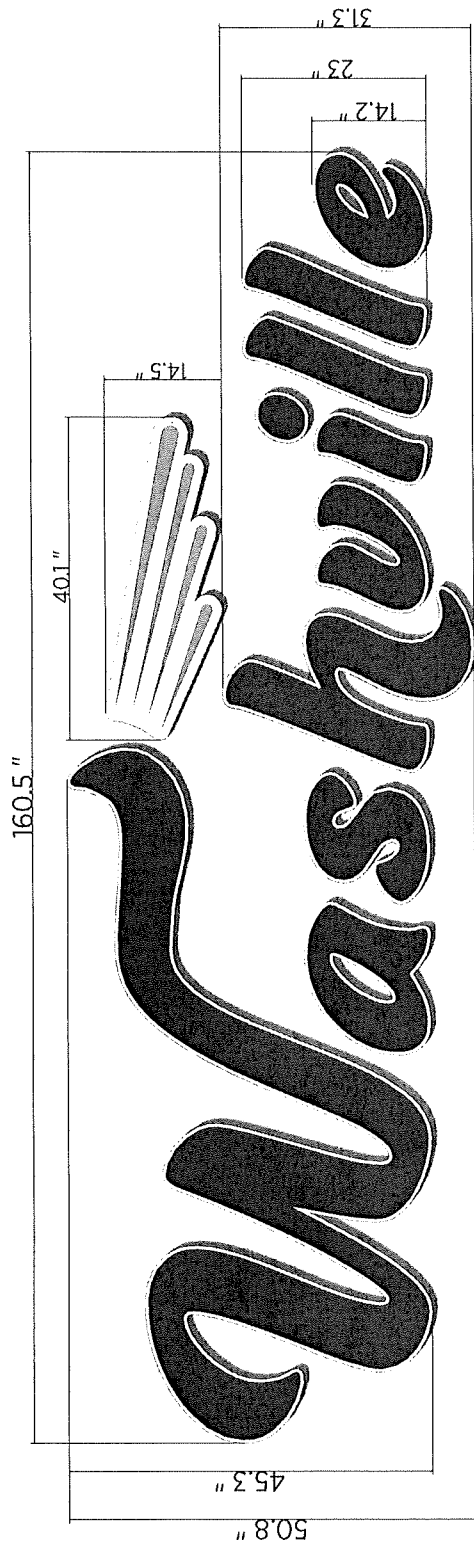
Loc. 3 • Exit Side

Qty: 1

A 3" deep channel letters. White returns and trim cap. Trans. and block out (around water drops) vinyl applied to White acrylic faces. Flush mount to building wall with appropriate hardware.

PAINT COLORS	
☐	White
VINYL COLORS	
☒	Blue (TBD)
☐	Blue (TBD)

Sign Sq Ftg: 28.3



Customer/Job Location:

ASHVILLE
Springfield, MA

DWG. DATE: 12.21.2021

APPROVAL ☐ APPROVED ☐ APPROVED AS NOTED

Date: X

File Name: Washville_Springfield_Sign Pkg_3602

Sales: TD

Design: JP

PMgr: EC

Drawing # **21-03602-3**

METROSIGN
COMMERCIAL SIGNAGE

**FACE-LIT CHANNEL
LETTER SET**

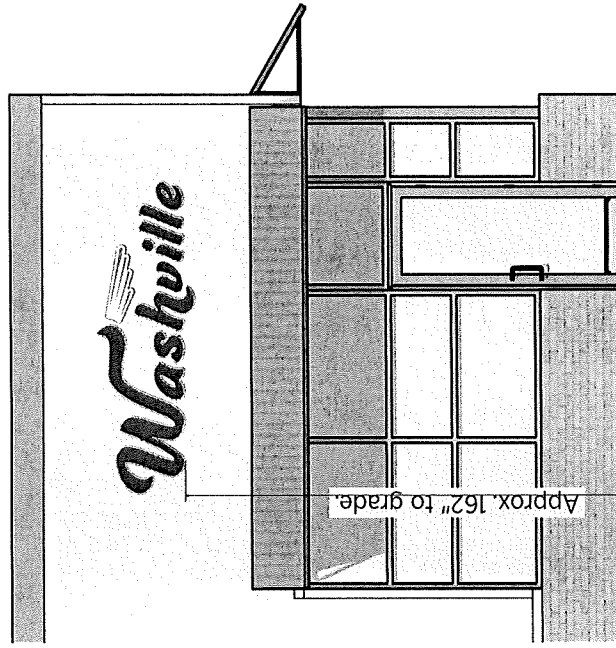
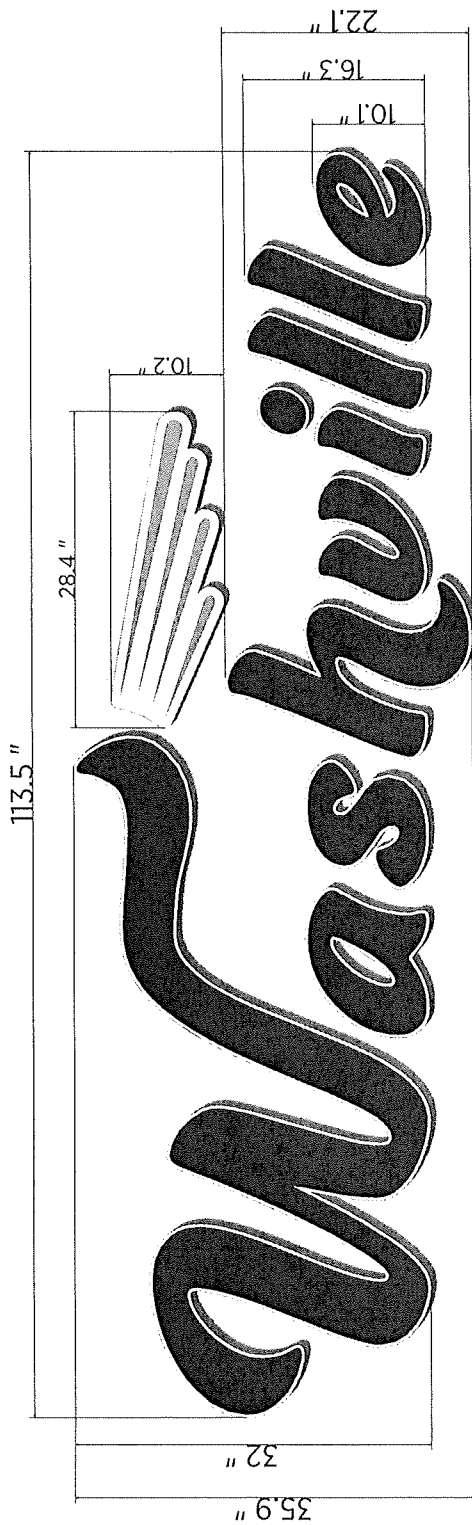
Loc. 2 • Parking Side

Qty: 1

A 3" deep channel letters. White returns and trim cap. Trans. and block out (around water drops) vinyl applied to White acrylic faces. Flush mount to building wall with appropriate hardware.

PAINT COLORS	
☐	White
VINYL COLORS	
☒	Blue (TBD)
☐	Blue (TBD)

Sign Sq Ftg: 28.3



Customer/Job Location:

ASHVILLE
Springfield, MA

DWG. DATE: 12.21.2021

APPROVAL ☒ APPROVED ☐ APPROVED AS NOTED

Date

X

File Name: Washville_Springfield_Sign Pkg_3602

Sales: TD
Design: JP
PMgr: EC

Drawing # **21-03602-2**

METRO SIGN
SHEET 1 OF 1

13.b

Attachment: Boston_Rd_1090_2022 (6670 : 1090 Boston Road)

**FACE-LIT CHANNEL
LETTER SET**

Loc. 1 • Parking Side

Qty: 1

A 3" deep channel letters. White returns and trim cap. Trans. and block out (around water drops) vinyl applied to White acrylic faces. Flush mount to building wall with appropriate hardware.

DATA COLORS

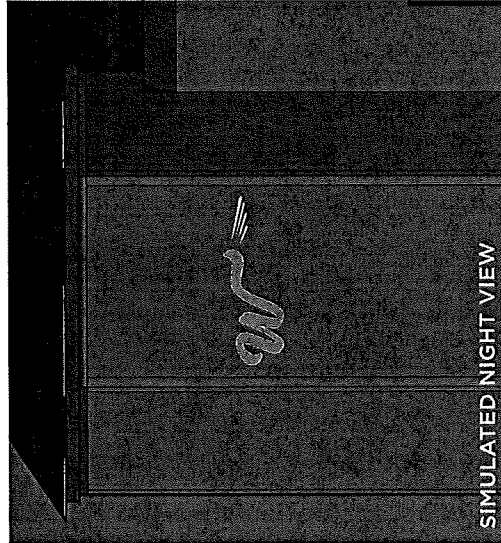
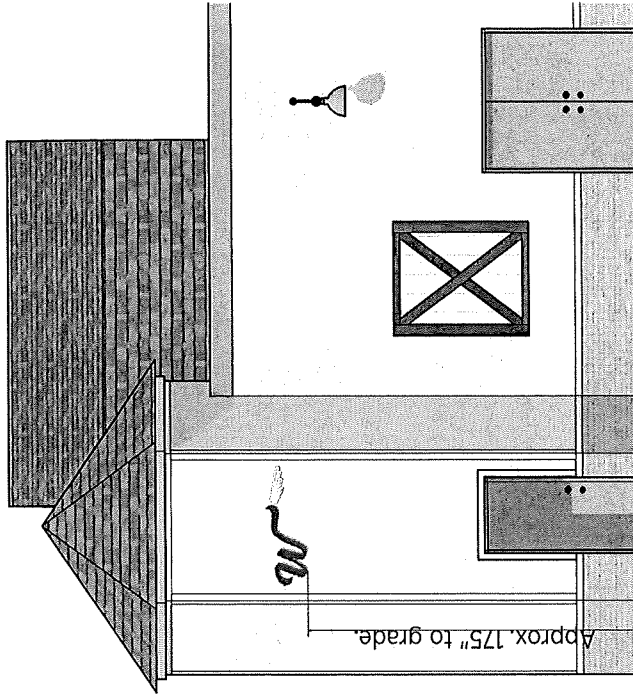
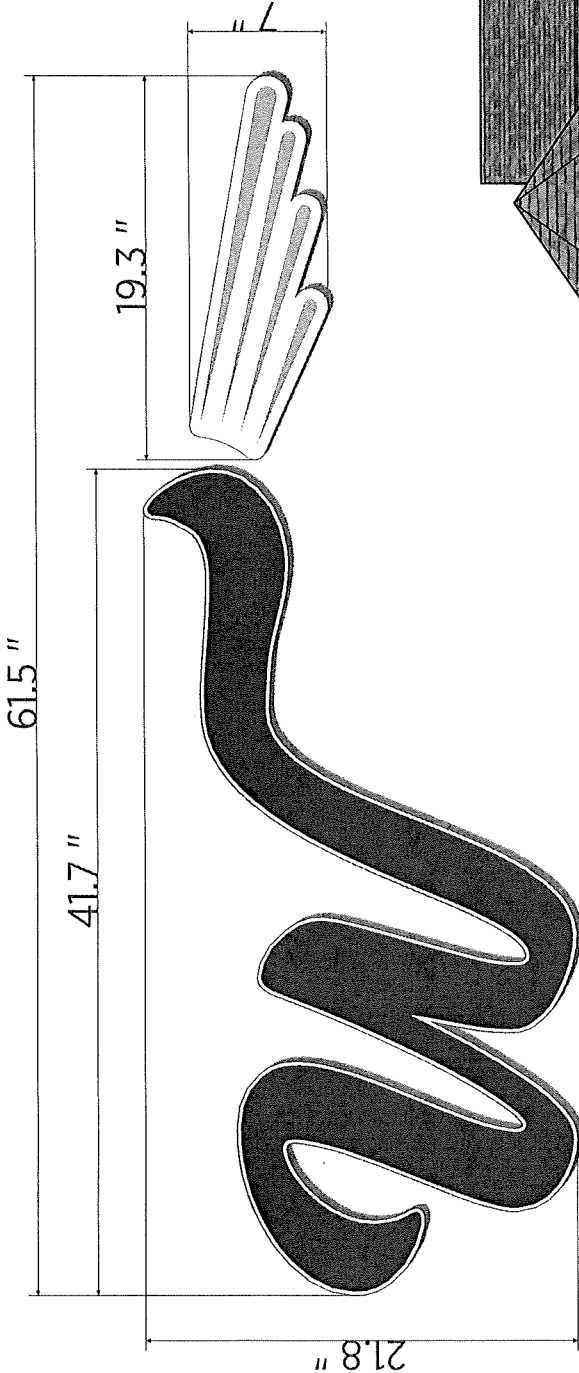
☐ White

VINYL COLORS

☒ Blue (TBD)

☐ Blue (TBD)

Sign Sq Ftg: 9.3



Customer/Job Location:

ASHVILLE
Springfield, MA

DWG. DATE: 12.21.2021

APPROVAL ☐ APPROVED ☐ APPROVED AS NOTED

Date

X

File Name: Washville_Springfield_Sign Pkg_3602

Sales: TD

Design: JP

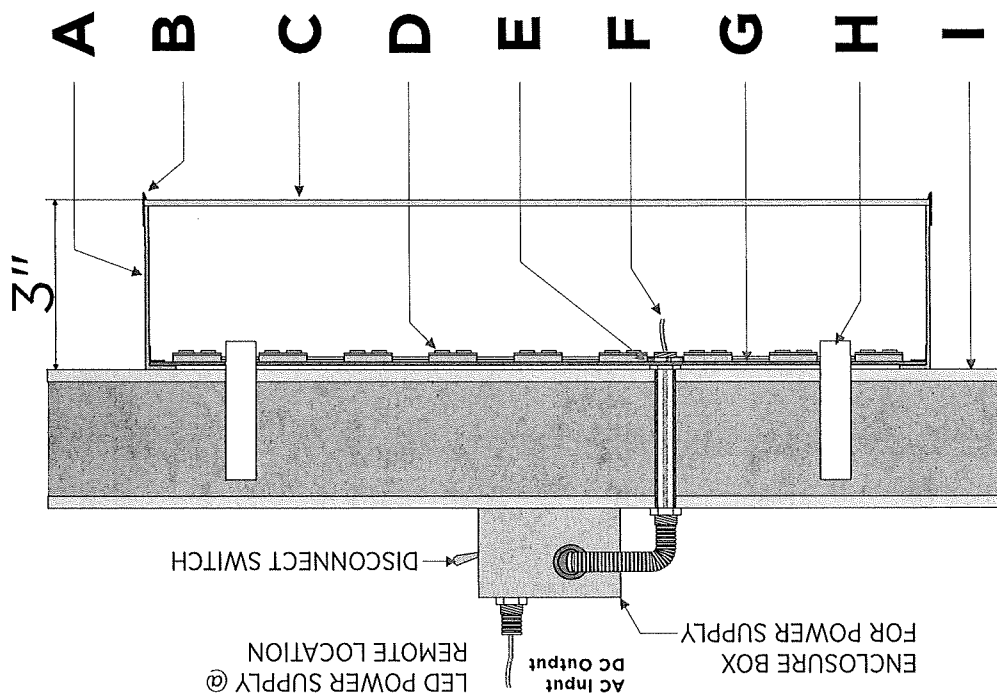
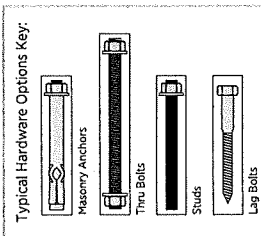
PMgr: EC

Drawing # 21-03602-1



FACE LIT CHANNEL LETTERS Flush Mount

- A** .040" thick aluminum returns.
 - B** 1" plastic trim cap.
 - C** .1875" thick White acrylic faces.
 - D** LED modules.
 - E** .375" dia. thru-hole, maximum one per letter. Sealed w/ silicone.
 - F** 18AWG jumper wire.
 - G** ACM backs.
 - H** Hardware. See key for typical.
 - I** Wall. Type: TBD.
- Final, primary hook-up by others.
15' whips, typical.



Customer/Job Location:

ASHVILLE
Springfield, MA

DWG. DATE: 12.21.2021

APPROVAL ☐ APPROVED ☐ APPROVED AS NOTED

Date: _____

File Name: Washville_Springfield_Sign Pkg_3602

Sales: TD

Design: JP

PMgr: EC

Drawing # 21-03602-4

ACM PANELS

Locations 4 & 5

Qty: 2 (1 of Each)

A

3MM ACM panels painted Blue with White Reflective vinyl applied to face. Panels attach to building through the face, with appropriate hardware. Heads painted Blue.

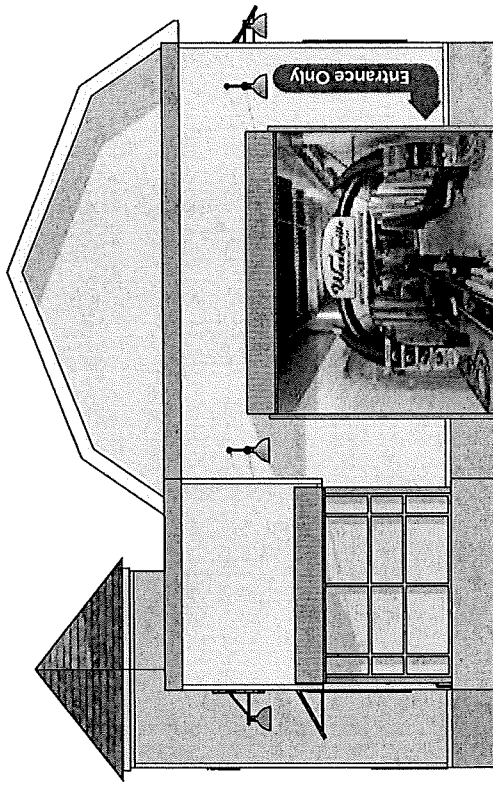
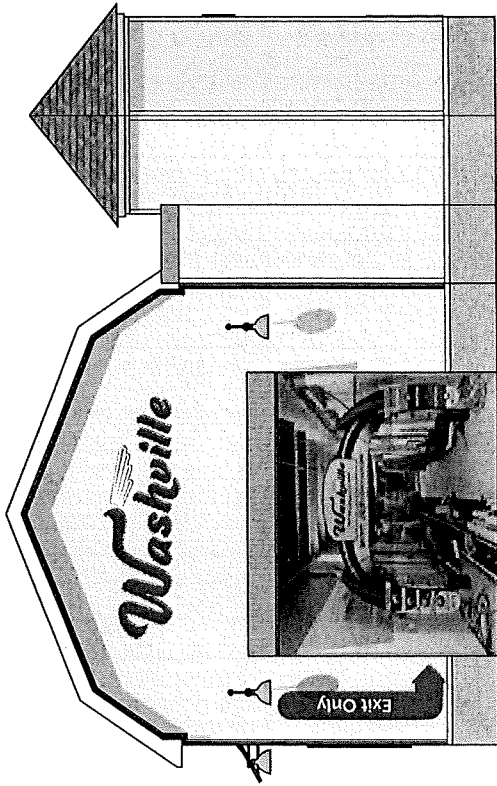
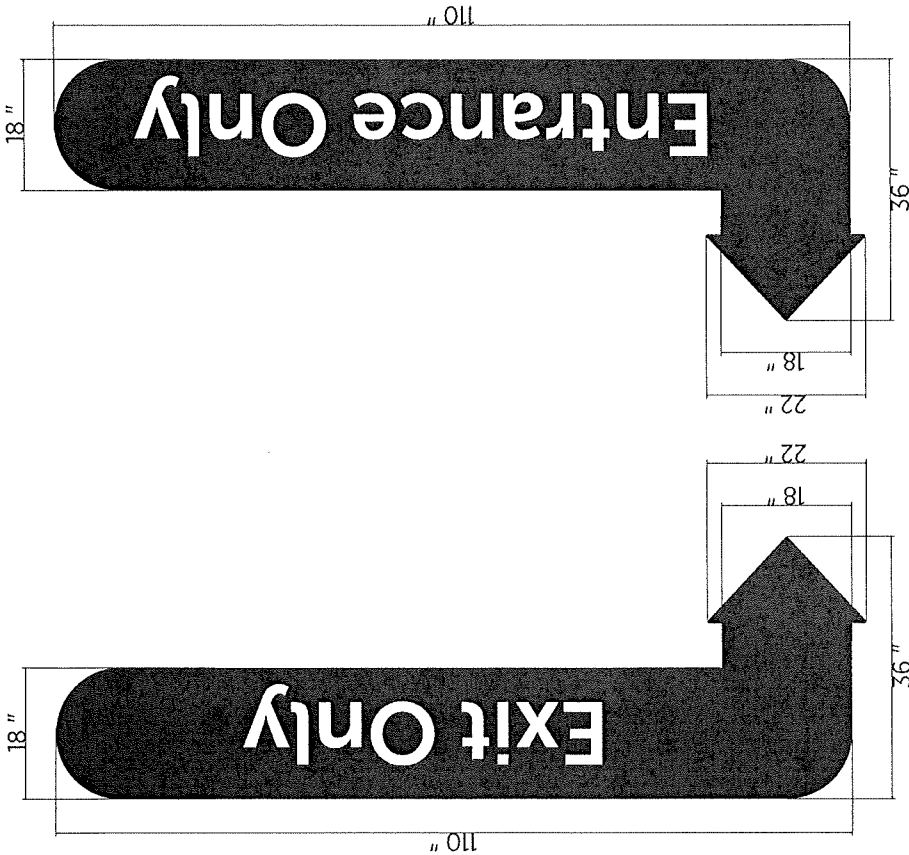
PANT COLORS

☒ Blue (TBD)

VINYL COLORS

☐ White Reflective

Sign Sq Ftg: 27.5



Customer/Job Location:

WASHVILLE
Springfield, MA

DWG. DATE: 12.21.2021

APPROVAL ☐ APPROVED ☐ APPROVED AS NOTED

Date

X

File Name: Washville_Springfield_Sign Pkg_3602

Sales: TD
Design: JP
PMgr: EC

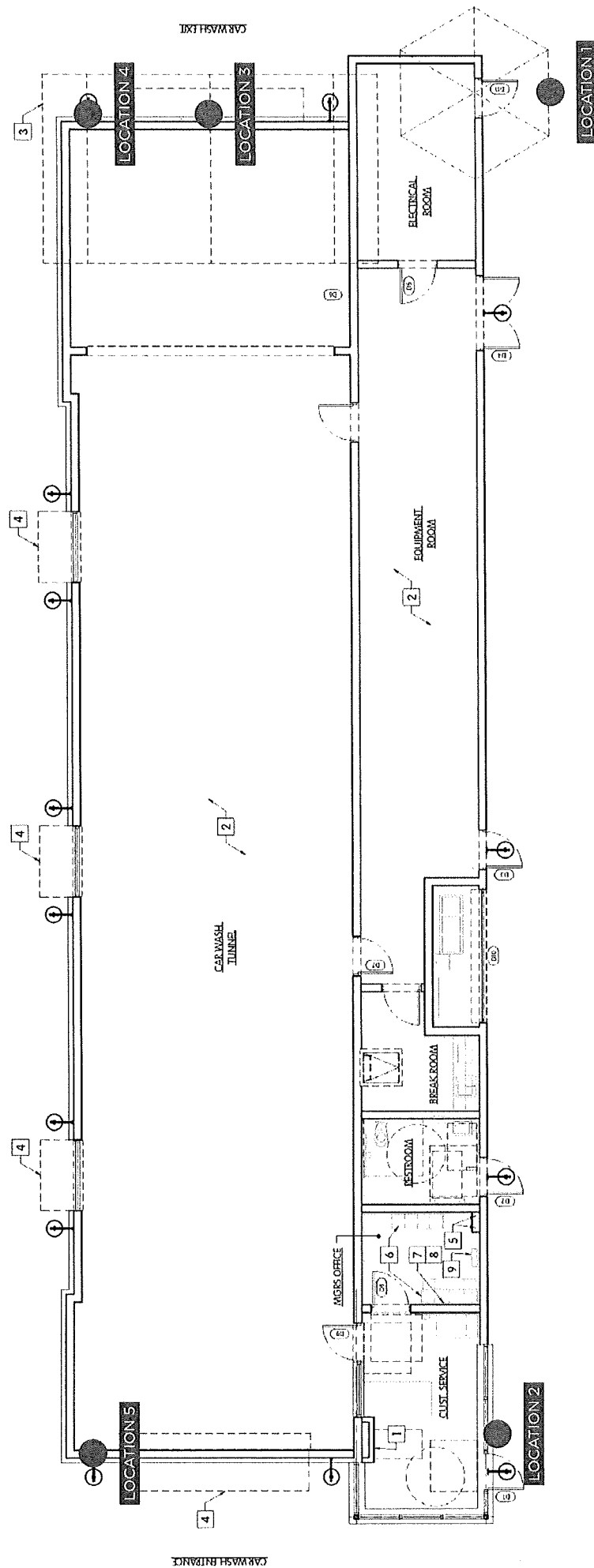
Drawing # **21-03602-5**

METRO SIGN
CREATING POSITIVE IDENTITIES

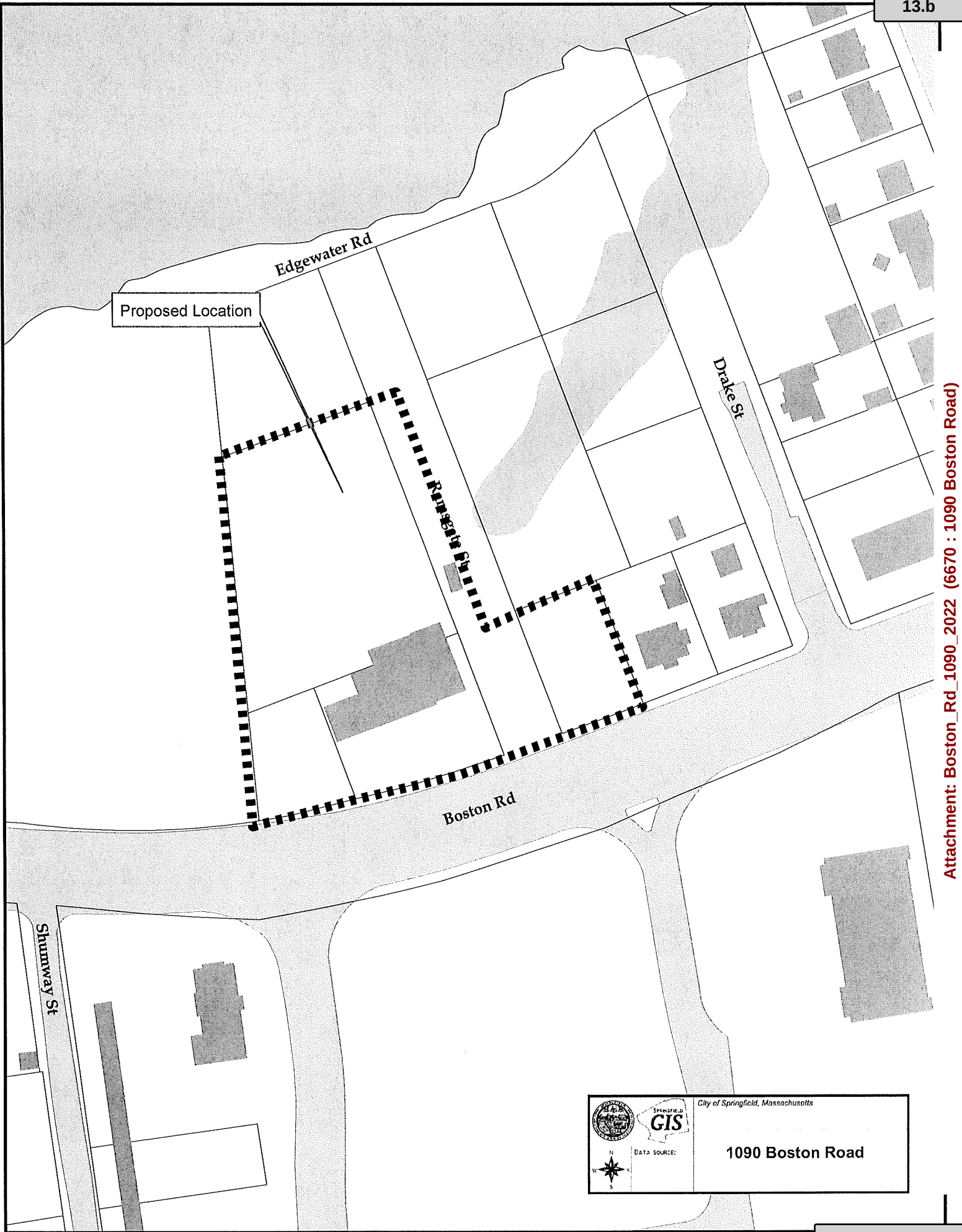
13.b

Attachment: Boston_Rd_1090_2022 (6670 : 1090 Boston Road)

LOCATION PLAN



Customer/Job Location: ASHVILLE Springfield, MA		DWG. DATE: 12.21.2021	APPROVAL ☐ APPROVED ☐ APPROVED AS NOTED		Sales: TD Design: JP PMgr: EC
			Date: _____ X		Drawing # 21-03602-5
			File Name: Washville_Springfield_Sign Pkg_3602		



Attachment: Boston_Rd_1090_2022 (6670 : 1090 Boston Road)