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June 07, 2018

## **REHAB PLAN OF ACTION**

345-363 Dwight St, Holyoke, MA 01040



### **Summary:**

The exterior will be first dealt with including the removal of debris and trash, the maintenance of grounds, as well as the securing of the structure. To ensure the security of the premises a local company, Witman Properties, has been appointed to maintain and regularly check the property. The waste material and debris inside the building shall be properly disposed of, then utility services will be connected to the property. Plans for future proposals will be drawn out and Zoning will be applied for. All applicable permits will then be submitted, as soon as the zoning is approved in order to start the rehabilitation and redevelopment process.

The timeline for the above plan is outlined below.

**Timeline of the Rehab Plan:**  
**Starting Monday July 2 2018**



- **July 2 to August 2 2018:**

Exterior Cleaning, maintenance and Securing of the Property

- **August 2 to September 2 2018:**

Clearing of trash and debris inside the property

- **September 2 to January 30 2019**

Connecting utilities and installing alarm system.

Submission of the investigation and evaluation report

Preparation and discussion of future plans

**January 30 to April 30 2019**

Applying for Zoning and Planning the redevelopment and Rehab Work

- **May 1st to July 15<sup>th</sup> 2019**

Removal and replacement of non-compliant plywood

Construction Permits submission

- **July 15<sup>th</sup> 2019 to July 31<sup>st</sup> 2022**

Rehabilitation and development of the property



Proposed Schedule and Plan Of Action:

I- Exterior Cleaning, maintenance and Securing of the Property  
July 2 to August 2 2018:

**1. Weeding and Cleaning of the external areas:**

All debris, rubble, junk, and garbage found at the exterior grounds of the premises is already being dealt with and aptly disposed of. Weeds and vegetation are currently being cleared and the property will be regularly maintained.

**2. Securing the property**

The property is already boarded up. All boards and all of the building's possible access points will be checked and secured in such a way as to avoid any unwanted entry. A local company, Witman Properties, has also been hired in order to ensure that the building remains at all times secure, it will regularly monitor and check the property through regular inspections. A hole in the wall of the building has been closed off with poly carbon as per city guidelines and fence repairs are currently underway.





### **3. External Maintenance**

Witman Properties, has also been assigned the task of cleaning the grounds and getting rid of any junk, trash and debris on a regular monthly basis. Weeding and snow shoveling shall also be the responsibility of the said company.

### **4. Exterior Structure**

The property shall be examined for any unsafe structural elements. All the brickwork shall be examined and repairs and pointing of the brickwork will be made where necessary. The roof will be checked, and the required repairs or replacements will be undertaken where needed to ensure there are no leaks in order to protect the structure of the building. The gutters and downpipes will be checked and repaired as needed.

### **5. Inspection Log:**

A maintenance inspection log will be started, maintained, and made available to the city for review as requested throughout the project.

## **II – Internal Cleaning and clearing, utilities connection and Preparation of future plans :**

### **August 2 to September 2 2018:**

1. The trash and debris that are inside the property will be cleared and disposed of in an appropriate manner.
2. Property will be registered as vacant with the Holyoke Board of Health

### **September 2 to January 30 2019:**

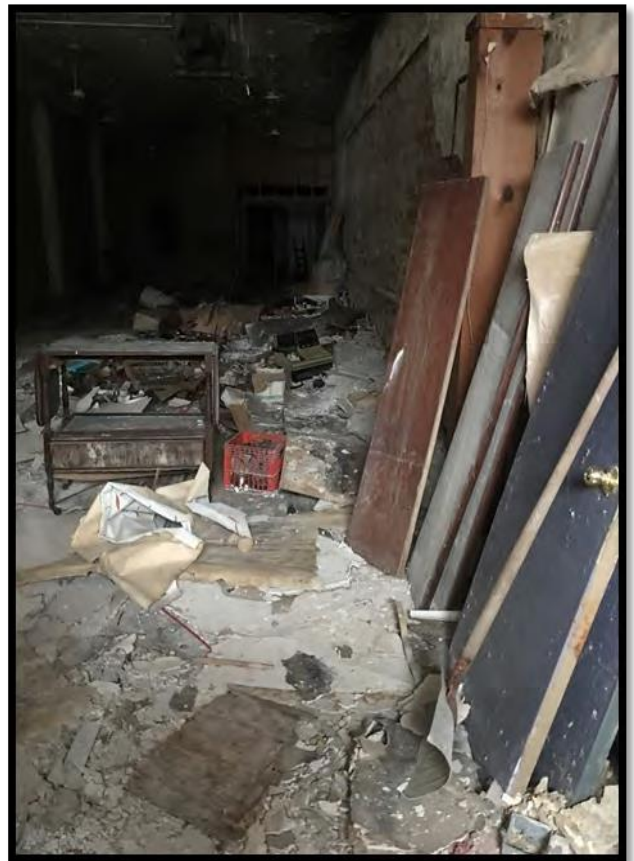
3. The property's electrical and water services shall be restored at this stage on a temporary basis. A licensed contractor will be appointed to do the necessary work to be able to apply to restore the utility services to the property.

Once the electrics are connected, an alarm system will be installed.

### **4. January 1st, 2019:**

An investigation and evaluation report detailing the specific work required for the new use of the building with a review of the site and zoning will be submitted at this stage.

5. Future proposals and plans will be prepared and discussed with the City and zoning departments.



### III – Applying for Zoning and Planning the redevelopment and Rehab Work

January 30 to April 30 2019

#### 1. Zoning:

The proposals and current plans are for a mixed use of residential loft apartments and retail. These proposals may change by the time of submission after further investigation and discussions with the City and zoning departments.



The property is currently classified as a warehouse and has become obsolete because the demand for manufacturing and warehousing of this scale has diminished significantly while demand for residential and retail properties has grown at a much faster pace. So in order to ensure that the building will not be left once again to deteriorate, future proposals to turn the property into a mixed-use building with loft apartments and some retail stores are the best way to extend the use of the building which will also benefit the local community . The current proposals envisage a mixture of retail, offices, artist /small crafts units and residential loft apartments and the design and layout will be carefully planned to enhance connectivity between the various uses while maintaining the exceptional character of the building. The project will contribute to the revitalization of the abandoned building and will attract new residents, visitors, and customers to the area.



While awaiting the decision of the zoning, the redevelopment and rehab work will be planned and quotes obtained from various contractors.

If the zoning approval is obtained earlier, the next stage will be started earlier and as soon as the approval is received.

A development plan with measurable and calculable phases of 90 days will be submitted once the zoning is approved, we cannot at this stage submit such plan as the final layout and design has not yet been determined.

**May 1st (or earlier if re-zoning is approved at an earlier date) to July 15th 2019**

**1. May 1st, 2019 to June 30th, 2019**

Non-compliant plywood that's covering exterior openings that are over 10' will be removed and replaced with permitted/approved windows or clear polycarbonate sheet material as per the Holyoke City Ordinances 18-35

**2. May 1st, 2019 to July 15th, 2019**

**Construction Permits**

Once the zoning approval has been obtained from the Holyoke Planning Board, construction permits will be applied for, as applicable, to carry out the development and renovation of the property. A development plan with measurable and calculable phases of 90 days will then be submitted at this stage.

Licensed contractors will be hired and will apply for the building permits, which are required in order to allow the development and rehab of the building. Various permits will be applied for including building, electrical, plumbing, gas, scaffolding and dumpster permits, or any other permit that is required to proceed with the renovation and re-development process.

The premises will be kept clean, safe, secure and sanitary and maintained free of weeds, trash, and litter until the necessary approvals of then applied permits have been obtained.





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Rehabilitation and development of the property

**July 15th 2019 to July 31st 2022**

After the approval of the building's zoning application and upon receiving all of the required construction permits for the rehab and development of the property, the rehab and re- development work will start according to the approved plans and proposals and the submitted 90 day measurable and calculable development plan.

