

WEST NEWBURY PLANNING BOARD
MINUTES OF MEETING
April 17, 2018

Pursuant to a meeting notice posted by the Town Clerk that was delivered to all Board members, a meeting of the West Newbury Planning Board was held on April 17, 2018 at 7:00pm in the 2nd floor Hearing Room at the West Newbury Town Offices, 381 Main Street. Board Members John Sarkis, Raymond Cook and Brian Murphey were in attendance. Town Planner Leah Zambenardi and Associate Member Cindy Sauter were also in attendance. Board Members Ann Bardeen and Richard Bridges were not in attendance.

Presentation of Draft West Newbury Housing Production Plan – Merrimack Valley Planning Commission – For Board Review, Comment and Approval

Mike Parquette, Comprehensive Manager of Merrimack Valley Planning Commission, provided the Board with several strategies to achieve a more diverse housing stock that appeals to the elderly and the younger generations. This housing plan is not a requirement, but simply a suggestion to create more housing diversity in Town. Zambenardi stated that the elderly community in West Newbury will double in two years. One issue that he discussed was that Seniors want to continue to stay in Town, but there aren't homes to support them to downsize. Another issue is that there is an affordability gap when one compares median income to the median sale price in West Newbury. Parquette clarified that while other variations of housing could be implemented, overcrowding of schools is not a major issue. The only school districts in this region that have an over student population are North Andover and Lawrence. Parquette stated that if the Town builds 12 affordable units a year the Town would be considered a "safe" community, and therefore a developer could not impose a 40B development. While this is almost impossible for West Newbury to obtain, there are other strategies that the Town could pursue to develop a diverse housing community focusing on the single-family household. Parquette briefly stated that the demand for rental property is increasing from the younger generation and the older generation. One strategy is that Town property could be retrofitted to fit the needs of the Town.

Parquette stated that many other towns are researching the idea of package sewerage plants in their downtown areas, which could bring in more businesses and more housing. It could also create an environment where residents could have the ability to walk to downtown for their needs. The Board intends to discuss the strategies at the next meeting.

Documentation Reviewed: Town of West Newbury Housing Production Plan

Request for Minor Modification to allow installation of underground electrical conduit– Site Plan Review for New Water Tower at Brake Hill – West Newbury Water Department

Paul Howard, Tata and Howard, previously discussed installing 4 solar panels within the fenced area at the new water tower. The purpose of them was to power communications to the Water Department. Since that meeting the Fire and Police Departments discussed using the proposed conduit to help improve their communications in the Brake Hill area for the future. Robert Janes, Water Commissioner, stated West Newbury Planning Board, Minutes, April 17, 2018. Approved June 19, 2018.

that to meet that future communication need, it would have required 16 solar panels to be installed. That was not in the Water Department's interest and they decided that the underground electric and communication installation is the better option. Therefore, in place of the solar panels it is proposed that underground electric conduit will be installed. The Board reviewed the new plans. Construction on this project will develop as soon as it can after the bid process is completed. When questioned further on the need for conduit and the purpose it would serve, Janes stated that the underground option is a better, safer way to proceed because it is more secure/tamper proof than solar panels and the communication provided by underground conduit is more reliable. Janes stated that the discussion with fire and police about their utilization of the conduit was informal and is not a concrete plan. Board Members expressed concern about a communications tower being placed on top of the water tower for police and fire without notifying the public through site plan review. It was made clear that if tonight's modification were approved, it would not include approval of the police and fire communications and that the Town would have to come back to revise the site plan for such work.

Sarkis made a motion that the requested change is a minor modification. Seconded by Cook, and it carried 2-1-0. Murphey opposed.

Sarkis made a motion to approve the minor modification in substance. It was agreed that the Applicant would update the plans with the designations of the manholes. Further, it is understood that the Applicant will coordinate with the O'Neil's at 21 Hilltop Circle to repair any damage to their driveway that occurs as a result of the conduit installation. The work would involve infrared seaming of the bituminous materials. The Applicant will submit specifications to this effect to the Planning Board. Seconded by Cook, and it carried 2-1-0. Murphey opposed.

Documentation Reviewed: Plans, Site Plan Modification 4/10/2018

Request for Minor Modification to allow changes to Residential Unit Type F – OSPD for Drakes Landing – Cottages Advisors, LLC

Melissa Robbins and Chip Hall, Cottage Advisors, discussed the minor modification for Unit F, in the development. The modification is to split a large duplex, into separate F unit structures. The applicant decided that the A units would all offer a one car garage, which therefore gives an extra 32 feet to allow the splitting of the F unit duplexes. The driveway for Unit A would remain the same width. The modification is not a technical change, as it will actually decrease the amount of run off. There is no prohibition against changing the garages of the A units from a 2-car garage to a 1-car garage. After some discussion, Robbins made a friendly amendment to the modification that the Board allows the option for both of the F unit duplexes to be split. Cook stated that splitting the large duplexes into single families would fit the character of the development better and does not change the intent of the approval.

Sarkis motioned to consider the requested change, as modified, a minor modification. Seconded by Cook and it carried 3-0-0.

West Newbury Planning Board, Minutes, April 17,2018. Approved June 19, 2018.

Sarkis motioned to approve the requested modification as follows to modify condition 4 of the Open Space Preservation Development to allow for an option for F unit style duplex structures to be split into separate structures. Seconded by Cook, and it carried 3-0-0.

Documentation Reviewed: plans, Unit F Modification request 4/9/18.

Review of Open Space Preservation Development Bylaw, Section 6.B of Zoning Bylaw

This was not discussed.

General Business –

Updates – Chapter 40B Minimum Acreage Calculations Study, Archelaus Hill Road ANR/Gorman, Town Center Infrastructure Planning Study

The Board reviewed and discussed the draft results of the Chapter 40B Safe Harbor analysis. The Board made edits to the draft. Zambenardi briefly stated that Gorman is in court because the endorsed ANR has been appealed, and that Mike McCarron has been involved throughout the process. There were no updates on the Town Center Infrastructure Plan.

Documentation Reviewed: Draft Memo Re: Chapter 40B Study

Minutes – March 6, 2018, March 20, 2018, April 3, 2018

Cook made a motion to approve the March 20, 2018 minutes as amended. Seconded by Sarkis, and it carried 3-0-0. The other minutes were tabled.

Vouchers –

Sarkis signed timesheets.

Correspondence –

Zambenardi shared that DEP sent a notice regarding a new chapter 91 license called General License Certification to expedite the permitting process for small non-commercial docks. The Planning Board will have the opportunity to comment on this new type of license.

There will be a Conference May 4 in Waltham about the 40 B process.

Zambenardi received notice for public hearings in Merrimack and Haverhill.

Administrative Details – Property Tax Work-Off Program

Zambenardi stated that the program is working out well. She has one assistant working with her now and expects another to begin in May.

Other –

West Newbury Planning Board, Minutes, April 17, 2018. Approved June 19, 2018.

The Board members briefly discussed that Sarkis will speak on behalf of the Board if necessary at Town Meeting on the Solar Zoning proposals.

Adjournment -

The meeting was adjourned at 9:35PM. Sarkis motioned to adjourn. Seconded by Murphey, and it carried 3-0-0.

Submitted by,

Lori Dawidowicz
Recording Secretary