



**Town of West Newbury
Planning Board
Tuesday July 18, 2023
381 Main Street, Town Office Building
www.wnewbury.org
Minutes of Meeting**

Open Session: 7:00 PM by remote participation (see below)

Addendum to Meeting Notice regarding Remote Participation:

As is permissible by State Law the Planning Board conducted its meeting via remote participation. The meeting agenda included instructions for the public about how to participate remotely. No in-person attendance of members of the public was permitted, but every effort was made to ensure that the public can adequately access the proceedings in real time, via technological means. In the event that it has been unable to do so, despite best efforts, the Board will post on the Town of West Newbury website an audio or video recording, transcript, or other comprehensive record of proceedings as soon as practicable after the meeting.

Chairperson Brian Murphey called the meeting to order at 7:02 P.M. Members in attendance were Ann Bardeen, Ray Cook, Tim Cronin, and Deb Hamilton. Town Planner, Sue Brown, was also in attendance. All participated via Zoom Conference.

1. Deer Run Development Update with Mike Crowe

Mike Crowe, developer of Deer Run at 519 Main Street, stated he met with Town Planner, Sue Brown, to touch base on how he would be moving forward on the potential sales of units. Crowe stated even with the rain, the drainage has been working properly. Crowe questioned what needed to be done in order for him to be able to close on the two units that are listed for sale. Crowe stated he was aware of the 4% fee that would be paid to the affordable housing trust. Deb Hamilton and Crowe discussed the trail easement. Hamilton will be setting up a site walk to review the plans and specifications of the trail. Crowe stated he is hoping to have the as-builts to Meridian prior to the August 1st Planning Board meeting.

2. Housing Opportunities Initiative

a.) Update and Next Steps

Brown stated she met with the Town's water consultant for the project, Tata and Howard. They will be modeling the different locations and preparing a report to determine if one potential multi-family district site is more favorable than another. Peter Flinker, of Dodson and Flinker, discussed the next steps which include selecting the sites to test/choose for the final district. Flinker shared the specifications on several properties including the Mullen property, the Knapp property, and the Dunn property. Flinker went over the types of units such as traditional duplexes, stacked flats, townhouse/manor house style and traditional apartments. Flinker questioned which areas should be explored further. Murphey suggested to keep all three properties in play.

b.) Smart Growth District Overview

40R district option was discussed in very general terms.

3. ADU Discussion and Next Steps

Brown stated the main open item was the temporary owner occupancy issue. Brown stated that short term rentals would not be an allowed use provided Town Meeting vote supports removing the

West Newbury Planning Board Minutes July 18, 2023.

Approved September 5, 2023

current general Short Term Rental bylaw. Planning board members suggested that the temporary absence portion of the bylaw should be updated. Planning board members discussed this issue. Six months absence seems appropriate.

4. Planners Report

Brown stated the Housing Production Plan working group met on June 21st. Priority development areas were discussed. Dunn, Mullen and Knapp properties are all listed as priority development areas in the existing HPP. A draft of the Solar Feasibility study should be received from B2Q by the end of the month.

5. General Business:

- **Minutes – June 6, 2023**

Murphey made a motion to approve the minutes of June 6, 2023, as amended. Seconded by Cronin. Roll call vote was taken and the motion passed 4-0. Hamilton abstained due to not being in attendance.

- **Correspondence**

- **Administrative Details**

- **Placement of Items for Future Planning Board Agendas:** There were none

- **Items not Reasonably Anticipated by the Chair 48 Hours in Advance of a Meeting:**

Adjournment:

Murphey moved to adjourn the meeting at 9:15 P.M. Seconded by Cronin. Roll call vote was taken, and the motion passed 5-0.

Respectfully submitted,

Katelyn Bradstreet, *Administrative Assistant to the Planning Board*