



**Town of West Newbury  
Planning Board  
Tuesday November 7<sup>th</sup>, 2023  
381 Main Street, Town Office Building  
[www.wnewbury.org](http://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 7:01 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. 87 Crane Neck Street – Special Permits for Reduced Frontage Lot and Common Driveway – Discuss and Vote**

Murphey went over the findings of fact and conditions for the Reduced Frontage Lot Special Permit. **Murphey moved to approve the Special Permit application for a Reduced Frontage Lot at 87 Crane Neck Street with the findings of fact and conditions as noted in the decision and discussed here tonight. Seconded by Hamilton. Roll call vote was taken and the motion passed 5-0.**

Murphey went over the waivers, findings of fact and conditions for the Common Driveway. Amendments were made by Planning Board members.

Ray Cook agreed with the conditions and findings but is still uncomfortable whether it's been sufficiently demonstrated to the Planning Board that each lot frontage must provide the possibility of reasonable practical access without using a common driveway. Further discussion followed.

**Murphey moved to approve the Special Permit application for a Common Driveway at 87 Crane Neck Street with the waivers and conditions as noted in the decision and discussed here tonight. Seconded by Deb Hamilton. Roll call vote was taken and the motion passed 5-0.**

**2. Housing Opportunities Initiative – Presentation and Discussion of Concept Plans and Draft Zoning Regulations with Dodson & Flinker**

Dillon Sussman and Peter Flinker, of Dodson & Flinker, shared conceptual plans with the Planning Board. Sussman explained the Zoning Approach which included adopting an overlay district on approximately 7 acres on each property – Dunn and Knapp, establishing two subdistricts (MCMOD Neighborhood and MCMOD Mixed-Use). MBTA Communities density could only be achieved if the developer installs a wastewater treatment facility, as would be required for 87 units. If a treatment facility is not proposed, the project will be limited by septic capacity of soils and would be limited to 90 bedrooms per project.

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Approved 12/5/2023

Proposed Zoning Parameters for MCMOD include minimum lot size of 5-acres, 20' minimum frontage and front setback, 30' minimum for side and rear setback and a 30% open space minimum. Parameters for building types included 2-family, 3-5 family with manor house/farmhouse massing, stacked flats (4-10 units) or apartments (8-16 units). Building standards parameters include a maximum of 3 stories in height, flat roofs not allowed, etc. Parking parameters include 1.5 spaces per unit minimum, bicycle parking required, etc. Sussman presented the draft zoning regulations for the Multi-Family Housing Overlay District.

### **3. Town Planner Report**

Brown shared her Town Planner Report which included information regarding both the ADU and Non-Conforming Bylaws being passed at Town Meeting on October 23, 2023. The Housing Production Plan held a virtual sub-regional meeting on October 12<sup>th</sup> and an in-person meeting will be held, tentatively the second week of December. Two forums will be taking place in-person on November 9<sup>th</sup> and November 15<sup>th</sup>, with the Nov 9<sup>th</sup> highlighting the Route 113 Corridor Improvement Study and the River Road Climate Change Resiliency Project and the Nov 15 highlighting the Housing opportunities Initiative. Voters authorized the Town to use up to \$175,000 in CPA funds to co-acquire a conservation restriction at the Evergreen Farm on Ash Street at Town Meeting on October 23.

### **4. General Business:**

- **Minutes – October 3, 2023.**  
**Murphey moved to approve the minutes of October 3, 2023, as amended. Seconded by Cronin. Roll call vote was taken and the motion passed 4-0. Hamilton not in attendance at this time.**
- **Correspondence –** Correspondence was reviewed from City of Amesbury, Town of Groveland.
- **Administrative Details –** None.
- **Items not Reasonably Anticipated by the Chair 48 Hours in Advance of a Meeting**

### **Adjournment:**

**Murphey moved to adjourn the meeting at 9:24 P.M. Seconded by Cook. Roll call vote was taken, and the motion passed 4-0. Hamilton not in attendance at this time.**

Respectfully submitted,

Katelyn Bradstreet, *Administrative Assistant to the Planning Board*