



**Town of West Newbury**  
**Planning Board**  
**Tuesday November 21<sup>st</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 7:05 P.M. Members in attendance were Ann Bardeen, Ray Cook (arrived 7:15P.M), Tim Cronin and Deb Hamilton. Town Planner, Sue Brown, was also in attendance. All participated via Zoom Conference.

**1. 87 Crane Neck Street – ANR Plan**

Rich Williams, from Williams & Sparages, shared documents with the Planning Board for 87 Crane Neck Street. Ann Bardeen questioned if the purpose of this application was to create an ANR for Lot 1. Williams stated it was an ANR to divide the existing parcel into two lots. The special permits for the common driveway and reduced frontage have been approved but this plan is to create the two lots. It will then need to be recorded at the Registry of Deeds. Deb Hamilton questioned if clearing was done on Lot 2. Williams stated the common driveway plan was amended to reduce the amount of clearing to be performed.

**Bardeen made a motion for the Planning Board to endorse this plan showing two lots as one not requiring approval under the Subdivision Control Law. Seconded by Murphey. Roll call vote was taken and the motion passed 5-0.**

**2. Zoning Bylaw – Proposed Additions and Amendments to Definitions**

Planning Board members went over the proposed additions and amendments to definitions within the Zoning Bylaw. Members made comments on the red lined version from Building Commissioner, Sam Joslin.

**3. Housing Opportunities Initiative Update**

**a. Review of Draft Regulations**

Planning Board members reviewed the draft regulations from Dodson & Flinker.

**b. Next Steps**

The draft regulations need to be sent to the State for preliminary approval. There is a 90-day window for this review so time is of the essence. Dodson and Flinker would like permission to send to the State as soon as possible, noting that further revisions could still happen.

**c. Nathan Dennis, property owner that abuts the Dunn property, was concerned that his parcel did not have enough consideration of its potential to be used towards the MBTA**

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Communities project. Murphey stated Dennis wanted to see what his parcel would look like and offered to pay for the consultants to draw up a plan. Murphey explained to Dennis that his property would not be able to provide access to Main Street due to the existing dwelling, or the dwelling would need to be removed to provide adequate access for the project. Murphey stated that Dennis would be willing to do that. Murphey and Brown will draft a note to Dennis reiterating what was discussed.

**4. General Business:**

- **Minutes** – October 17, 2023; Others, if any.  
**Hamilton moved to approve the minutes of October 17, 2023, as amended. Seconded by Cronin. Roll call vote was taken and the motion passed 4-0. Murphey abstained; was not in attendance.**
- **Correspondence** – None.
- **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 9:05 P.M. Seconded by Hamilton. Roll call vote was taken, and the motion passed 5-0.**

Respectfully submitted,

Katelyn Bradstreet, *Administrative Assistant to the Planning Board*