

**WEST NEWBURY PLANNING BOARD
MINUTES OF MEETING**

May 2, 2017

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 May 2, 2017 in the 2nd floor Planning Board Office at the West Newbury Town Offices, 381 Main Street. Board Members Ann Bardeen, Brian Murphey, Raymond Cook, John Sarkis, and Richard Bridges were in attendance. Town Planner Leah Zambenardi was also in attendance. Associate Member Dennis Lucey was absent.

The meeting was called to order at 7:00 PM

Resubmission of Archelaus Hill Rd/Middle Street SANR – John Gorman

On March 21, 2017 Bob Smith from Cammett Engineering and John Gorman, the applicant, presented their proposed plan to the Board. During that meeting the Board was concerned with the topography and wetlands, which might impede access from the road on to the lot. At the conclusion of that meeting Smith withdrew the proposed plan and would return a later time. The Board had previously requested a letter from the Conservation Commission addressing the feasibility of a wetland crossing off the frontage. The requested letter was not received for the May 2, 2017 meeting. Bridges stated that the Town Clerk has not received notice of the resubmittal from the applicant, so the Board is not able to make a motion at this time. He also stated that it might be more effective to wait for the requested letter from the Conservation Commission. Murphey agreed that the Board should wait. Cook disagreed that the Board wait for the letter and backed up his reasoning by reading sections from the Zoning Bylaw, as well as State Law supporting the notion that the Board cannot predicate its approval on the Conservation Commission's actions. Zambenardi stated that she will ask Mike McCarron if the Board can consider access over the wetlands in determining frontage.

Donald Leone, 10 Archelaus Hill Rd. stated that all the utilities on Archelaus Hill Rd. are underground and he is concerned that driveways will get dug up to add more utilities for the potential development. Sarkis stated that it is unlikely. Zambenardi informed Leone of the departments that are contacted within the town hall if driveways need to be torn up. He also questioned if you can have frontage on one street but access on another street. Bridges stated that you could only do that through the special permit process. Cook stated that to approve the ANR one must have access over the frontage that is shown on the plan, and its usage is a separate issue.

Bob Smith from Cammett Engineering stated they will wait until the next meeting for a decision. Smith left the paper plans with Zambenardi.

Request for Minor Modification Impacting Unit Sizes – Open Space Residential Design Special Permit – 365 Main St. (AKA Drakes Landing) – Cottage Advisors, LLC

Chip Hall along with Attorney Melissa Robbins and Nick Cracknell presented their request for a minor modification impacting the unit sizes for Drakes Landing. Robbins stated their request is a minor modification because most of the base units comply with the unit limitations, with the exception of the small duplex. The 2-bedroom small duplex proposed is 100 sq ft larger than the requirement in the special permit. Hall also requested approval for add on space without the need to come back to the Planning Board for every unit. All the add on spaces are above the footprint.

West Newbury Planning Board, Minutes, May 2, 2017. Approved May 16, 2017.

Zambernardi noted she previously received the presentation, but between that time and tonight's presentation there have been other changes, which confuses the process. Hall and Robbins went through the architectural plans, footprints, and elevations for every unit proposed for Drakes Landing. Units A, C, and F comply with the special permit requirements, while units B1, B2, D, E, the small and large duplex do not comply. Unit B1 proposed modifications reflect a living space above the breezeway and over the garage. Hall stated that this is about a 600 sq ft increase in living space. The roof pitch on the addition will change within the B1 unit. The large duplex fully complies with the special permit, but Hall stated the design is still a work in progress. The proposed 2-bedroom small duplex base unit is 1200 sq ft., which does not currently comply with the current decision limits of 1100 sq ft. The small 3-bedroom duplex proposed does not conform with the decision because of the additional 100 sq ft, for the master bedroom. He stated that there is also an option to have an office space. Hall stated a 100 sq ft change is not reflected in the price of the unit. Hall stated that they had hired David Hawk, Hawk Design, as their Landscape Designer. Hall stated that within the Drakes Landing plan layout there is a maximum of 4 small and 4 large duplexes, and the rest of the units are flexible depending on physical limitations.

Bridges stated that in review of the special permit application there was a considerable amount of time spent with abutters and others and therefore he feels that the proposed changes should be presented to the public. Murphey stated he feels that the abutters would be surprised that the proposed changes are minor changes. Bardeen is concerned with the diversity of housing size and that costs will change, and that the expectation that has been publicly shared has now changed. Hall stated that in a public meeting there was never a discussion limiting the size on the units except for 1500 sq ft for bonus units, and small duplexes. The Board is concerned that the changes presented are not minor changes but rather major changes.

Robbins asked for a continuance of 2 weeks to May 16, 2017, to present their modification request with the Board's suggestions. Per the Board's request Robbins will create a list of each specific request. Cook requested that, if they know the number of each unit within the layout, that they include it in their next presentation. Zambernardi stated that she will need the proposal by the Tuesday before the meeting. She also requested the material being presented on May 16, 2017 match what she is provided before the meeting. Bridges made a motion to continue the minor modification request, Cook seconded it, and it carried 5-0-0.

Hall also discussed the meeting he had with the Selectmen on May 1, 2017. Hall stated that he had requested Selectmen's approval to apply to MassDOT to extend the turning radius in front of the Carr Post building on to the public way. He stated that the Selectmen didn't approve it but they signed it for later when the project has progressed more. Hall stated that the Selectmen requested that there be 12 spaces in the Carr Post parking lot and to come back with reasoning if he cannot. Bridges stated that there are abutter concerns with the Carr Post and recommended that there be screening for those abutters affected.

Cottages at River Hill – Follinsbee Lane - Update

Hall stated that the landscaping work at River Hill has been completed. He also stated that the landscaping company will maintain the trails. Hall plans to have the final as-builts in 2 weeks.

Planning Board Goals and Priorities FY17 & FY18

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Zambernardi stated that MVPC is holding a stakeholders meeting on May 31, 2017 7-8pm, and the location is to be determined. The goal of the meeting is to get feedback from the community on housing needs in town. Zambernardi proposed that multiple people be invited to the meeting, rather than a meeting of the Planning Board or Selectmen. The Board suggested to invite churches, schools, the fire department, police, realtors, and lenders. Bardeen suggested to contact Sherry Pruyn at the Haverhill Bank.

Zambernardi stated that she is receiving help from MVPC with Safe Harbor under 40B.

Zambernardi stated that the site visit for the MDI grant for sewer infrastructure is scheduled for May 24, 2017 at 10:30am. A planner from the MVPC will be joining Zambernardi at that meeting.

General Business -

Sullivans Court Extension –

Zambernardi stated that she will contact Tom Neve with regards to an inspection report she received.

Minutes -

The minutes were continued to the next meeting.

Vouchers -

Zambernardi had vouchers for a payment for MVPC, and payroll for Richard Bridges to sign.

Correspondence –

Zambernardi stated she received an email from Chuck Rotondi in which showed a proposed canopy design for the gas station. Zambernardi suggested that he request a continuation of the pre-application discussion as well as send an explanation of the proposed canopy design. She also advised Rotondi that he show the proposed changes on the plan that were advised at the previous meeting. Bridges shared that Tom Flaherty from Park and Recreation gave his support for the service station.

Administrative Details –

Zambernardi stated that she is working with Michael McCarron on sending the Signs Bylaw to the Attorney General. Once approved, the Bylaw will be effective the date of the Town Meeting.

The meeting was adjourned at 10:00pm

Submitted by,

Lori Dawidowicz
Recording Secretary