



**TOWN OF WEST NEWBURY  
PLANNING BOARD  
Tuesday October 17<sup>th</sup>, 2023 7:00 p.m.  
AGENDA**

***For Remote Participation (see below)***

1. Informal Discussion with John Sarkis regarding potential Special Permits for Reduced Frontage Lot and Shared Driveway at 20 Ash Street
2. Special Town Meeting Update regarding proposed Zoning Articles
3. Update on Housing Opportunities Initiative
4. General Business:
  - Minutes – September 5, 2023; September 19, 2023; Others, if any.
  - Correspondence
  - Administrative Details
  - Placement of Items for Future Planning Board Agendas
  - Items not Reasonably Anticipated by the Chair 48 Hours in Advance of a Meeting

*The Planning Board reserves the right to take Agenda items out of order*

Addendum to Meeting Notice Regarding Remote Participation

Pursuant to Chapter 2 of the Acts of 2023 that includes extending certain COVID - 19 measures adopted during the state of emergency, this meeting of the West Newbury Planning Board will be conducted via remote participation to the greatest extent possible. Members of the public who wish to view and/or listen to the meeting may do so using Zoom, by calling the telephone number or using the VideoLink listed below:

Zoom Meeting Instructions:

Phone: 1+(646) 558-8656

VideoLink: <https://us06web.zoom.us/j/87553970442?pwd=WUNqRTFHdU1mcG13ZFNXMHc4Q2kxZz09>

Meeting ID: 875 5397 0442

Passcode: 192457

No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. In the event that we are unable to do so, despite best efforts, we 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.

# Accessory Dwelling Unit (ADU) Frequently Asked Questions

## What is an ADU?

- An ADU is a small residence that shares a single-family lot with a larger primary dwelling/home.

## How would ADUs help West Newbury?

- An ADU can enable homeowners to provide housing for their parents, adult children, grandchildren or other loved ones.
- An ADU can provide older adults a way to downsize on their own property while a tenant, family member, or caregiver resides in the larger primary home.
- An ADU can generate often-essential income for the primary home-owner.
- An ADU is typically less expensive to rent, thereby helping to improve housing affordability and diversity.
- An ADU is most often created within an existing building, such as within an existing home, garage, or other outbuilding, thereby new housing is created without changing the general physical character of a neighborhood and without developing additional land.

## How does an ADU compare to a two-family home which is already allowed by right throughout town?

	Two-Family	ADU
Size (sq ft)	Unrestricted	No larger than 900 Sq Ft (By-right)
Septic	Leach field sized to the total number of bedrooms on the lot	Leach field sized to the total number of bedrooms on the lot
Ownership	Separate owners allowed and typical	Primary and ADU cannot be sold separately
Rental	Allowed	Allowed, provided the homeowner lives in either the primary home or ADU
Building Type	Must be attached/share a living space wall	May be within, attached to, or separate from the primary home

## Are ADUs subject to West Newbury's zoning, wetland, septic and other requirements?

- Yes, ADUs are subject to all applicable dimensional requirements of the West Newbury Zoning Bylaw, parking requirements, Conservation Commission/Wetland regulations, Stormwater Management regulations and Title V Septic regulations. ADUs would require a building permit and must meet all applicable building codes.

## Why allow ADUs as of right?

- Allowing ADUs as of right would treat ADUs in the same way as any other addition or change to an existing residence (i.e., the addition of an ADU would be subject to the same rules as an expansion to build an additional bedroom or in-home office or garage). Requiring a special permit would generally depress the creation of many worthwhile ADUs because it would mean that even before the owner knows whether an ADU will be allowed, he or she must incur thousands of dollars upfront to engage a design professional and/or attorney, and undergo a public discretionary approval process. Based on the experience of other Massachusetts cities and town that allow ADUs, we expect the number of ADUs permitted each year to be modest (approx. 2-5 units/year).<sup>1</sup>
- The proposed bylaw treats ADUs similar to two-family developments – a by right use if the ADU meets all other requirements of the ADU Bylaw and Dimensional Requirements of the Zoning Bylaw. An ADU is a residential use in a residential zone – it allows no more density than a by-right two-family and is focused on creating smaller, less expensive housing options.

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<sup>1</sup> The report, "The State of Zoning for Accessory Dwelling Units," written by Amy Dain and published by the Pioneer Institute for Public Policy Research in July 2018, can be found at the following link: [The State of Zoning for Accessory Dwelling Units | Economic Opportunity Latest News \(pioneerinstitute.org\)](https://pioneerinstitute.org/wp-content/uploads/2018/07/The-State-of-Zoning-for-Accessory-Dwelling-Units-1.pdf) This report indicates that, while the number of ADUs varies across jurisdictions, on average, only approximately 2.5 units are permitted in each municipality each year.

### **How do we assure ADUs are for West Newbury homeowners and not developers?**

- Under the Planning Board's proposal, someone seeking to build an ADU would need to certify to the Building Inspector that they will reside in either the principal dwelling unit or the accessory dwelling unit upon completion of the ADU. State building code defines homeowner in an effort to limit the possibility of developers from flipping properties.

### **Who enforces ADU requirements?**

- ADUs do not pose any special enforcement challenges and based on the experience of other Massachusetts municipalities we expect only a modest number of ADUs to be created each year. West Newbury's Building Inspector will review all ADU permit applications and inspect all ADUs prior to issuing a certificate of occupancy, in the same manner as all other home improvements and other work in town, to ensure compliance with zoning, building code and fire safety requirements.

### **Septic requirements**

- Septic requirements for an ADU are the same as for any dwelling unit. The total number of bedrooms on the property dictate the size of the leaching area required on the property, whether a single-family, two-family or a single-family with an ADU.
  - If a home has three bedrooms and the owner wants to add a two-bedroom ADU to the property, the septic system would be required to be sized for five bedrooms.
  - If a home has three bedrooms and the owner wants to convert part of the house and reduces the bedrooms of the primary dwelling to two, the ADU could include one bedroom without a change in the septic system, provided that all other aspects of Title V are adhered to.

### **Are Short Term Rentals (STRs) allowed in an ADU?**

- ADU's would be regulated the same as any other dwelling/home in West Newbury. If Short Term Rentals are allowed in single family homes, they would be allowed in an ADU. If they are prohibited in West Newbury, that prohibition would also cover ADUs.
  - The Select Board is asking voters at the 2023 Fall Town Meeting to establish that Short Term Rentals are NOT allowed in residential districts in West Newbury by deleting Section XXXIX of the West Newbury Town Bylaw. Note that in 2021, the Massachusetts Supreme Judicial Court affirmed a prior Land Court decision finding that, if not specifically permitted, STRs are not a permitted use in residential zoning districts. Do we know if they intend to just prohibit or do they intend to delete and review to see if it is something WN would pursue?

### **In a 2021 AARP Home and Community Preferences Survey<sup>2</sup>, adults age 18 or older who consider creating and ADU said they would do so in order to:**

- Provide a home for a loved one I need of care (86%)
- Provide housing for relatives or friends (86%)
- Have a space for guests (82%)
- Create a place for a caregiver to stay (74%)
- Increase the value of their home (69%)
- Feel safer by having someone living nearby (67%)
- Earn extra income from renting to a tenant (63%)

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<sup>2</sup> For this survey question see page 70 of [2021 Home and Community Preferences Survey: A National Survey of Adults 18+ Chartbook \(aarp.org\)](#)



RECD AT NEWBURY CLERK  
23 OCT 10 AM 10:4

**Town Of Newbury  
ZONING BOARD OF APPEALS  
12 Kent Way, Suite 101  
Byfield, MA 01922**

**ABUTTER NOTIFICATION**

Notice is hereby given that the Newbury Zoning Board of Appeals will hold a public hearing on Thursday, October 19, 2023, at 7:30 p.m. in the Hearing Room, 2<sup>nd</sup> Floor, Newbury Municipal Offices, 12 Kent Way, Byfield, MA 01922, on the application of **Steven Mattheos of 22 Independence Way West, represented by Douglas Deschenes of Finneran & Nicholson, P.C., of 30 Green Street, Newburyport, MA 01950, for 19 Independence Way West, Plum Island, Newbury, MA 01951. Owner: Steven Mattheos**

The Applicant is requesting a **SPECIAL PERMIT/FINDING** for relief from Section 97-4D(5)(c)02 (upward extension) of the Newbury Zoning Bylaws, and any other permit relief as may be required under the Town of Newbury's Zoning By-Laws to allow the proposed use/project. The lot consisted of a pre-existing non-conforming single-family dwelling that was razed in order to construct a new single-family dwelling with an increase in height, on the property located at 19 Independence Way West, Plum Island, Newbury, MA 01951 (Assessor's Map U01, Lot 156).

Questions on or requested copies of this application may be directed to the Zoning Board of Appeals office at the Town of Newbury; please call the Administrator at 978/465-0862, ext. 304 with inquires.



# Haverhill

City Clerk's Office, Room 118  
Phone: 978-374-2312 Fax: 978-373-8490  
cityclerk@cityofhaverhill.com

November 9 2023

## HYBRID HEARING

City Council Chambers, City Hall, Room 202, 4 Summer st

Notice is hereby given that a hearing will be held for all parties interested, in a hybrid meeting (virtual/in person) on Tuesday, November 28, 2023 for proposed Zoning Amendments to our Zoning Ordinance

REC'D W. MEMBERSHIP CLERK  
2023 OCT 10 AM 10:19

REC'D W. MEMBERSHIP CLERK  
2023 OCT 10 AM 10:19

*(Residents who are interested in commenting on this item can either (1) Attend in person (Council Chambers, Room 202) or (2) Attend remotely using the link provided on the public meeting calendar on the City's website.)*

Description of area, maps, plans and any other related information is on file in the City Clerk's Office.

Advertise: November 9 & November 16, 2023  
Haverhill Gazette

*Kaitlin M. Wright*

Kaitlin M Wright  
City Clerk



**Town of Groveland**  
Economic Development  
Planning & Conservation Department  
Zoning Board of Appeals

TOWN OF GROVELAND  
2023 SEP 25 PM 2:56

**DECISION FOR SPECIAL PERMIT  
APPLICATION #2024-3, 935 SALEM STREET**

TOWN CLERK  
RECEIVED / POSTED

**PETITIONER:** Carbone Pub 97 LLC  
11 Pickman Rd  
Beverly, MA 01915

**DATE:** September 20, 2023

**ADDRESS:** 935 Salem Street  
Groveland, MA  
161-035-0

**HEARING:** September 20, 2023

YOU ARE HEREBY notified of the Decision of the Board of Appeals on the application made by Carbone Pub 97 LLC (the "Applicant") for property owned by Terry Clifford of 65 Main Street, Groveland MA, located at 935 Salem Street, Groveland MA, Assessors Map 161 Lot 035, located in the Industrial (I) Zoning District (the "Property").

As set forth in the application filed with the Board and testimony given at the public hearing, the Applicant sought a Special Permit pursuant to MGL 40A and the Groveland Zoning Bylaws Section 14.6, in accordance with Groveland Zoning Bylaw Section 4.5 Table of Uses for a Special Permit for the use of a restaurant.

The application was filed on August 28, 2023, and notice of such public hearing was given by posting in Town Hall, publication in the Eagle Tribune on September 6, 2023, and September 13, 2023, and by certified mail return receipt to all parties-in-interest as defined in MGL Chapter 40A Section 11.

The Board, as authorized by the Groveland Zoning Bylaw Section 14.4, heard Application #2024-3 at a public hearing on September 20, 2023, at the Groveland Town Hall.

The following members were present at the hearing: Chris Goodwin, John Stokes II, Jason Naves, and John Grohol.

**FINDINGS**

The Board makes the following findings in connection with this Decision, which references the criteria for the granting of a Special Permit in the Groveland Zoning Bylaw Section 14.6(A).

- (1) Social, economic, or community needs which are served by the proposal.

*The Board finds that the social, economic, and community needs that Pub 97 will provide outweigh any adverse effects of the proposal.*

- (2) Traffic flow and safety, including parking and loading.

4. All parking shall be off-street, for employees, patrons and residents that reside on the premises. Any expansion of parking may require further permitting.
5. Deliveries/pickups are allowed during operating hours only.
6. No floor drains.
7. No manufacturing.
8. No petroleum, chemical solvents, hazardous or toxic materials, or any other substances deemed hazardous shall be stored or used on the premises, other than normal household supplies.
9. No on-site storage of pesticides, herbicides, fertilizers, fuels, and potentially toxic or hazardous materials in quantities greater than those associated with normal household use.
10. No discharge of non-sanitary waste.
11. No storage or use of fertilizers.
12. All sanitary disposal systems shall meet Title 5, CMR 310 rules and regulations.
13. Shall meet all Groveland Board of Health regulations and apply for all appropriate food establishment permits.
14. Lighting shall remain the same.
15. The dumpster shall be located at the rear of the building and fenced in.
16. No underground storage tanks allowed.
17. This Special Permit is non-assignable and becomes void upon the sale of the business.
18. Any change of use to this Special Permit will require a subsequent hearing prior to any changes being allowed to commence and could require a new filing.
19. The Applicant shall receive any required federal, state, and local permits required to operate.
20. This Special Permit is subject to recall, given written notification to the Applicant and discussion at a public meeting, if written complaints are received from abutters.
21. In accordance with Groveland Zoning Bylaw Section 14.6(E), if the rights authorized to the Applicant by said Special Permit are not exercised within three (3) years from the date of granting of said Special Permit (filing date with the Town Clerk of the Boards decision), then such rights granted shall lapse unless a substantial use thereof has commenced, except for good cause.

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Executed as a sealed instrument this 25<sup>th</sup> day of (date) September 2023

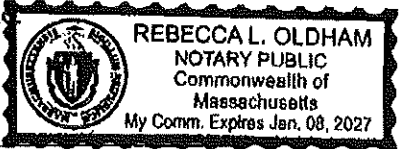
COMMONWEALTH OF MASSACHUSETTS

ESSEX, SS

(DATE) 9/25/2023

The personally appeared the name Chris Goodwin and  
acknowledged the foregoing instrument to be his free act and deed, before me

[Handwritten Signature]



Notary Public

My Commission Expires:



**RECEIVED**

**OCT 11 2023**

**LEGAL NOTICE  
TOWN OF MERRIMAC  
PLANNING BOARD  
PUBLIC HEARING**

**WEST NEWBURY  
PLANNING BOARD**

The Merrimac Planning Board will hold a Public Hearing on October 17, 2023 at Merrimac Town Hall, 2 School Street, Merrimac MA at 7:00 p.m. to hear the request of NSD 2 Real Estate, LLC for a Special Permit and Site Plan Review pursuant to Articles 11 and 19 of the Merrimac Zoning By-Laws. The applicant proposes to construct an 89,400 square foot manufacturing building, consisting of a first floor with a mezzanine and associated parking located at 51 East Main Street, Merrimac, MA. The property is located in both the Rural Highway and Office/Light Industrial Zoning Districts.

The site is identified on the most recent Assessor's Map as Map 39 Parcel 1

The application and plans are available for review at the Planning Board Office in Town Hall by calling the office at 978-346-7832 or by email at [planbd@townofmerrimac.com](mailto:planbd@townofmerrimac.com) to make an appointment to view same. All interested parties are invited to comment in writing or present any relevant information for the Board's consideration during the public hearing.

Sandra Venner, Chair

Publish Dates:

October 2, 2023  
October 9, 2023



**Town of West Newbury  
Planning Board  
Tuesday September 5, 2023  
381 Main Street, Town Office Building  
[www.wnewbury.org](http://www.wnewbury.org)  
**DRAFT 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 7:00 P.M. Members in attendance were Ann Bardeen, Ray Cook, Tim Cronin, Deb Hamilton and Brian Murphey. Town Planner, Sue Brown, was also in attendance. All participated via Zoom Conference.

- 1. Housing Opportunities Initiative Forum – Review and Discussion of Potential Scenarios for Housing Development and Alternative Zoning Approaches (Dodson & Flinker)**  
Dillon Sussman, of Dodson & Flinker, presented a brief overview of the work to date on the project. Peter Flinker presented scenarios for development on potential sites. Flinker showed two concept plans for an approximately 6-acre portion of each site that would hold approximately 90 units. Due to wastewater constraints in West Newbury, housing is unlikely to be built at this density. A more likely scenario included a 90-bedroom build out, which is permitted under Title V septic requirements. After the presentation, members of the Planning Board and the general public asked questions to staff from Dodson & Flinker, made comments, and engaged in a discussion. Ray Cook stated that whatever is proposed has to be at will of the Town and will need to go before Town Meeting. Cook stated that although he is in favor of more housing, he can see how the Town is likely to vote down affordable housing and unsure how solid feedback will be provided before Town Meeting. Tim Cronin questioned the Mullen property and the RFP. Sussman explained that the Town has to be well underway in converting a town-owned property to private ownership for the zoning to meet the MBTA Communities Law requirement. Sussman also stated that since the Town has long-expressed an interest in affordable housing on the Mullen property, it may be best to not include this parcel in MBTA Communities. Planning Board members agreed with Sussman and removed this parcel from further consideration. The forum was opened up to the public for comments and discussion.
- 2. 8:15 PM – Public Hearing – Continued from August 15, 2023 – 87 Crane Neck Street – Special Permit for Reduced Frontage Lot**  
*See below motions.*
- 3. 8:15 PM – Public Hearing – Continued from August 15, 2023 – 87 Crane Neck Street – Special Permit for a Common Driveway**

**Murphey made a motion to open the special permit hearing for 87 Crane Neck Street for the reduced frontage lot and the common driveway. Seconded by Cook. Roll call vote was taken and the motion passed 5-0.**

**Murphey made a motion to continue the public hearing to September 19, 2023 at 7:30 P.M. Seconded by Cook. Roll call vote was taken and the motion passed 5-0.**

**4. Proposed Accessory Dwelling Units and Nonconforming Uses Bylaws Discussion**

Planning Board members reviewed the recommended changes by Town Counsel for the Accessory Dwelling Units and Nonconforming Uses Bylaws.

**5. Planners Report**

Town Planner, Sue Brown, reviewed her Planners Report with the board members. The Housing Production Plan and MVPC will be hosting a sub-regional meeting that will include full group discussions as well as breakout groups for individual committees. B2Q submitted their report on August 7 for the Solar Site Feasibility Screening Study. The Consultant Team has mapped existing conditions for the 113 Corridor Improvement Study. The Town is working with Essex County Greenbelt to purchase a Conservation Restriction on approximately 14 acres of active farmland on Ash Street.

**6. General Business:**

- **Minutes – July 18, 2023; August 1, 2023; Others, if any**  
**Cook moved to approve the minutes of July 18, 2023, as amended. Seconded by Tim Cronin. Roll call vote was taken and the motion passed 5-0.**  
**Cook moved to approve the minutes of August 1, 2023, as amended. Seconded by Cronin. Roll call vote was taken and the motion passed 5-0.**
- **Correspondence**
- **Administrative Details**
- **Placement of Items for Future Planning Board Agendas:**
- **Items not Reasonably Anticipated by the Chair 48 Hours in Advance of a Meeting:**

**Adjournment:**

**Murphey moved to adjourn the meeting at 9:59 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*



**Town of West Newbury  
Planning Board  
Tuesday September 19, 2023  
381 Main Street, Town Office Building  
[www.wnewbury.org](http://www.wnewbury.org)  
**DRAFT 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 7:00 P.M. Members in attendance were Ann Bardeen, Ray Cook, Tim Cronin, Deb Hamilton and associate member Ian James. Town Planner, Sue Brown, was also in attendance. All participated via Zoom Conference.

**1. 7:00 – Public Hearing on Proposed Zoning Bylaw Changes: Addition of Accessory Dwelling Units Bylaw, Strike and Replace Non-Conforming Uses and Structures Bylaw**

Planning Board members reviewed the most recent draft of the Accessory Dwelling Units bylaw and discussed their final thoughts. Ernie Roberts, of West Newbury, questioned if it was one unit per lot. Murphey confirmed it was one unit per lot. Mary Moody, of West Newbury, questioned where an AirBnB would fit into the ADU bylaw? Murphey stated the ADU bylaw has nothing to do with an AirBnB type unit, that is regulated under Town bylaws. Cheryl Richardson of West Newbury, questioned how quickly a building permit could be submitted if the ADU bylaw was to be passed at Special Town Meeting in October. Ray Cook stated that after a bylaw is approved at Town Meeting, it must go through the State Attorney General for final approval, which could take approximately a few months.

**Murphey made a motion to approve the submittal of the Accessory Dwelling Units bylaw to the Town, as presented and amended. Seconded by Cook. Roll call vote was taken and the motion passed 5-0.**

Sam Joslin, Building Commissioner, discussed the Non-Conforming Uses and Structures bylaw. Joslin explained that this bylaw is put into place so residents can build with issuance of a building permit without having to request relief from the Zoning Board of Appeals for having less than the required land area or street frontage, provided that the requested change/addition does not create a new non-conformity. Tim Cronin stated he thinks this reflects the practices that are in place now.

**Murphey made a motion to approve for submission to Fall Town Meeting the bylaw to strike and replace Non-Conforming Uses and Structures bylaw with the changes made tonight, subject to Town Counsel approval. Seconded by Cook. Roll call vote was taken and the motion passed 5-0.**

**2. 7:30 – Public Hearing – 26 Church Street – Special Permit for a Kennel in a Residential District**

Town Planner, Sue Brown, read the Public Hearing notice. **Murphey made a motion to open the Public Hearing for 26 Church Street for a Special Permit for a Kennel in a residential district. Seconded by Cook. Roll call vote was taken and the motion passed 5-0.** Chris Castro, father of applicant Sean Castro, of 26 Church Street, gave a brief overview, followed by Sean Castro giving an overview of the business model. Murphey questioned if 8 dogs would be the maximum and what breed of dogs? Chris Castro stated it would mainly be Labs and Shepherds but can range from Golden Retriever to Doodles, as those are typically used for comfort dogs. Murphey voiced concern regarding barking at night. Sean Castro stated that Chris already has 6 dogs on the premises and limits it to two dogs going outside at a time to reduce noise. Sean stated that the kennel itself would be foam insulated to reduce noise and would be near the barn in the backyard. He also stated that the dogs are kept inside overnight. Deb Hamilton questioned if any protection work was performed with the dogs. Chris stated that he does obedience competitions with his personal dogs. As far as comfort dogs, it can vary from hospitals to police departments to aiding with medical emergencies. Murphey stated a subsequent owner of this property would need to seek a new Special Permit.

Ernie Roberts, of 16 Church Street, stated concern of the dog noise and believes there needs to be a definition of "breeding." Roberts had concerns regarding waste handling, maximum number of dogs, and noise. Castro does not plan to breed any dogs but if he does it would be a max of one or two litters per year.

Deb Duncanson, of 27 Church Street, raised concerns regarding noise. Duncanson stated there has been excessive noise and barking in the past. John McGrath expressed concerned over the fact that Castro is already out of compliance with his 6 personal dogs. Castro stated he already inquired about a temporary kennel permit and was advised to wait till he applied for the Special Permit. \_David Moody (?)\_\_\_\_\_ of 15 Church Street questioned signage. Castro stated no signage will be on property.

**Murphey made a motion to continue the public hearing for the Special Permit for a kennel in a residential district at 26 Church Street to the October 3, 2023 Planning Board meeting at 7:00 P.M. Seconded by Hamilton. Roll call vote was taken and the motion passed 5-0.**

**3. 8:30 – Public Hearing – Continued from September 5, 2023 – 87 Crane Neck Street – Special Permit for a Reduced Frontage Lot**

*See below motions.*

**4. 8:30 – Public Hearing – Continued from September 5, 2023 – 87 Crane Neck Street – Special Permit for Common Driveway**

**Murphey made a motion to open the public hearing for 87 Crane Neck Street for the Special Permit for a Reduced Frontage Lot and a Special Permit for a Common Driveway. Seconded by Cook. Roll call vote was taken and the motion passed 5-0.**

Brown stated that the applicant would be ready for the October 3, 2023 Planning Board meeting.

**Murphey made a motion to continue the Public Hearing on 87 Crane Neck Street for the Special Permit for a Reduced Frontage Lot and a Special Permit for a Common Driveway to the October 3, 2023 Planning Board meeting at 8:15 P.M. Seconded by Cronin. Roll call vote was taken and the motion passed 5-0.**

**5. Housing Opportunities Initiative Status Report Discussion**

Dilon Sussman, of Dodson & Flinker, stated that if the Town has more than one area of land trying to adopt a zoning district for, at least 50% of the land has to be contiguous. Sussman suggested to keep both the Dunn and Knapp property on the table until further discussion. Sussman presented conceptual plans for Planning Board members to review.

**6. Fall Town Meeting, Discussion of 3 Minute Board and Committee Report regarding Housing Opportunities Initiative**

Brown stated that Town Manager, Angus Jennings, suggested that the Planning Board do a 3-minute report or quick recap regarding the housing opportunities initiatives. Bardeen stated that the Bylaws would be a more important subject to recap for the Fall Town Meeting. The other Planning Board members agreed with Bardeen.

**7. General Business:**

- **Minutes** – August 15, 2023; Others, if any.  
**Murphey moved to approve the minutes of August 15, 2023, as amended. Seconded by Hamilton. Roll call vote was taken and the motion passed 5-0.**
- **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 10:14 P.M. Seconded by Cook. Roll call vote was taken, and the motion passed 5-0.**

Respectfully submitted,

Katelyn Bradstreet, *Administrative Assistant to the Planning Board*