

**TOWN OF WEST NEWBURY  
PLANNING BOARD  
Tuesday September 5<sup>th</sup>, 2023 7:00 p.m.  
AGENDA**

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

1. Housing Opportunities Initiative Forum – Review and Discussion of Potential Scenarios for Housing Development and Alternative Zoning Approaches (Dodson & Flinker)
2. 8:15 PM - Public Hearing – Continued from August 15, 2023 – 87 Crane Neck Street – Special Permit for a Reduced Frontage Lot
3. 8:15 PM - Public Hearing – Continued from August 15, 2023 – 87 Crane Neck Street – Special Permit for Common Driveway
4. Proposed Accessory Dwelling Units and Nonconforming Uses Bylaws Discussion
5. Planners Report
6. General Business:
  - Minutes – July 18, 2023; August 1, 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/82606183719?pwd=WThhQWd0Mk9tbXZ2VytDK1NSTUIYZz09>

Meeting ID: 826 0618 3719

Passcode: 913858

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.

**TOWN OF WEST NEWBURY PLANNING BOARD  
APPLICATION FOR SPECIAL PERMIT and/or SITE PLAN REVIEW**

Application for:  Special Permit  Site Plan Review  Both

(Adopted December 21, 2011)

Please type or print clearly.

1.  
Applicant: Brook View Trust (William & Dianne Spalding)

Applicant's  
Address: 87 Crane Neck Street, West Newbury, MA

Telephone Number: 508-662-0893

2. Owners of the  
Land: Same as Applicant

Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Number of years of Ownership: 29 years

3. Year Lot was Created: 1994

4. Description of Proposed Project, including applicable section(s) of the Zoning  
Bylaw: Create a reduced frontage lot with access from Crane Neck Street  
Special permit under section 6.A.1 of the Zoning Bylaw

5. Description of Premises: Lot 2 as shown on ANR plan (attached). The lot is part of the existing property currently known as #87 Crane Neck Street. The proposed lot is 340,332 s.f. with frontage of 100.00 feet and a C.B.A. of 254,600 s.f.

6. Address of Property Affected: 87 Crane Neck Street, West Newbury  
Zoning District: Residence A  
Assessors: \_\_\_\_\_ Map: R3 Lot #: 14B  
Registry of Deeds: Book: 40466 Page: 164  
Plan Book and Plan Number book 294/page 46

7. Existing Lot:  
Lot Area (sq. ft.) 10.6 Acres Building Height \_\_\_\_\_  
Street Frontage 360.88 ft Side Setbacks \_\_\_\_\_  
Front Setback \_\_\_\_\_ Rear Setback \_\_\_\_\_

Floor Area Ratio \_\_\_\_\_

Lot Coverage \_\_\_\_\_

**8. Proposed Lot (if applicable):**

Lot Area (sq. ft.) 340,332 s.f.

Street Frontage 100ft

Front Setback \_\_\_\_\_

Floor Area Ratio \_\_\_\_\_

Building Height: \_\_\_\_\_

Side Setbacks \_\_\_\_\_

Rear Setback \_\_\_\_\_

Lot Coverage \_\_\_\_\_

**9. Required Lot (as required by Zoning Bylaw):**

Lot Area (sq. ft.) 160,000 s.f.

Street Frontage 100ft

Front Setback \_\_\_\_\_

Floor Area Ratio \_\_\_\_\_

Building Height \_\_\_\_\_

Side Setbacks \_\_\_\_\_

Rear Setback \_\_\_\_\_

Lot Coverage \_\_\_\_\_

**10. Existing Building (if applicable):**

Ground Floor (sq.ft.) \_\_\_\_\_

Total sq. ft. \_\_\_\_\_

Use: \_\_\_\_\_

# of Floors \_\_\_\_\_

Height \_\_\_\_\_

Type of Construction \_\_\_\_\_

**11. Proposed Building:**

Ground Floor (sq.ft.) \_\_\_\_\_

Total sq. ft. \_\_\_\_\_

Use: \_\_\_\_\_

# of Floors \_\_\_\_\_

Height \_\_\_\_\_

Type of Construction \_\_\_\_\_

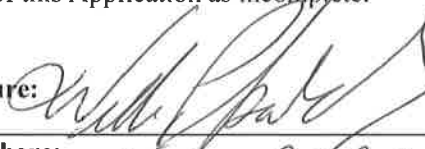
**12. Has there been a previous application for a Special Permit or Site Plan Review from the Planning Board on these premises?** none known **If so, when, what type of construction, and the action made?**

\_\_\_\_\_  
\_\_\_\_\_

**13. Applicant and Landowner signature(s):**

Every Application for a Special Permit/Site Plan Review shall be made on this form which is the official form of the Planning Board. Every Application shall be filed with the Town Clerk's Office. It shall be the responsibility of the Applicant to furnish all supporting documentation with this application. The dated copy of this Application received by the Town Clerk or Planning Office does not absolve the Applicant from this responsibility. The Applicant shall be responsible for all expenses for filing and legal notification. Failure to comply with application requirements, as cited herein and in the Planning Board Regulations, may result in a dismissal by the Planning Board of this Application as incomplete.

Applicant's Signature: \_\_\_\_\_




Print or type name here: \_\_\_\_\_

WILLIAM P. SPALDING

Date: \_\_\_\_\_

7/27/2023

Owner's Signature:   
Print or type name here: WILLIAM P. STANDING  
Date: 7/27/2023



Owner/Applicant: William P. Spalding, 87 Crane Neck Street, West Newbury, MA 01985

Designed By: CJH, Drawn By: PMB, Reviewed By: RLW, Project Manager: CJH, Drawing File Number: WNEW-0048, Drawing Folder: WNEW48

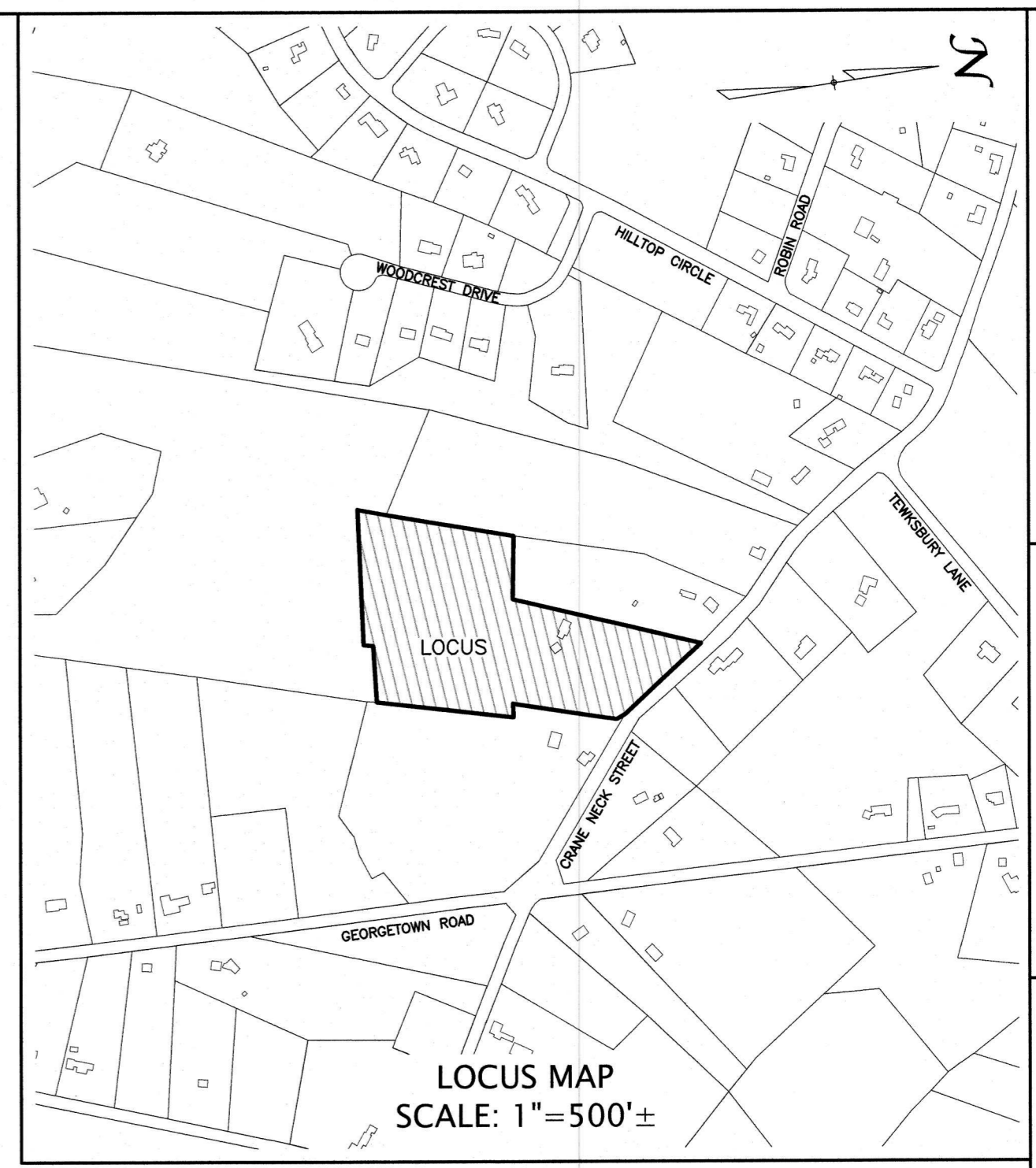


COMMON DRIVEWAY & STORMWATER MANAGEMENT PLAN, 87 CRANE NECK STREET, WEST NEWBURY, MA

Table with 7 rows and 2 columns: 12, 11, 10, 9, 8, 7, 6, 5, 4, 3, 2, 1

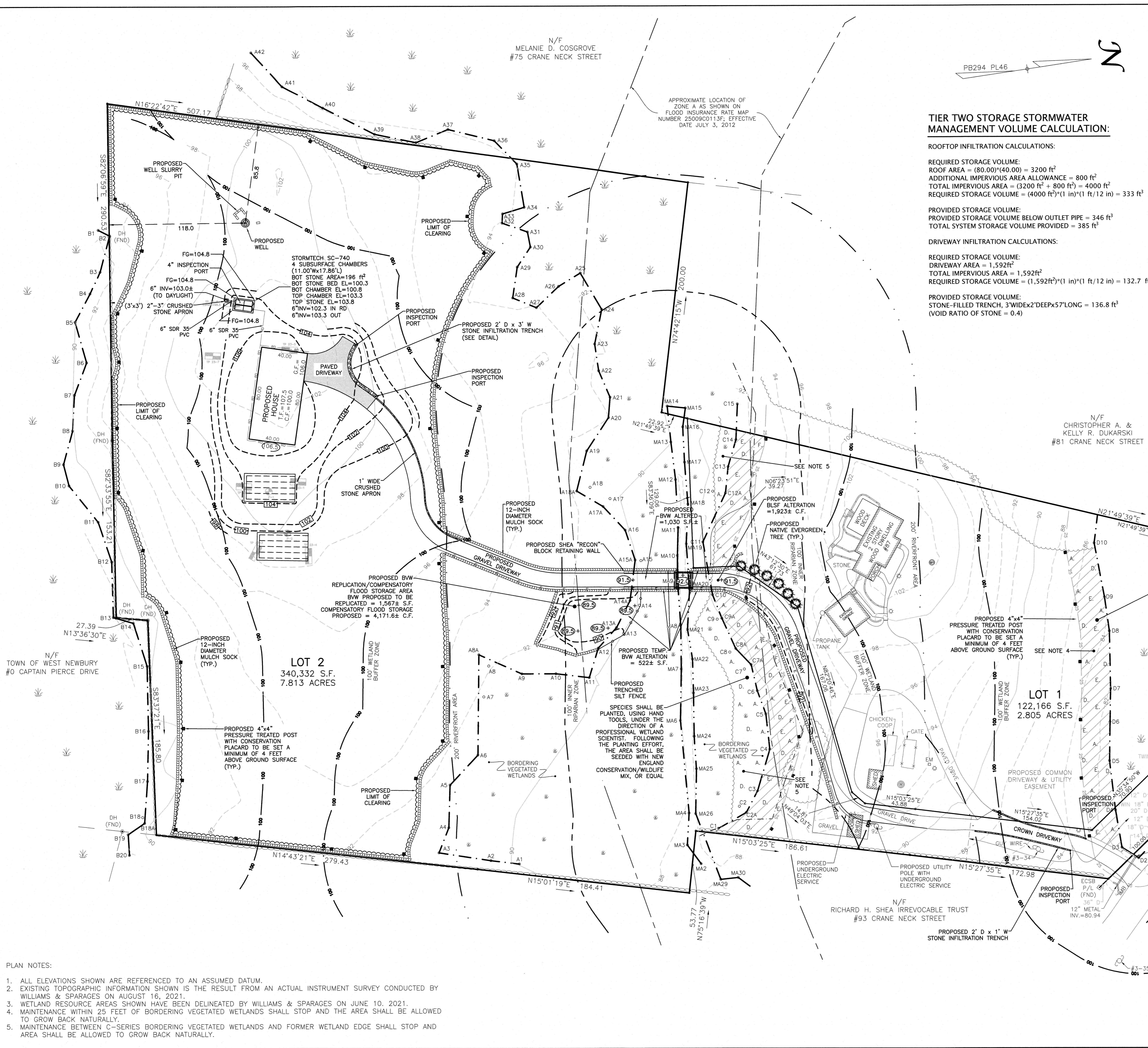
DRAWING: C1.1 SHEET 1 OF 2

JULY 26, 2023



RIVERFRONT AREA CALCULATIONS: TOTAL RIVERFRONT AREA ON PARCEL = 186,927± S.F., PROPOSED ALTERATION OF RIVERFRONT AREA = 7,912± S.F. (4.2%)

TIER TWO STORAGE STORMWATER MANAGEMENT VOLUME CALCULATION: ROOFTOP INFILTRATION CALCULATIONS: REQUIRED STORAGE VOLUME: ROOF AREA = (80.00'x40.00') = 3200 ft², PROVIDED STORAGE VOLUME: STONE-FILLED TRENCH, 3'WIDEx2'DEEPx57'LONG = 136.8 ft³



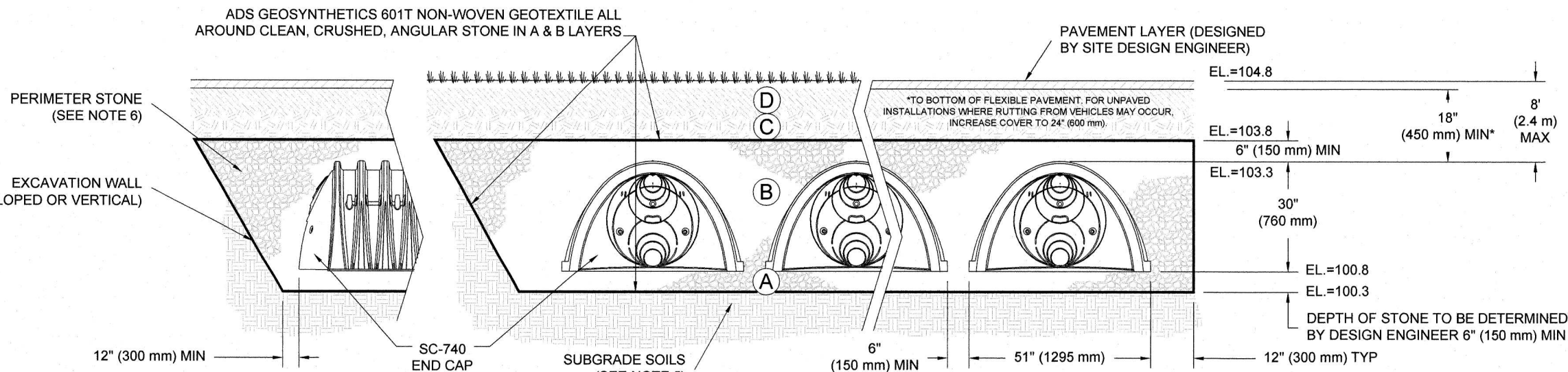
- PLAN NOTES: 1. ALL ELEVATIONS SHOWN ARE REFERENCED TO AN ASSUMED DATUM. 2. EXISTING TOPOGRAPHIC INFORMATION SHOWN IS THE RESULT FROM AN ACTUAL INSTRUMENT SURVEY CONDUCTED BY WILLIAMS & SPARAGES ON AUGUST 16, 2021. 3. WETLAND RESOURCE AREAS SHOWN HAVE BEEN DELINEATED BY WILLIAMS & SPARAGES ON JUNE 10, 2021.

ZONING DISTRICT: RESIDENCE A: MINIMUM LOT AREA = 80,000 S.F., MINIMUM LOT FRONTAGE = 200 FEET, CONTIGUOUS BUILDABLE AREA = 75% OF LOT AREA

**ACCEPTABLE FILL MATERIALS: STORMTECH SC-740 CHAMBER SYSTEMS**

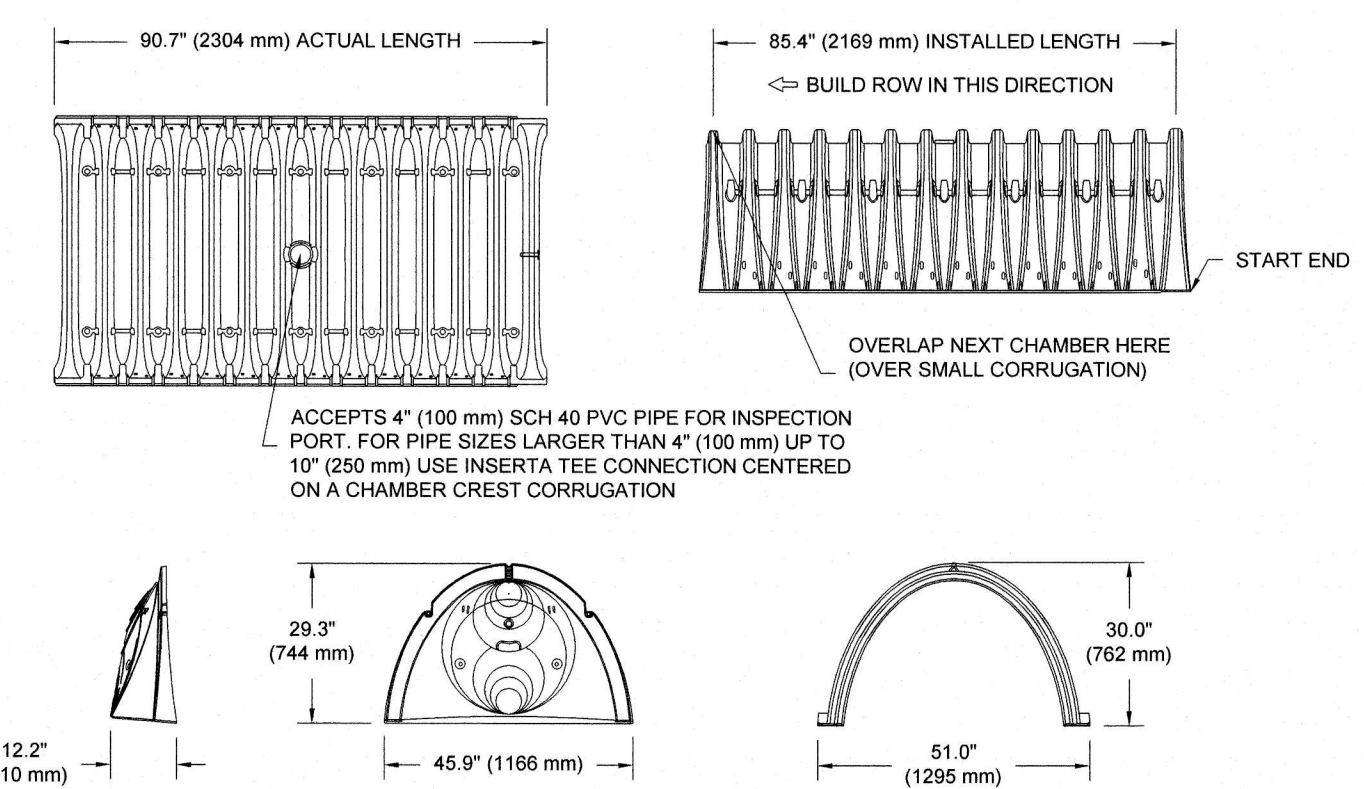
MATERIAL LOCATION	DESCRIPTION	AASHTO MATERIAL CLASSIFICATIONS	COMPACTION / DENSITY REQUIREMENT
D	<b>FINAL FILL:</b> FILL MATERIAL FOR LAYER 'D' STARTS FROM THE TOP OF THE 'C' LAYER TO THE BOTTOM OF FLEXIBLE PAVEMENT OR UNPAVED FINISHED GRADE ABOVE. NOTE THAT PAVEMENT SUBBASE MAY BE PART OF THE 'D' LAYER	N/A	PREPARE PER SITE DESIGN ENGINEER'S PLANS. PAVED INSTALLATIONS MAY HAVE STRINGENT MATERIAL AND PREPARATION REQUIREMENTS.
C	<b>INITIAL FILL:</b> FILL MATERIAL FOR LAYER 'C' STARTS FROM THE TOP OF THE EMBEDMENT STONE ('B' LAYER) TO 18" (450 mm) ABOVE THE TOP OF THE CHAMBER. NOTE THAT PAVEMENT SUBBASE MAY BE A PART OF THE 'C' LAYER.	AASHTO M145* A-1, A-2-4, A-3 OR AASHTO M43* 3, 357, 4, 467, 5, 56, 57, 6, 67, 68, 7, 78, 8, 89, 9, 10	BEGIN COMPACTIONS AFTER 12" (300 mm) OF MATERIAL OVER THE CHAMBERS IS REACHED. COMPACT ADDITIONAL LAYERS IN 6" (150 mm) MAX LIFTS TO A MIN. 95% PROCTOR DENSITY FOR WELL GRADED MATERIAL AND 95% RELATIVE DENSITY FOR PROCESSED AGGREGATE MATERIALS. ROLLER GROSS VEHICLE WEIGHT NOT TO EXCEED 12,000 lbs (53 kN). DYNAMIC FORCE NOT TO EXCEED 20,000 lbs (89 kN).
B	<b>EMBEDMENT STONE:</b> FILL SURROUNDING THE CHAMBERS FROM THE FOUNDATION STONE ('A' LAYER) TO THE 'C' LAYER ABOVE.	AASHTO M43* 3, 357, 4, 467, 5, 56, 57	NO COMPACTION REQUIRED.
A	<b>FOUNDATION STONE:</b> FILL BELOW CHAMBERS FROM THE SUBGRADE UP TO THE FOOT (BOTTOM) OF THE CHAMBER.	AASHTO M43* 3, 357, 4, 467, 5, 56, 57	PLATE COMPACT OR ROLL TO ACHIEVE A FLAT SURFACE. **

PLEASE NOTE:  
 1. THE LISTED AASHTO DESIGNATIONS ARE FOR GRADATIONS ONLY. THE STONE MUST ALSO BE CLEAN, CRUSHED, ANGULAR. FOR EXAMPLE, A SPECIFICATION FOR #4 STONE WOULD STATE: "CLEAN, CRUSHED, ANGULAR NO. 4 (AASHTO M43) STONE".  
 2. STORMTECH COMPACTION REQUIREMENTS ARE MET FOR 'A' LOCATION MATERIALS WHEN PLACED AND COMPACTIONED IN 6" (150 mm) (MAX) LIFTS USING TWO FULL COVERAGES WITH A VIBRATORY COMPACTOR.  
 3. WHERE INFILTRATION SURFACES MAY BE COMPROMISED BY COMPACTION, FOR STANDARD DESIGN LOAD CONDITIONS, A FLAT SURFACE MAY BE ACHIEVED BY RAKING OR DRAGGING WITHOUT COMPACTION EQUIPMENT. FOR SPECIAL LOAD DESIGNS, CONTACT STORMTECH FOR COMPACTION REQUIREMENTS.



- NOTES:**
- SC-740 CHAMBERS SHALL CONFORM TO THE REQUIREMENTS OF ASTM F2418 "STANDARD SPECIFICATION FOR POLYPROPYLENE (PP) CORRUGATED WALL STORMWATER COLLECTION CHAMBERS", OR ASTM F2922 "STANDARD SPECIFICATION FOR POLYETHYLENE (PE) CORRUGATED WALL STORMWATER COLLECTION CHAMBERS".
  - SC-740 CHAMBERS SHALL BE DESIGNED IN ACCORDANCE WITH ASTM F2787 "STANDARD PRACTICE FOR STRUCTURAL DESIGN OF THERMOPLASTIC CORRUGATED WALL STORMWATER COLLECTION CHAMBERS".
  - "ACCEPTABLE FILL MATERIALS" TABLE ABOVE PROVIDES MATERIAL LOCATIONS, DESCRIPTIONS, GRADATIONS, AND COMPACTION REQUIREMENTS FOR FOUNDATION, EMBEDMENT, AND FILL MATERIALS.
  - THE "SITE DESIGN ENGINEER" REFERS TO THE ENGINEER RESPONSIBLE FOR THE DESIGN AND LAYOUT OF THE STORMTECH CHAMBERS FOR THIS PROJECT.
  - THE SITE DESIGN ENGINEER IS RESPONSIBLE FOR ASSESSING THE BEARING RESISTANCE (ALLOWABLE BEARING CAPACITY) OF THE SUBGRADE SOILS AND THE DEPTH OF FOUNDATION STONE WITH CONSIDERATION FOR THE RANGE OF EXPECTED SOIL MOISTURE CONDITIONS.
  - PERIMETER STONE MUST BE EXTENDED HORIZONTALLY TO THE EXCAVATION WALL FOR BOTH VERTICAL AND SLOPED EXCAVATION WALLS.
  - ONCE LAYER 'C' IS PLACED, ANY SOIL MATERIAL CAN BE PLACED IN LAYER 'D' UP TO THE FINISHED GRADE. MOST PAVEMENT SUBBASE SOILS CAN BE USED TO REPLACE THE MATERIAL REQUIREMENTS OF LAYER 'C' OR 'D' AT THE SITE DESIGN ENGINEER'S DISCRETION.

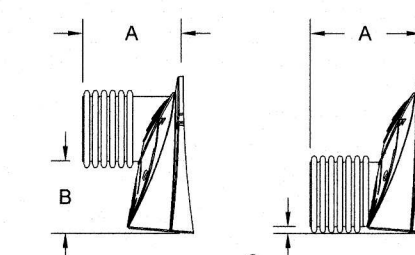
**STORMTECH SC-740 CROSS SECTION SWMA1P**  
NOT TO SCALE



**NOMINAL CHAMBER SPECIFICATIONS**

SIZE (W X H X INSTALLED LENGTH)	51.0" X 30.0" X 85.4"	(1295 mm X 762 mm X 2169 mm)
CHAMBER STORAGE	45.9 CUBIC FEET	(1.30 m³)
MINIMUM INSTALLED STORAGE*	14.9 CUBIC FEET	(0.42 m³)
WEIGHT	75.0 lbs.	(33.6 kg)

\*ASSUMES 6" (152 mm) STONE ABOVE, BELOW, AND BETWEEN CHAMBERS



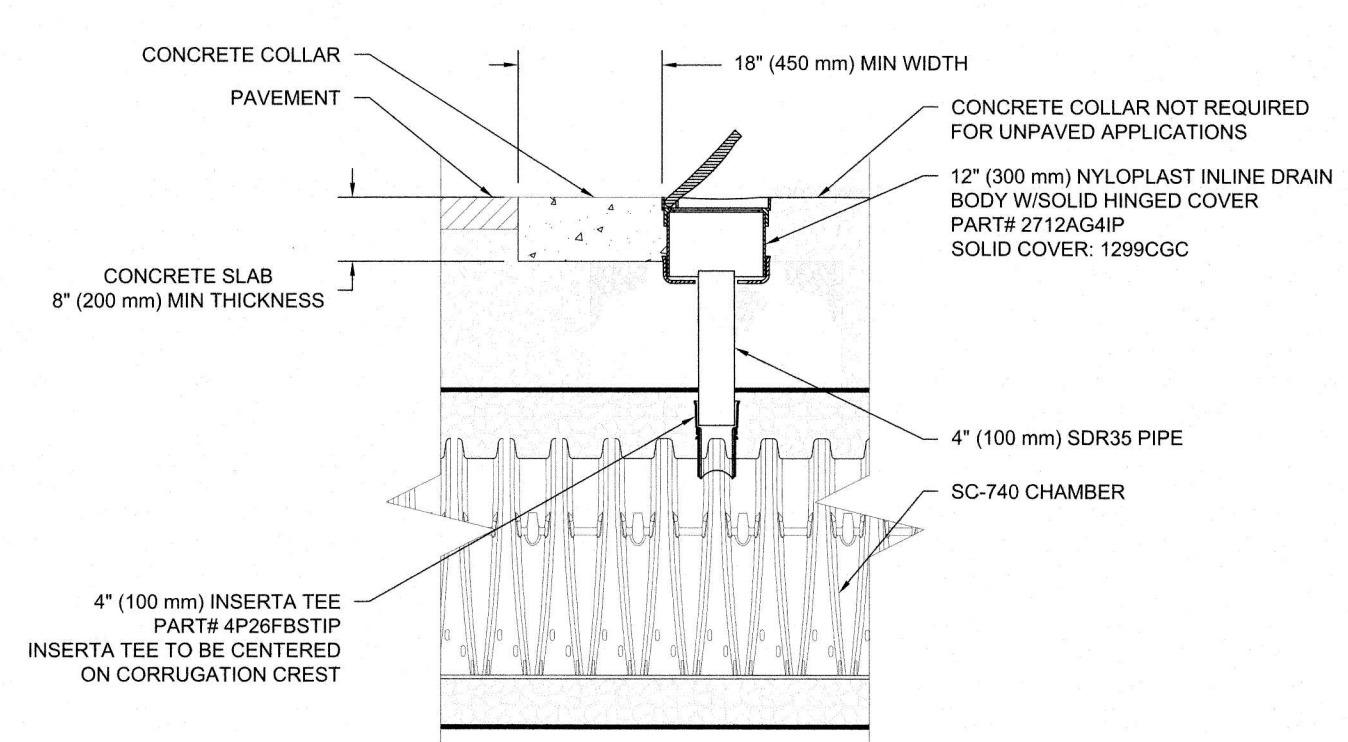
PART #	STUB	A	B	C
SC740EP06T / SC740EP06TPC	6" (150 mm)	10.9" (277 mm)	18.5" (470 mm)	---
SC740EP08B / SC740EP08BPC	8" (200 mm)	12.2" (310 mm)	16.5" (419 mm)	0.5" (13 mm)
SC740EP08T / SC740EP08TPC	8" (200 mm)	12.2" (310 mm)	---	0.6" (16 mm)
SC740EP08B / SC740EP08BPC	10" (250 mm)	13.4" (340 mm)	14.5" (368 mm)	---
SC740EP10T / SC740EP10TPC	10" (250 mm)	13.4" (340 mm)	---	0.7" (18 mm)
SC740EP10B / SC740EP10BPC	12" (300 mm)	14.7" (373 mm)	12.5" (318 mm)	1.2" (30 mm)
SC740EP12T / SC740EP12TPC	12" (300 mm)	14.7" (373 mm)	---	---
SC740EP12B / SC740EP12BPC	15" (375 mm)	18.4" (467 mm)	9.0" (229 mm)	---
SC740EP15T / SC740EP15TPC	15" (375 mm)	18.4" (467 mm)	---	1.3" (33 mm)
SC740EP15B / SC740EP15BPC	18" (450 mm)	19.7" (500 mm)	5.0" (127 mm)	---
SC740EP18T / SC740EP18TPC	18" (450 mm)	19.7" (500 mm)	---	1.8" (41 mm)
SC740EP18B / SC740EP18BPC	24" (600 mm)	18.5" (470 mm)	---	0.1" (3 mm)
SC740EP24B*	---	---	---	---

ALL STUBS, EXCEPT FOR THE SC740EP24B ARE PLACED AT BOTTOM OF END CAP SUCH THAT THE OUTSIDE DIAMETER OF THE STUB IS FLUSH WITH THE BOTTOM OF THE END CAP. FOR ADDITIONAL INFORMATION CONTACT STORMTECH AT 1-888-892-2894.

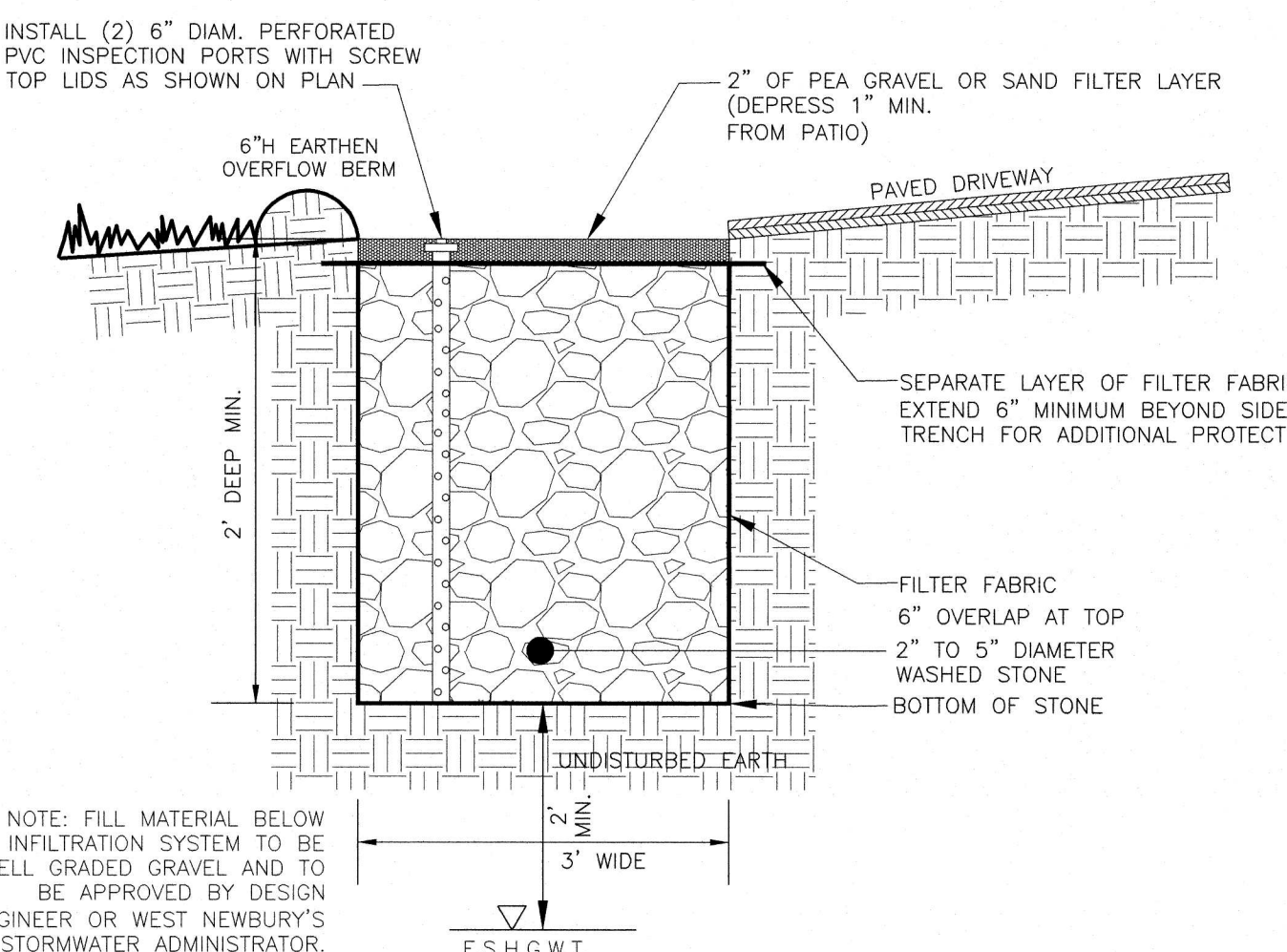
\* FOR THE SC740EP24B THE 24" (600 mm) STUB LIES BELOW THE BOTTOM OF THE END CAP APPROXIMATELY 1.75" (44 mm). BACKFILL MATERIAL SHOULD BE REMOVED FROM BELOW THE N-12 STUB SO THAT THE FITTING SITS LEVEL.

NOTE: ALL DIMENSIONS ARE NOMINAL

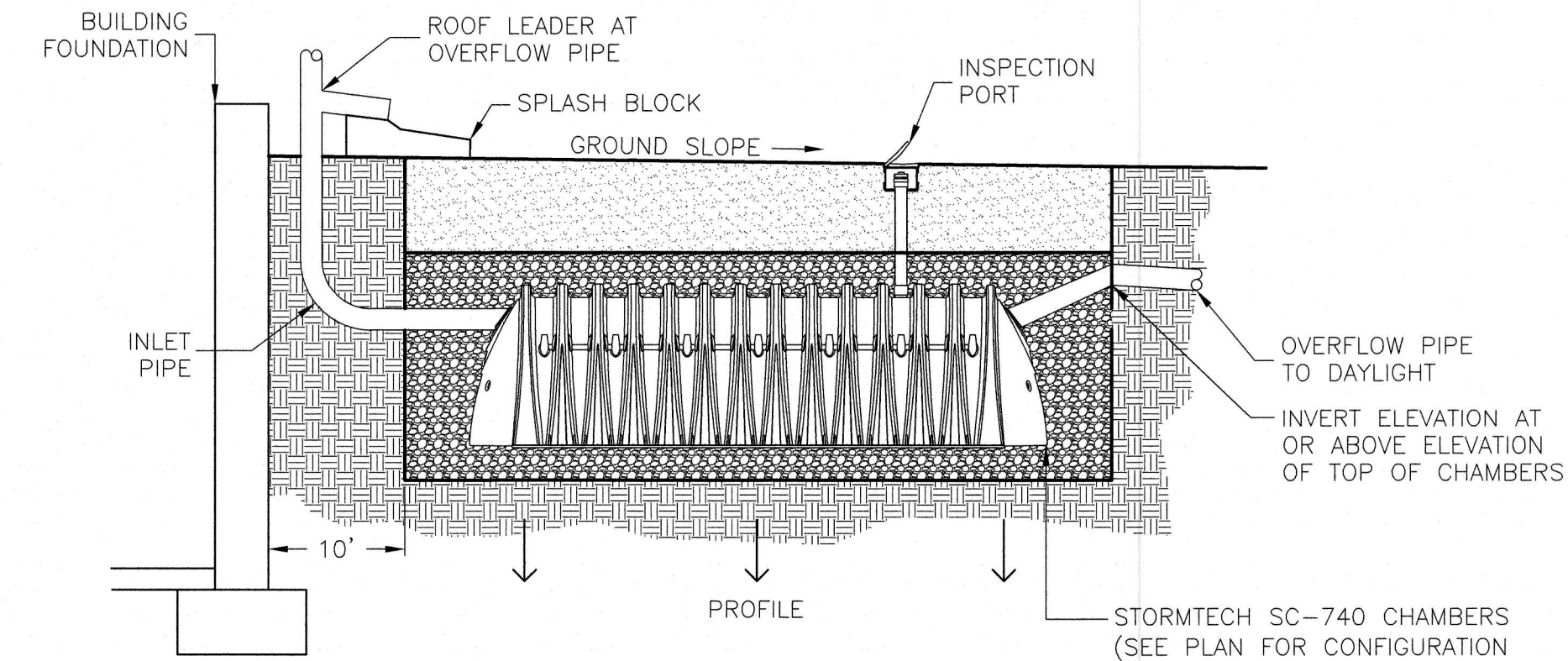
**STORMTECH SC-740 TECHNICAL SPECIFICATIONS**  
NOT TO SCALE



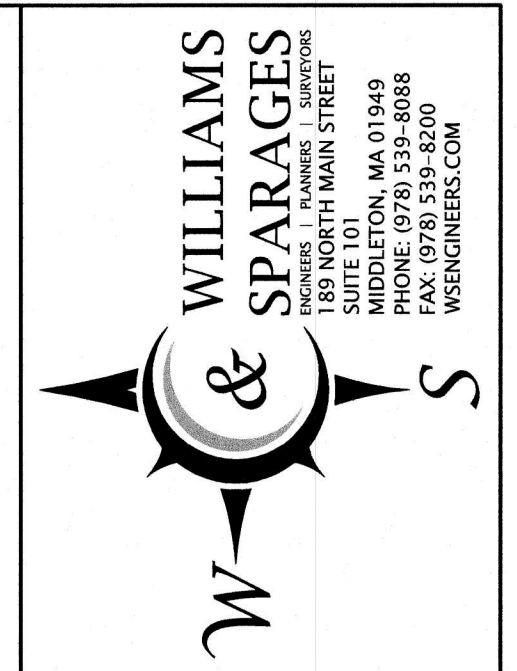
**STORMTECH SC-740 INSPECTION PORT**  
NOT TO SCALE



**INFILTRATION TRENCH FOR DRIVEWAY RUNOFF**  
DETAIL  
DETAIL N.T.S.



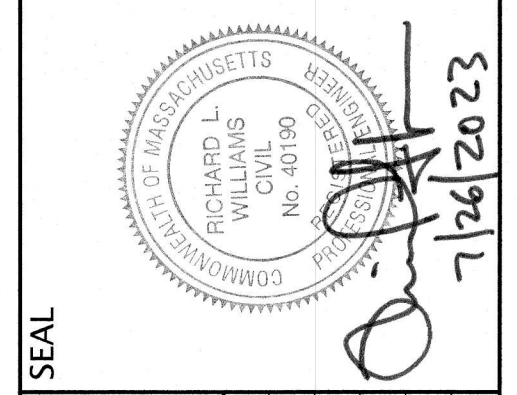
**TYPICAL ROOF RECHARGE SYSTEM**  
DETAIL N.T.S.



Owner/Applicant:  
 William P. Spalding  
 87 Crane Neck Street  
 West Newbury, MA 01985

Designed By: CJH  
 Drawn By: PMB  
 Reviewed By: RLW  
 Project Manager: CJH  
 Drawing File Number: WNEW-0048  
 Drawing File Folder: WNEW48

Drawing Issued for Review  
 Drawing Issued for Permit  
 Drawing Issued for Construction



**COMMON DRIVEWAY & STORMWATER MANAGEMENT PLAN**  
87 CRANE NECK STREET, WEST NEWBURY, MA

NO.	DATE	DESCRIPTION
6		
5		
4		
3		
2		
1		

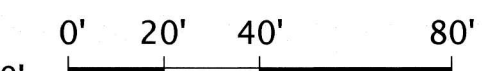
SCALE: NONE

JUNE 26, 2023

DRAWING: C 1.2

SHEET 2 OF 2

# PLAN OF LAND IN WEST NEWBURY, MA

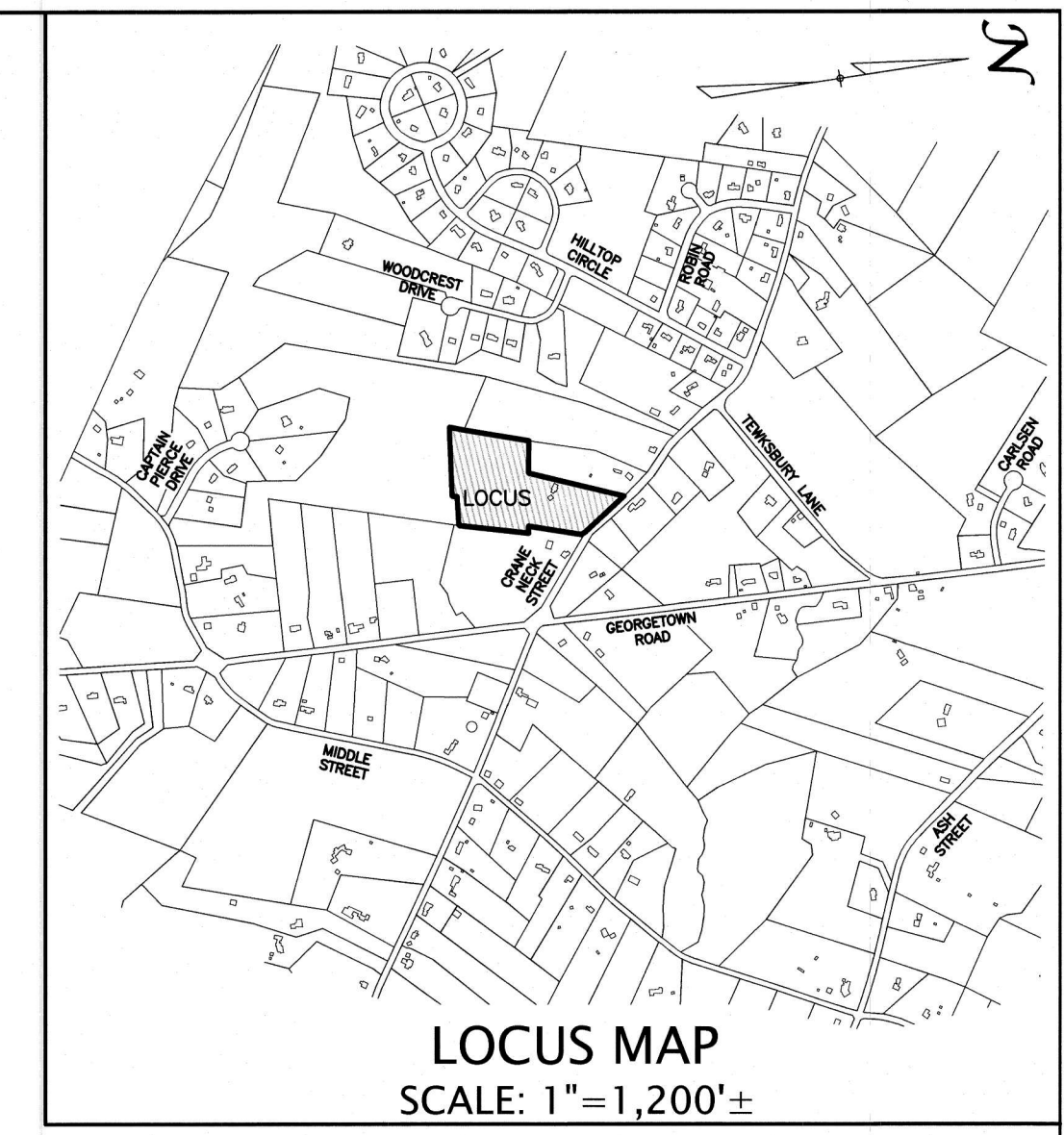
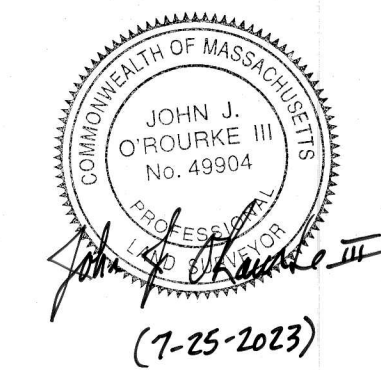
SCALE: 1" = 40'  DATE: JULY 25, 2023

87 CRANE NECK STREET



**OWNER/APPLICANT:**  
BROOK VIEW TRUST  
(WILLIAM P. SPALDING AND DIANNE E. SPALDING, TRUSTEES)  
87 CRANE NECK STREET  
WEST NEWBURY, MA 01985  
ASSESSORS MAP R3 LOT 14B  
(PARCEL ID 0030 0000 0014B)  
DEED REFERENCE: BOOK 40466 PAGE 164  
RECORDED AT THE ESSEX SOUTH REGISTRY OF DEEDS

**PLAN REFERENCE:**  
PLAN BOOK 294 PLAN 46  
RECORDED AT THE ESSEX SOUTH REGISTRY OF DEEDS



APPROVAL UNDER THE SUBDIVISION CONTROL LAW NOT REQUIRED  
WEST NEWBURY PLANNING BOARD

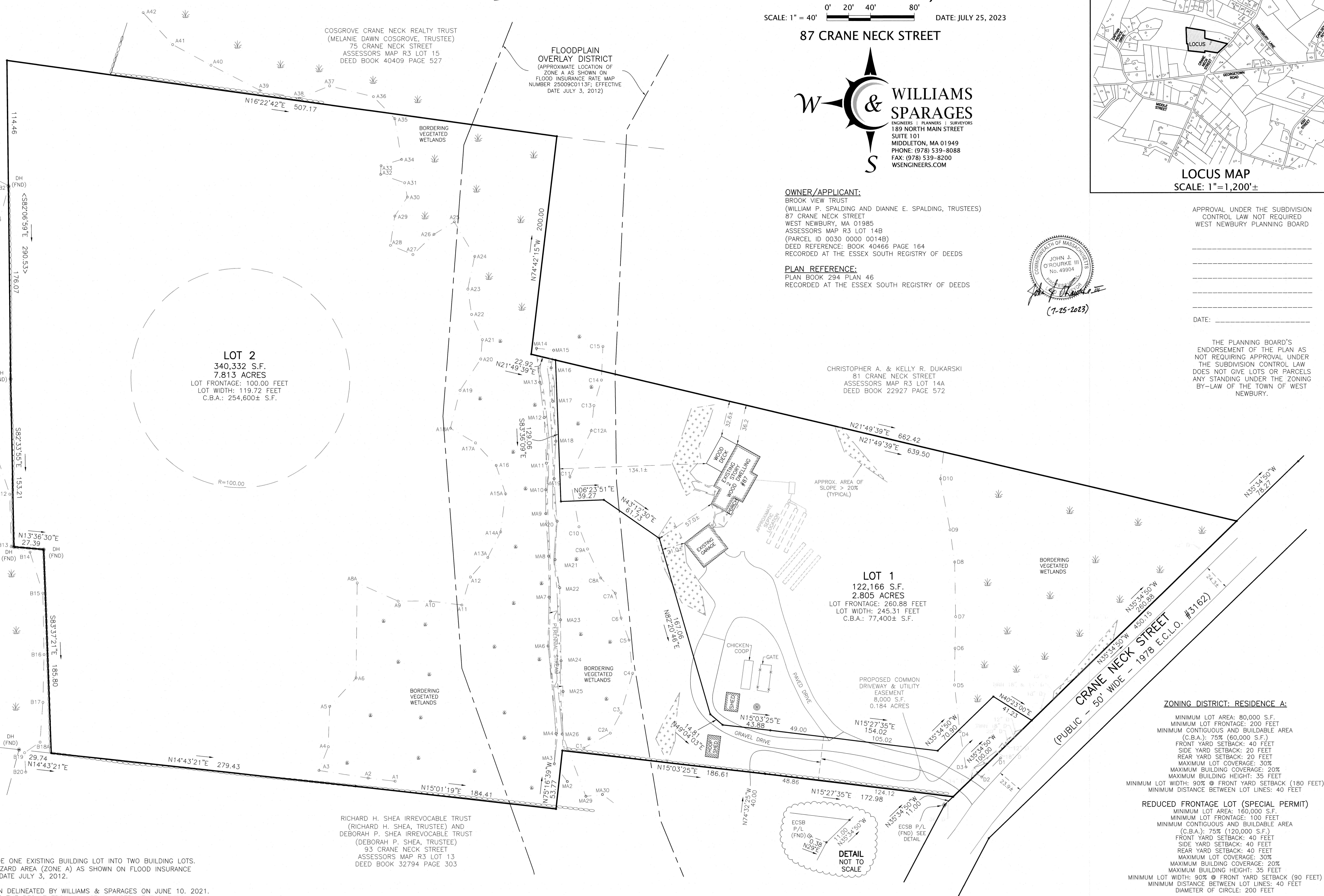
DATE: \_\_\_\_\_

THE PLANNING BOARD'S ENDORSEMENT OF THE PLAN AS NOT REQUIRING APPROVAL UNDER THE SUBDIVISION CONTROL LAW DOES NOT GIVE LOTS OR PARCELS ANY STANDING UNDER THE ZONING BY-LAW OF THE TOWN OF WEST NEWBURY.

I CERTIFY THAT I HAVE CONFORMED WITH THE RULES AND REGULATIONS OF THE REGISTERS OF DEEDS IN PREPARING THIS PLAN.

*John J. O'Rourke III, P.L.S.*  
WILLIAMS & SPARAGES LLC

TOWN OF WEST NEWBURY CONSERVATION COMMISSION  
0 CAPTAIN PIERCE DRIVE  
ASSESSORS MAP R3 LOT 14C  
DEED BOOK 14284 PAGE 392

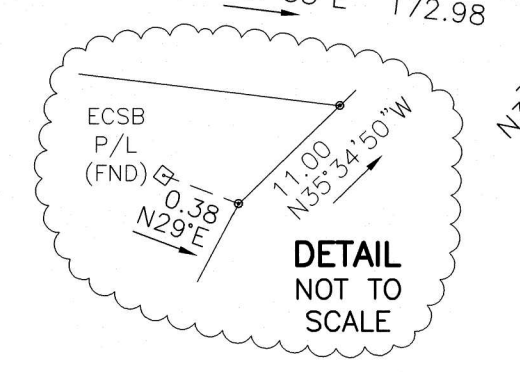


**LEGEND OF ABBREVIATIONS**

- DH - DRILL HOLE
- ECSB - ESSEX COUNTY STONE BOUND
- (FND) - FOUND
- 12" D - 12" DECIDUOUS TREE

- NOTES:**
1. THE PURPOSE OF THIS PLAN IS TO SUBDIVIDE ONE EXISTING BUILDING LOT INTO TWO BUILDING LOTS.
  2. THIS PROPERTY DOES LIE WITHIN A FLOOD HAZARD AREA (ZONE A) AS SHOWN ON FLOOD INSURANCE RATE MAP NUMBER 25009C0113F, EFFECTIVE DATE JULY 3, 2012.
  3. CRANE NECK STREET IS A SCENIC ROAD.
  4. WETLAND RESOURCE AREAS SHOWN HAVE BEEN DELINEATED BY WILLIAMS & SPARAGES ON JUNE 10, 2021.
  5. EXISTING TOPOGRAPHIC INFORMATION SHOWN IS THE RESULT FROM AN ACTUAL INSTRUMENT SURVEY CONDUCTED BY WILLIAMS & SPARAGES ON AUGUST 16, 2021.

RICHARD H. SHEA IRREVOCABLE TRUST  
(RICHARD H. SHEA, TRUSTEE) AND  
DEBORAH P. SHEA IRREVOCABLE TRUST  
(DEBORAH P. SHEA, TRUSTEE)  
93 CRANE NECK STREET  
ASSESSORS MAP R3 LOT 13  
DEED BOOK 32794 PAGE 303



- ZONING DISTRICT: RESIDENCE A:**
- MINIMUM LOT AREA: 80,000 S.F.
  - MINIMUM LOT FRONTAGE: 200 FEET
  - MINIMUM CONTIGUOUS AND BUILDABLE AREA (C.B.A.): 75% (60,000 S.F.)
  - FRONT YARD SETBACK: 40 FEET
  - REAR YARD SETBACK: 40 FEET
  - SIDE YARD SETBACK: 20 FEET
  - REAR YARD SETBACK: 20 FEET
  - MAXIMUM LOT COVERAGE: 30%
  - MAXIMUM BUILDING COVERAGE: 20%
  - MAXIMUM BUILDING HEIGHT: 35 FEET
- REDUCED FRONTAGE LOT (SPECIAL PERMIT)**
- MINIMUM LOT AREA: 160,000 S.F.
  - MINIMUM LOT FRONTAGE: 100 FEET
  - MINIMUM CONTIGUOUS AND BUILDABLE AREA (C.B.A.): 75% (120,000 S.F.)
  - FRONT YARD SETBACK: 40 FEET
  - REAR YARD SETBACK: 40 FEET
  - SIDE YARD SETBACK: 20 FEET
  - REAR YARD SETBACK: 20 FEET
  - MAXIMUM LOT COVERAGE: 30%
  - MAXIMUM BUILDING COVERAGE: 20%
  - MAXIMUM BUILDING HEIGHT: 35 FEET
- MINIMUM LOT WIDTH: 90% @ FRONT YARD SETBACK (180 FEET)  
MINIMUM DISTANCE BETWEEN LOT LINES: 40 FEET
- PROPERTY PARTIALLY LIES IN FLOODPLAIN OVERLAY DISTRICT.

**TOWN OF WEST NEWBURY PLANNING BOARD  
APPLICATION FOR SPECIAL PERMIT and/or SITE PLAN REVIEW**

Application for:  Special Permit  Site Plan Review  Both

(Adopted December 21, 2011)

Please type or print clearly.

1. **Applicant:** Brook View Trust (William & Dianne Spalding)

**Applicant's Address:** 87 Crane Neck Street, West Newbury, MA

**Telephone Number:** 508-662-0893

2. **Owners of the Land:** Same as Applicant

**Address:** \_\_\_\_\_

**Telephone Number:** \_\_\_\_\_

**Number of years of Ownership:** 29 years

3. **Year Lot was Created:** 1994

4. **Description of Proposed Project, including applicable section(s) of the Zoning Bylaw:** Common driveway to service 87 Crane Neck Street (Lot 1) & proposed Lot 2

Special permit under section 7.D. of the Zoning Bylaw

5. **Description of Premises:** Existing driveway servicing #87 Crane Neck Street, which is an existing single family home

6. **Address of Property Affected:** 87 Crane Neck Street, West Newbury

**Zoning District:** Residence A

**Assessors:** \_\_\_\_\_ **Map:** R3 **Lot #:** 14B

**Registry of Deeds:** **Book:** 40466 **Page:** 164

**Plan Book and Plan Number** book 294/page 46

7. **Existing Lot:**  
**Lot Area (sq. ft.)** 10.6 Acres

**Street Frontage** \_\_\_\_\_

**Front Setback** \_\_\_\_\_

**Building Height** \_\_\_\_\_

**Side Setbacks** \_\_\_\_\_

**Rear Setback** \_\_\_\_\_



Floor Area Ratio \_\_\_\_\_

Lot Coverage \_\_\_\_\_

**8. Proposed Lot (if applicable):**

Lot Area (sq. ft.) \_\_\_\_\_  
Street Frontage \_\_\_\_\_  
Front Setback \_\_\_\_\_  
Floor Area Ratio \_\_\_\_\_

Building Height: \_\_\_\_\_  
Side Setbacks \_\_\_\_\_  
Rear Setback \_\_\_\_\_  
Lot Coverage \_\_\_\_\_

**9. Required Lot (as required by Zoning Bylaw):**

Lot Area (sq. ft.) \_\_\_\_\_  
Street Frontage \_\_\_\_\_  
Front Setback \_\_\_\_\_  
Floor Area Ratio \_\_\_\_\_

Building Height \_\_\_\_\_  
Side Setbacks \_\_\_\_\_  
Rear Setback \_\_\_\_\_  
Lot Coverage \_\_\_\_\_

**10. Existing Building (if applicable):**

Ground Floor (sq.ft.) \_\_\_\_\_  
Total sq. ft. \_\_\_\_\_  
Use: \_\_\_\_\_

# of Floors \_\_\_\_\_  
Height \_\_\_\_\_  
Type of Construction \_\_\_\_\_

**11. Proposed Building:**

Ground Floor (sq.ft.) \_\_\_\_\_  
Total sq. ft. \_\_\_\_\_  
Use: \_\_\_\_\_

# of Floors \_\_\_\_\_  
Height \_\_\_\_\_  
Type of Construction \_\_\_\_\_

**12. Has there been a previous application for a Special Permit or Site Plan Review from the Planning Board on these premises?** none known **If so, when, what type of construction, and the action made?**

\_\_\_\_\_  
\_\_\_\_\_

**13. Applicant and Landowner signature(s):**

Every Application for a Special Permit/Site Plan Review shall be made on this form which is the official form of the Planning Board. Every Application shall be filed with the Town Clerk's Office. It shall be the responsibility of the Applicant to furnish all supporting documentation with this application. The dated copy of this Application received by the Town Clerk or Planning Office does not absolve the Applicant from this responsibility. The Applicant shall be responsible for all expenses for filing and legal notification. Failure to comply with application requirements, as cited herein and in the Planning Board Regulations, may result in a dismissal by the Planning Board of this Application as incomplete.

Applicant's Signature: \_\_\_\_\_



Print or type name here: \_\_\_\_\_

WILLIAM P. SPADING

Date: \_\_\_\_\_

Owner's Signature:



Print or type name here:

WILLIAM P. STALORING

Date: \_\_\_\_\_

## PROPOSED ACCESSORY DWELLING UNIT BYLAW

### New Section 4.2.4

To see if the Town will vote to amend the Zoning Bylaw of the Town of West Newbury, Massachusetts ~~by~~ striking the language below in italics and shown as struck through and adding the language in bold and underlined as follows, and further to authorize the Town Clerk to make any non-substantive, ministerial changes to numbering and formatting to ensure consistency with the remainder of the Zoning Bylaw, or take any action relative thereto:

### Section 2. Definitions

**ACCESSORY DWELLING UNIT - a self-contained housing unit, inclusive of sleeping, cooking and sanitary facilities on the same lot as a principal dwelling, subject to otherwise applicable dimensional and parking requirements, that: (i) maintains a separate entrance, either directly from the outside or through an entry hall or corridor shared with the principal dwelling sufficient to meet the requirements of the state building code for safe egress; (ii) is not larger in floor area than 1/2 the floor area of the principal dwelling or 900 square feet, whichever is smaller**

DWELLING UNIT - ~~Keep as is in current definition~~ One (1) or more rooms with cooking, living, sanitary and sleeping facilities arranged for the use of one (1) or more persons living together as a single housekeeping unit.

~~or change to~~ A single unit providing complete, independent living facilities for one or more persons, including permanent provision for living, sleeping, eating, cooking and sanitation.

**SINGLE-FAMILY DWELLING - A building designed or used exclusively as a residence and including only one dwelling unit.**

~~TWO~~ FAMILY DWELLING A building designed or used exclusively as a residence and including two dwelling units

### **Section 4.2.4. Accessory Dwelling Unit subject to and in compliance with the following:**

#### **a. Purpose.**

**This section authorizing the provision of Accessory Dwelling Units is intended to:**

- **Increase the number of small dwelling units available in the Town;**

- Increase the diversity of housing that may serve the needs of the current and future population of the Town including, but not limited to, young adults and senior citizens;
- Provide homeowners with a means of obtaining rental income; and
- Encourage a more economic and efficient use of the Town's housing supply while respecting the residential character of West Newbury's neighborhoods.

**b. Use and Dimensional Regulations**

---

**i. The Building Inspector may issue a Building Permit authorizing the installation and use of an Accessory Dwelling Unit within an existing or new owner-occupied, Single-Family Dwelling, or in an existing or new structure accessory to an owner-occupied Single-Family Dwelling, whether attached or detached, provided that it satisfies the requirements of this Section 4.2.4. and dimensional (Intensity of Use) requirements of Section 5.**

**(1) The Accessory Dwelling Unit will be a complete, separate Dwelling Unit. (with no more than two bedrooms)**

---

**(2) The Floor Area of an Accessory Dwelling Unit shall be no greater than nine hundred (900) square feet and shall never be enlarged beyond the nine hundred (900) square feet allowed by this Bylaw without a Special Permit from the Planning Board Per 4.2.4.c.**

**(3) There shall be no more than one Accessory Dwelling Unit on a Lot.**

**(4) The owners(s) of the principal Single-family Dwelling must continue to occupy at least one of the Dwelling Units as their primary residence, except for temporary absences per 4.2.4.b.iii.**

**(5) Any new separate outside entrance serving an Accessory Dwelling Unit shall be clearly secondary to the entrance of the principal Single-family Dwelling.**

---

**(6) No new curb cuts shall be allowed for an Accessory Dwelling Unit.**

**(7) Adequate off-street parking shall be provided for the Accessory Dwelling Unit**

**(8) The Accessory Dwelling Unit is intended to be an accessory use and the Accessory Dwelling Unit, the principal Single-family Dwelling and the Lot shall be held by the same owner.**

**ii. Prior to issuance of a Building Permit, the owner must submit an affidavit to the Building Inspector stating that they will occupy one of the dwelling units on the Lot as their primary residence.**

**iii. A temporary absence of six months each year will not constitute a violation of this bylaw.**

**iv. When a Lot with an Accessory Dwelling Unit is sold, the new owner, if they wish to continue use of the Accessory Dwelling Unit, must within sixty (60) days of the sale, submit an affidavit to the Building Inspector stating that they will occupy one of the dwelling units on the Lot as their primary residence.**

**c. Special Permit**

**i. Accessory Dwelling Units measuring in excess of 900 square feet of floor area or seeking relief from other criteria in Section 6.2.2. may be allowed, subject to a Special Permit from the Planning Board per section 11.2. of the West Newbury Zoning Bylaws provided that:.**

**(1) the lot is at least two times the minimum lot size required for the district;**

**(2) the Accessory Dwelling Unit is set back from side and rear lot lines by a minimum of fifty (50) feet; and**

**(3) if detached, the Accessory Dwelling Unit is utilizing an existing structure that is larger than nine hundred (900) square feet.**

# Town Planner Report

September 5, 2023

## **Housing Opportunities Initiative (MBTA Community Multi-Family Zoning District)**

Dodson & Flinker have been working on Scenarios for Housing Development and alternative approaches to zoning for potential multi-family districts along Main Street to share at September 5 PB meeting.

I received three responses to letters sent to Main Street property owners. Two of three respondents indicated a potential interest in developing their properties. The third had no immediate interest in a change to the property.

## **ADU and Non-Conforming Bylaw Changes**

The draft ADU and Non-Conforming Bylaws were reviewed by Town Counsel. A revised draft of the ADU Bylaw with comments on outstanding items has been circulated to the Board. The recommended changes to the Non-Conforming Bylaw were ministerial and the revised bylaw has been posted.

The Public Hearing on the proposed Bylaws is advertised for September 19<sup>th</sup>.

## **Housing Production Plan**

MVPC working with Consensus Building Institute (CBI) will host a virtual sub-regional meeting of similar communities tentatively in September. The meeting will include full group discussions as well as breakout groups for the individual communities. The following month, they will host an in-person meeting for West Newbury in the Annex.

## **Land Management and Planning Forum**

This meeting is being rescheduled to November to allow for more extensive planning.

## **Solar Site Feasibility Screening Study Report**

Constant B2Q submitted their report on August 7<sup>th</sup>. It was distributed to the Board and the Select Board discussed the report at its August 21 meeting. There are no immediate next steps anticipated at this time.

## **113 Corridor Improvement Study**

The Consultant Team has mapped existing conditions. Town staff are reviewing. Consultant Team will look to present draft recommendations at Fall Land Planning and Management Forum.

## **Evergreen Farm – Ash Street**

The CPC granted an eligibility determination (\$175,000) to Essex County Greenbelt (ECG) at its August 17 meeting for the purchase of a Conservation Restriction on approximately 14 acres – primarily the majority of the active farmland. ECG is working with a private buyer, the Town, and State to purchase and preserve the majority of the site, while allowing some development.

- 14 Acres CR - Private Buyer
- 4 Acres Unrestricted (includes house and barn) - Private Buyer

Sue Brown, Town Planner  
8/29/2023

# Town Planner Report

September 5, 2023

- 18 Acres to MassWildlife – owner of abutting Crane Pond Wildlife Mngt Area)

The Open Space Committee has submitted a request for an Article for CPA Funds for the Special Fall Town Meeting

## **DPW - Department Restructuring**

The restructuring of the DPW would allow the duties of the Director to be distributed to other employees, many of whom are already fulfilling those obligations as part of their work.

The largest byproduct of the restructuring would be the elimination of the Director position in favor of four Division heads reporting directly to the Town Manager:

- Administration, Procurement, and Contracting
- Highway
- Buildings and Grounds
- Programs and Projects

The restructuring is intended to be cost neutral and to begin implementation by late fall/early winter.

Given that Katelyn will be taking on substantial new responsibilities it is expected that the Town will seek a new Administrator for the Planning Board among others.

## **Stormwater Management Permits**

The Board of Health issued its first Stormwater Management Permit under the new regulations to 154 Middle Street. The project disturbed 1 1/3 acre for a 4-bedroom single family home. In addition to construction site stormwater management requirements, Best Management Practices (BMP's) required for long term stormwater management include a driveway stone infiltration trench and subsurface roof recharge chambers. BOH Agent reported that he felt the process was efficient and effective.

An application has been received for 87 Crane Neck Street.



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

TOWN OF GROVELAND

2023 AUG 17 AM 11:26

TOWN OF GROVELAND  
RECEIVED/POSTED

**MODIFICATION OF SPECIAL PERMIT**

**APPLICATION #2024-1, 1 MANOR DRIVE, BUILDING #2**

**APPLICANT:** Arrowpoint Union Grove LLC    **DATE:** August 16, 2023  
290 Merrimack St, Ste 210  
Lawrence, MA 01843

**PROPERTY:** 1 Manor Drive    **HEARING:** August 2, 2023  
Building #2  
Groveland, MA 01834  
Map 102 Lot 10

TEOD W. NEWBURY CLERK  
23 AUG 22 AM 10:04

YOU ARE HEREBY notified of the Decision of the Board of Appeals on the application made by Arrowpoint Union Grove LLC (the "Applicant") for property owned by the Applicant, located at 1 Manor Dr, Building #2, Groveland Massachusetts, Assessors Map 102 Lot 10, located in the Residential 2 (R-2) 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 modification to a Special Permit issued in 1961 pursuant to the Town of Groveland Zoning Bylaw as amended to March 13, 1961, Section 2-7(n), to allow for dwellings of three or more families if authorized by the Board of Appeal. The modification requested was to allow for a third floor to be built upon Building #2.

The application was filed on July 5, 2023, and notice of such public hearing was given by posting in Town Hall, publication in the Eagle Tribune on July 19, 2023, and July 26, 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 Chapter 50 Section 14.4, heard Application #2024-1 at a public hearing on August 2, 2023, at the Groveland Town Hall.

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

**PROCEDURAL HISTORY**

On July 20, 1961, Daniel J. Franzone, Treasurer, on behalf of Distinctive Homes, Inc. received a special permit in accordance with the Groveland Zoning Bylaws as amended to March 13, 1961, Section 2-7(n) "To authorize the erection of apartment dwellings consisting of three or more family units each, as per plan submitted, to be located on the southerly side of Main Street, formerly land of Austin R. Briscoe. This variance is granted only for the erection of multi-



dwelling of three or more family units and does not vary any other part of the Zoning By-Laws". This initial plan showed eight (8) two-story brick apartment buildings, all existing today with additional buildings that are also all two-story brick apartment buildings.

The Board acknowledges that the Special Permit issued references itself as a variance, but Section 2-7(n) of the 1961 Bylaws states: "Any of the following uses, provided it is not injurious, noxious or offensive to the neighborhood, and only if authorized by the Board of Appeals: (n) Dwellings of three or more families". The Special Permit issued in 1961 is therefore a special permit, rather than variance.

Since the Special Permit issued had few stipulations, it was of the opinion of the Zoning Enforcement Officer to allow for a third floor to be built upon Building #2, a modification to the Special Permit must be issued. Therefore, the Board used the criteria of the Bylaws at the time of issuance to make their determination, "not injurious, noxious or offensive to the neighborhood" (Zoning Laws for Town of Groveland as amended to March 13, 1961).

## **FINDINGS**

The Board makes the following findings in connection with this Decision:

The addition of a third floor on Building #2 is not injurious to the neighborhood, as there is ample parking for the two new units that will be produced.

The addition of a third floor on Building #2 is not noxious to the neighborhood, as the neighborhood is an existing residential zone, and this modification poses no major environmental impacts, and the Applicant is currently seeking approval from the Conservation Commission.

The addition of a third floor on Building #2 is not offensive to the neighborhood, as the neighborhood already consists of apartment style buildings.

The addition of a third floor on Building #2 is substantially consistent with the Special Permit issued in 1961 and can therefore be considered a modification.

For the reasons stated above, the Board finds that the application meets the criteria for granting a modification to the Special Permit.

## **CONDITIONS**

1. This modification only allows for a third floor to be built on Building #2. Should the Applicant decide to construct third floors on any other building, they must appear before the Board of Appeals for a subsequent modification.
2. Should the applicant decide to construct any additional units that total to four (4) or more units, they shall be required to receive a special permit from the Planning Board under Groveland Bylaws Chapter 50 Section 10.1(C)(2), Inclusion of Affordable Housing, Applicability.

3. A copy of the 1961 Special Permit shall be recorded with this modification.
4. The Applicant shall receive any required federal, state, and local permits required to construct the third floor.
5. If the rights authorized to the Applicant by said modification are not exercised within two (2) years from the date of granting of said modification (filing date with the Town Clerk of the Boards decision), then such rights granted shall become null and void unless a substantial use thereof has commenced, except for good cause.

**DECISION**

The Board voted unanimously to approve Application #2024-1 and grant the Applicant a modification to the Special Permit to add a third floor on Building #2 at the Property.

The application package shall be deemed part of the decision.

The motion was as follows:

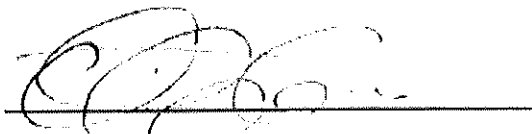
J. Grohol made a motion to accept the application for the modification for the third floor. J. Naves seconded the motion. **A vote was taken. Voting aye: John Stokes II, aye. John Grohol, aye. Chris Goodwin, aye. Jason Naves, aye. Motion approved.**

	YES	NO	ABSTAIN	ABSENT
CHAIR (C. GOODWIN)	X			
MEMBER (J. STOKES II)	X			
MEMBER (J. NAVES)	X			
MEMBER (J. GROHOL)	X			
MEMBER (B. LIGOLS)				X

This Special Permit modification does not take effect until it has been recorded in the Southern Essex District Registry of Deeds. The Book and Page number must be communicated to the Town Clerk and Town Planner for documentation.

Any appeal of this decision shall be made pursuant to Section 17 of Chapter 40A.

**BOARD OF APPEALS**



Chris Goodwin, chair

Town of Groveland  
Zoning Board of Appeals  
Application #2024-1  
Special Permit Modification, 1 Manor Drive

+++++

Executed as a sealed instrument this 16 day of (date) August 2023

COMMONWEALTH OF MASSACHUSETTS

ESSEX, SS

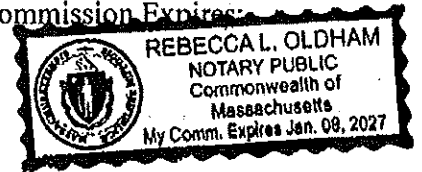
(DATE) 8/16/2023

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

[Signature]

Notary Public

My Commission Expires:





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

TOWN OF GROVELAND

2023 AUG 16 PM 4:50

**NOTICE OF DECISION FOR A VARIANCE**

TOWN CLERK  
RECEIVED/POSTED

**APPLICATION #2024-2, 6 UNION STREET**

**APPLICANT:** Stephen & Jennifer Hoffman  
and Alan Berry  
6 Union St, Groveland MA

**DATE:** August 16, 2023

**PROPERTY:** 6 Union Street  
Groveland, MA 01834  
Map 11 Lot 136

**HEARING:** August 2, 2023

REC'D W. NEWBURY CLERK  
23 AUG 22 AM 10:04

YOU ARE HEREBY notified of the Decision of the Board of Appeals on the application made by Stephen & Jennifer Hoffman and Alan Berry (the "Applicant") for the property located at 6 Union Street, Groveland, Massachusetts, Assessor's Map 11, Lot 136 located in Residential District 3 (R-3) (the "Property").

As set forth in the application filed with the Board and testimony, the Applicant sought a variance from the requirement of having an accessory apartment share a common wall with the existing habitable area per Chapter 50 Section 7(1)(C)(1) Special Uses, Accessory Apartments, General Requirements of the Groveland Zoning Bylaw.

The application was filed on July 12, 2023, and the hearing was advertised in the Lawrence Eagle Tribune on July 19, 2023, and July 26, 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 #2024-2 at a public hearing on August 2, 2023, at the Groveland Town Hall.

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

**FINDINGS**

6 Union Street is an existing single-family home with 194 feet of frontage and 43,560-square-feet of area. The only existing non-conforming aspect of the lot is the home sits within the front setback, the requirement is 30-feet and the home sits at 17.7-feet. It is assumed the home has been in this location since it was built in approximately 1839, according to the property card included in the application, prior to zoning laws being enacted in Groveland.

The proposal set forth by the Applicant in the applications states that the Applicant "would like to build a garage on the property in which an accessory apartment would be located. The new

structure would meet all of the zoning offset requirements. The accessory apartment would conform to the requirements of §50-7.1 of the Zoning Bylaw, excepting the accessory apartment would not be within the existing dwelling separated by a common wall".

The Board makes the following findings in connection with this Decision, in reference to the terms listed in Chapter 50 § 14.7(A) of the Groveland Zoning Bylaw, Variances:

*"Owing to circumstances relating to the soil conditions, shape or topography (but not size) of such land or structures, and especially affecting such land or structures (but not affecting generally the zoning district in which it is located), a literal enforcement of the provisions of this bylaw would involve substantial hardship, financial or otherwise, to the petitioner."*

The Applicant states that the shape of the structure, specifically the interior layout of the dwelling, is limiting as there is no way the accessory unit could be located within the existing home, and that the current layout of the interior would be disrupted by attaching a structure with the loss of windows and certain access points.

The Applicant also states that the topography is limiting as there are many changes in grade which limit the location of the accessory unit.

The Board finds these statements valid.

*"Desirable relief may be granted without substantial detriment to the public good, and without nullifying or substantially derogating from the intent or purpose of this bylaw."*

The Applicant states that their proposal would not be obtrusive to the neighborhood as it will maintain the character and appearance of the neighborhood, and the property will maintain a single-family residence appearance.

The Applicant states that there is vegetation and a six-foot fence along the easterly side of the property that will shield the accessory unit from abutters, and the existing home will shield the accessory unit from the westerly side.

The Applicant states that this proposal will not nullify or substantially derogate from the intent or purpose of the Bylaw due to its uniqueness. The shape and interior configuration of the structure and steeply sloped lot create a unique challenge, and the addition of the accessory apartment will fulfill the original purpose of the Bylaw which is to create "smaller, moderately priced dwelling units" and "increase the range of choice of housing accommodations" (Groveland Bylaws Chapter 50 § 7.1(A)).

The Board finds these statements valid.

*"Failure to establish any of the standards shall constitute grounds to deny a petition for a variance. A variance may not be granted if the circumstance creating the hardship was self-created. The loss of the protection afforded a nonconforming use under the provisions of this bylaw is not a substantial hardship justifying the grant of a variance."*

The Board finds that the Applicant has met the standards set forth and that the hardship was not self-created.

### **SPECIAL CONDITIONS**

- 1) The accessory unit must comply with all other requirements of the Groveland Zoning Bylaws.
- 2) The Applicant shall receive any required federal, state, and local permits required to construct the accessory apartment.
- 3) If the rights authorized to the Applicant by said variance are not exercised within two (2) years from the date of granting of said variance (filing date with the Town Clerk of the Boards decision), then such rights granted shall become null and void unless a substantial use thereof has commenced, except for good cause.

### **DECISION**

The Board voted unanimously to approve Application #2024-2 and grant the Applicant a variance to construct a detached accessory apartment on the Property.

The application package shall be deemed as part of the decision.

The motion was as follows:

John Stokes II made a motion to accept the application for 6 Union Street. John Grohol seconded the motion. **A vote was taken. Voting aye: Chris Goodwin, aye. John Stokes II, aye. Jason Naves, aye. John Grohol, aye. Motion approved.**

YES	NO	ABSTAIN	ABSENT
X			
X			
X			
X			
X			
			X

This Special Permit does not take effect until it has been recorded in the Southern Essex District Registry of Deeds. The Book and Page number must be communicated to the Town Clerk and Town Planner for documentation.

Any Appeal of this Decision shall be made pursuant to Section 17 of Chapter 40A.

**BOARD OF APPEALS**

Chris Goodwin, Chairman

Town of Groveland  
Zoning Board of Appeals  
Application #2024-2  
Variance, 6 Union Street

+++++

Executed as a sealed instrument this 16 day of (date) August 2023

COMMONWEALTH OF MASSACHUSETTS

ESSEX, SS

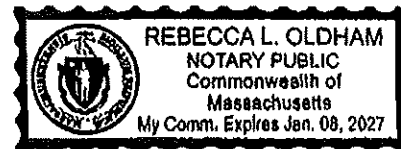
(DATE) 8/16/2023

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

[Signature]

Notary Public

My Commission Expires:









# Haverhill

RECEIVED

SEP 05 2023

WEST NEWBURY  
PLANNING BOARD

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

September 28 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, October 17, 2023; at 7:00 PM on a request from Kayla Rosario-Munoz requesting Special Permit, CCSP 23-10, Assessor's Map 459, Block 5, Lot 28, to build an inground pool at 67 Russett Hill rd, located in the Water Supply Protection Overlay District (WSPOD)

*(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 and plans are on file in the City Clerk's Office.

Advertise: September 28 & October 5 2023  
Haverhill Gazette

*Kaitlin M. Wright*

Kaitlin M Wright  
City Clerk



# Haverhill

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

September 15 2023

REC'D W. NEWBURY CLERK  
SEP 15 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, October 3, 2023; at 7:00 PM on a request from Attorney Robert Harb, for applicant Matias Capital LLC, for a Special Permit, CCSP 23-7, Assessor's Map 609-488-12, to expand an existing 12-unit multifamily building at 71 Portland st, to a 16-unit multifamily building in a CC Zone

*(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 and plans are on file in the City Clerk's Office.

Advertise: September 15 & September 22 2023  
Haverhill Gazette

*Kaitlin M. Wright*

Kaitlin M Wright  
City Clerk