

**West Newbury Planning Board
Meeting Minutes
February 18, 2020**

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 February 18, 2020 at 7:00 pm in the Planning Office at the West Newbury Town Offices, 381 Main Street. Board Members Ann Bardeen, Richard Bridges, Raymond Cook, Brian Murphey and Tim Cronin were in attendance. Associate Member Wendy Reed and Town Planner Leah Zambenardi were also in attendance. Also in attendance were Brad Dore, Principal, Dore + Whittier Architects, Maria Donovan Fernandez, Dore + Whittier Architects, and Howard "Chip" Hall.

Chair Murphey called the meeting to order at 7:03 PM

Continued Public Hearing

Site Plan Review Application for New Pentucket Regional Middle-High School Building with related parking and athletic facilities. Owner/Applicant: Pentucket Regional School District.

Cronin stated that he listened to the audio recording of the missed session and all materials that were reviewed during that meeting and he provided certification of this pursuant to the Mullen Rule. He is therefore eligible to vote on the matter.

The Board reviewed the Draft Certificate of Vote. Murphey requested that Donovan forward a specification sheet for lighting in the parking lot. Murphey asked if D+W had reviewed sidewalk issues raised by the Board with the school. Brad Dore had shared the Board's concern with the school, but the School Building Committee felt it wouldn't be pursued at this time. Murphey asked the Board if this should be included in the decision. Regarding other issues, Bridges noted the potential for confusion about the Farm Lane traffic when an officer is not present. Cook concurred and recommended the Selectmen reduce the posted speed limit.

The Board reviewed the Draft Certificate of Vote. Meridian had provided comments shortly before the meeting. The Board proceeded to review and suggest edits to the document with the applicant.

Cook moved to close to Public Hearing. Murphey seconded and the motion carried 5-0.

Bardeen suggested the Board review the revised document and continue the discussion at the March 4, 2020 meeting.

Document Reviewed: Draft Certificate of Vote, Pentucket Regional High-Middle School Building Project, 22-24 Main Street Assessors Map R-1, Parcels 10, 20 & 30, dated February 18, 2020

Subdivision Approval Not Required Plan – Harrison Avenue (Map R-11, Lot 39) & 192 Main Street - Daniel A. & Susan A. Bouchard and Brandon Miller - Lot Line Adjustment Plan

Zambenardi explained that goal of the plan is to correct a side yard setback error. Bardeen moved to endorse the lot line adjustment plan as one that does not require approval under the Subdivision Control Law. Cronin seconded and the motion carried 5-0. The Board signed the plan.

Drakes Landing Open Space Preservation Development (Approved January 2018) – Daley Drive – Cottage Advisors – Request for Minor Modification of Unit B1 and Unit B2 Style Units to Allow for a Mud Room Door Option on the Facades

Developer Chip Hall requested approval of a minor modification the B-Style unit on Daley Drive. Using the approved elevation, a door would be added in lieu of a window for access to the mudroom; the unit footprint

would not change. The resulting change in elevation of the house, requires an appearance before the Board. The Board reviewed the schematics and had no issue with the proposed changes.

Cook moved to identify the change as a minor modification. Bardeen seconded and the motion carried 5-0.

Cook moved to accept the substance of the proposal. Bridges seconded, and the motion carried 5-0.

Hall also addressed a Drake's Landing resident's water issue previously discussed by the Board, and suggested a drainage solution. Murphey noted that the solution was a minor change, but that Meridian should review and report on it in writing. Hall will inform the Town Planner on timing, and hoped to complete the solution by Fall 2020.

Documents reviewed: Request for Modification, Cottage Advisors MA LLC, Howard "Chip" Hall, dated Feb. 13, 2020.

Discussion of Zoning Bylaw Amendments (Housekeeping Amendments)

The Board continued its review of Zoning Bylaw amendments. Zambenardi will review additional sections with Town Counsel.

Documents Reviewed: Draft Zoning By-Laws, Jan 31, 2020, rev. Feb 4, 2020

General Business

A Public Hearing on Zoning By-Law Amendments is scheduled for March 4.

Updates

Sullivan's Court Extension

Mr. Neve replied to an email from the Town Planner regarding the condition of the box culvert at the Lot 6 wetland crossing. He requested to meet with Meridian again. The Board declined the request, noting that the Conservation Commission is following up.

Drakes Landing; 519 Main Street Preliminary Subdivision Plan

Zambenardi had received a filing for a proposed preliminary subdivision plan. Each lot would have a duplex and septic system. The property's existing home would become a duplex. The Board will review the matter at the March 4th meeting.

Documents reviewed: The Board looked at a map of the area that included the powerlines.

2020 MS4 Requirements

Merrimack Valley Planning Commission had suggested bylaw changes for this year. Zambenardi and Town Manager Jennings will continue conversations on this matter. Zambenardi will discuss certain state requirements with DPW Director Wayne Amaral, who has expertise in this area.

Other items

The FinCom requested a review of the Planning Board budget at its March 10, 2020 meeting. Murphey suggested that as no budgetary changes are being made, there is no need to attend the meeting.

Zambenardi noted that Rick Parker was organizing a public meeting of the MVP Committee on February 29, from 9-4 PM. Cook plans to attend.

Minutes

No minutes were reviewed.

Vouchers

No vouchers were signed.

Registry of Deeds

The Registry of Deeds requested a list of Board members for FY 20 and their signatures. The Board signed the document.

Correspondence

Correspondence consisted of Public Notices from other communities. Developer Larry Smith requested to speak with the Board about a possible subdivision on 32 acres on Poor House Lane.

Administrative Details

The Planning Board's Required Public Hearing on Zoning Articles is scheduled for Wednesday, March 4, 2020.

Items not Reasonably Anticipated by the Chair 48 Hours in Advance of a Meeting

There were no items to review.

Adjournment

Murphey moved to adjourn the meeting at 9:20 pm. Bridges seconded and the motion carried unanimously.

Respectfully submitted,

Kathryn C. Carr
Recording Secretary