



OFFICE OF THE
PLANNING BOARD
TOWN HALL, 10 CENTRAL STREET, MANCHESTER-BY-THE-SEA, MA 01944-1399

Minutes of Planning Board Meeting
July 8, 2019 – Town Hall

Present: Members Coons, Delisio, Fish, Foley, Interim Chairman Mastrogiacomo, Russell
Absent: One vacant seat

10 Old Wenham Way, ANR, Corsetti

Applicant Michael Corsetti appeared before the Board and requested that his ANR for 10 Wenham Way be withdrawn without prejudice. Upon motion made by Ms. Fish and seconded by Mrs. Foley, it was VOTED to accept the request of Mr. Corsetti to withdraw without prejudice his ANR for 10 Wenham Way.

Appointment of Liaisons to other Boards/Committees

After discussion, it was the consensus of the Board to elect an interim Chairman and interim liaisons to other Boards and Committees until July 22, 2019.

Upon motion made by Mrs. Delisio and seconded by Ms. Fish, it was VOTED to elect Mr. Mastrogiacomo interim chairman.

After discussion, and upon motions made and seconded, it was VOTED to elect the slate of liaisons as follows:

Motion made by Mr. Mastrogiacomo and seconded by Mrs. Foley to elect Ms. Fish interim Affordable Housing liaison

Motion made by Mr. Coons and seconded by Ms. Fish to elect Mrs. Foley interim Clerk

Motion made by Ms. Fish and seconded by Mrs. Foley to elect Mrs. Delisio interim Vice Chairman

Motion made by Ms. Fish and seconded by Mrs. Foley to elect Mr. Coons interim DPW liaison

Motion made by Ms. Fish and seconded by Mrs. Delisio to elect Mrs. Foley interim Historic District/Historical Commission liaison

After discussion and upon motion made by Ms. Fish and seconded by Mr. Mastrogiacomo, it was VOTED to elect Mr. Russell as Permanent liaison to Chapter 91 matters.

Review and approval of letters of appreciation to former members Canny and Sullivan

Upon motion made by Mr. Coons and seconded by Ms. Fish, it was VOTED to approve letters to former members Canny and Sullivan as slightly amended.

Parking Study/Options, Foley

Mrs. Foley reported that she had met with Town Administrator Federspiel who suggested that the Planning Board come up with a list of action items they would like to act on. Suggestions

were parking, managed growth, resiliency, water management. Mr. Russell said the Hazard Mitigation Plan has information on resiliency. The parking study would be done using counting tubes. Ms. Fish said she would like to pursue a study of rotating available parking. Discussion will be continued to future meetings.

Mrs. Foley noted that Mr. Federspiel suggested a retreat. Mr. Russell suggested taking a broad view and a few small. Items suggested were having the retreat in August, holding a public hearing on 40R in September, collecting parking information that has been accumulated in the past. The Board will continue discussion of a retreat date at its next meeting.

Discussion and vote on whether to move forward with evaluation of the idea of pursuing a 40R district in the LCD and, if supported, to seek funding for a consultant to assist with the public process, identify site(s), and draft regulations, Russell

Mr. Russell reported that he and Mrs. Delisio attended a recent meeting on 40R Overlay Districts. The Town gets to decide its own parameters and guidelines. There is money available from the State for a consultant. Town staff discussed this at their meeting. He said the Planning Board should own it.

It was the consensus of the Board to schedule an item on the agenda for a 40R presentation and to research the benefits for the housing component. Questions would be whether the overlay district would be close to transportation; whether assisted living counts toward affordable housing.

Mr. Russell said the grants would cover part of the cost to research an overlay district.

A question that arose is: what in the Limited Commercial District is buildable?

After discussion and upon motion made by Mr. Coons and seconded by Ms. Fish, it was VOTED to start gathering questions for a public hearing in September.

Update on process for advertising and selection of Board member to fill vacant seat

The secretary will request copies of the applications from the Town Administrator's office.

84 Old Essex Road, vote Decision, Delisio

Upon motion made by Mr. Coons and seconded by Mrs. Delisio, it was VOTED to approve and sign the Decision for the Special Permit at 84 Old Essex Road as slightly edited and to file it with the Town Clerk.

96 Pleasant Street, Update on Infiltration System and Driveway, Abutter complaint re parking, Delisio

Mrs. Foley recused herself as she is a direct abutter.

Members acknowledged receipt of an email from Mrs. Anita Siljeholm of Pulaski Drive, which will be forwarded to the Building Inspector.

Ms. Fish will write to the Building Inspector regarding 4.9.5.1(o) on behalf of the Board.

Mrs. Foley returned to the table.

Town Planner Report, Brown (continue to July 22, 2019)

Surf Village Conservation Restriction Update, Brown (continue to July 22, 2019)

Master Plan Edits and Final Approval, Brown

Town Planner Brown arrived from attendance at a meeting of the Board of Selectmen at this point.

Mrs. Foley provided edits she had made to the first half of the Master Plan. Discussion will be continued to July 22, 2019.

Report on June 26 meeting with Bobrowski

Town Planner Brown submitted minutes of the meeting with Atty. Bobrowski.

The meeting scheduled for July 24 was rescheduled to July 17.

CPC Update, Mastrogiacommo (continue to July 22, 2019)

Mr. Mastrogiacommo reported that the CPC did not meeting in June.

Driveway/Curb Cuts, Discussion, Foley

Mrs. Foley has requested comments from the Building Inspector.

Development Scheduling: Sewer Connection Limitation (6.11) Discussion, Delisio

Mrs. Delisio reported that she met with Town Administrator Federspiel. A list of connections is coming together.

Minutes: June 24 if available.

Not available

Updates, Reports, Administrative, Affordable Housing, New Business.

Mr. Russell volunteered to send Board Members links on Planning Items which he receives.

There being no further business to come before the Board, and upon motion made by Mrs. Delisio and seconded by Mr. Russell, it was VOTED to adjourn. Adjourned at 9:05 p.m.

Submitted, Approved by the Board on July 22, 2019

Helene Shaw-Kwasie Mary Foley
Secretary Clerk Pro Tem

N.B. These minutes are not verbatim. They are the secretary's interpretation of what took place at the meeting.

Materials that were used at the meeting:

- 84 Old Essex Road Decision
- Letters to Canny and Sullivan
- Letter from Siljeholm