



MANCHESTER-BY-THE-SEA

PLANNING BOARD • TOWN HALL
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MINUTES OF THE PLANNING BOARD

January 24, 2022, 6:30p.m. Virtual Meeting

Join Zoom Meeting, Meeting: **Meeting ID: 890 1520 5215 Passcode: 515064**

MEMBERS PRESENT: Ron Mastrogiacomo, Chair, Sarah Creighton, Chris Olney, Mary Foley, Gary Gilbert Laura Tenny and Christine Delisio . Attendance taken by ROLL CALL vote.

MEMBERS NOT PRESENT:

BOARD OF SELECTMEN: Becky Jacques and Ann Harrison

STAFF PRESENT: Town Planner, Sue Brown and Planning Board Clerk, Sharon George

GUESTS: Mark Glovsky and Peter Goudreau

Mr. Mastrogiacomo called the meeting to order.

Correspondence:

1. Gloucester Planning Board

Public Comment: None

Cell Signaling Technology Facilities Update:

Ms. Creighton and Mr. Olney met with Mark Glovsky. Gary has highlighted proposed zoning changes. Ms. Creighton continued it would be useful to talk about how we want to facilitate discussion and have a consensus. This use is allowed west of Pine St. The other issue is height. It is 55 feet.

Ms. Creighton stated she is favoring a commercial lab use. Allowing a height 55 feet and to facilitate those changes for commercial uses.

Ms. Foley stated she will agree with this type of facility, but are we saying that all development in the LCD would have the reduced setbacks? Her other concern is ~~what~~ the proximity to Saw Mill Brook. Mr. Olney believes it must be by special permit. By special permit a lot of the issues go away. The Board would condition the setbacks. Flexibility is the key.

Other members of the Board confirmed special permit was the best way to proceed.

Section: Height Restriction: No structure should exceed 3 stories plus roof top equipment . Ms. Foley said she was referencing the article. The article should note an additional height for HVAC, chimneys, and cupolas and equipment. Ms. Creighton said the article is current. Mr. Gilbert said that it is obvious Mr. Glovsky said that it should be left in there. He suggested that you don't need an additional permit; for the additional 15 feet for equipment. It should be part of the special permit.

Mr. Glovsky stated support for the height at 55 feet. This follows the height restriction for commercial use. Ms. Creighton stated can we agree that commercial uses can be 55 feet and higher with equipment.

CONTINUED PUBLIC HEARING:

189-193 School Street, ZBL Section 6.9, Site Plan Approval for greater than 10 parking spaces, **Cornerstone Church**. Continued from 11/22/21

The Chair opened the continued Public Hearing. The Chair read the advertisement that appeared in the newspaper. Copy of revised plans were sent to the Police, Fire, DPW and Conservation Commission.

The Chair recognized Alden Drake. Mr. Drake said the plans have changed in regard to entrances, pedestrian access, landscaping, and a stone wall.

Carlton Quinn, of Allen and Meade Engineering, presented the scope of the project which has remained the same 9800 square feet. The parking has changed dramatically but we have made it more efficient. We reviewed at the Boards suggestions and there is two-way circulation in the driveway. There will be raised sidewalks throughout the parking lot. There are 64 parking stalls on the pervious parking area and 34 on gravel. The front of the building has an additional curb cut. There will be flush sidewalks. All the green area is vegetation. When you are coming from village you don't need to cross the driveway. There will be pollenating plants, ADA accessibility ,and bike parking. Per the zoning we are required to have 19 trees we have supplied 39. There is a stonewall to be installed. Ms. Tenny asked about the drainage across the site. Mr. Quinn stated that the runoff will all be cleaned. The site flows in the same direction of the water. A catch basin has been installed to collect overflow water. This would be an emergency water flow with a 2-foot berm that was installed. In addition, the church is looking at putting in solar panels and heat pumps. The church is looking to the future on this project.

Ms. Tenny said she is really pleased how much the plan has changed. This is a much smaller footprint. The vehicle and pedestrian ways are much safer. She has a few questions: the walk that goes up to the door and there are not steps. Mr. Quinn said there is a slope but no steps. In terms of the pervious pavers and the grass fades and doesn't hold up. She does not feel the grass will hold up. Mr. Quinn said there was more favor for grass in the front. She said the sloped sites are much safer.

Mr. Gilbert thinks this is a vast improvement. They have cut the congestion from Mill Street. A couple of signs should be in place regarding entering a church zone. He likes the School St parking lot. The whole sequence of our town is what makes us a village. He discussed further the idea of draining and catch basins. I support performance standards for the lighting. He would support pervious pavers

rather than the grass. A certain amount of people will do drop off and the ceremonial driveway isn't needed.

Ms. Creighton stated that when you turn out of Mill St. a car could be coming very fast down School St. and possibly a blinking light could be installed to show cars are exiting.

Mr. Mastrogiacomo said he agreed with everyone's comments. He said it might be considered a one way. He has asked the Fire, Police, and DPW who is a registered PE.

Sarah Mellish said she owned property on School St. Behind the houses were trees, uplands and is concerned about the threat to the historic nature of this property.

Sandy Rogers, 84 Old Essex Road asked the Board to look at the traffic more closely at the School St. Keeping the whole sort of visual flow around the church. But it is more about safety.

No other comments from the Public.

Mr. Mastrogiacomo said he would like to continue this public hearing until February 14th in order to get comments from the ConCom, Police Chief and Board of Selectmen. Ms. Tenny asked given all the discussion of the School St access should we have the traffic engineer at our next meeting. Mr. Drake said the traffic engineer stated without a traffic study he couldn't make comment. Sixty cars enter each week. Ms. Tenny asked if the map was pulled out a bit to see other areas. Mr. Quinn said he could do an aerial plan dropped into the site. Mr. Mastrogiacomo asked if he had Chuck or Nate come to the next meeting to answer questions.

MOTION: A motion was moved by Ms. Creighton, seconded by Ms. Foley, the Planning Board voted Unanimously by Roll Call vote to continue the public hearing until 2/14/2021.

40A Guidelines

Sue Brown sated the Board of Selectmen must have a public meeting regarding the guidelines by May 2, 2022. Once that is done, the Town must supply an action plan. We have an appropriate timeline to do this work. The State will give assistance and she suggests we take advantage of that. Mr. Mastrogiacomo asked if Greg could put this in his Blog. Residents feel there is an urgency to this.

Comments from the Board:

Mr. Gilbert said it would be helpful if Sue Brown could tell us what types of funding they provide. Ms. Brown said the types of funding is in the document.

Ms. Tenny said she likes getting professional help from the State. She feels this is rather abstract for people to understand.

Mr. Olney said the State is not mandating housing but zoning.

BLASTING REGULATIONS: Will stay on the agenda.

RECODIFICATION:

Ms. Creighton said the last meeting was cut short due to technical difficulty. She said she mentioned how to present to the public, processing definitions, impervious and pervious surfaces.

We were working through the definitions in the use table but not in the definitions. These definitions are throughout zoning. Ms. Creighton said she is comfortable leaving these definitions in the use table even if they are not definitions. Ms. Creighton said if the Board has any changes they want to make them and to email her or they could be done tonight. The definitions are from a variety of places. We have some of these things in zoning that are not in the definitions. Mr. Gilbert for the sake of time we should send comments to Ms. Creighton.

Definitions is done.

Section 3 is the establishment of districts. The important thing is defining D1 and D2 as two distinct districts with the same name. We are not making any change only separating.

Zoning Map: We are currently using a 2004 map. Ms. Brown stated it was coming soon.

Section 3. 3.4.2 Ms. Brown said is a change. The changed was discussed with Mark Bobrowski. Are there any objections in Sections 1-3?

Section 4: Ms. Creighton said they are trying to make this easier to use. There may be some small changes to be made. She said am going to jump to the Zoning use table. This is the table that has been on the website. We have districts across the top either with Planning Board Special Permit or ZBA special permit. Chris already pulled out the exiting chapter 4 but asked for comments. She is not aware of any comments. It is extensive. The LCD would need the commercial use of biolabs.

What needs to make people comfortable with the table is to finalize it over the next two weeks. Ms. Foley said things have switched from the last table she reviewed. She asked about senior housing. Ms. Creighton said that senior housing is on the agenda, but she is not sure we will get to it. Mr. Olney said he is not aware of any changes. Ms. Creighton said the most current is on the website. She is going to ask that everyone look at the table. Chris and I will make another look at it.

Sections 1-4: We are going to remove the narrative and summarize in a table. The parking and use table as well as the dimensional table. Do we have any objection to head in this direction of Section 4?

Mr. Gilbert said it has been the standard in the State to allow use variances. About ¾ quarter of the lots are non-conforming. The Town needs some latitude and get a legal opinion.

Ms. Creighton said that we can't get to that tonight. Do we want to take up residential uses or stay with the strategy we are using now?

Section 4: Ms. Creighton said to please read one more time and bring any comments by Friday so it can be incorporated. Chris and I will need to look at Section 4 for LCD, but Chris and I feel they were redundant. Mr. Olney said those 4 lines could be taken out It is 4.4.6 special permit conditions.

Section 12 administration: Ms. Creighton said there are a couple of things in Section 7 but there are two hot buttons. First, the ZBA chair input with the number of members. Going to 5 members from 7 members. Ms. Mellish said under State bylaws, currently there are 4 votes is needed to approve. Ms.

Mellish stated in the past, the ZBA Board had 35 continuances. She continued if we do not have 4 members voting the applicant could receive a constructive vote. Ms. Mellish stated that according to the Mullen Rule a member cannot miss more than 2 meetings.

Format: The left is proposed changes by Bobrowski. There are several granting of procedures, the Dover amendment. The Planning Board is Establishment Powers and Regulations. She has done research at length. In the old administration it is silent on Planning Board. There was a vote on January 25, 2021, regarding number of members. If this Planning board is appointed, it would need to go to the State for review. Mr. Olney said it should be the residents to discuss and it should be moved forward to the Board of Selectmen. Ann Harrison, Board of Selectmen, said the problem with it coming up at Annual or Fall town meeting. The spring town meeting needed to be short because it was outdoors due to Covid. The same happened for fall town meeting. Despite the lack of action on the Board of Selectmen's part. She can't promise that it won't make the cut.

MOTION: A motion was moved and second the Planning Board voted by Roll Call vote 5 in favor 2 abstained (Foley, DeLisio) to remove section 12.4.1 Powers and Regulations (see minutes of 1/25/21) to adopt language that would reduce the general board membership to 5.

Ms. Tenny asked about stormwater management and said she had some draft language. The Board can check with Chuck Dam as to the compliance requirements. This is most important for LCD larger development, and proposed cell signaling.

Ms. Creighton said the Board should take up Section 6 and the changes we want to make. She continued we have done curb cuts, 1-4, section 8 and have not done accessory units, stormwater and nonconforming uses. We will talk about accessory dwelling units. Table adult entertainment. Ms. Creighton said maybe the strategy is to bring it to public hearing.

Mr. Mastrogiacomo stated that he has had communications from the public regarding when information would be available. Ms. Creighton stated the side by side would work best. Ms. Foley stated there should be narrative for any major changes. An executive summary would be nice.

MOTION TO ADJOURN: It was moved and seconded to adjourn the meeting.

Respectfully submitted,

Sharon George