



MANCHESTER-BY-THE-SEA

PLANNING BOARD • TOWN HALL
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MINUTES OF THE PLANNING BOARD

May 2, 2022 6:30 p.m. Virtual Meeting

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

MEMBERS NOT PRESENT: Christina Delisio,

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

Meeting can be viewed at https://www.youtube.com/watch?v=v7JWAM73K-s&ab_channel=TownofManchester-by-the-Sea

Mr. Mastrogiacomo called the Planning Board meeting to order at 6:30. Mr. Mastrogiacomo informed listeners the meeting was being recorded.

- **Correspondence None**
- **Public Comment – None**

Chairman Mastrogiacomo welcome and explanation that this meeting is a working workshop meeting on recodification meeting was turned over to Sarah Creighton.

Sarah Creighton gave a brief overview of the recodification process and summarized the following:

Sections 1-4 are ready for Public Hearing
Section 6 -Will be discussed tonight
Section 12 -Ready for Public Hearing
Adult Entertainment - Ready for Public Hearing

Senior Housing -Ready for Public Hearing
Non-Conforming -Ready for Public Hearing
Residential Cluster -Will be discussed tonight
ADU -Will be discussed tonight

General Bylaws -Ready for Public Hearing
Ministerial Changes -Need to add ministerial language throughout

The board discussed and added the following definitions:

- Residential Conservation Cluster
- Ledge
- Home Occupation

Discussion with Alan Wilson pertaining to the presentation on a screen at the High School. Need to address how to make amendments and the ability to project. Initial fonts were small, the public may not be able to read.

Discussion and agreement that Stormwater will be moved to the General Bylaws.

Discussion of ADU proposed changes: including 900 sf, no lot size requirements, 20 per year, written lease, owner occupancy, special permit needs to go in front of ZBA

Chris Olney made a motion to bring ADU proposed changes to public hearing, Ron Mastrogiacomo seconded.

Mary Foley stated that we do not have data that the BI, TP, and Town Assessor should be able to gather data on existing ADUs.

Roll Call vote to bring ADUs to public hearing:

Mary Foley -No

Chris Olney-Yes

Laura Tenny -Yes

Gary Gilbert- Yes

Ron Mastrogiacomo -Yes

Sarah Creighton -Yes

Motion Carries to bring to Public Hearing

Creighton would like to delete the accessory use for employees of the owner-occupied family living quarters for an employee.

Motion by Chris Olney to delete Accessory use number 7, seconded by Sarah Creighton.

Roll Call Vote to bring to public hearing:

Mary Foley -Yes

Chris Olney-Yes

Laura Tenny -Yes

Gary Gilbert -Yes

Ron Mastrogiacomo -Yes

Sarah Creighton -Yes

Motion Carries

Next discussion is the Residential Conservation Cluster. The only changes are the density bonus.
Max 20% Affordability 10%

A motion is made by Chris Olney to accept the May 2nd version of the RCC, seconded by Ron Mastrogiacomo.

Discussion arose about the density bonus and the affordability requirement with a development with less than 6 proposed units.

Creighton made an amendment to include the exclusionary zoning affordability requirement in the RCC residential proposal for town for public hearing. Olney accepts amendment.

Discussion, Foley states that the affordability is already in there, Creighton respond that the added language is the baseline of affordability.

Foley questions where the additional language has come from. Chris Olney stated that it was from public comment. Chris Olney was unclear where the comment came from

A Motion was made by Chris Olney to stop the recodification process and put this off until next fall so that Mary can, and others can thoroughly vet all the language. Seconded by Mary Foley.

Roll Call Vote:

Mary Foley -No

Chris Olney-No

Laura Tenny -No

Gary Gilbert -No

Ron Mastrogiacomo -No

Sarah Creighton -No

Motion Fails

Continued discussion about RCC

Roll Call Vote to accept the May 2nd version of RCC, seconded by Ron Mastrogiacomo

Mary Foley -No

Chris Olney-Yes

Laura Tenny -Yes

Gary Gilbert -Yes

Ron Mastrogiacomo -Yes

Sarah Creighton -Yes

Motion Carries

Discussion about Section Six and Twelve

Sarah Creighton made a motion to give Chris Olney and Laura Tenny the authority to align the special permit requirements between Section 6 and the new Section 12 to create performance standards that support the existing prescriptive standards to give the Planning Board greater flexibility to apply best management practices and incorporate peer review. Seconded by Chris Olney

Roll Call Vote:

Mary Foley -Yes

Chris Olney-Yes

Laura Tenny -Yes

Gary Gilbert -Yes

Ron Mastrogiacomo -Yes

Sarah Creighton -Yes

Motion Carries

Section Six discussion continued.

Sarah Creighton made a motion to advance Section 6, as discussed tonight to a public hearing with a review and update by Chris Olney and Laura Tenny to be presented at the next Planning Board meeting. Seconded by Chris Olney

Roll Call Vote to accept the May 2nd version of Section 6:

Mary Foley -No

Chris Olney-Yes

Laura Tenny -Yes

Gary Gilbert -Yes

Ron Mastrogiacomo -Yes

Sarah Creighton -Yes

Motion Carries

Draft 8 discussion of boats in the setback agreement that this should be in the General Bylaw.

Motion by Sarah Creighton to authorize Sarah Creighton and Chris Olney to insert language into motions to authorize the town clerk and the planning board to make non-substantive ministerial revisions to ensure that these changes reflect the correct section referencing numbering and to correct typographic errors typographical errors. Seconded by Chris Olney

Roll Call Vote to authorize administrative language to be added to motions:

Mary Foley -Yes

Chris Olney-Yes

Laura Tenny -Yes

Gary Gilbert -Yes

Ron Mastrogiacomo -Yes

Sarah Creighton -Yes

Motion Carries

Public Hearing Schedule and preparation

- Warrant needs to be prepared by May 16th.

Motion made by Sarah Creighton to authorize Sarah Creighton, Chris Olney, and Sue Brown to make changes talked about tonight and other administrative changes to prepare material for the public in advance of the public hearing and to prepare an article for the Cricket and to coordinate presentations for the public hearing and take any other actions to support this effort and to keep the board apprised. Seconded by Gary Gilbert

Roll Call Vote to authorize member to prepare public hearing materials on behalf on the board:

Mary Foley -No

Chris Olney-Yes

Laura Tenny -Yes

Gary Gilbert -Yes

Ron Mastrogiacomo -Yes

Sarah Creighton -Yes

Motion Caries

Approval of Minutes - None

The Board voted unanimously to adjourn at 9:30

Submitted by Christina Delisio