DATE: May 10, 2023

LOCATION: Town Annex Building at 39 Central Street

TIME: 7:00pm

Status: Approved by PB Feb 7 2024

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**Members Present**

Chris Thornton (Chairman), David Jaquith (Vice President) (at 7:49), Kevin Moriarty (Member), Jena Haag (Member), Craig Copland (Member) and Kirk Baker (Town Planner) were present. Meeting was called to order by Chris Thornton at 7:03 p.m. Thornton welcomed new member, Craig Copland.

**New Public Hearing**

Site Plan Review/Approval Outdoor Seating Patio/BNR Rowley, LLC for Bradford Tavern

Motion to open the new public hearing made by Thornton and seconded by Moriarty. All voted in favor (4-0).

Applicants were present to request a change from the COVID emergency order addition of a patio/outdoor eating space valid through this year to be amended to make it a permanent fixture. Baker mentioned there was a Conservation Commission question about the location of the wetlands buffer. Applicant has a site visit scheduled with the Conservation Agent. He discussed the rock edge that prohibits water from draining to parking area and the central zoning district regulations regarding 50 ft. to the street line. Applicants will present updated plan at next meeting.

Motion to continue hearing to next meeting on June 14, 2023 made by Haag and seconded by Moriarty. All voted in favor (4-0).

Amend Special Permit/Accessory Barn at 2 Mill Road/Remove Condition Requiring Sprinkler System

Motion to open public hearing made by Thornton and seconded by Moriarty. All voted in favor (4-0).

Doug Stone was present to state the town installed a fire hydrant within 200 yards of the building. The fire department is ok with no condition for a sprinkler requirement.

Motion to close hearing made by Haag and seconded by Copland. All voted in favor (4-0).

Motion to allow request as proposed to remove condition of sprinkled garage in light of the fact that there is a fire hydrant in proximity made by Thornton and seconded by Haag. All voted in favor (4-0).

**Continued Public Hearing**

Definitive Subdivision Plan/4 Lot Conventional Subdivision/49 Emily Lane

Board discussed if Conservation Commission was reviewing this project.

Motion to continue hearing to June 14, 2023 meeting made by Thornton and seconded by Haag. All voted in favor (4-0).

**Appointment for Discussion -** Ian Burns/Merrimack Valley Planning Commission/Compliance Modeling for MBTA Communities

Burns was present to discuss what the town goals are and how it can be compliant. Detailed discussion on the housing shortage with the goal to zone for missing middle housing as well as review of the regulation requiring up to 15 units per acres, for one. Some points brought up:

* Requires 15% of current housing stock; Rowley required to zone 601 units with 20% in MBTA station area.
* Can disburse housing to other areas, which led to discussion on possible additional areas in town.
* Went through timeline for compliance in order to be eligible for state funding.
* Discussed what funding can be used for. Housing authorities is a big one.

An action plan was submitted for compliance by Baker. The board reviewed the acreage districts Rowley has in mind.

Thornton stated it is possible to consider a third area along the Rte. 1 corridor. Baker is applying for grants to perform a study on water and sewer impact. Burns stated densifications of infrastructure appear to have a positive impact on towns with no correlation to school enrollment as most residents are younger and older ages with no children. Thornton initiated in-depth discussion on the type of districts needed that would help us out. Baker and Burns will review parcels for a third area and run the review.

**Other Business**

Preliminary Discussion/Charlie Wear/Hancock Associates Re: Modification to Forest Ridge Drive Subdivision

Connor Brennan was present with Charlie Weir via GoToMeeting regarding potential modifications to Forest Ridge subdivision. Plans reviewed the existing cul-de-sac being requested to be moved down the hill toward Route 1.

Also want to file for an amendment to the definitive subdivision plan to shorten road by 500 ft. and move the current cul-de-sac to this shortened point to allow for better development of property. To the left of the proposed circle, they want to add another building similar to what is there. They also will file a new application for special permit/site plan review and for the new building for incubator industrial uses.

They also discussed the Hunsley Hill property adjacent to this property and potential addition of a building on top of the hill which includes another separate piece of land. Detailed commentary by all present. Graham joined the meeting but did not have any comment, as this is his first time seeing the property. He did ask if there is a waterline connection. The intention was to run it to connect out through Katherine Circle. They are currently waiting to get the rights for that.

Thornton reiterated the modification to the first site plan with Graham. Brennan gave a synopsis for Graham of what he is looking to do and discussed previous studies performed with a possible reduction of impervious surface area. They will submit plans as soon as possible for Graham to review.

Appointment With Atty. Richard Kallman/Status of Lot Located Off Haverhill St/Map/Lot 4-35-A

Attorney Rich Kallman was present to discuss the sale of the 10-acre parcel. He reviewed the history of the land and the ANR plan from 1978 which listed a restriction to allow Essex County Greenbelt have this property. He would like this requirement removed. Greenbelt is not interested in the land.

The Board asked if there is any access to archives to review the decision made at that time. Kallman stated there was no claim by Essex County Greenbelt and all are wondering why the owner had that restriction on the 10 acres. The only jurisdiction the Board has is the ANR regarding the condition on the plan. Combination of this parcel to Greenbelt land never occurred and they have no contractual right to the parcel.

Baker will look for minutes from the 1978 meeting, the Form A application and ANR plan.

Thornton made a motion for the Board vote to release any and all conditions as read regarding property, subject to confirmation nothing in the minutes from 1978 that contradicts this conclusion. Haag seconded the motion and all voted in favor (5-0).

Intro Meeting with Dan Tivnan/Urban Planner to Discuss Volunteer Opportunities

Tivnan was present to discuss if there are any volunteer opportunities available for him to learn about town planning and help the Board. Currently has degrees in geography with emphasis on urban planning and education.

Baker and the Board made suggestions on how to get to know the town. Discussed data collection. Baker obtained authorization from the Board for Tivnan to participate in shadowing him for day-to-day activities. Also suggested he attend a workshop/conference for a great learning opportunity.

Planner Updates

Mr. Simboli will send information on what he is proposing for his property along Rte. 1.

Minutes

Motion to approve minutes from January 11, 2023 and February 23, 2023 made by Haag and seconded by Moriarty. All voted in favor (5-0).

**Adjournment**

Thornton made motion to adjourn the meeting and it was seconded by Copland. All voted in favor (5-0). Meeting was adjourned at 9:30 p.m.