

**Planning Board
Meeting Minutes
1/16/13**

The meeting was called to order at 7:06 PM.

1. Roll Call

In attendance: Dan Bowie, Henry Coe, Sue Grolnic, Jim McCarthy, Bonnie Sontag and Cindy Zabriskie

Don Walters arrived at 8:00 PM

Absent: Paul Dahn and Noah Luskin

Andrew Port, Director of Planning & Development was also present.

2. General Business

Minutes of January 5, 2012 Meeting

Henry Coe made a motion to approve the minutes as amended.

Bonnie Sontag seconded the motion.

The motion passed unanimously.

Minutes approved.

Votes Cast:

Dan Bowie: approve

Henry Coe: approve

Paul Dahn: absent

Sue Grolnic: approve

Noah Luskin: absent

Jim McCarthy: approve

Bonnie Sontag: approve

Don Walters: absent

Cindy Zabriskie: approve

3. Old Business

Lake Realty Trust

6 Opportunity Way

Minor Site Plan Review

Continued from December 19, 2012

The project's civil engineer, Scott Cameron, said a letter from Christiansen & Sergi, Inc. indicated that they are satisfied with the storm water review. Chairman Bowie received word that all of the consultant's issues had been successfully addressed.

Henry Coe made a motion to approve the Minor Site Plan Review.

Jim McCarthy seconded the motion.

The motion passed unanimously.

Motion approved.

Votes Cast:

Noah Luskin: absent

Dan Bowie: approve
Henry Coe: approve
Paul Dahn: absent
Sue Grolnic: approve

Jim McCarthy: approve
Bonnie Sontag: approve
Don Walters: absent
Cindy Zabriskie: approve

During the course of discussion and consideration of this application, plan(s), supporting material(s), department head comments, peer review report(s), planning department comments and other related documents, all as filed with the planning department as part of this application and all of which are available in the planning department, were considered.

Newburyport School Department
74 Low Street
Minor Site Plan Review Completeness Vote

Chairman Bowie received a recommendation from the Planning Office that this site plan be considered complete.

Notes from the Planning Office indicated that all of the proposed changes to the site are to bring the site into ADA compliance. One concern is the pedestrian walkway located next to the tennis courts, alongside the driveway into the school's parking lot, which had two plan notations. One notation states that the sidewalk will be reconstructed, which implied that a sidewalk with curbing, raised above the grade of the driveway, would be installed. However, the striping of that area, along with the note stating "Stripe for pedestrian walk" was more indicative of a painted walkway at the same grade as the vehicular drive. Notations should be clarified to reflect how this sidewalk/walkway will be treated. The project's Civil Engineer stated he would have liked to raise the sidewalk but as it is sandwiched between the road and the tennis courts that would create problems. He proposes reconstructing it at grade to resolve irregularities and stripe it.

A member said the area is all flat, with perhaps an inch of bumped-up pavement and no width between the tennis court. Raising the sidewalk is an awkward detail. Chairman Bowie said a raised sidewalk might be best because the sidewalk is heavily used. Another member was unsure if it would be any safer raised and would like to look at the safety issues. A member wondered if some other type of lift, such as a small wall, would work.

Director Port said the board would have time to look at the area before the next meeting for the final site plan review.

Jim McCarthy made a motion to approve the Minor Site Plan Review Completeness
Henry Coe seconded the motion.
The motion passed unanimously.
Motion approved.

Votes Cast:
Dan Bowie: approve

Noah Luskin: absent
Jim McCarthy: approve

Henry Coe: approve
Paul Dahn: absent
Sue Grolnic: approve

Bonnie Sontag: approve
Don Walters: absent
Cindy Zabriskie: approve

During the course of discussion and consideration of this application, plan(s), supporting material(s), department head comments, peer review report(s), planning department comments and other related documents, all as filed with the planning department as part of this application and all of which are available in the planning department, were considered.

4. New Business

a) Updates

There is a proposal to change Wallace Bashaw Way from a private way to a public road. Director Port looked at the Mylar and saw an incorrect notation on the plan. He will make sure the text is changed on the Mylar.

5. Planning Office/Subcommittees/Discussion

The Harbormaster has proposed to double the size of his building to include bathrooms, showers, a display area and a second floor, with half of the building as an office. The Harbormaster building will need ZBA approval and Andy Port is expecting a special permit for non-conformities because it might extend across the property line a bit.

There is a considerable amount of work proposed for the waterfront including what the NRA is doing and the Davis Auto Building proposal.

The NRA is working on an RFP ahead of the site plan approval. The Planning Office is working with them on design and permitting issues. It will be a couple of months before you see the Harbormaster and NRA projects.

The opposition group (COW) rendering of the NRA project exaggerated the building; the perspective is off. In scale, a person would've been 20 feet tall. The project extends a pedestrian connection in multiple ways from downtown to the waterfront, the way it used to be, adding vibrancy to the area that doesn't currently exist there. The NRA may produce a brochure to counterbalance the misinformation the public has. The city supports this project with the belief that the time has come to go beyond preserving the ways to the waterfront, which this project does.

The Davis Auto Building graphics will be emailed to the board tomorrow. The project, proposed by Mr. Leone, owner of the Black Cow, removes the end of the building and puts an open glass structure in its place. There is some debate about the public access there. A walkway should be added to the Waterfront Trust parking area. Bill Harris suggested valet parking. We're trying to work out the historic preservation of the building. The Chapter 91 process should be straightforward and we can work out those issues with the Waterfront Trust. Mr. Leone is proposing a walkway on the backside where there is an alley. We'd prefer a raised granite

walkway in the front. One Chapter 91 issue Mr. Harris brought up is about Riverside Park itself and the parking area. The Davis Auto Parts building is in Waterfront Trust land, according to some older maps. Director Port will attend the Historic Commission meeting tomorrow. Mr. Leone may have to revise his plans further based on some of these issues.

325 High Street, which would have been in the LHD, will come up in February. They are combining two adjacent lots to create four new lots and homes plus another lot on which the current home will be placed, for a total of five homes.

We'll be seeking feedback from the Historic Commission, the Housing Authority, and the Affordable Housing Trust about Mechanics Court and preserving the building. Affordable housing would be the primary benefit over the historic preservation. He didn't offer it and we suggested it, but he hasn't put anything on the table yet. There is no open space to benefit the rail trail around that area.

6. Adjournment

Bonnie Sontag made a motion to adjourn.

Henry Coe seconded the motion.

Motion approved unanimously.

Meeting adjourned at 8:18 PM.

Respectfully submitted, Linda Guthrie, Note Taker