

January 4, 2012

**Planning Board
Newburyport City Hall
Meeting Minutes**

The meeting was called to order at 8:05 AM

1. Roll Call

In attendance: Dan Bowie, Paul Dahn, Anne Gardner, Sue Grolnic, Bonnie Sontag and Don Walters

Absent: Henry Coe and Jim McCarthy

Andy Port and Emily Wentworth of the Planning Office were also present.

2. General Business

a) Approval of the minutes

Minutes of December 7, 2011 Meeting

Bonnie Sontag made a motion to approve the minutes as submitted. Don Walters seconded the motion. Anne Gardner abstained. The motion passed unanimously.

Minutes approved

b) Oleo Woods Performance Guarantee Reduction Request

Chairman Bowie explained that Springwell Investment LLC submitted a request to reduce the performance guarantee being held by Pentucket Bank for infrastructure improvements within the Oleo Woods Subdivision. Christiansen & Sergi Inc. (CSI) reviewed the request and suggested several changes. CSI recommend that the Board reduce the guarantee by \$478,846.84. The City Engineer similarly reviewed and approved the request as amended by CSI.

Anne Gardner made a motion to authorize Pentucket Bank to release \$478,846.84 from the Oleo Woods performance guarantee. Paul Dahn seconded the motion.

Motion approved.

Votes Cast:

Dan Bowie: approve

Paul Dahn: approve

Anne Gardner: approve

Sue Grolnic: approve

Bonnie Sontag: approve

Don Walters: approve

3. Old Business

4. New Business

5. Planning Office/Subcommittees/Discussion

a) Zoning Amendments Discussion

i. Section III – Amend zoning map to move two parcels on Storey Avenue from the R2 district to the B1 district

Andrew Port, Planning Office, reminded the Board that the City Council Planning & Development Committee continued the hearing on this amendment to January 18, 2012; however, the Council reconstituted its Committees so that the membership of the Planning & Development Committee had changed. The present makeup includes Councilor Connell, Chairperson, Councilors O’Conner Ives and Derrivan. Andy also suggested that the proponent’s attorney would prepare a land development agreement to solidify Tropic Star’s offer to: place certain use restrictions on the subject property, donate \$50,000 to the Housing Trust, implement recommended off-site traffic improvements and include public parking to access the open space. This document as well as a peer review of the submitted traffic study should be available in advance of the scheduled hearing.

ii) Section II and VI – Definitions and Lot Layout Requirement

The Planning Office informed the Board that persons interested in this amendment would be invited to a Zoning Working Group meeting on January 10. Ideally the Working Group and those opposing the amendment will work out a compromise on the lot layout requirement that can be recommended for adoption.

b) Other business:

The Planning Office notified the Board that Julia Godtfredsen officially resigned to take on the position of Conservation Administrator. The Board will also elect officers during its next meeting.

6. Adjournment

Bonnie Sontag made a motion to adjourn.

Motion seconded.

Motion approved unanimously.

Meeting adjourned at 8:25 A.M.

Respectfully submitted, Emily Wentworth, Planning & Zoning Administrator.