

**Planning Board
City of Newburyport
Newburyport City Hall
Meeting Minutes
January 5, 2011**

The meeting was called to order at 7:00 P.M.
A quorum was present.

1. Roll Call

In Attendance: Dan Bowie, Bonnie Sontag, Sue Grolnic, Jim McCarthy, Julia Godtfredsen, Henry Coe, Anne Gardner, Paul Dahn, and Don Walters

Absent:

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

2. General Business

a) Approval of the Minutes of the November 3, 2010 meeting.

Henry Coe made a motion to approve the minutes as submitted.
Anne Gardner seconded the motion.
The motion passed unanimously.

3. Old Business

**a) Dr. Douglas A. Wine and Debra Wine
223 High Street
Definitive Subdivision
OSRD Special Permit
*Continued from October 6, 2010***

Draft decisions have been prepared by the Planning Department. OSRD special permit and the Definitive Subdivision draft decisions were reviewed, discussed, and amended.

Anne Gardner motion to approve the IVC Special Permit application.
Henry Coe seconded the motion.
The motion passed by a 6-1 vote.

Votes Cast:

Chairman Bowie – approve
Bonnie Sontag – approve
Sue Grolnic – approve
Jim McCarthy – deny
Paul Dahn – approve
Anne Gardner – approve
Henry Coe – approve

January 5, 2011

Julia Godtfredsen – abstain

Don Walters - abstain

Sue Grolnic made a motion to approve the requested waivers.

Paul Dahn seconded the motion.

The motion passed by a 6-1 vote.

Votes Cast:

Chairman Bowie – approve

Bonnie Sontag – approve

Sue Grolnic – approve

Jim McCarthy – deny

Paul Dahn – approve

Anne Gardner – approve

Henry Coe – approve

Julia Godtfredsen – abstain

Don Walters - abstain

Bonnie Sontag made a motion to approve the Definitive Subdivision application.

Anne Gardner seconded the motion.

The motion passed by a 6-1 vote.

Votes Cast:

Chairman Bowie – approve

Bonnie Sontag – approve

Sue Grolnic – approve

Jim McCarthy – deny

Paul Dahn – approve

Anne Gardner – approve

Henry Coe – approve

Julia Godtfredsen – abstain

Don Walters - abstain

During the course of discussion and consideration of this application, the 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.

3. New Business

a) City of Newburyport Department of Public Services

7 Spring Lane

Pre-Application and Application Completeness Vote

The Planning Department has reviewed the application and considers it complete with the inclusion of several waivers.

January 5, 2011

Jim McCarthy made a motion to approve the application as complete.

Henry Coe seconded the motion.

The motion passed unanimously.

Don Walters made a motion to approve the requested waivers.

Henry Coe seconded the motion.

The motion passed unanimously.

The applicant reviewed the project. It is a three phase project but the primary focus of the review is on Phase One. The goal of the project is to repair the critical infrastructure at the water treatment plant. Phase One and Three are related to the water treatment plant and Phase Two is related to improvements to the water distribution system in various sites throughout the city.

Water is treated at the water treatment plant and then flows by gravity to a clearwell where the water is disinfected. The clearwell also serves as a wetwell to maintain pressure in the storage facilities throughout the city, and it pumps water back to the facility to clean the filters. The clearwell was built in the 1930's and the pump station was built in the 1880's. Both are in very poor condition and would be replaced in Phase One. The plan proposes to build a new clearwell and a new pump station. The clearwell will hold 670,000 gallons of water. The applicant identified where the clearwell would be located on the site. The applicant has also addressed storm water requirements on the site. There will be a thirty foot buffer zone around the clearwell and pump station. Any trees in this area will be removed. Tree removal will be mitigated elsewhere on the site. The clearwell will be buried and the pump station will be at grade level. The existing pump station will be demolished and grass, trees, and shrubs will be planted in that location. There will be lights and emergency lights at each door. There will be flood lights in the back of the pump station for maintenance activity.

The hearing is scheduled to open at the January 19, 2011 meeting.

4. Planning Office/Subcommittees/Discussion

a) Master Plan, Proposed Zoning Amendments and Design Review Discussion

The Mayor agrees with Mr. Port that the Master Plan steering committee remain a core group.

Mr. Port stated that he thinks the City should spend some money on regulatory review.

Mr. Port suggests that the board identify where there are gaps in the zoning ordinance and suggest amendments based on those omissions. Board member suggested taking a look at one particular area that would generate a proven result. This would help garner support to obtain the City Council's approval for the overview of the zoning ordinance.

The entire process should take approximately one year.

Mr. Port plans to have the community involved in the process in a variety ways.

Newburyport Planning Board Meeting Minutes

January 5, 2011

Board member stated that he thinks that the Master Plan steering committee has to determine the direction they want the City to go in before assessing the zoning ordinance. The master plan and the future direction of the City should drive the zoning ordinance.

FEMA has approved the changes to the flood zone map. The changes on the flood zone map will allow for development in new areas of the City. Discussion of the development of the waterfront and future of the downtown area.

Board member stated that a bike trail that encircles the City should be a critical component of the Master Plan to improve tourism. Mr. Port stated that the topic of a comprehensive trail has been broached with National Grid and New England Development.

Discussion of which board should have jurisdiction over design review and signage. Mr. Port asked if board members want the Historical Commission or another board to have jurisdiction. Board member noted that Amesbury has a design review advisory board that is separate from the Historical Commission. Discussion of enforcement of the zoning ordinance.

The Planning Board, Historical Commission, and the Affordable Housing Commission will be holding a joint workshop to discuss public benefit for special permits and the application process.

5. Adjournment

Motion made to adjourn.

Motion seconded.

Motion approved unanimously.

Meeting adjourned at 9:50 P.M.

Respectfully submitted, Jennifer Stone - Note Taker.