

Topsfield Planning Board

January 5, 2010

Chairman Winship called the meeting to order at 7:30 PM. Board members present were Robert Winship, Janice Ablon, Gregor Smith, Ian deBuy Wenniger and Jonathan Young. Roberta Knight, Community Development Coordinator was also present.

Visitors: Selectman Dick Gandt

Minutes: Member Gregor Smith made the motion to approve the minutes of December 15, 2009 as amended; seconded by Member Jonathan Young; so voted 4-0-0. Member Ian deBuy Wenniger abstained.

Stormwater Management And Erosion Control Permit / 50 Prospect Street: The Board of Selectmen signed the special permit and conditions as approved and voted on December 15, 2009.

English Commons EHD Project: The Board reviewed the scope of services as submitted by developer Alan Berry and revised by Chairman Winship. It was the consensus of the Board to add the boardwalk structure to the inspections list. Chairman Winship noted that based on a recommendation from Ben Nutter, Ms. Knight contacted Larry Graham of HL Graham Associates in Ipswich relative to an engineering proposal for monitoring the infrastructure construction for the Board. Mr. Graham was interested and will forward a proposal based on the scope of services, plans and special permits.

The Board also discussed Alan Berry's request to proceed with limited site work before the bond is in place. It was the consensus of the Board members to grant the request for the limited scope of work. However, the Board noted that this permission would be related to the terms of the special permit and would not be a blanket permission to enter the property, which is owned at this time by Boston College. Chairman Winship volunteered to contact Mr. Berry and would note the Board's limited grant of permission.

Low Impact Guidelines: Chairman Winship handed out the version of the Guidelines that are believed to be the final draft version that the Board had previously approved. He requested that the members review the Guidelines for final approval at the next meeting on January 19th.

2010 Zoning Amendments: The Board reviewed Chairman Winship's preliminary list of possible items:

1. **Scenic Road:** No amendment would be necessary. Rules & Regulations would be reviewed relative to the application and notification process.
2. **Form S:** Needs to be reviewed, but not an ATM issue.
3. **Non-Criminal Disposition:** This language needs to be added to the following Bylaws: Scenic Road, Stormwater, Soil Removal.
4. **Stormwater Management & Erosion Control:** Presently it is a General Bylaw and question is whether it should be a Zoning Bylaw.
5. **No Action Items:** Fair parking extend to eleven days; Adult Stores ---creation of zone; revise definition of museum.
6. **Flood Plain Bylaw:** Update relative to new federal maps.
7. **Wind Turbine Bylaw:** Update and revise.
8. **Outdoor Wood Boilers:** Adopt new bylaw for limiting use.

The meeting was adjourned at 10:02 PM.

Respectfully submitted,

Roberta M. Knight
Community Development Coordinator