

## **Topsfield Planning Board**

March 17, 2009

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:** Selectmen Martha Morrison and Dick Gandt

**English Commons Request for Continuance:** Chairman Winship noted the letter of request for a continuance. Clerk Janice Ablon made the motion to continue the public hearing for English Commons to April 7, 2009 at 8:45PM; seconded Member Gregor Smith; so voted 5-0.

**Review Draft Zoning Amendments:** The Board reviewed “Draft 9 2009 Warrant Articles” that incorporated working drafts 7 & 8 and reflected the Planning Board’s March 3<sup>rd</sup> meeting revisions; Town Clerk’s review of listed items; Gregor Smith’s revisions relative to “restaurant” definitions and parking regulations, Roberta Knight and Robert Winship’s joint edits; and Town Counsel’s recommendations as interpreted by Robert Winship. All members also had a copy of Town Counsel’s recommendations and reviewed them as interpreted in Draft 9.

The Board made further revisions to the following definitions: Drive-in/Drive-through Establishment, Restaurant Limited Service, Restaurant Formula Fast Food, Retail Specialty Food; and further, revised the Table of Uses to reflect said definitions. The parking amendment was revised such that parking requirements for Restaurant, Limited Service and Restaurant, Snack and Non-Alcoholic Beverage would be a function of gross floor area plus 1 space per employee during the busiest shift.

For specific details, please review attached “Draft 9 for 2009 Warrant Articles” that was discussed and revised during the March 17, 2009 Planning Board meeting. Said revisions now described in attached document entitled “Draft 10 2009 Warrant Articles”. Also included as attachments are working drafts 7 and 8.

**FY2010 Stipend Adjustments:** At this time, Chairman Winship noted that the Board members have been requested by the Finance Committee to reduce the individual stipends to \$1.00 in line with the reduction taken by the Moderator and Selectmen. The Board members were in agreement with this request. Member Ian deBuy Wenniger made the motion to reduce budget allocation to \$1.00 per member for fiscal 2010; seconded by Member Jonathan Young; so voted 5-0.

The meeting was adjourned at 10:21 PM.

Respectfully submitted,

Roberta M. Knight  
Community Development Coordinator