

Topsfield Planning Board

May 18, 2010

Chairman Winship called the meeting to order at 7:45 PM. Board members present were Robert Winship, Janice Ablon, Gregor Smith, and Jonathan Young. Roberta Knight, Community Development Coordinator was also present.

Visitors: Selectmen Martha Morrison and Dick Gandt; Kenneth Moran, Timothy Perkins, Everett Chandler, Ed Labrecque, Attorney Michael Tucker, Heidi Fox, Steven Duncan.

Reorganization:

Member Gregor Smith made the motion to nominate Robert Winship as Chairman; seconded by Clerk Janice Ablon; so voted 4-0.

Member Gregor Smith made the motion to nominate Janice Ablon as Clerk; seconded by Member Jonathan Young; so voted 4-0.

Liaison / Designee Assignments: The Board approved as listed the new assignments for the May 2010 – May 2011 Term:

Ian deBuy Wenniger	Soil Removal Board
Robert Winship	Mapping Committee
Jonathan Young	Stormwater Management Committee
Janice Ablon	Main Street Foundation, Inc.
Gregor Smith	Rail Trail Committee

New Meadows EHD Special Permit Amendments: The Board members signed the amendments, which had been approved as amended at the April 20th meeting.

Minutes: The review of the minutes of April 20, 2010 meeting was deferred to the June 1st meeting.

Summer Schedule: The Board reviewed meeting dates for the Summer 2010 Schedule. Chairman Winship proposed meeting July 20th and August 3rd. Dates would be finalized at the next meeting.

431 Boston Street Special Permit / Site Plan Application: At 8:00PM, Chairman Winship called to order the public hearing to consider the application of Edward N. Labrecque for premises located at 431 Boston Street requesting (1.) a special permit pursuant to Article V, Section 5.04 and Article III, Table of Use Regulations Section Retail and Service, Sub-section 4.24 Fitness and Recreational Sports Facilities for said use; (2.) Site Plan Review pursuant Article IX of the Topsfield Zoning By-laws to allow said change of use for the property; and (3.) waiver pursuant to Article IV, Section 4.12D

Parking for existing parking in the front set-back. Clerk Janice Ablon read the notice for the record.

Attorney Michael Tucker representing the Applicant informed the Board that the Applicant intended to operate a karate school at the premises. Mr. Labrecque would be leasing the portion of the building that was previously used as a Montessori School and day care operation. The leased studio space consisted of 850 sq. ft. of work floor area, office space and rest rooms. The parking plan proposed 10 spaces in the front of the building with additional parking spaces along the right side of the building for 8 cars and possible additional spaces in the back of the building. The karate school would have exclusive use of these spaces. It was noted that the remainder of the building is used as storage space by Fairview Machine, the owner of which owns both buildings (427 & 431 Boston Street). The average class size would be a maximum of 13 people including students and teachers. Only one class would occur at a time.

The Board discussed the parking, traffic flow including access into and egress from the property onto Boston Street, and noted its concerns relative to placing 10 spaces in the front with sufficient distance for turning into and out of the parking area. In addition, all parking spaces would need to be lined.

At 8:55PM, Member Gregor Smith made the motion to recess the public hearing to address the next appointment and to reconvene the public hearing upon conclusion of the ANR review of 61 Washington Street; seconded by Member Jonathan Young; so voted 4-0.

61 Washington Street ANR: At 9:00PM, the Board conducted a review of the ANR plan for 61 Washington Street which created two new separate lots from the original single lot. Everett Chandler of Oak Engineers, Inc, represented the Applicant.

Upon review of the ANR Checklist and finding all in order Member Gregor Smith made the motion to endorse as "Approval Not Required" a Plan entitled: "Approval Not Required Subdivision Plan of Land", Dated: May 18, 2010, Prepared by: Oak Engineers, Owned by: 61 Washington Street Realty Trust, Showing the division of land on Map 32, Block 15 in the Town of Topsfield, Essex County, Massachusetts into two (2) lots shown on said plan as Lots 1 & 2"; seconded by Member Jonathan Young; so voted 4-0.

431 Boston Street Continuation: At 9:30PM, Chairman Winship reconvened the hearing. It was the consensus of the Board that the hearing be continued to the next meeting on June 1st, at which time the Applicant should provide a parking plan showing all lined spaces, traffic flow, and floor plan for the proposed karate facility. The meeting was adjourned at 10:05 PM.

New Meadows Development: At this time, Heidi Fox and Steven Duncan, residents of Wildes Road, requested to speak with the Board regarding the tree cutting that recently occurred along Wildes Road for the development. They raised concerns that the landscape plan was not being followed. The Board noted that it had received a report

from the reviewing engineer Beals & Thomas, Inc. that did not note any irregularities in this regard. The Board informed the residents that it would request the engineer to specifically review the landscape plan at the next site visit. The Board also noted that the tree area in question is where the access road and unit buildings would be sited. The residents then noted issues with the control boards for the dam on Fred Young's property. The Board responded that this was not in their jurisdiction and that the residents should contact the Conservation Commission.

Respectfully submitted,

Roberta M. Knight
Community Development Coordinator