

**Minutes of the
Topsfield Planning Board
Topsfield Town Hall Conference Room
June 7, 2016**

Chairman Morrison called the meeting to order at 7:30PM. Board members present, in addition to Chairman Martha Morrison, were Jeanine Cunniff, Joseph Geller, Josh Rownd and Steven Hall. Community Development Coordinator Donna Rich was in attendance. Other persons present during all or part of the meeting included Paula Fitzsimmons, owner of 8 Fuller Farm Road, John Sarkis, Sarkis Development Co., John Morin of Morin-Cameron Group Inc., representing 51 Wenham Road, residents David Larson and Keith Dayton.

Public Hearing *Continued*

7:30PM: 8 Fuller Farms Road-Family Accessory Apartment-Paula Fitzsimmons provided an overview of the application that would allow for her mother to reside with them. Paula disclosed that she is a member of the Boxford Zoning Board of Appeals. Member Jeanine Cunniff made a motion to close the hearing, seconded by Member Steve Hall; so voted: 5-0. Member Josh Rownd made a motion to grant a Special Permit to John and Paula Fitzsimmons for a Family Accessory Apartment located at 8 Fuller Farms Road in accordance with the provisions of Article VII, Section 7.03 of the Zoning Bylaws, seconded by Member Joe Geller; so voted: 5-0.

New Business:

Re-Organization: Member Josh Rownd nominated Martha Morrison as Chairman, seconded by Member Steve Hall; so voted: 5-0. Member Josh Rownd nominated Steve Hall as Clerk, seconded by Member Joe Geller; so voted: 5-0.

Liaisons to Town Committees were assigned as follows:

Joe Geller-Rail Trail and Mapping Committee

Steve Hall-Stormwater Committee, with Joe Geller as an alternate

Jeanine Cunniff-Conservation Commission and Soil Removal

Signature Authorization: Member Jeanine Cunniff made a motion in pursuant to MGL Chapter 41, section 41 to authorize any member of the Planning Board to sign Planning Board bills, seconded by Member Josh Rownd; so voted: 5-0.

Public Hearing

7:45PM: 51 Wenham Road-Stormwater Permit- Clerk Steve Hall read the Legal Notice to open the Hearing. John Morin of Morin-Cameron Group Inc., representing Mark & Kristin Yannetti, explained the details of the Stormwater plan, submitted and dated May 10, 2016. After a brief discussion, Member Josh Rownd made a motion to close the hearing, seconded by Member Steve Hall; so voted: 5-0. Member Josh Rownd made a motion to grant a Special Permit for Stormwater Management and Erosion Control in accordance with the provisions of Chapter VI of the General Bylaw to Mark and Kristin Yannetti at 51 Wenham Road, seconded by Member Joe Geller; so voted: 5-0.

Public Hearing *Continued*

8:11PM: 57 Perkins Row Definitive Subdivision Plan, Chairman Morrison reported that a Continuation Request until September 6th had been received. Member Jeanine Cunniff

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made a motion to continue the Hearing until September 6th at 7:30PM; seconded by Member Josh Rownd; so voted: 5-0.

Old Business:

Rolling Green – 470 Boston Street –Chairman Morrison noted that this was an informal review. John Sarkis, Sarkis Development Co., explained a plan noted as B.1 (D) to the Board. John stated that he had met informally with the Fire Department and Highway Superintendent and as a result plan B.1 (D) was developed. The Board informally provided feedback to the plan presented. Chairman Morrison described the process and explained that the Board would most likely request a Peer Review be conducted.

New Business: *continued*

48 Averill Street- Chairman Morrison reported that the Board of Selectmen had recently discussed the request from 50 Averill Street to purchase the Town owned property at 48 Averill Street. Chairman Morrison also stated that the request had been forwarded to Town Counsel for an opinion. After a brief discussion it was agreed that abutters within 300-feet of the property should be invited to a meeting to discuss the request and be able to speak their concerns. Resident Keith Dayton of 44 Averill Street expressed his concerns relative to changing the ownership of this property. He stated that the easement is very well utilized as a pedestrian walk way over to Ridgeview Road.

Metropolitan Area Planning Council Senate Bill 2144: Chairman Morrison reviewed the implications of the Senate Bill 2144 and reported that the Board of Selectmen directed the Town Administrator to relay to Senator Joan Lovely and Representative Brad Hill Topsfield’s position on the issue.

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Member Jeanine Cunniff made a motion to approve the minutes of May 17, 2016, as amended, seconded by Member Josh Rownd; so voted: 5-0.

At 9:32PM, Member Jeanine Cunniff made a motion to adjourn, Member Josh Rownd seconded the motion; so voted: 5-0.

Respectfully submitted,

Donna C. Rich
Community Development Coordinator

Per the Open Meeting Law, the documents that were either distributed to the Planning Board before the meeting in a packet, or at the meeting were:

1. Agenda
2. Minutes of May 17, 2016
3. Family Accessory Apartment application for 8 Fuller Farms Road
4. Signature Authorization form
5. Stormwater Permit application for 51 Wenham Road
6. 57 Perkins Row Definitive Subdivision Plan continuation request
7. Maps of the property at 48 Averill Street
8. Sarkis Development revised plans for 470 Boston Street

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Approved as amended at the July 19, 2016 Planning Board meeting.

Pursuant to the 'Open Meeting Law,' G.L. 39, § 23B, the approval of these minutes by the Committee constitutes a certification of the date, time and place of the meeting, the members present and absent, and the actions taken at the meeting. Any other description of statements made by any person, or the summary of the discussion of any matter, is included for the purpose of context only, and no certification, express or implied, is made by the Committee as to the completeness or accuracy of such statements.