

Topsfield Planning Board

October 19, 2010

Chairman Winship called the meeting to order at 7:50 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; Steven Hall, Trudi Perry, Richard Adelman, Frank DiLuna, Alan Berry, Joshua Latham.

English Commons Project: Alan Berry, developer of the EHD project, informed the Board that the second binder course for the roadway would be completed past the model units within the next few weeks. A dimmer has been installed to reduce the lighting around the fountain pond, and also noted that he intends to reduce the wattage on the entrance streetlights.

Attorney Joshua Latham then presented the Board with the Tri-partite Agreement, Release of Covenant and the Schedule of Values for the project that would need to be executed by the Board in order to proceed with the sale of units. The Board as part of the permitting process had previously approved the Agreement and Release as to form. Attorney Latham informed the Board that the Salem Five Bank and developer Alan Berry have executed the Agreement. Chairman Winship noted that the Board's engineering consultant Larry Graham recommended that the Schedule of Values be established in the amount of \$140,700 for the project.

Upon the review of the documents, the Board members signed both the Agreement and Release and Attorney Latham witnessed the signatures for recording purposes.

FY 10 Annual Report: Board members had previously received a copy of the report. Chairman Winship requested that the members review the report and forward any revisions to Ms. Knight.

Alfalfa Farm Site Plan Review Continuance: At 8:30PM, Chairman Winship called to order the continued hearing to consider the application of Richard Adelman for premises commonly known as "Alfalfa Farm" located at 267 Rowley Bridge Road for a site plan review pursuant to Article IX of the Zoning Bylaw for activities related to uses as a matter of right.

Attorney DiLuna noted that the Applicant's intent has been to conduct activities on the property that are allowed as a matter of right and that this site review would be concerned with only these activities. Mr. Aldeman noted that current activities included public wine tastings, tours on weekends, private tastings, public agritourism such as the Harvest Festival and classes scheduled and conducted by North Shore Community College.

(Refer to Letter dated October 19, 2010 and brief submitted by Attorney DiLuna October 19, 2010 on file.)

Mr. Wear, the project engineer, reviewed the parking plan that would comprise of 16 spaces on a 12” gravel surface, bumpers for head-in parking; one (1) handicapped space at end of building, additional parking in grass behind building, and signage to direct traffic to parking areas.

After due consideration of the Application and the testimony presented, the Board found, after reviewing the site plan and supporting documents and taking into account the objectives of Article IX of the Topsfield Zoning By-law, the proposed site plan is in compliance with the standards set forth in the By-law.

Member Gregor Smith moved, pursuant to Article IX of the Zoning By-law, that the Board adopt the foregoing findings and grant site plan approval for the proposed plan for 16 parking spaces dated August 12, 2010, prepared for Richard Adelman, by Meridian Associates with the following conditions:

1. 12” gravel base for parking lot
2. Appropriate bumpers to mark spaces
3. Signage to direct parking onto property to keep road clear

The motion was seconded by Member Jonathan Young; so voted; 5-0

Green Communities/Renewable Energy: Chairman Winship who is also a member of the Green Communities Renewable Energy Committee informed the Board that the Committee intends to apply for “Green Community” status for the Town of Topsfield. In order to achieve this status town zoning would need to include: (1) the installation of utility scale wind turbines, (2) a by-right overlay zone for utility scale wind turbines and (3) the installation of ground mounted solar voltaic panels.

Relative to the By-right Overlay Zone for the installation of utility scale wind turbines, the Committee is currently reviewing not only the DPW site but other abutting properties above a certain elevation suitable for wind turbines. As to the installation of solar panels, there are several locations in Town that may be appropriate i.e. Pye Brook Park, Rail Trail, Pheasant Lane conservation land, Fairgrounds.

As a result of these proposals, Chairman Winship noted that the Planning Board would need to amend the Zoning By-laws and draft two new by-laws to address the utility scale wind turbines and solar panels, as well as create a new overlay zone for the installation of utility scale wind turbines.

Chairman Winship informed the Board that George Hall, Chairman of the Green Communities Renewable Energy Committee, requested to be placed on the Board’s December 7th agenda to discuss these issues. The Board members discussed the proposed

amendments. Member Jonathan Young volunteered to work on the solar panels by-law. Ms. Knight would forward the last revision of the 2010 proposed Utility Scale By-law to the members.

Rules & Regulations: Chairman Winship initiated a discussion of his proposed revisions to the Planning Board's Rules & Regulations. The Board members would review the revisions for further discussion at the next meeting.

Open Space Plan Goals: The Board then discussed the goals established in the 2010 Open Space Plan such as the proposed "Great Estates" By-law that may provide a starting point for future master planning activities for the Board. It was decided to request Open Space Chairman Joe Geller to attend the November 16th meeting to discuss the Plan's findings and recommendations for future planning.

The meeting was adjourned at 10:12 PM.

Respectfully submitted,

Roberta M. Knight
Community Development Coordinator