

Topsfield Planning Board

November 1, 2011

Chairman Morrison called the meeting to order at 7:30 PM. Board members present were Martha Morrison, Janice Ablon, Steven Hall, Gregor Smith and Ian DeBuy Wenniger. Roberta Knight, Community Development Coordinator was also present.

Visitors: Selectman Dick Gandt; Frank Iovanella, James McDowell, Thomas Schank, Jeffrey Garber, Heidi Fox, Erin Fitzpatrick, Griffin Brown, Jen Collins-Brown.

Minutes: Member Gregor Smith made the motion to approve the minutes of October 4, 2011 as amended; seconded by Clerk Janice Ablon; so voted 3-0-0. Member Steven Hall abstained.

Bills: Member Steven Hall made the motion to approve the bill schedule dated November 1, 2011; seconded by Member Gregor Smith; so voted 4-0.

Release of Funds/Antoria Way: Member Gregor Smith made the motion pursuant to M.G.L. Chapter 44, Section 53G to release funds in the amount of \$384.75 plus any additional accrued interest to Rosemary Gangi and direct the Town Treasurer to close the bank account; Chair to sign document to Town Accountant affirming said action; seconded by Clerk Janice Ablon; so voted 5-0.

FY11 Annual Report: Member Ian DeBuy Wenniger made the motion to approve the FY11 Annual Report as amended; seconded by Clerk Janice Ablon; so voted 5-0.

New Meadows EHD Minor Modification Request: At 8:00PM, Chairman Morrison called the information meeting to order to consider the modification request for "The Meadows" by Montana Development LLC represented by Frank Iovanella, Principal, to the site plan as follows:

- To substitute the conceptual building plans prepared by JMA Architects, Inc. and dated September 2011 for the conceptual architectural drawings referenced in the November 3, 2009 Planning Board decision;
- To substitute the modified version of Sheet No. 5 of the Site Development Permit Plans as prepared by Eastern Land Survey Associates, Inc. revised through October 19, 2011, for Sheet No. 5 as referenced in the November 3, 2009 Planning Board Decision as to building and driveway locations and configurations and modification to the cul de sac location.

Chairman Morrison noted that she and Member Steve Hall were not on the Board at the time the application for the elderly housing development was under review, and they would defer to the other members who participated in the permitting process and site plan review. Developer Frank Iovanella first introduced builder Thomas Schank and his partner Jeffrey Garber, and then made a short summary presentation to the Board relative to his request for the modifications in the conceptual building plans relative to scale back size and styling for the six (6) building units to be located within the New Meadows EHD development. He reviewed the current issues relative to bank financing, market base pricing and real estate market for senior condominiums. The new plans would reduce the gross footprint of the buildings by 10,000 sq. ft. and reduce the pavement area by 4,000 sq. ft. All four units within each building envelope would have the same design and floor space and as such would reduce the building costs and allow for better market pricing. The end units would be priced at \$529,000 and the middle units would be priced at \$499,000 which would give the Town an alternative unit market price to English Commons, Amberwood. The colonial design for these units would better blend with the neighborhood that consists of single family colonial homes. Project Engineer James McDowell reviewed the revised site plan noting the location of the buildings, the garages, driveways and the relocation of the turnaround that was moved down with the same radius as in the original site plans. This revised plan dated October 19, 2011 would replace Sheet No. 5 of the original site development plans approved in November of 2009. It was also noted that the existing landscape plan for the units would remain in place.

After individual questions from members were responded to by the developer and his agents, Member Gregor Smith made the motion to approve building plan revisions to the original site development plan approved on November 3, 2009. Further, the modified version of Sheet No. 5 dated October 11, 2011 would be substituted for Sheet No. 5 of the original plans and all other elements of the 2009 approved plan would remain in effect; seconded by Clerk Janice Ablon.

Chairman Morrison called for discussion on the motion. Member Steven Hall noted that the correct revision date was October 19th and made the motion to amend the original motion to accept revised Sheet No. 5 dated October 19, 2011; seconded by Member Ian DeBuy Wenniger; so voted 5-0. Chairman Morrison then called a vote on the main motion which was approved by a 5-0 vote.

Legal Comments on ED Walking Trail Documents: Chairman Morrison queried the members as to whether they had any further comments on the revisions and comments Town Counsel made to the Trail Covenant and Maintenance Plan documents. Ms. Morrison noted that she would like to include the condition that no horses are allowed on the boardwalk. Member DeBuy Wenniger noted that he would like bicycles to be allowed on the trail as is the case at Hickory Beech. Town Counsel removed the use of bicycles from the path since this use was prohibited in the Conservation Restriction. The Board requested Ms. Knight to contact Conservation Administrator Lana Spillman to inquire whether the Conservation Restriction had been recorded. Ms. Morrison noted

that developer Alan Berry had an appointment before the Board to discuss the trail at the December 6th meeting.

Review of Special Permit Form A, Rules & Procedures, Fees etc.: Chairman Morrison requested that the members review the drafted documents for the Planning Board's permitting process so that a final vote of approval may take place at next month's meeting. The members then discussed the issues relative to the Stormwater & Erosion Control By-law and comments made by Town Counsel on the public hearing notification process. It was the consensus of the Board that the Stormwater Rules & Regulations required revision.

March Meeting Agenda: Chairman Morrison noted that on the March 6th meeting agenda, the Board should discuss required revisions to the Sub-division Rules & Regulations; the Stormwater & Erosion Control By-law; and the street acceptance process. This would give everyone time to review. Ms. Morrison also noted that the only zoning warrant article that she was aware of would be from the Mapping Committee relative to a new description of the zoning map; however the Zoning Board of Appeals should be contacted as to whether that Board had any issues that the Planning Board would need to address at town meeting.

The meeting was adjourned at 9:57 PM.

Respectfully submitted,

Roberta M. Knight
Community Development Coordinator