

Topsfield Planning Board

December 2, 2014

Chairman Morrison called the meeting to order at 8:00 PM at the Town Library. Board members present were Martha Morrison, Jeanine Cunniff, Joseph Geller, and Steven Hall. Roberta Knight, Community Development Coordinator was also present.

Visitors: Selectman Dick Gandt; Stephen Silveri, Daniel Butler, Maureen Surette, Josh Holder, Jud Pratt.

27 Averill Road: At 8:00PM, Chairman Morrison called to order the continued public hearing to consider in accordance with M.G.L. c.40, § 15C the Special Permit application of David and Maureen Surette to remove 20 feet of stonewall in order to construct a second driveway entrance to tie into current driveway at 27 Averill Street, a designated scenic road.

Chairman Morrison noted that the Planning Board had no jurisdiction relative to the placement of a driveway. This would be outside the purview of the Board. The Board's jurisdiction in this matter concerns the removal of part of the stonewall and what to do with the stones for repairs.

Ms. Surette referred to the plan which showed the approximate location of the proposed removal of approximately 20 feet of the stonewall which would allow the construction of a second access for the driveway in order to address public safety issues upon entering the property from the street. Ms. Surette further stated that the stones would be used to build up the wall on either side of the new access which would improve the quality of the scenic road.

Chairman Morrison suggested that the driveway be pitched such that there would be no impact to the neighbor's property and that water would not sheet down the driveway to the road.

Clerk Steven Hall made the motion to approve the petition for a special permit from the requirements of the Town Code, Chapter LV, Topsfield Scenic Road Bylaw and M.G.L. c. 40, Section 15C so as to permit the removal of approximately 20 feet of stonewall in order to construct a second driveway entrance to tie into the current driveway at 27 Averill Street; seconded by Member Joseph Geller; so voted 4-0.

27 East Street: At 8:15PM, Chairman Morrison opened the continued discussion relative to the approval of an ANR Plan for 27 East Street. Alternate Member Stephen Silveri made recommendations relative to the draft easement language regarding the septic repairs and maintenance between the two lots and the same for the water line.

The Board then reviewed the check list for the plan and gave a waiver for the rear setback line for Lot 2 house since it is pre-existing and grandfathered structure.

Member Jeanine Cunniff made the motion to endorse as “Approval Not Required” a Plan entitled “Plan of Land, 27 East Street, Topsfield, MA Land of Judson & Barbara Pratt” Dated: October 30, 2014; Prepared by: Kane Land Surveyors; Owned by: Judson & Barbara Pratt; showing the division of land on Map 13, Lot 25 in the Town of Topsfield, Essex County, Massachusetts into two (2) lots shown on said plan as Lot 1 and Lot 2 with the attached easement agreement seconded by Member Joseph Geller; so voted 4-0.

Village District Parking: Chairman Morrison noted that Alternate Steve Silveri has done a major effort in updating the “Inventory of Properties with Required and Existing Parking”. Ms. Morrison also noted that the Park Street parking lot needed to be re-counted as to the number of current spaces due to the loss from the Rail Trail and the gains from Institution for Savings. The parking at the Shopping Center is not included since it is private parking.

Release of Funds for Montana Development: Member Jeanine Cunniff made the motion pursuant to M.G. L. Chapter 44, §53G to release funds in the amount of \$258.36 plus any accrued interest to Montana Development LLC for the closure of the 124 Hill Street Project; seconded by Member Joseph Geller; so voted 4-0.

Hickory Beech Street Acceptance Report: Community Development Coordinator Roberta Knight informed the Board that she has had conversations with both Rich Kosian of Beals and Thomas and Highway Superintendent David Bond relative to the Beals And Thomas peer review findings regarding the Hickory Beech As-built Plans. The peer review report compared the as-built plan to the approved plan and found many discrepancies. What needs to be determined by Mr. Bond is what are errors and omissions that need to be addressed and prioritized and what are non-issues. During construction there were field changes that were made usually with the Town’s approval and therefore would be considered non- issues. Mr. Bond agreed to have a written report for the Board for the January 6, 2015 meeting.

2015 Warrant Articles: Chairman Morrison reviewed a list of possible items for Planning Board action:

1. Warrant article for revision to Stormwater Section 51.5
2. Warrant article for addition of definition for “Common Plan of Development”
3. Warrant article on Village District parking
4. Warrant Article for the acceptance of eight (8) county roads.
5. Revisions to Subdivision Control Rules & Regulations regarding the street acceptance process

The meeting was adjourned at 10:06 PM.

Respectfully submitted,

Roberta M. Knight
Community Development Coordinator