



# TOWN OF TOPSFIELD

## PLANNING BOARD

*8 West Common Street, Topsfield, Massachusetts 01983*

**Certificate of Decision**  
**Site Plan Review Pursuant to Article IX Section 9.05**  
**of the Topsfield Zoning By-Law**

**Property Address: 30 Main Street, Unit 111**

**Applicant: Briana Visini**

**1. The Application**

An application was filed on March 7, 2024 with the Topsfield Town Clerk by Briana Visini for a Site Plan Review pursuant to Article IX Section 9.05 of the Topsfield Zoning Bylaw due to a change of use at 30 Main Street, Unit 111 from a retail store to a dance studio for individuals aged two to adult.

**2. The Hearing**

Notice was published in the Salem News March 18<sup>th</sup> and 25<sup>th</sup>, 2024 and mailed postage prepaid to all interested parties, including all abutters on the List of Abutters certified by the Assessor's Office and posted in a conspicuous place in the Town Hall for a period of not less than fourteen days before the day of such hearing. Pursuant to the notices, a public hearing was opened and closed on April 3, 2024 via ZOOM, due to Chapter 2 of the Acts of 2023, as stated at the beginning of the meeting. Present at the hearing from the Planning Board was Martha Morrison, Chairman; Steve Hall, Clerk; Greg Mellinger, Member; Josh Rownd, Member; and Jennie Merrill, Member.

Clerk Steve Hall read the Legal Notice to open the Public Hearing for a Site Plan Review pursuant to Article IX Section 9.05 of the Topsfield Zoning Bylaw due to a change of use at 30 Main Street, Unit 111 from a retail store to a dance studio for individuals aged two to adult.

Chairman Morrison asked Briana Visini if she would review her proposed plans. Ms. Visini stated that she is looking to relocate her current dance studio, Refine Dance Studio, from Danvers to Topsfield. She reviewed the layout of the studio, the mix and age of dance students and her plans to replace the unit's carpet with wood flooring and build a bathroom to code. Chairman Morrison noted that as the building itself is not changing, the main concern of

this site plan review was the required parking for the dance studio. A previously conducted site plan review showed that the previous tenant (Gift Horse) required eleven parking spaces based upon the square footage of the unit. Using parking requirements for schools, as well as the materials presented by Ms. Visini for her proposed dance studio, it appears she will need between ten and twelve spaces. As such, there appears to be sufficient parking in the Village Shopping Center for her business. The Board of Health has requested Ms. Visini provide documentation showing that the septic needs of her business can be accommodated by the current septic system for the shopping center. She will be providing that documentation shortly.

Chairman Morrison asked if there were any comments from the public. There were none. Given the nature of the business and the fact there will be no construction, the Board agreed it was not necessary to go through the detailed site plan checklist.

The Board then voted to close the Public Hearing.

### 3. **The Findings**

The Board determined that the subject property is located in the Business Village District.

The Board found that approval of the Site Plan:

- Would not be detrimental to the public convenience or welfare.
- Would not create undue traffic congestion or impair pedestrian safety.
- Would not overload any public water, drainage, sewer or other municipal system.
- Would not impair the integrity or character of the Business Village District.
- Would not be detrimental to health, safety or welfare of the general public.

### 4. **The Decision**

Clerk Steve Hall made a motion to approve the site plan for 30 Main St., Unit 111 for a dance studio conditional upon Ms. Visini presenting the Board of Health with the necessary septic system documentation. The motion was seconded by Josh Rownd and the motion carried unanimously with a roll call vote as follows:

Morrison, Chairman	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Absent/Abstain
Hall, Clerk	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Absent/Abstain
Mellinger, Member	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Absent/Abstain
Merrill, Member	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Absent/Abstain
Rownd, Member	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Absent/Abstain

### 5. **Appeals**

Appeals of the above decision shall be filed pursuant to M.G.L. 40A, § 17 within 20 days of the date of filing of this certificate with the Topsfield Town Clerk.

## 6. Validation

This Decision shall be recorded at the Essex Southern District Registry of Deeds and shall not be effective until such time as evidence thereof shall be submitted to the Topsfield Town Clerk, the Building Inspector and the Planning Board.

**Dated: April 4, 2024**

Respectfully submitted:



Martha A. Morrison  
Chairman