

**Minutes of the
Topsfield Planning Board
Town Library Meeting Room
December 5, 2017**

Chairman Morrison called the meeting to order at 7:45PM. Board members present, in addition to Chairman Martha Morrison, were Jeanine Cunniff, Joseph Geller, Josh Rownd and Steven Hall. Of the Planning Board staff Community Development Coordinator Donna Rich was in attendance. Other persons present during all or part of the meeting were Scott Cameron, The Morin-Cameron Group, Inc., Nancy McCann, McCann & McCann P.C., Todd Morey, Beals Associates, Inc., residents Bill Niland, Nancy & Holger Luther, Eldon Goodhue, David Caputo, Geoffrey Neale, Michell Sosenko, and Cheryl Jolley.

FY19 Planning Board Budget: Member Steve Hall made a motion to approve the FY19 Planning Board budget as presented, being level funded, seconded by Member Joe Geller; so voted: 5-0.

Minutes: Member Josh Rownd made a motion to approve the minutes of November 5, 2017 as written, seconded by Member Joe Geller; so voted: 5-0.

Discussion: 2018 Warrant Articles: Chairman Morrison opened up a discussion relative to the marijuana moratorium the Town adopted and that would expire in 2018. It was noted that the legislature has yet to put forth the State's Rules & Regulations, therefore it was thought that Topsfield should request for a continuation of the Moratorium for another year.

Public Hearing

7:45PM- 303 & 333 Perkins Row – Clerk Steve Hall read the Legal Notice to open the Public Hearing. Scott Cameron, The Morin-Cameron Group, Inc., provided a general overview of the locus of the property, which includes 3 parcels. The parcels include 36.5 acres of open space with a Conservation Restriction owned by Essex County Greenbelt Association, 8 acres located across the street and 14.2 acres which is being proposed for the subdivision. Nancy McCann, McCann & McCann P.C. reviewed the process that has been followed to date, with the Planning Board recommending a Definitive Subdivision Plan, along with Stormwater & Erosion Control application and Scenic Road Permit for 12 single family homes on 12 lots. Ms. McCann noted that there are very few requests for waivers. Scott Cameron explained the existing conditions on the property and structures. In addition it was noted that the Board of Health had voted in favor of the septic plans at their November meeting. Mr. Cameron expressed the details of the stormwater & erosion control plan, which would include subsurface infiltration basins instead of detention areas. Mr. Cameron stated that the asphalt would be removed and replaced with a meadow; he also stated that the goal was to stay away from adding undo stress to the Ipswich River and with the sandy soils that exist in the surrounding area this was highly probable. The removal of eleven (11) trees was reviewed along with the entrance way to the development. Some residents expressed their concern for the narrowness of Perkins Row and the radius that would exist for vehicles exiting the development. Chairman Morrison asked that the Police Chief be requested to respond to

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this concern. Chairman Morrison then asked Todd Morey, Beals Associates, Inc to comment on the Peer Review that Beals Associates submitted. Mr. Morey stated that there appears to be details missing in various areas, which could easily be corrected. There was a discussion relative to the length of the roadway from Perkins Row to the center of the cul-de-sac. Mr. Morey stated that the Bylaw has a gray area for the end point, either the center or the end of the pavement within the cul-de-sac. Chairman Morrison commented that if the two engineers wish to converse that it would be allowed and encouraged for the purpose of clarification. Being that no names had been given to the roadways, Nancy McCann was asked to do so. Member Jeanine Cunniff made a motion to continue the Public Hearing until January 9th at 7:35pm, seconded by Member Josh Rownd; so voted: 5-0.

Member Jeanine Cunniff made a motion to continue the Public Hearing until January 9, 2018 at 7:35pm, seconded by Member Josh Rownd; so voted: 5-0.

At 9:07 PM, Member Jeanine Cunniff made a motion to adjourn and 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 November 5, 2017
3. FY19 Planning Board Budget
4. Peirce Farm monthly update to Board of Health
5. Distributed at the meeting: Filing application of Definitive Subdivision Plan, Stormwater & Erosion Control 293 Boston Street
6. Comments for 333 & 303 Perkins Row Definitive Subdivision from Dave Bond, Greg Krom, Ipswich River Watershed Association, Fire Chief, Heidi Gaffney
7. Beals Associates Peer Review dated December 1, 2017

Approved as amended at the January 9, 2018 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.