

**Minutes of the
Topsfield Planning Board
Temporary Town Hall Meeting Room
June 5, 2018**

Chairman Morrison called the meeting to order at 7:34PM.

Board members present: Chairman Martha Morrison, Jeanine Cunniff, Steven Hall and Joseph Geller. Josh Rownd was absent.

Planning Board Coordinator: Donna Rich

Visitors: Scott Cameron, Morin-Cameron Group, Inc., Craig Marchionda, Marchionda & Associates, LP, Michael Larkin and Patrick Larkin, Larkin Real Estate Group, Inc.

Residents: Rob Skeffington, Holger Luther, Natalie Whelan, Anne Harrington, Christine Cook, Robert Lloyd, Nora & Grace Neale, Dave Larson, Kim Sherwood, Katherine Carlson, Bob Buccafusca and Dick Gandt.

Chairman Morrison announced that resident Kim Sherwood would be audio recording the meeting.

Authorization for Signatures on Vendor Warrants: Member Steve Hall made a motion to authorize Martha Morrison as the designated person to sign vendor warrants with Joe Geller as the alternate, seconded by Member Jeanine Cunniff; so voted: 4-0.

Public Hearing

34 Gail Street-Accessory Apartment-Clerk Steve Hall read the Legal Notice to open the Public Hearing. Anne Harrington stated the reason for the request for the accessory apartment at 34 Gail Street was so that her daughter, Christine, could help with the care of her husband, William. Chairman Morrison reported that the permit would be for a 3-year term, with the ability to renew. The Board noted that if the situation changed and the apartment was not needed for its intended use it would have to be dismantled as non-grandfathered 2-family housing units are not permitted.

Chairman Morrison stated that after hearing no further comments from the public or the Board, she would consider a motion to close the hearing. Member Jeanine Cunniff made a motion to close the Public Hearing, seconded by Member Joe Geller; so voted: 4-0.

Member Joe Geller made a motion to approve the application for a Family Accessory Apartment at 34 Gail Street, seconded by Member Steve Hall; so voted: 4-0.

293 Boston Street-Definitive Subdivision Plan - Craig Marchionda, Marchionda & Associates, L.P. reported that the easement language would be available by the end of the week. Chairman Morrison reported that the waivers noted in letter dated November 29, 2017 from Marchionda & Associates, L.P., had been reviewed and approved by the peer review consultant Beals Associates Inc. had been agreed upon by Beals Associates.

Member Jeanine Cunniff made a motion to approve the waivers as noted, seconded by Member Steve Hall; so voted: 4-0.

Discussion: 57 Perkins Row 40B Proposal – Chairman Morrison stated the process the Town would follow if a 40B Proposal were to be received. Chairman Morrison noted that the Board of Selectmen would receive a letter from the State with the proposed 40B plan which would be forwarded to other Town Boards and neighbors for comments. Chairman Morrison added that the Planning Board would be the depository for those comments and would produce a narrative response to the State within the 30-day time period. Chairman Morrison noted that the development would follow State regulations rather than Town regulations in the areas of Conservation and Board of Health. There are differences between the two. The Zoning Board of Appeals would be the permitting authority to issue a Comprehensive Permit for the development. Issues and concerns relative to health and safety can be raised by the Town and its boards and committees, and the developer may respond to to with the State. Chairman Morrison asked the developer present, Michael Larkin, if they were moving forward with their plans, Mr. Larkin responded in the affirmative and indicated his estimate that the Town would receive the letter in 3-4 months. Resident Bob Buccafusca asked what happened to the previous development that had been presented. Chairman Morrison reported that the Conservation Commission denied the application, which decision was appealed in Land Court. Land Court upheld the decision of the Conservation Commission, and so the developer withdrew the subdivision application that had been submitted to the Planning Board.

Minutes:

Member Jeanine Cunniff made a motion to approve the minutes of May 8, 2018, as amended, seconded by Member Joe Geller; so voted: 4-0.

At 8:48pm, Member Joe Geller made a motion to adjourn and Member Jeanine Cunniff seconded the motion; so voted: 4-0.

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 May 8, 2018
3. Signature Authorization form and memo from Town Accountant
4. Application for an Accessory Apartment Request for 34 Gail Street
5. Waivers list for 293 Boston St dated 11/29/17
6. Enforcement Order 2018-01, 29 Stagecoach Road from the Conservation Commission Agent

Minutes of 6/5/18

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Approved as amended at the July 10, 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.