



CITY OF GLOUCESTER  
PLANNING BOARD  
MEETING MINUTES  
**August 20, 2015**  
**7:00 P.M.**

City Hall Annex, 3 Pond Road, Gloucester  
Richard Noonan, Chair

**Members Present:** Rick Noonan – Chairman, Doug Cook, Shawn Henry, Henry McCarl  
**Staff Present:** Gregg Cademartori - Planning Director, Matt Coogan – Senior Planner,  
Courtney Karcher - Recording Clerk

**I. BUSINESS**

Chairman Noonan opened the meeting at 7:08 p.m.

**Motion:** To approve the Meeting Minutes from **July 16, 2015**.

**1<sup>st</sup>:** Mr. Henry

**2<sup>nd</sup>:** Mr. McCarl

**Vote:** Approved 4-0

**Public Comment:** None

**II. CONSENT AGENDA**

Planning Board to consider the *Approval Not Required* Plan submitted by Sarah Campbell to divide one lot into three lots, two of which would front on Leonard Street, at **71 Norwood Heights** (Assessors Map 182 & 127, Lots 2 & 6, respectively)

**Mr. Cademartori** reviewed the ANR Plan to divide one lot, with a dwelling at 71 Norwood Heights, into three lots. The Applicants intention is to convey the two lots to Essex County Greenbelt. Mr. Cademartori noted an existing conservation restriction held by Essex County Greenbelt on part of the lot that provides for limited driveway access. Planning staff conducted a site visit to examine the frontage for feasible driveway access and found that while some steep portions of land exist, it is feasible.

**Motion:** The subdivision control lot does not apply to the subdivision of **71 Norwood Heights** (Assessors Map 182 & 127, Lots 2 & 6, respectively).

**1<sup>st</sup>:** Mr. Henry

**2<sup>nd</sup>:** Mr. McCarl

**Vote:** Approved 4-0

**III. MAJOR PROJECT REVIEW**

In accordance with Section 5.7 Major Project of the Gloucester Zoning Ordinance, the Planning Board to review the application submitted by Gloucester Development Team, Inc. for a multifamily special permit for the conversion of the Maplewood School into 12 housing units located at 120 Maplewood Avenue (Assessors Map 39, Lot 4).

**Presenter:** Kirk Noyes – Gloucester Development Team, Inc.

**Mr. Noyes** reviewed the history of the Maplewood School's, (located on 120 Maplewood Avenue) proposed development up until his current proposed plan.

**Mr. Noyes** outlined his proposed development plan that would result in 12 (2000 square foot) rental units. All but two units would include two bedrooms or one bedroom plus. Mr. Noyes stated his intention of including at least one affordable housing unit, with two affordable housing units being included if possible. Mr. Noyes noted the plan will include an elevator, all utilities will be underground, the building will be fully sprinkled, and all trash will be inside the building. He noted 19 parking spaces on site, including two handicap spaces. Additional landscaping as well as electric vehicle charging stations was proposed for the parking area.

Planning Board members expressed their approval of the proposed plan. There was discussion of the future timeline, and permitting of the proposed plan. Mr. Cademartori discussed with the Applicant various plans and permits that are to be in place before construction could begin.

**Motion:** Under the major project review for Gloucester Development Team, Inc. for a multi-family special permit for the conversion of the Maplewood School into 12 units located at 120 Maplewood Avenue (Assessors Map 39, Lot 4) the Planning Board recommends to the City Council their Approval.

**1<sup>st</sup>:** Mr. McCarl

**2<sup>nd</sup>:** Mr. Cook

**Approved:** 4-0

#### **IV. CONTINUED PUBLIC HEARING**

In accordance with the provisions of MGL Chapter 40A, Section 5, and the Gloucester Zoning Ordinance, Section 1.11, the Gloucester Planning Board to consider the following petition to amend to the Zoning Ordinance as follows:

Amend the Gloucester Zoning Ordinance by Amending Sections 2.3.1 Residential Uses, Section 2.4.4 and Section VI Definitions to change the permit granting authority of Three-Family Dwellings from the City Council to the Zoning Board of Appeals.

**Mr. Cademartori** reviewed a meeting with Bob Stewart, Shawn Henry and Bill Sanborn where they discussed the proposal for the Zoning Board of Appeals to oversee Three Family Dwellings. Mr. Cademartori noted Mr. Stewart expressed concern with the large amount of Three Family Dwelling that have special permitting, and the large amount of traffic for modifications that may result for the City Council.

**Mr. Cademartori** stated there are 560 existing multi-family residences in the R5, R10, R15 and R20 districts with most within the R5 district. There are 350 multi-family residences in the R5 district, with 250 residences being Three Family

Dwellings. Mr. Cademartori noted 80% of the buildings are located on 6,000 square feet or less, although the minimum standard is 10,000 square feet.

**Mr. Cademartori** noted the possibility, as the process exists now, of overburdening the Applicant with a lengthy process, as they would have to go before the City Council and Zoning Board of Appeals. He also noted a dimensional issue for many lots that inevitably require a modification.

**Mr. Cademartori** expressed intention of easing the permitting process for reinvestment in a large portion of the downtown housing stock, as well as examining minimum dimensional standards.

**Mr. Cademartori** reviewed the recommended amendment to the Board stated above. He noted an additional recommendation for the City Council to consider Three Family Dwellings under dimensional tables for One and Two Family Dwellings with the exemption of the R30 district.

**Mr. Noonan** questioned if there were any analysis that would yield a capacity generated by the Ordinance of new Three Family Dwelling developments. Mr. Cademartori noted he did not expect a significant change based solely on the Amendment of new developments due to capacity of use. He noted a possibility of re-investment in existing properties due to possible shorter permitting processes.

**Public Comment:**

Joel Favazza – Seaside Legal Solutions, 111 Main Street, Gloucester, MA  
Mr. Favazza voiced his support for the Amendment referring to it as a first step, especially in the R5 district, toward permitting under the Zoning Board. He noted he would like to see Four and Five Family Dwellings, especially in the R5 district re-assessed as well.

**Motion:** Recommend the revised set of amendments to the City Council, dated July 14, 2015 for adoption.

**1<sup>st</sup>:** Mr. McCarl

**2<sup>nd</sup>:** Mr. Cook

**Approved:** 4-0

**V. OTHER BUSINESS**

**A) CPA Update** – None

**B) Announcements**

**Mr. Cademartori** stated Planning Staff has been working on re-assessing Three Family Dwellings particularly in the R5 district. He noted working through design issues and capacity issues would spur re-investment in those neighborhoods.

**VI. ADJOURNMENT**

There being no further business the Chair adjourned the meeting at 8:20 pm.

*Next regular meeting of the Planning Board is scheduled for September 3, 2015.*