

**CITY OF GLOUCESTER
PLANNING BOARD**

October 19, 2017

6:00 P.M.

Kyrouz Auditorium 9 Dale Ave, Gloucester

Richard Noonan, Chair

MINUTES

Members Present: Henry McCarl (Acting Chair), Doug Cook, Jonathan Pratt, Ken Hecht- Absent: Rick Noonan- Chair, Shawn Henry, Joe Orlando
Staff: Matt Coogan- Senior Planner, Jacquelyn Rose- Recording Secretary

As acting Chair, Mr. McCarl opened the meeting at 6:02 PM.

I. BUSINESS

A. Approval of Outstanding Minutes of July 20, 2017, September 7, 2017, September 14, 2017, and September 21.

Motion to approve the July 20, 2017 Minutes was made by Mr. Pratt, seconded by Mr. Hecht and unanimously approved.

Motion to approve the September 7, 2017 Minutes was made by Mr. Cook, seconded by Mr. Pratt and unanimously approved.

Motion to approve the September 14, 2017 Minutes was made by Mr. Cook, seconded by Mr. Hecht and unanimously approved.

Motion to approve the September 21, 2017 Minutes was made by Mr. Pratt, seconded by Mr. Hecht and unanimously approved.

B. Public Comment- None.

Mr. McCarl discussed that this time was to be used for items that the public might have a concern about that are not on the agenda. The Board is aware of the public's concerns over the Fuller School Project, which is on tonight's agenda, but the Planning Board is not the proper authority to take public comment. In the process, the Planning Board provides technical review of the project for the City Council, who will ultimately approve or deny a Major Project Special Permit for the project through a process that includes a public hearing. Open meeting laws have changed and there are restrictions now on what the Board can discuss outside of a public hearing process. Mr. Coogan added that if there are any comments that the public wants to make to the Board concerning that project, they can submit those to the Staff by written email or letter.

II CONSENT AGENDA

Planning Board to consider the Approval Not Required Plan submitted by Brier Development LLC, to adjust a lot line between parcels at 5 & 7 Lupine Lane (Assessor's Map 108, lots 16 and 31).

Mr. Coogan explained to the board that there is a stone wall was constructed where property owner thought the property line was. The applicant is requesting to redraw the lot line to match the location of the wall. The change does not affect the conformity of the lot.

Motion to approve the Approval Not Required Plan submitted by Brier Development LLC, to adjust a lot line between parcels at 5 & 7 Lupine Lane (Assessor's Map 108, lots 16 and 31) was made by Mr. Hecht, seconded by Mr. Cook and unanimously approved.

Planning Board to consider the Approval Not Required Plan submitted by Donald Smith Jr to reconfigure three lots into two conforming lots at 1- 5 Whites Mountain Road (Assessor's Map 234 lots 52, 53, and 54).

Mr. Coogan explains the lots to the board. The middle lot is currently undersized and unbuildable. Intention was to eliminate two of the lot lines and create a new lot line and combine it with the middle lot. Applicant understands it may cause zoning issues.

Motion to approve the Approval Not Required Plan submitted by Donald Smith Jr, to reconfigure three lots into two conforming lots at 1- 5 Whites Mountain Road (Assessor's Map 234 lots 52, 53, and 54) was made by Mr. Pratt, seconded by Mr. Hecht and unanimously approved.

III. MAJOR PROJECT SPECIAL PERMIT REVIEW

In accordance to the City of Gloucester Zoning Ordinance, Sections 5.27 and 5.7.4, Gloucester Planning Board to review the following application:

School House Road #2, #3, and #4, Map 262, Lots 14 & 37, and Gloucester Crossing Road #7, Map 37, Lots 4 & 5, for a Special Permit under the Mixed Use Overlay District pursuant to GZO Sec. 5.29 (including Major Project GZO Section 5.7) and Secs. 5.29.10 and 5.11.18. Also being reviewed by the Planning Board under GZO Section 5.8 Site Plan Review. *Continued from 10/5 meeting.*

Applicant representative Mr. Goudeau stated that after asking the board to seek additional bids due to cost, his client determined to move forward with the first peer review presented by Mr. Cademartori (EPG). Mr. Coogan explained that they had already sent out two more engineering firms to do assessments. Mr. McCarl discusses environmental costs and assessments. Mr. Hecht asks if there is a due date and Mr. Coogan answers it's approximately next week. Mr. Hecht says it is up to the applicant with what they want to do. Mr. Goudeau wants to move forward with EPG as providing a peer review. Mr. Goudeau will provide Staff with a check for deposit next week.

Motion to initiate the peer review with Environmental Partners Group (EPG) and for the board direct the applicant to submit funds to initiate the peer review process was made by Mr. Cook, seconded by Mr. Pratt and unanimously approved.

IV. OTHER BUSINESS

1. 12 Causeway Street Common Driveway - Approval of Maintenance Covenant

Mr. Coogan explained to the board that part of the Common Driveway permit approval process requirement is to have a Common Driveway Maintenance Agreement so when the lots are conveyed the people living there have a legal document to protect them. Board needs to approve the declaration of the Common Driveway Maintenance Agreement, which has been reviewed by Planning Staff.

Motion to approve the Common Driveway Maintenance Agreement for 12 Causeway Street Common Driveway was made by Mr. McCarl, seconded by Mr. Hecht and unanimously approved.

V.. ADJOURNMENT

Motion to adjourn was made by Mr. Cook, seconded by Mr. Hecht and unanimously approved.

VI. NEXT MEETING

Next regular meeting of the Planning Board November 2, 2017

Planning Board Members: If you are unable to attend the next meeting please contact the Planning Office at (978) 325-5235.