



CITY OF GLOUCESTER  
**PLANNING BOARD**  
**December 6, 2018**  
**6:00 P.M.**

Kyrouz Auditorium - 9 Dale Ave, Gloucester  
Richard Noonan, Chair

**MINUTES**

**Members Present:** Rick Noonan, Jonathan Pratt, Jane Remsen, Henry McCarl, Doug Cook, and Beverly Bookin

**Absent:** Shawn Henry

**Staff:** Gregg Cademartori, Planning Director, Jeremy Price, Staff Planner

Mr. Noonan opened the meeting at 6:01 pm, with a quorum of the board present.

**I. BUSINESS**

1. Public Comment  
No public comment.

**II. CONSENT AGENDA**

**1. Form A- Approval not required**

Application submitted by the City of Gloucester for 4 School House Rd.

Staff notes the ANR was submitted by the City of Gloucester to confirm the property boundaries for the purposes of conveying the lot.

**Motion to approve the ANR application was made by Ms. Bookin, seconded by Mr. Cook and unanimously approved (6-0).**

**2. Form A - Approval Not Required**

Application submitted by Seaside Legal Solutions LLC., to create ten (10) additional lots at 20 King Philip Road (Map 230, Lot 17, AKA Map 231, Lot 11)

Staff noted previous concerns regarding property ownership were cleared up; however, in working with the Assessor's office, additional ownership questions were raised. Particularly, the applicant will further identify ownership with respect to the eastern portion of the parcel. The applicant requested that the Board continue the discussion to the meeting on December 20.

**Motion to continue the discussion of the ANR application was made by Mr. Pratt, seconded by Mr. McCarl, and unanimously approved (6-0).**

### **3. Form A – Approval Not Required**

Application submitted by Diane Rule to create one (1) additional lot at 5 Haskell Street (Assessor's Map 58, Lot 24).

Staff indicated the applicant's attorney requested to continue the hearing to the Board's 1<sup>st</sup> meeting in January (1/17).

**Motion to continue the discussion to the January 17, 2018 meeting was made by Ms. Bookin, and seconded by Mr. McCarl, and unanimously approved (6-0).**

## **III. PUBLIC HEARING**

### **1. Pork Chop Lot Special Permit**

In accordance with GZO Section 5.20, the Planning Board shall evaluate Diane Rule's application for two (2) Pork Chop lots at 5 Haskell Street, against Gloucester's special permit standards (GZO 1.8.3).

Staff indicated the applicant's attorney requested to continue the hearing to the Board's 1<sup>st</sup> meeting in January (1/17).

**Motion to continue the discussion to the January 17, 2018 meeting was made by Ms. Bookin, and seconded by Mr. Pratt, and unanimously approved (6-0).**

## **IV. GLOUCESTER CROSSING MODIFICATION AND SPECIAL PERMIT REVIEW**

- 1. Coffee Shop Drive Through Facility Special Permit Application for # 1 & #7 Gloucester Crossing, Map 262, Lots 13 & 37.**
- 2. Retail Drive through Special Permit Application for # 1 & #7 Gloucester Crossing, Map 262, Lots 13 & 37**
- 3. Major Project Shopping Center Modification Application for # 1 & #7 Gloucester Crossing Road, Map 262, Lots 13 & 17**

Ms. Michele Harrison, Special Permit Project Manager for Gloucester Crossing and Mr. Tim Power, Professional Engineer, Land Strategies, LLC., requested a positive recommendation from the Board on the Gloucester Crossing Modifications and Special Permit applications. The application included proposed a coffee shop and retail drive-through facility, elimination of the proposed hotel, and other transportation modifications/infrastructure.

Modifications to infrastructure, as recommended by the Board includes the addition of a pedestrian access point. Additionally, the applicant has requested to modify Gloucester Crossing's existing rotary for safety and delivery needs. Mr. Power prepared a narrative and plan for the Board's review with respect to the remaining tasks from Gloucester Crossing's Phase 1 Special Permit. The applicant proposed some draft

conditional language for the implementation of both the entrance gateway, and evaluation of the proposed sidewalk installation.

Staff provides updates concerning the review by other City offices, including Gloucester's Health Department, Engineering Department, and the Department of Public Works. The Board recommended the applicant should ensure that non-invasive plants are selected. The Board also recommends that the applicant install an additional crosswalk to accommodate pedestrian access to the proposed gateway.

Staff notes the establishment of National Grid's new electric vehicle charger program, which covers infrastructure costs and provides rebates for charging equipment.

**Motion to continue the discussion to the next meeting on December 20, 2018, made by Mr. Mc Carl, Ms. Bookin seconded, and unanimously approved (6-0).**

## **V. OTHER BUSINESS**

### **1. Release of Covenant Discussion-Village of Magnolia Shores**

Through discussion with the HOA, Attorney McElhinney indicated some issues identified by the HOA were outside of the Board's scope. Submitted final as-built plans have been reviewed by the City's engineering consultant, Bob Ross. Mr. McElhinney explained the agreement from past litigation proceedings and the required establishment of a reserve fund. As of 12/06/18, the HOA is holding \$270,000 in reserve maintenance and infrastructure repair funds.

Attorney McElhinney notes over the next two weeks the developer will develop a detailed scope of work, cost estimates and timelines which shall address Mr. Ross's comments and those from the HOA as they relate to the Board's rules and regulations. Attorney McElhinney notes they plan to complete the remaining work by summer 2019, or the City would be able to draw upon an established passbook account.

The Board will look to review relevant items outlined both by the HOA, as-built plans, and consultant comments. Further discussion is needed with respect to the documentation, and security mechanisms for ensuring the work is completed.

**Motion to continue the discussion to the next meeting on December 20, 2018, made by Mr. Mc Carl, seconded by Ms. Bookin seconded, and unanimously approved (6-0).**

### **2. Planning Board 2019 Meeting Schedule Review**

The Board discussed the schedule, and identifies they will meet only once in January and July.

### **3. Approval of Outstanding Minutes**

**Motion to approve the outstanding minutes (11/01/18) as amended made by Mr. McCarl, seconded by Ms. Bookin, and unanimously approved (6-0).**

## **VI. ADJOURNMENT**

**Motion to adjourn was made by Mr. McCarl, seconded by Mr. Pratt, and unanimously approved (6-0)**

*Next regular meeting of the Planning Board December 20, 2018*