



OFFICE OF THE
PLANNING BOARD

TOWN HALL, 10 CENTRAL STREET, MANCHESTER-BY-THE-SEA, MA 01944-1399

Minutes of the Planning Board Meeting
June 14, 2021 – 6:30 Virtual

Join Zoom Meeting

<https://zoom.us/j/92597428156?pwd=NkVYM1EzRDN5Mk55azlVQWxRSHBBUT09>

Meeting ID: 925 9742 8156 Passcode: 896208

One tap mobile +16465588656,,92597428156# US (New York)

Dial by your location +1 646 558 8656 US (New York)

Present: Chairman Ron Mastrogiacomo, Members Sarah Hammond Creighton, Christine Delisio, Mary Foley, Gary Gilbert, Chris Olney Absent: Gary Russell

Chairman Mastrogiacomo called the meeting to order virtually at 6:30 p.m.

Acknowledge receipt of correspondence

None.

Other Matters, as may not have been reasonably anticipated by the chair

Chairman Mastrogiacomo reported that Sylvia Vriesendorp will attend the Planning Board retreat to discuss Board members interacting with each other and with town staff.

Mr. Mastrogiacomo said he was disappointed in a letter to the Cricket from a citizen attacking Gary Russell. The Board has since received a letter from Mr. Russell regarding his intention to resign. Members noted that Mr. Russell has served many years on the Conservation Commission and on the Master Plan Committee as well as the Planning Board and suggested urging him to stay on as a member.

Mr. Mastrogiacomo reported that the decision has not been made as yet at the State level regarding whether meetings would continue virtually or in person.

Upon motion made by Mr. Mastrogiacomo, it was VOTED by roll call vote with all members present (Creighton, Delisio, Foley, Gilbert, Mastrogiacomo, Olney) voting in the affirmative, that Mr. Mastrogiacomo be authorized to prepare a letter to Mr. Coons from the Board

Allow public comments on items not on the agenda with a limited time

None.

Cornerstone Church, Preliminary Site Review

Mr. Alden Drake, 53 Pleasant Street, Wenham, and Engineer Carlton Quinn, appeared virtually representing Cornerstone Church, owners of 191-193 School Street, which is at the intersection of School Street and Mill Street, across the street from the Exit ramp to Route 128. The site is in Residential Zone A, and WROPD Zone 3. The buffer zone for Saw Mill takes up approximately 2.5 acres of the lot. The drainage plan is to use rain gardens and impervious pavement and underground retaining systems. Mr. Drake had submitted two plans, layout and drainage, for a sanctuary to hold 300 – 350 people and a connecting building which would be a fellowship hall that would hold 300 - 350 people. The building would be 9,745 sf. The parking would be for 100 cars, one for every 3 seats. The vehicular access would be off Mill Street, the slope of the drive exiting to Mill Street would be 3 to 4%. Cars will be queuing along that driveway. The pedestrian connection would be to the School Street sidewalk.

Members did not agree on whether a traffic study for Sunday for Mill Street and School Street would be necessary. They discouraged architecture with a ring road around it, they suggested a grassy front, more lawn and less paving, a pedestrian path through the parking lot, and pavers with grass in the parking lot.

In a discussion with Town Planner Brown, the Fire Chief said the road needs to have 12 ft wide lanes.

Messrs. Drake and Quinn said they have not raised the money or established a start date and will return before the Board at a later date.

Update on LCD Overlay District Study (if any)

There is an update in the Town Planner's Report for the Board to review. Discussion was tabled to a later meeting.

Review of Comments to MassHousing (40B)

Site Review of 40B for ZBA

Members Olney and Creighton drafted a letter for the BofS to submit to Mass/Housing regarding the proposed 40B housing project named Shingle Hill Village on Upper School Street. Members submitted their comments which were compiled into a single document and revisions were made.

Upon motion made by Gary Gilbert and seconded by Christine Delisio, with all members present (Creighton, Delisio, Foley, Gilbert, Olney, Mastrogiacono) voting by roll call vote, it was VOTED to submit the letter as revised to the BoS to send to Mass/Housing.

Ms. Creighton displayed a slide presentation on the sources used in the letter.

The conclusion is that it is not clear that this housing as presented meets the Town's need.

Mr. Mastrogiacono noted that the ZBA will be asking the Planning Board to do a site review.

Recodification Road Map Committee (public outreach on zoning changes)

Mr. Mastrogiacomo suggested publishing changes on the web or in the Cricket. Mrs. Foley said there are still sections that the Board has not gone through and has not vetted.

PB Liaisons & PB Organization VOTE

This item was passed over until the new member joins the Board.

Helen Bethell Request for stormwater committee

Ms. Bethell reported that the Open Space and Recreation Commission has requested the Town appoint a Water Resource Protection Committee. She noted that the Conservation Committee could oversee the committee's work. She has not heard yet from the BofS as to whether this committee would be formed. The Committee was active in 1989 and 1990 and was disbanded.

Mr. Mastrogiacomo requested that the Board obtain guidance from the BofS and then act with a specific charge.

SharePoint Folder (Content, Management, Access/notifications) Delisio

Members discussed organization and management of the SharePoint folder. No action was taken. Ms. Brown noted that the page could be reorganized to better meet the Board's needs. Ms. Delisio offered to share suggestions for reorganization for Board consideration.

Planner's Report

Town Planner Brown presented her Planner's Report on the following:

- Housing Opportunity – MAHT sites and DPW
- LCD Overlay District Vision, Regulations and Application
- Open Space and Recreation Plan Update
- Western Woods Preservation
- Wastewater Treatment Feasibility Study
- Sanctuary at MbtS
- Local Rapid Recovery Grant
- Regional Project Grant to support Cape Ann Businesses
- Planning Grants

Approval of Regular Meeting Minutes

Upon motion made by Ms. Creighton and seconded by Mr. Olney, with all members present (Creighton, Delisio, Foley, Gilbert, Mastrogiacomo, Olney) voting virtually by roll call vote in favor, it was VOTED to approve the minutes of May 24, 2021 as amended.

Subcommittee and Liaison Updates

There were no reports.

Upcoming Meetings:

June 21, 2021 (Town Meeting, 6:30PM)

June 28, 2021 (6:30 PM)

July 12, 2021 (6:30 PM)
July 26, 2021 (6:30 PM)

There being no further discussion and upon motion made by Mr. Gilbert and seconded by Ms. Creighton, it was VOTED to adjourn the meeting. Adjourned at 8:10 p.m.

Submitted,

Approved by the Board on June 28, 2021

Helene Shaw-Kwasie
Secretary

Mary Foley
Clerk

N.B. These minutes are not verbatim. They are the secretary's interpretation of what took place at the meeting.

Documents used at the meeting

Minutes of May 24, 2021

Town Planner's Report – June 14, 2021

Letter to Mass/Housing

Slide Presentation on Sources for the Letter to Mass/Housing

Horsley Witten 1990 Water Resource Protection Plan

WRPC memo to Town officials from Open Space & Rec Committee