

Topsfield Planning Board

March 3, 2009

Chairman Winship called the meeting to order at 7:30 PM. Board members present were Robert Winship, Janice Ablon, Gregor Smith, Ian deBuy Wenniger and Jonathan Young. Roberta Knight, Community Development Coordinator was also present.

Visitors: Selectmen Martha Morrison and Dick Gandt

Minutes:

Member Ian deBuy Wenniger made the motion to approve the minutes of February 3, 2009 as written; seconded by Clerk Janice Ablon; so voted 5-0.

Member Ian deBuy Wenniger made the motion to approve the minutes of February 17, 2009 as amended; seconded by Clerk Janice Ablon; so voted 5-0.

At 8:00PM, Member Ian deBuy Wenniger left the conference room and returned at approximately 8:15PM.

New Business:

Continuation of English Commons Public Hearing: Chairman Winship noted the request for a continuance of the public hearing for English Commons to March 17, 2009. He also noted that Attorney Latham granted an extension to May 31, 2009. A discussion followed concerning the extension date that the Board believed had no relevance to the public hearing process and time frame for the special permit decision pursuant to Chapter 41, Section 9A. The Board has 90 days to make and file a decision with the Town Clerk upon the close of the public hearing. Member Gregor Smith made the motion to continue the public hearing for English Commons to March 17, 2009; seconded by Clerk Janice Ablon; so voted 4-0. Ian deBuy Wenniger was not present.

Review of Legal Notices: The Board reviewed the legal notices for the two public hearings concerning the revisions to the Planning Board Rules And Regulations and amendments to the Zoning Bylaw.

Review Draft Zoning Amendments: Member Gregor Smith summarized the joint discussion with the Zoning Board of Appeals on February 24, 2009. The ZBA members recommended language edits relative to Sections 9.05 a & b; reviewed the amended distribution list for Rules & Regulations; discussed the addition of note 6 in the Table of Dimensional & Density Regulations. The ZBA questioned the need to amend the Table concerning the definition for "Maximum Building Area". The boards reviewed restaurant sub-category definitions, and agreed that there should be different parking requirements for some of the categories. It was the consensus of both boards that there are two separate

parking requirements: one for the Business Village and one for all other districts. Further, the ZBA members agreed with the Planning Board members that the 20-space minimum for parking spaces during the busiest shift be eliminated. Selectman Morrison pointed out that if the Board eliminated the 20-space minimum, there would be a direct impact for lots in the Business Highway and Business Highway North. Since most of the commercial lots in these two districts are located along the Route 1 corridor, parking must be contained within the lots. Vehicles cannot be parked along the right-of-way as is the case in Danvers.

Member Gregor Smith agreed to edit the restaurant category definitions and develop regulations for parking for review at the March 17th meeting.

For specific details, please review attached "Draft 5 2009 Warrant Articles" that was discussed and revised during the March 3, 2009 Planning Board meeting. Said revisions now described in attached document entitled "Draft 6 2009 Warrant Articles".

The meeting was adjourned at 10:57 PM.

Respectfully submitted,

Roberta M. Knight
Community Development Coordinator