

IPSWICH PLANNING BOARD

MEETING MINUTES

Meeting in person

Thursday, February 2, 2023

7:00 pm

Pursuant to a meeting, notice posted by the Town Clerk and delivered to all Board members, a remote meeting of the Ipswich Planning Board (PB) was held on Thursday, February 2, 2023, at Town Hall in the COA Cafeteria – Basement Level. Board members Toni Mooradd, Carolyn Britt, Mitch Lowe, Helen Weatherall, Jenn Campbell and Associate Member Laurie Paskavitz were present. Staff Andrea Bates and Interim Planning Director Glenn Gibbs were present.

Mooradd convened the PB meeting at 7:10 pm with a quorum present. Attendance of members was taken.

Citizen Queries: None noted.

Continued Public Hearing: Request by GCTH Ipswich LLC, for a modification of an existing Special Permit/Site Plan Review decision for a GEPD use for the Turner Hill property for the demolition of the “Coachman’s Dwelling” and the construction of a new structure in its place and reconfiguration of cart paths in its vicinity at the applicant’s 251 Topsfield Road property (Assessor’s Map 51 Lot 7), which is located in the RRA and Water Supply Protection District A, pursuant but not necessarily limited to *Sections V, IX.H, X and XI.J* of the Zoning Bylaw

Laurie Paskavitz was appointed a voting member for this application on December 1, 2022. Attorney Connor Walsh (Glovsky & Glovsky), Larry Graham (H.L. Graham & Associates), Krista Boyles (architect) and Tony Librot (Development Team: AAM 15 Management - COO) were present for the application.

Walsh noted the Design Review Board (DRB) reviewed the plans and was favorable to the design of the concession stand. The gas line was eliminated. Heat pumps to be used to heat and cool the concession stand. Propane tanks will be used for the grills and fire pit. Landscape plans were reviewed and non-native plants originally proposed were changed to native species.

Walsh provided information on the seventh historical structure, the Hill Garage. The structure will be renovated and used as dry storage for the golf course. The applicant is amenable to this being a condition in the decision for this application.

Britt is concerned about the use of propane gas. She encouraged the applicant to not use fossil fuels. Britt encouraged using wood for the fire pit. Walsh noted the grills and the fire pit are outdoors. Timers will be installed to ensure the fire pit and grills are turned off. When holding events, a 60-minute time limit is preferred. Librot noted that the use of wood is a safety and

insurance concern. The concession stand will be staffed and the staff will be trained to turn off the propane when not in use.

Gibbs reviewed the background of the project and the draft decision's findings and conditions. Mooradd and Lowe suggested edits. The benefit of the project is to the residents of Turner Hill and not the Town in general. Lowe suggested if the bricks from the Coachman's Dwelling could not be re-used, they can be crushed and used as fill. Condition #7 had edits for accurate numbers. An edit to reference the landscape plan submitted by the applicant was suggested. Under condition #3, an edit to remove "dwelling unit" and replace it with "occupancy of the building" was made.

Gibbs noted the Hill Garage has not been restored. There is a condition included in the Special Permit/Site Plan review that requires the applicant to submit an application to re-habilitate the Hill Garage prior to a building permit issued for the concession building. Lowe is concerned the Hill Garage will continue to deteriorate and not be rehabilitated. The applicant is expected to submit an application for the Hill Garage in calendar year 2023. Gibbs noted it is at the discretion of the PB to hire an expert to evaluate the condition of the Hill Garage at the time of the application review. Gibbs noted the applicant is working with a firm that specializes in historic restorations.

No public comment noted.

Lowe made a motion to close the public hearing and Paskavitz seconded. *The motion passed unanimously.*

Lowe made a motion to approve the Special Permit/Site Plan review decision as drafted and amended and Paskavitz seconded. *The motion passed unanimously.*

Continued Public Hearing: Request by New England Biolabs, Inc. (NEB) for a Modification of 3/12/2001 GEPD Special Permit to determine the new allowable floor area allowing using the calculation in *Section IX.H.3.b.i of the Zoning Bylaw* (which allows new floor for dwelling lots that could be created under normal application of one-acre zoning) at New England Biolabs, Inc. property at 214 & 240 County Road (Assessor's Map 63, Lots 2 & 7), located in the Rural Residence A District (an on NEB's GEPD lot)

Helen Weatherall is recused. Laurie Paskavitz was appointed a voting member for this application on October 20, 2022.

Attorney Connor Walsh (Glovsky & Glovsky), Pat Norton (Director of Facilities NEB), and Matt Connors (Hancock Associates) were present. The application is for a definitive subdivision approval (how many lots could have been developed if the site was a subdivision). The application is to determine additional square footage for building allowed under the bylaw. Gibbs reviewed the methods used to determine the square footage. Under the first method, the applicant used restoration of historic buildings to calculate 286,660 sq. ft. and 267,420 sq. ft. have been used (19,240 sq. ft. remains). Under the second method (definitive subdivision), the calculation is for 38 lots x 3000 totaling an additional 114,000 sq. ft. With the approval of this application, the applicant will 133,240 sq. ft. available to build (19,240 sq. ft. + 114,000 sq. ft.).

Public Comment: Helen Weatherall, 44 Fellows Road, requested clarification on a conservation restriction amendment with Greenbelt. Pat Norton of NEB noted the amendment is not related to this application. Norton noted the NEB purchased a neighboring property and would like to join the two properties. NEB is working with Greenbelt (the holder of the conservation restriction) to amend to include both properties.

Paskavitz made a motion to close the public hearing and Lowe seconded. *The motion passed unanimously.*

Lowe made a motion to approve the Special Permit modification decision as drafted and amended upon receipt of the final peer review letter. Paskavitz seconded the motion. *The motion passed unanimously.*

Continued Public Hearing: Request by PGN Real Estate Trust for a Special Permit for a multifamily dwelling (4 units) at 145 High Street (Assessor's Map 30A Lot 26A), which is located in the Highway Business and Water Supply Protection Zone II Districts, pursuant but not necessarily limited to Sections V.D, VI, VII, IX.C, IX.K, and XI.J of the Zoning Bylaw

Laurie Paskavitz was appointed a voting member for the application.

The application was continued without discussion. Bates noted the applicant signed an extension through March 9, 2023.

Discussion of February 16, 2023 PB Business Meeting

Mooradd reminded members that the February 16, 2023 meeting is for a business meeting and the PB will meet with the Affordable Housing Trust (AHT) and Housing Partnership. Mooradd requested information on projects and suggestions how the groups can work together. Mooradd noted the PB mission and goal will also be reviewed.

PB members received handouts which included a handbook for Town Boards and Committees and a PB resource book documenting requirements/duties of the PB (permitting and long-term planning). The handouts will be reviewed at the business meeting. PB members are asked to review the information before February 16, 2023.

Britt noted on March 18, 2023, there is a Citizen Planning Conference and suggested PB members investigate attending.

Mooradd noted that the PB has not reviewed a subdivision and suggested reviewing procedures for subdivision applications.

Bates provided an update on the MBTA zoning. The 3A Task Force is established with Bates as the project leader. Mooradd, Britt and Gibbs are members. An action plan from Ipswich was submitted to the Commonwealth as required. The first public meeting for the task force will be in March 2023. Public meetings will present facts and inform the public about the MBTA zoning.

Bates noted compliance for the MBTA zoning is December 31, 2024. The task force will have a website which will go-live on February 3, 2023. Gibbs noted that the PB will eventually propose the zoning bylaw changes related to the MBTA zoning.

Weatherall requested an explanation for MBTA zoning compliance. Mooradd said that information will be reviewed at the task force public meeting. Weatherall suggested using the local newspaper for special columns on the MBTA zoning.

Minutes of December 22, 2022 and January 12, 2023

Lowe made a motion to approve the minutes of December 22, 2022 as drafted/amended and Paskavitz seconded. *The motion passed with 5 votes* (Britt abstained).

Paskavitz made a motion to approve the minutes of January 12, 2023 as drafted/amended and Lowe seconded. *The motion passed with 5 votes* (Britt abstained).

Adjournment

Lowe made a motion to adjourn, and Campbell seconded.

Meeting adjourned at 9:06 pm

Meeting notes taken by: Odile Breton

Accepted on: March 9, 2023