

## IPSWICH PLANNING BOARD

### MEETING MINUTES

Meeting in person

Thursday, June 8, 2023

7:00 pm

Pursuant to a meeting, notice posted by the Town Clerk and delivered to all Board members, a meeting of the Ipswich Planning Board (PB) was held on Thursday, June 8, 2023, at Town Hall in Room A. A role call was taken confirming Board Members Toni Mooradd, Mitch Lowe, Helen Weatherall, Carolyn Britt, Jenn Crawford and Associate Member Laurie Paskavitz were present. Interim Planning Director Glenn Gibbs was present.

Mooradd convened the PB meeting at 7:02 pm with a quorum present.

**Citizen Queries:** None noted.

**Request by** Kenneth Breen for ANR Plan endorsement for plan of land at 6 Perley Avenue

Present for the request were Kenneth Breen and Larry Graham (H.L. Graham & Associates). Mooradd noted a special permit was approved for the infill project at the site. The plan submitted is the same plan for the special permit infill. The site plan was presented. Lowe noted it meets all requirements. No further comments from the PB.

Lowe made a motion to approve the ANR plan as submitted and subdivision control does not apply and Crawford seconded. *The motion passed unanimously.*

**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 rehabilitation of the “Hill Garage” to be used as dry storage for the golf course at the applicant’s 251 Topsfield Road property, which is located in the RRA district, 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 the application on May 18, 2023. Attorney Connor Walsh (Glovsky & Glovsky) presented the application and Richard Ward (develop team) was also present.

No changes to the plan have been made since the last meeting. Gibbs said a draft decision was prepared and updated paper copies were distributed to the PB. Gibbs reviewed the conditions and findings in the decision. Attorney Walsh noted efforts are being made to use brick from the Coachman’s Lodge building if the bricks are re-usable. Attorney Walsh said water to the Hill Garage is for fire safety (internal sprinkler system). The Hill Garage will be used for dry storage.

Clarification edits to condition 14D were discussed. It was noted that deviations to the plan requires modification approval from the PB. The applicant has two years to begin the project and it must be completed in 4 years. No public comment noted.

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

**Continued Public Hearing:** Request by Town Manager for Site Plan Review/Special Permit for the construction of a public safety building at 36 Linebrook Road, which is located in the RRA District and Water Supply Protection District Zone II, pursuant but not necessarily limited to Sections V, VI, VII, and X of the Zoning Bylaw

Laurie Paskavitz was appointed a voting member for this application on May 18, 2023. Stephen Crane, Town Manager, Steve Powers (civil engineer – Samiotes Consultants, Inc.), Ted Galante (principal architect – TGAS Architects, Inc.), Barry Hosmer (landscape architect), Bob Weatherall (Public Safety Committee), Police Chief Paul Nikas and Fire Chief Paul Parisi were present for the public hearing.

Crane provided a recap of the project and noted the project is important to the Town. The site was chosen by the citizens of Ipswich. There are constraints with the site due to the wetlands. The project proposes building for the best value and providing Ipswich with the highest level of public safety services. B. Weatherall reminded the PB the project is time sensitive. Contract bidding for the project is estimated to begin in Fall 2023.

Galante presented the site plan. Wetlands in the rear of the site were pointed out as well as No Disturb Zone (NDZ) and No Build Zone (NBZ). Galante noted the wetlands allow for a lot of green space on the site and influence the design of the project. The project is compact and efficient. At street level, the elevation is 51 and the site drops to elevation 34. Parking is screened from the street and there are 70 parking spaces.

Powers noted 5 snow storage areas were added to the plan. Chief Parisi added there is a snow melt system near the fire truck bays.

Britt asked about solar canopies. B. Weatherall said there is no funding at this time but it may be added for future use depending on resources. Britt suggested changing the color of the building and suggested looking at the color of the church.

Powers noted there is a 15% pervious threshold for the site and the project is at 14.8%. Drive aisle originally proposed at 24 ft. width are reduced to 22 ft. width. There is no change in the stormwater management system except redirecting overflow stormwater away from the 50 ft. NDZ.

Crawford asked about electric vehicle (EV) parking. EV parking is not strictly for staff. There is a secondary entrance in the rear of the building for accessibility access. Crawford noted the rear entrance does not meet ADA requirements. Crawford suggested adding an EV station in the public handicap space. H. Weatherall asked about parking use for the site. Chief Parisi and Chief Nikas explained the use of parking for employees and described daily shift changes for employees. It was noted that all public safety departments will be at this building. Animal Control has a secondary site for animals and animal control personnel work at the secondary site too.

The landscape plan was reviewed by Hosmer. It was noted that some existing trees will not survive as roots will be compromised by grading activities. The trees within a fill slope will not survive.

Several new trees are proposed to replace ones lost. A 4-season screen is proposed between 34 and 36 Linebrook Road.

The balcony above the engine bay is for firefighters living at the fire station. Crawford requested renderings for the view from the balcony into the abutting property (34 Linebrook Road).

Powers noted MassDEP requested additional soil tests. Peer review for stormwater management system has not been completed. The Conservation Commission is taking the lead for the stormwater management peer review.

Mooradd suggested forming a subcommittee to review details for Special Permit and Site Plan Review requirements. This will help the review process for the PB.

**Public Comment:**

Attorney Meredith Fine, representing Vanessa Gray of 34 Linebrook Road, and a group of citizens for this project, said a subcommittee is not appropriate. All discussions for this application should be public. Gibbs noted the subcommittee meeting will be public. Fine noted that Gray consulted with an engineer and prefers a retaining wall between 34 and 36 Linebrook Road. The retaining wall may help save existing trees. Fine noted the citizens group has numerous questions. Fine said the project is in the RRA zone which is a residential and rural zone. She questioned if the use is permitted for the zone and believes use variances should be requested. Fine said the scenic bylaw has not been addressed. One effect of changing the address from Pineswamp Road to Linebrook Road is that the scenic bylaw not applicable. Fine suggested a traffic study, shadow and light study and legal research on zoning regulations should be completed before moving forward with the project.

Gibbs responded that the use is allowable in all districts as it is essential for community services. Parking and storage on the site are accessories and are not principal uses. Gibbs said the scenic road bylaw was reviewed and it relates to stone walls and trees in the right-of-way. The project does not meet the threshold required and the change in address was not to evade the bylaw. Two thirds of the site will remain undisturbed. Gibbs noted the Water Department provided comments on the project and the applicant will address the comments.

John Sarni, 29 Middle Road, is a member of the Design Review Board (DRB), explained the DRB involvement in reviewing the project and the DRB serves as an advisory board to the PB. DRB uses guidelines to review projects. The project should fit in with its surroundings. He commented that the design of the building could make some changes to blend into and be respectful of the neighborhood. B. Weatherall responded Ipswich is evolving and the architect has done a very good job designing a building for public safety needs. Crane added the building is essential and form follows function in the design.

Wendy Copithorne, 41 Linebrook Road, said the design reflects the limited space on the site. She noted the design looks like a building in Los Angeles.

Jenn Crawford and Mitch Lowe volunteered for the subcommittee review. They were appointed to the subcommittee by Mooradd. A subcommittee meeting was scheduled for Tuesday, June 13,

2023 at 3:00 pm at Town Hall. Gibbs noted it is a public meeting and not a public hearing. The goal of the meeting is to conduct an intensive review of site plan requirements with the project design team. B. Weatherall noted there is not much flexibility in the building design.

Crawford asked the applicant if it understands what is expected for the next meeting. A recap of comments made was reviewed. EV parking spot in public parking area for accessibility users, screening between 34 and 36 Linebrook Road to consider adding a retaining wall, landscape architect to identify which trees can be saved, balcony screening (noting the building is 30 ft. away from the abutting property), renderings of views from the balcony to the abutting property and from the abutting property to the balcony. The Planning Department will prepare a draft decision for the June 29, 2023 meeting.

Paskavitz made a motion to continue the public hearing to June 29, 2023 at Town Hall in Room A at a meeting beginning at 7:00 pm and Crawford seconded. *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

The public hearing is being continued without discussion at the applicant's request.

Paskavitz made a motion to continue the public hearing to June 29, 2023 at Town Hall in Room A at a meeting beginning at 7:00 pm and Britt seconded. *The motion passed unanimously.*

**Continued Public Hearing:** Request by 214 High Street LLC for Site Plan Review for a hotel at 214 High Street located in the Highway Business and Water Supply Protection Districts, pursuant but not necessarily limited to *Sections V, VII, IX, and X* of the Zoning Bylaw

The public hearing is being continued without discussion at the applicant's request.

Paskavitz made a motion to continue the public hearing to June 29, 2023 at Town Hall in Room A at a meeting beginning at 7:00 pm and Britt seconded. *The motion passed unanimously.*

**Continued Public Hearing:** Request by GCTH Ipswich, LLC for a Special Permit to install an irrigation well at the applicant's 251 Topsfield Road property (Assessor's Map 51 Lot 7), which is located in the RRA and Water Supply Protection Zone II A and C Districts, pursuant but not necessarily limited to *Sections IX.C and XI.J* of the Zoning Bylaw

The public hearing is being continued without discussion at the applicant's request.

Paskavitz made a motion to continue the public hearing to June 29, 2023 at Town Hall in Room A at a meeting beginning at 7:00 pm and Britt seconded. *The motion passed unanimously.*

### **Continued Discussion of Potential Zoning Amendments for Fall Town Meeting**

Gibbs reviewed an updated PB process schedule. The schedule details the timeline to draft and initiate articles and to schedule public hearings. The first public hearing is scheduled for August 10, 2023.

Britt asked if the PB could sponsor adopting the Building Stretch Code. Gibbs said it is not a zoning item and suggested speaking with the Select Board.

Crawford made a motion to approve the revised PB amendment process schedule and Lowe seconded. *The motion passed unanimously.*

### **Adopt Minutes May 18, 2023**

Lowe made a motion to approve the May 18, 2023 minutes as drafted and amended and Paskavitz seconded. *The motion passed with 4 votes yes (Britt abstained).*

### **New Business/Announcements**

Mooradd provided an update on hiring a Planning Director. She noted a candidate was brought back for additional interviews.

Weatherall asked if PB chair needs to be on subcommittees. Gibbs said no. Weatherall noted she has expressed interest in participating on the 3A Task Force. Mooradd explained the Town Manager appointed the participants to the 3A Task Force.

### **Public Comment:**

John Crespi, 5 Cottage Street, appreciates Crawford asking the applicant (for 36 Linebrook Road) if it understands what is expected for the next meeting and the recap provided.

### **Adjournment**

Lowe made a motion to adjourn, and Paskavitz seconded. *The motion passed unanimously.*

Meeting adjourned at 10:05 pm

Meeting notes taken by: Odile Breton

Accepted on: June 29, 2023