

IPSWICH PLANNING BOARD

MEETING MINUTES

Remote Meeting using ZOOM

Thursday, July 9, 2020 at 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 was held on Thursday, July 9, 2020 using ZOOM. Board members Keith Anderson, Carolyn Britt, Paul Nordberg, Mitchell Lowe, Kevin Westerhoff, and Associate Helen Weatherall were present. Planning Director, Ethan Parsons, was also present.

Anderson convened the meeting at 7:04 PM with a quorum present.

Anderson requested a roll call for all present. He noted the Board members that were present as well as Town staff, Ethan Parsons, and minute taker, Odile Breton.

Citizen Queries: None noted.

Request by First Presbyterian Church Northshore for modification of February 7, 2020 Site Plan Modification Approval

Anderson noted the modification request is to split the approved project into two phases. Stefano Basso, architect and April Ferraro, civil engineer and Johnathan Evans, First Presbyterian Church Administrator were present for the applicant. Basso explained the request is to break the project into two phases. He stated escalating construction costs put a strain on completing the total project. He stated that the sanctuary building, utility and drainage upgrades and reconfiguration of the parking would be completed in phase 2. Evans stated that phase 1 includes connecting the existing buildings and that phase 1 can be completed without incurring debt.

Site diagrams were presented by Ferraro. Phase 1 includes two utility changes: move a gas line and up-size the water line. Ferraro explained the storm water management plan was designed with the sanctuary addition, which will be completed in phase 2. Anderson asked about the roof run-off. Ferraro said there are downspouts with approximately half of the water runs toward the parking lot and half toward the front of the site. Lowe asked if toilet rooms will be added in phase 1. Basso said no.

Lowe asked if there are any elevation changes without the sanctuary. Basso replied yes and architectural diagrams were reviewed. The diagrams consisted of various street views of the site. Basso also reviewed the architecture and exterior materials.

Nordberg said at this time the Board does not know when phase 2 will begin. He noted that permits are not issued for an indefinite amount of time. Westerhoff agreed with Nordberg. Parsons said the decision does not specify the permit expires with a lapse of activity. Parsons suggested two years is adequate time for the applicant to come back and update the Board on the status of the project. Lowe asked if the Board could stipulate the permit to void if work is not completed within a specified period of time. Parsons stated he is not opposed to the suggestion and reminded the Board that the application was not for a Special Permit. Parsons suggested getting input from the applicant about phase 2. Anderson said it is a Site Plan Review application and a stipulation can be added requesting the applicant to present project status within 2 years. Westerhoff supported Anderson and stated it is a reasonable request of the applicant.

Anderson said it appears the request is a minor modification as there are no significant changes in the site plans and the applicant is simply requesting to split the project into two phases.

Nordberg made a motion to declare the request is a minor modification. Lowe seconded. The motion passed unanimously.

Westerhoff made a motion to approve the minor modification stipulating that the applicant return to the Planning Board within two years with a project update. Britt seconded. The motion passed unanimously.

Documents:

- Site Plan Review Modification Approval for 175, 177, & 179 County Road, dated 07Feb2019.*
- Cover Letter for request from SV Design (Siemasko + Verbridge) dated 24Jun2020.*
- Architectural Plans for First Presbyterian Church from Siemasko + Verbridge dated 21Feb2020 (3 pages).*
- Memo detailing request from Meridian Associates dated 24Jun2020.*
- Phase 1 Design Development Civil Site Plans from Meridian Associates dated 24Jun2020 (5 pages).*

Continued Public Hearing: Request by Symes Development & Permitting LLC for Special Permit and Definitive Subdivision approval for a 35-unit Open Space Preservation Zoning (OSPZ) Development at 173 Linebrook Road (Assessor's Map 29D, Lot 21), located in the RRA District, pursuant to Sections V, XI.A and XI.J of the Zoning Bylaw and the Rules and Regulations Governing the Subdivision of Land in Ipswich

Jeff Rhuda of Symes Permitting & Development and Rich Harrington of Williams & Sparages were present for the applicant. Anderson acknowledged documents the Board received regarding this application, including Williams & Sparages response to Bob Puff (peer reviewer). Additionally, the Board received a memo from the Ipswich River Watershed Association dated July 2, 2020 and a memo from Planning Director Ethan Parsons related to preliminary findings and conditions dated July 9, 2020. Nordberg asked if there are any major pieces pending with this application. Anderson stated the final reply from the peer reviewer regarding engineering remained outstanding.

Harrington stated there were no changes to the site plans since the last meeting. Anderson said he would like to review the memo prepared by Parsons. Britt suggested skipping the review of the findings because there are assumptions made and stated she believed it was premature to review. Anderson said he did not want to disregard the document as he has specific questions to items in the findings. Parsons said there were three parts of the memo; parts 1 and 2 pertained to the Special Permit, part 3 pertained to the Subdivision approval and that several findings are important to establish and therefore should be reviewed with the applicant.

Parsons reviewed several findings including water system adequacy for the fire department, sanitary sewer system and septic system, setbacks, open space and findings which are required for all special permits. Rhuda requested revising the conditions related to the moderately priced unit, requesting that it be moved to phase 3 from phase 1.

Anderson suggested adding language relating to the crossing signal. He suggested adding information as to why the crossing signal is important, notably the traffic engineer's report indicating speeds traveled along Linebrook Road and the public trail crossing location.

Parsons reviewed several utility saving options that the applicant will provide to potential buyers. Lowe recalled a discussion about offering all-electric units to buyers. Rhuda said it is offered to buyers. Britt said the Electric Light Department recognizes a benefit to the Town by having all-electric developments. Britt suggested adding language that provides a buyer the opportunity to choose an all-electric unit. Nordberg asked if the choice of an all-electric unit is at the buyer's expense. Britt said yes and the buyer could work out incentives and rebates with the Ipswich Electric Light Department. Rhuda informed the Board that there are options posted on the website. He noted that the demand is not high because of additional costs to

buyers. Nordberg stated the Board could not require all-electric homes, but including it as an option at the buyer's expense is a good option. Anderson asked for details regarding "water saving fixtures" that will be installed. Rhuda said the statement is vague. Anderson suggested adding language that the site is compliant with the Stretch Code. Parsons further suggested including language for water conservation. Anderson said that topic is obviously important but is referenced in a later section.

Harrington requested changing the reference to surface infiltration ponds with the term rain gardens. Lowe suggested replacing the phrase '100% related to run off' with 'the project will treat surface run off in accordance with applicable standards'. There will be no irrigation systems allowed on the site. A discussion began regarding the use of harmful chemicals for fertilizing and de-icing. Parsons suggested possibly including a list of prohibited chemicals as a condition or to be included in the homeowners and condominium association documents. Parsons said that owners should be aware the site is in the water protection area. Westerhoff suggested adding 'native' relating to drought-tolerant plants.

Parsons reviewed proposed conditions for the special permit. Parsons explained phase 2 is subject to subdivision rules and phases 1 and 3 are not. Phase 3 is a single lot and consists of 27 units with private driveways off a new road. Phase 2 is a subdivision with new frontage for 8 lots with a new road off Mile Lane.

Rhuda took issue with proposed condition 11 regarding 'no planting or seeding during water restrictions'. He said water will be supplied from off-site via truck from an out-of-town supply. Anderson said the language should restrict the use of Town water.

A proposed condition stating that all newly constructed roadways remain private in phase 2 and 3. Rhuda disagreed. Parsons said after speaking with Town departments, that no public benefit was identified in accepting any new roadways. Parsons said the decision is not up to the Board; Town Meeting determines if a road is accepted. Rhuda said the Board should not prohibit acceptance. Parsons provided feedback from the DPW director. Parsons said he will obtain more information on this topic.

Pre-occupancy conditions were discussed. Britt requested the language to be clear. Nordberg requested homeowners and condominium association documents. Rhuda explained that phase 2 is a home owners association and phase 3 is a condominium association and that the phase 2 documents are similar to the phase 1 homeowners association documents. Phase 3 includes the maintenance of the trail that goes through the property and the common septic system.

Parsons said the final comments from the peer reviewer were still pending and applicable comments would be incorporated into the conditions. Westerhoff brought up the IWRA letter and said many of the items in the letter were discussed. He said the letter recommended that the project, at a minimum, should offset 100% of its projected water use. Westerhoff asked how would that be achieved. Lowe said the Town, as a whole, needs to adopt recommendations for water saving and water quality. Lowe said he did not think the Board could add this condition to this project at this time without the Town first adopting that requirement as a whole. Anderson agreed and noted several items in the findings and conditions that address water management.

Anderson stated an extension would be needed through August 7, 2020. Rhuda agreed to the extension. There were no objections to the extension from the Planning Board.

Westerhoff made a motion to continue the public hearing to July 30, 2020. Britt seconded. The motion passed with 4 votes. Lowe abstained.

Documents:

-Letter from Jeff Rhuda, Symes Development & Permitting, re cost benefit for Phase 1 dated 30Jun2020.
-Response Memo to Puff Task 3 Engineering Review from Williams & Sparages dated 30Jun2020 re: OSPZ Phases 2 and 3, Revised Plan set dated Jun 25, 2020, and Condensed Response to Consultant Review Letter.
-Response Memo to Puff Task 3 Engineering Review from Williams & Sparages dated 30Jun2020 re: OSPZ Phases 2 and 3, Updated Waiver Request List Phase 2 Road A, and Response to Right of Way Layout Section.
-Symes Linebrook Packet via Planning Dept website including: Plan Set dated 06/25/2020 (18 pages), CPPP Plan for Phase 2 and for Phase 3 both revised 01Jul2020, Assessment of Environmental and Community Impact prepared by C. Britt dated 30May2020, Long-Term O&M Plan for Phase 2 and for Phase 3 both revised 01Jul2020, Stormwater Report Phase 2 & 3 revised 01Jul2020.
-Memo from Ethan Parsons, Planning Dept, Draft Findings and Conditions 173-178 Linebrook Road OSPZ Development & Definitive Subdivision, dated 09Jul2020.

Consider initiating zoning articles for Fall Town Meeting relative to adult-use and medical marijuana, and a clarification amendment (previously initiated for 2020 Annual Town Meeting)

Anderson stated that Town Meeting will be in October 2020 however, no date has been set.

Anderson stated hearings will be scheduled for proposed amendments. Anderson suggested initiating amendments at the July 30, 2020 Board meeting and begin public hearings in August.

Adopt Minutes of May 14, 2020

Lowe suggested edits related to the accessibility code on the 195 High Street project. Parsons agreed to make the edits requested.

Britt made a motion to accept the minutes of May 14, 2020 with discussed edits. Lowe seconded. The motion passed unanimously.

Documents: Draft minutes of May 14, 2020 meeting.

Adjournment

Nordberg made a motion to adjourn. Westerhoff seconded. The motion passed unanimously.

Meeting adjourned at 9:33 PM.

Minutes prepared by: Odile Breton

Adopted on: August 20, 2020