

DATE: March 8, 2023
LOCATION: Town Annex Bldg at 39 Central Street
TIME: 7:00pm
STATUS: APPROVED Oct 24 2023

Members Present

Chris Thornton (Chairman), David Jaquith (Vice Chairman,) Kevin Moriarty (Member), John Urbaczewski (Member), Jena Haag (Member) and Kirk Baker (Town Planner) were present. Meeting was called to order by Chris Thornton at 7:00 p.m.

Appointment for Discussion - Meegan O'Neil and Don Preston of Essex County Habitat for Humanity/Discuss Prospective Affordable Housing Projects

O'Neil & Preston were present via GoToMeeting. Preston stated he is a Habitat for Humanity Board member and would like to discuss how they can help the Town of Rowley address affordable housing. O'Neil presented an overview of the organization and the projects they are involved in in the area. They reviewed pricing, incomes of potential buyers and the need, education for home-buyers and deed restrictions on the property. They are also involved in critical home repairs for low-income homeowners.

Haag asked about aging-in-place projects. This work is specifically for low-income owners for repairs, ramps, etc. It would be possible to work with the senior center. Thornton asked how they partner with towns. O'Neill notes that towns make donations of land via CPC affordable housing trust funds. If they can get the land near infrastructure, they are able to do fundraising for building the homes. The homes are only owner-occupied projects. There are other agencies that handle rentals. Deed restriction units are counted towards affordable housing.

Sites in Rowley that appear to have potential are the Bradstreet Farm property and a couple properties owned by the municipal light department. They will review the properties. Discussion held on the Bradstreet property. State funding is sometimes available for bringing in the infrastructure. Thornton stated Rowley did establish an Affordable Housing Fund and will ask the town to generate a list of possible properties.

New Public Hearing

Site Plan Review Application/Kim Lewis & Charles Javery/Kennel at 104 Newburyport Turnpike

Thornton made a motion to open the new public hearing and seconded by Haag. All voted in favor (5-0). Applicants, Lewis and Javery were present to discuss the remodeling of the location, removal of the trailer, obtaining of all the licenses, and gave a narrative on how they will run the site with daycare and boarding (currently limited to 7 dogs). Haag asked numerous questions about the property, and the owners answered questions on the dogs (small & large) having separate fencing areas, feeding, the intake and pick-up building, and cameras and plan for dogs who may turn up ill. Hours of operation are 6:30 a.m. to 6:30 p.m. Supervision of the dogs is 15 to one person. Baker stated mulch was a requirement in the outdoor play area, to be refreshed annually. Total dogs for the daycare is limited to

45. There will be employees on the property when there are animals boarded. Applicant Lewis is going to classes now on training and dog CPR. Thornton asked about parking for employees.

Baker discussed ingress-egress to the property and there were no issues reported per the police Chief. However, there was a condition previously for egress. Graham was present via GoToMeeting and he stated he has not yet reviewed the site currently. There is no new site plan for review. Five years ago he reviewed parking, site distance study, modifications to wall on Rte. 1, and suggested the new applicant should review the suggestions made then. The Board discussed the previous application requirement for site line improvement. Javery will clean out the Rte. 1 area in the spring.

Thornton stated he would like the applicant to demonstrate a re-engineer of site to accommodate the site line. This would need to be addressed within a timeframe. Jaquith would like to walk the site to see what needs to be completed and if there is a site-line issue. Urbaczewski suggested giving a conditional permit to operate within a specified month time frame to complete potential work. One condition would be to have Hancock review the egress/parking issues. There was a lengthy discussion on previous site plan review items. Baker also read a letter from the police Chief with his satisfaction with the current improvements on the site.

Thornton made a motion to grant the applicant a conditional approval of the plan subject to the requirement that they submit an engineered site plan that includes a parking schematic and site-line analysis within 120 days (4 months). Seconded by Urbaczewski and all voted in favor (5-0).

Thornton asked to put caution signage for leaving the property.

Jaquith made a motion with Kevin seconding it to amend conditions to the prior vote to include the information reviewed by Baker.

Thornton made a motion to close the public hearing and Jaquith seconded the motion. All voted in favor (5-0).

Continued Public Hearings

Amendment to Special Permit/Site Plan/McDonald's/155 Newburyport Turnpike/Review Certificate of Vote

Baker stated the applicant agreed they will close down the restaurant during the construction. Mr. Lucas was present online and he reviewed the proposed vote sent to him as well as did McDonalds. They had no issue with it. It will take approximately two weeks to complete the work on the drive-thru.

Motion to close the public hearing made by Jaquith and seconded by Haag. All voted in favor (5-0).

Motion by Thornton to approve the site plan review with conditions on modifying drive through and seconded by Urbaczewski. All voted in favor (5-0).

Definitive Subdivision Plan/4-Lot, Conventional Subdivision/49 Emily Lane

Applicant Decoulos requested a continuance to the April 12, 2023 meeting. Baker discussed the extension of the hearing date expiring April 15, 2023.

Applicant needs to keep moving hearing forward and presenting progress. The Board will wait until the April meeting to consider if an extension will be required. The Board also discussed a zoning freeze. Decoulos was present online and Thornton let him know he needs to make sure they reply to VHB prior to the next meeting.

Jaquith made a motion to continue hearing as requested and Haag seconded the motion. All voted in favor (5-0).

Other Business

Form A/ANR/75 Glen Street/Combine Parcels

Applicant Mark Woodbury, trustee for the Realty trust, was present and stated he is trying to sell a landlocked property to the abutter. The Board discussed the zoning and there are no liens on the property.

Thornton made a motion to endorse the plan as presented, not requiring further approval. Jaquith seconded the motion and all voted in favor (5-0).

FY2024 Budget

Baker stated the budget is level funded with a cost of living increase for the Planner. Baker made comments on the budget form. Thornton stated he believes the Board will be looking at significant projects in the coming year and should look at hiring additional help in the Planner Consultant category and should request an increase in the budget. Lengthy discussion continued on the how to serve the population in town, citizens aging in place, with a consultant to assist in formulating a master plan, giving future impact to the community, schools, etc. The last master plan was in 2008. The Board discussed high density requirements. Baker will research cost for a consultant for guidance to navigate the requirements of affordable housing.

Jim Decoulos Request/Field Correction for Danielsville Road OSRD Subdivision

Baker stated the field correction is regarding the infiltration chambers. The Board can't take action as the Conservation Commission has not commented on it yet. Decoulos discussed the materials being utilized and that may be required to be changed due to availability. He is requesting future changes be considered as administrative corrections in the future. The Board continued with a discussion, stating that when an applicant requests a field change, the Board reviews to decide if it is a major or minor correction. Thornton asked Decoulos to explain the change, the type of plastic infiltration chamber and models. Graham was present online, and he believes the field change should be picked up in the as-built. It happens quite frequently in business and is insignificant. Decoulos will run material changes and minor field corrections by Graham and if it is a large change, Graham will recommend if it needs to go through the Board. Graham believes this did not necessarily have to come to the Board, as it is insignificant. Conservation Commission asked to be copied on all changes. Decoulos did not include him on that request in error but will in the future.

Miscellaneous

Thornton gave an overview of the MBTA's offer of grants to towns along the train line for housing. A resident was present at the meeting looking for information on this topic. If the town want to be eligible

for grants, it needs to create districts of 50 acres to allow density of 15 units per acre, with half near the train station. He also reviewed the process the town has to follow.

Baker stated the action plan submitted was approved.

Graham had a question regarding the certificate of vote for McDonalds – did it include any inspection on his part? He is concerned with drainage improvements proposed. He suggested Baker can inform Conservation Commission that Graham will not be present at the site walk-thru and would consult the Conservation Agenda regarding the site drainage.

Graham also stated that regarding the Danielsville project, he was of the belief that there was a preconstruction meeting requirement. Baker will check to see when the meeting is to be held. They are clearing the land now but did not start construction yet.

Haag discussed the CPTC training conference meetings to be held in Worcester on the 18th of March.

Adjournment

Motion by Jaquith to adjourn the meeting and seconded by Haag. All voted in favor (5-0). Meeting adjourned at 9:00 p.m.