Nantucket Planning Board

APPROVED MINUTES OF 06-10-2024

**The Planning Board meeting will be audio and video recorded*

Attending Members: Chair Dave Iverson (Board member), Vice-Chair Joseph Topham (Board member), Nat Lowell (Board Member), Barry Rector (Board member), John Kitchener (Board member) and Stephen Welch (Alternate)

Remote Attendance: Abby De Molina (Alternate)

Staff: Meg Trudel (Senior Planner), William Saad (Zoning Administrator/Land Use Specialist), and Catherine Ancero (Administrative Specialist)

PLANNINGBOARD AGENDA
06-10-2024

(***Subject to change***)

Please list below the topics the chair reasonably anticipates will be discussed at the meeting.

***The complete text, plans, application, or other material relative to each agenda item are available for inspection digitally. Email requests may be sent to wsaad@nantucket-ma.gov ***

Webinar Registration Link:

https://us06web.zoom.us/webinar/register/WN_ZFatdU6CSHucy8MUY9ArZg#/registration

To view the meeting only, see link below:

https://www.youtube.com/watch?v=aHcJ9AGDgWE

I. Call to order:

Chair Iverson called the meeting to order at 4:03pm.

Chair Iverson read a prepared statement in accordance with Governor Baker's March 21, 2020, order regarding open meeting law, which outlines how the meeting is conducted via remote participation and states the ground rules for any discussion.

Chair Iverson welcomed John Kitchener, a new member, and a moment of silence in honor of Ken Beaugrand who recently passed away.

II. Approval of the agenda:

Mr. Rector moved to approve the agenda. The motion was duly seconded by Vice-Chair Topham, and the motion was carried unanimously.

III. **Public Comment:** *for items not listed on the agenda*

- Brian Bell at 18 Cherry Street raised concerns about parking regulations, specifically regarding properties at 16 and 18 Williams Street. Mr. Bell suggested adjusting the parking code to provide the Planning Board with more flexibility in decision making. Mr. Bell stated that the current plan for these properties would result in six residences sharing only six parking spaces, creating safety hazards due to narrow streets and limited sidewalk access. Mr. Bell urged the Board to reconsider these aspects in similar situations. Chair Iverson appreciated Mr. Bell for informing the Board of his concerns.
- Abby De Molina congratulated Mr. Kitchener on joining the Planning Board and addressed the discussion from a recent Select Board meeting regarding female representation. Ms. De Molina, the current female member of the Planning Board, pointed out the contributions of women in various roles within the Town, including professional roles in environmental, social, and governance sectors. Ms. De Molina stressed the importance of equal access and representation, acknowledging the support and education she has received from her fellow Board members. Ms. De Molina pointed out the achievements of women in leadership positions across different Town Departments and stressed the value of meritocracy in hiring decisions. Ms. De Molina expressed optimism about ongoing efforts to promote diversity and inclusion with a strong emphasis on prioritizing qualifications as the primary criteria for every role.

IV. **Election of Officers:**

- **Chair** *(currently David Iverson)*
- **Vice Chair** *(currently Joseph Topham)*

Motion/Vote: Mr. Lowell made a motion to keep the current chair and vice-chair nominated to remain in their roles for the next year without opposition. The motion was duly seconded by Mr. Kitchener and the motion was carried unanimously.

V. **Committee Appointments:**

- **Coastal Resiliency Advisory Committee** *(currently Abby De Molina)*
  Motion/Vote: Vice-Chair Topham made a motion to nominate Mr. Kitchener for the Coastal Resiliency Advisory Committee. The motion was duly seconded by Mr. Rector and the motion was carried unanimously.

- **Cannabis Advisory Committee** *(currently Abby De Molina)*
  Motion/Vote: Mr. Rector made a motion that Ms. De Molina remain in her role and was recognized for her excellent work. The motion was duly seconded by Mr. Kitchener and the motion was carried unanimously.

- **Community Preservation Commission** *(currently Joseph Topham)*
  Vice-Chair Topham expressed his desire to remain on the Community Preservation Commission.

  Motion/Vote: Mr. Rector made a motion to re-appoint Vice-Chair Topham for the Community Preservation Commission. The motion was duly seconded by Mr. Kitchener and the motion was carried unanimously.

VI. **Discussion, Short Term Rental Related Warrant Article(s) for Special Town Meeting:**

Discussion: The Board expressed a desire to include the article as a backup in case a compromise article from the Select Board's subcommittee isn't viable. The Board expressed the importance of having options available. Grant Sanders at 14 Dennis Drive spoke expressing confidence in the Select Board's process and readiness to support whatever proposal emerges. The discussion stressed a collaborative approach among the stakeholders and concluded with an agreement to closely monitor development before finalizing the article for the Town Meeting agenda.

VII. **Planning Board Sponsored Article(s) for Special Town Meeting:**

Discussion: Mrs. Trudell stated that the Board has been focused on preparing a draft for the inclusionary housing bylaw which was a commitment from the last Town Meeting. An update was provided stating that a draft of the inclusionary housing bylaw would be ready for circulation by the following day.

VIII. Minutes:

- **May 13, 2024**
- **May 21, 2024**
- **May 22, 2024**

Documentation: File with associated plans, photos and required documentation

Motion/Vote: Mr. Rector made a motion to approve the sets of minutes listed above. The motion was duly seconded by Mr. Lowell and the motion was carried unanimously.

IX. Second Dwellings:

- **True Island Properties LLC – 12 West York Lane,** ***SEE PUBLIC HEARING***
- **Quidnest LLC – 26 Quidnet Path**
- **James & Laura Bessey – 9 Correia Lane**

X. Garage Apartments:

- **M. Robert Sarkisian – 8 North Mill Street,** *(continued from April 8, 2024)*
- **Mark Gottwald Family Trust – 4R Jefferson** *(continued from May 10, 2024)*
- **George & Zeina Metri – 12 Angola Street** *(continued from May 10, 2024)*
- **Adam Glick & Denise Scruton – 31 Eel Point Road**
- **111 Cliff Rd Trust – 111 Cliff Road**
- **Gregory & Angela Furtaw – 11 Roberts Lane**

Documentation: File with associated plans, photos and required documentation

Discussion: True Island Properties LLC – 12 West York Lane deferred until after the Public Hearing.

Motion/Vote: Mr. Rector made a motion to approve Second Dwelling application 26 Quidnet Path, Garage Apartments, 31 Eel Point Road, 111 Cliff Road and at 11 Roberts Lane with conditions outlined in the staff approval. The motion was duly seconded by Vice-Chair Topham, and the motion was carried unanimously.

XI. Tertiary Dwellings:

- **James & Laura Bessey – 9 Correia Lane**

Documentation: File with associated plans, photos and required documentation

Chair Iverson recused himself from second dwelling and tertiary dwelling application for the property of 9 Correia Lane.

Motion/Vote: Mr. Rector made a motion to approve the second and tertiary dwelling for 9 Correia Lane with the conditions outlined in the staff report. The motion was duly seconded by Mr. Lowell and the motion was carried out 4-0 with Chair Iverson recusing.

Garage Apartments:

- **M. Robert Sarkisian – 8 North Mill Street,** *(continued from April 8, 2024)*
- **Mark Gottwald Family Trust – 4R Jefferson Avenue** *(continued from May 10, 2024)*
- **George & Zeina Metri – 12 Angola Street**

Documentation: File with associated plans, photos and required documentation

Motion/Vote: Mr. Lowell made a motion to approve the garage apartments 8 North Mill Street, 4R Jefferson Avenue and 12 Angola Street. The motion was duly seconded by Mr. Kitchener and the motion was carried unanimously 3-0 with Vice-Chair Topham and Mr. Rector recusing.

XII. ANRs:

- **Terra-Torry, LLC – 54 Burnell Street Nl**
- **LaBarca Realty Trust Toby Strasenburgh, Trustee – 52 Burnell Street**
- **Town of Nantucket – Pochick Avenue & Pequot Street**
- **Nantucket Town – Waitt Drive** (*various parcels*)

Documentation: File with associated plans, photos and required documentation

Motion/Vote: Mr. Lowll made a motion to approve ANR applications for 54 Burnell Street, 52 Burnell Street, Pochick Avenue and Pequot Street and Waitt Drive. The motion was duly seconded by Mr. Rector and the motion was carried unanimously.

- **Hunt Family Nominee Trust, Brendon L. Hunt, Trustee – 35 South Shore Road** *(continued from May 10, 2024)*
  Documentation: File with associated plans, photos and required documentation

Chair Iverson recused.

Motion/Vote: Mr. Lowell made a motion to approve ANR application 35 South Shore Road. The motion was duly seconded by Mr. Kitchener and the motion was carried unanimously 4-0 in favor with Chair Iverson recusing.

XIII. Previous Plans:

- **31 Fairgrounds Road,** *minor modification for revisions to the interior lot lines*
  Documentation: File with associated plans, photos and required documentation
  Discussion: A minor modification request for Fairgrounds Road involving interior lot lines adjustments by Art Gasabarro. The Board determined that the changes were internal and did not materially affect the original decision's findings and conclusions.

  Motion/Vote: Mr. Rector made a motion to approve the request as a minor modification. The motion was duly seconded by Mr. Lowell, and the motion was carried unanimously.

  Motion/Vote: Mr. Rector made a motion to approve the application itself, including the findings and conditions as detailed by the staff in their report. The motion was duly seconded by Mr. Kitchener and the motion was carried unanimously.

- **21 Amelia Drive –** *acceptance of performance security*
  Documentation: File with associated plans, photos and required documentation
  Discussion: The building was ready for Certificate of Occupancy (CO) issuance however final paving work was delayed due to scheduling conflicts. The applicant, at the staff's suggestion, submitted an estimate from Victor Brandon Paving and a check amounting to 120% of that estimate to ensure eligibility for their CO. Receipt of the check was confirmed.

  Motion/Vote: Mr. Rector made a motion to accept the submitted performance security. The motion was duly seconded by Mr. Lowell and the motion was carried unanimously.

- **Great Harbor Yacht Club,** *minor modification to add roof to existing deck for shade and weather protection*
  Documentation: File with associated plans, photos and required documentation
  Discussion: Attorney Cohen is requesting in making alterations to a building to add a porch on the second floor. The Board felt that the change was deemed suitable for a minor modification as it did not impact on the original decision significantly.

Motion/Vote: Mr. Rector made a motion that the Board acknowledge this as a minor modification. The motion was duly seconded by Mr. Lowell and the motion was carried unanimously.

Motion/Vote: Mr. Rector made a motion to approve the application based on the findings and conditions outlined in the staff report. The motion was duly seconded by Mr. Kitchener and the motion was carried unanimously.

IVX. Public Hearing:

- **Unmatched Properties LLC– 13R Evergreen Way,** *action deadline 09-08-2024*
  Voting: Chair Dave Iverson, Vice-Chair Joseph Topham, Nat Lowell, Barry Rector, and John Kitchener
  Alternates: Stephen Welch, and Abby De Molina
  Recused: None
  Documentation: File with associated plans, photos and required documentation
  Activated: None
  Representing: Paul Santos, Surveyor
  Discussion: The Applicant is proposing to create a secondary residential lot for year-round residence, and it will be serviced by Town water and sewer. The lot meets all regulations without asking for any relief. Staff is recommending approval with standard conditions. Chair Iverson opened the floor to the public: There were no public comments.

  Motion/Vote: Mr. Rector moved to close the public hearing. The motion was duly seconded by Mr. Lowell and the motion was carried unanimously.

  Motion/Vote: Vice-Chair Topham moved to approve the application with the findings and conditions listed in the staff report. The motion was duly seconded by Mr. Kitchener and the motion was carried unanimously.

- **True Island Properties LLC – 12 West York Lane,** *action deadline 09-08-2024*
  Voting: Chair Dave Iverson, Vice-Chair Joseph Topham, Nat Lowell, Barry Rector, and John Kitchener
  Alternates: Stephen Welch, and Abby De Molina
  Recused: None
  Documentation: File with associated plans, photos and required documentation
  Activated: None
  Representing: Attorney Arthur Reade
  Discussion: The Applicant is requesting a waiver for the 10-foot separation requirement between a primary and secondary dwelling. The main house on the property suffered severe fire damage and was rebuilt. It has a porch extending less than five feet from a garage structure. The proposal is to convert this garage into a small 300 square foot one bedroom dwelling unit. There was a brief discussion regarding the main house is over 10 feet away from the garage structure and that the waiver would be appropriate given the circumstances. Attorney Read stated that the new unit would be a year-round housing unit and that the owner had already discussed renting it to a hospital employee. Chair Iverson opened the floor to the public. Campbell Sutton expressed concern about parking, regarding stack parking and its impact during the summer months. The Board recognizes the parking situations are common in the area and not easily resolvable.

  Motion/Vote: Mr. Rector moved to close the public hearing. The motion was duly seconded by Mr. Kitchener and the motion was carried unanimously.

  Motion/Vote: Vice-Chair Topham moved to approve the application with conditions, including that the second dwelling is used for year-round housing and not short-term rentals. The motion was duly seconded by Mr. Rector and the motion was carried unanimously.

Second Dwellings: **True Island Properties LLC – 12 West York Lane**

Motion/Vote: Mr. Rector moved to approve the second dwelling with the conditions listed in the staff report. The motion was duly seconded by Mr. Lowell and the motion was carried unanimously.

- **Richard A., Sarah A. & Shannon M. Boehm– 63 New Siasconset Street,** *action deadline 08-29-2024*
  Voting: Chair Dave Iverson, Vice-Chair Joseph Topham, Nat Lowell, Barry Rector, and John Kitchener
  Alternates: Stephen Welch, and Abby De Molina
  Recused: None
  Documentation: File with associated plans, photos and required documentation
  Activated: None
  Representing: Shannon Boehm via Zoom
  Discussion: The Applicant is requesting for a rear lot subdivision. There were no questions or concerns from the Board members. Chair Iverson opened the floor to the public. There were no public concerns or comments.

  Motion/Vote: Mr. Rector made a motion to close the public hearing. The motion was duly seconded by Mr. Lowell and the motion was carried unanimously.

  Motion/Vote: Mr. Rector moved to approve the application as submitted with the appropriate findings and conditions outlined by staff. The motion was duly seconded by Mr. Kitchener and the motion was carried unanimously.

- **Nantucket Memorial Airport Commission, c/o Noah Karberg (Amendment) – Bunker Road,** *action deadline 09-08-2024*
  Voting: Chair Dave Iverson, Vice-Chair Joseph Topham, Nat Lowell, Barry Rector, and John Kitchener
  Alternates: Stephen Welch, and Abby De Molina
  Recused: None
  Documentation: File with associated plans, photos and required documentation
  Activated: None
  Representing: Surveyor, Paul Santos
  Discussion: Mr. Santos is seeking approval for the abandonment of an unconstructed way under the MCD permit number 2-98. This unconstructed way was originally intended for emergency access; however, it is no longer needed according to the Fire Department. The Applicant is also asking the removal of condition five from the permit. Chair Iverson opened the floor to the public. There were no public comments or concerns.

  Motion/Vote: Mr. Rector made a motion to close the public hearing. The motion was duly seconded by Mr. Lowell and the motion was carried unanimously.

  Motion/Vote: Mr. Lowell made a motion to approve the abandonment of the unconstructed way and the removal of condition five. The motion was duly seconded by Vice-Chair Topham, and the motion was carried unanimously.

- **GJ Smith, Inc. – Bunker Road (Nantucket Airport Bunker Parcels),** *action deadline 09-08-2024*
  Discussion: Chair Iverson expressed disappointment over the commencement of unapproved and unpermitted projects stating that such actions reflect poorly on both the Board and the individual responsible for the project, urging the public to avoid such practice in the future.

  Motion/Vote: Vice-Chair Topham moved to continue this application to the July 8th meeting. The motion was duly seconded by Mr. Lowell and the motion was carried unanimously.

- **Seven Square Rigger, LLC – 7 Square Rigger Road***, action deadline 09-08-2024*
  Voting: Chair Dave Iverson, Vice-Chair Joseph Topham, Nat Lowell, Barry Rector, and John Kitchener
  Alternates: Stephen Welch, and Abby De Molina
  Recused: None
  Documentation: File with associated plans, photos and required documentation
  Activated: None

Representing: Surveyor, Dan Mulloy
Discussion: The applicant is proposing to have three dwellings on a lot in a CTEC zoning district. The CTEC district allows three dwellings, however it requires 4,000 square feet per dwelling unit. The existing property has a garage apartment that is slightly too large to be considered a tertiary dwelling and the applicant is requesting a waiver of the 4,000 square feet per dwelling unit requirement to allow a duplex dwelling behind the existing garage apartment. The lot is approximately 8,900 square feet short of the required area for three dwellings. Chair Iverson opened the floor to the public. Campbell Sutton (in attendance) from 15 Appleton Road raised concerns about the parking situation stating that it appeared cramped and shared with the neighboring property at 9 Bunker Road. Ms. Sutton was concerned about sufficient parking for both properties and emergency access if the driveway was full. Mr. Mulloy responded and clarified that the project intended to provide year-round housing for employees and acknowledged the shard driveway access with the neighboring property. Mr. Mulloy stated that there is no formal agreement for shared parking, it was a practical arrangement that existed on the ground. Board members expressed the need to visit the site to better understand the existing parking and access conditions. Concerns were raised about the parking situation in the area and the potential impact of adding another housing unit. There was a brief discussion about evaluating the site's current conditions and how the proposed changes would function. The Board discussed continuing the application to the next meeting to allow for site visit and further consideration. Also, the Board discussed the possibility of the Applicant and neighboring property owners coordinating better control of the area potentially through an HOA or other means.

Motion/Vote: Mr. Rector moved to continue this application to the July 8th meeting. The motion was duly seconded by Vice-Chair Topham, and the motion was carried unanimously.

- **17 Cannonbury Lane LLC– 17 Cannonbury Lane,** *action deadline 09-08-2024*
  Voting: Chair Dave Iverson, Vice-Chair Joseph Topham, Nat Lowell, Barry Rector, and John Kitchener
  Alternates: Stephen Welch, and Abby De Molina
  Recused: None
  Documentation: File with associated plans, photos and required documentation
  Activated: None
  Representing: Surveyor, Paul Santos
  Discussion: Chair Iverson expressed how important it is to secure approval from the Homeowners Association (HOA) before proceeding with the Planning Board's decision. Chair Iverson suggested that it might be better for the Applicant to obtain HOA approval to avoid confusion. Mr. Santos stated that the subdivision initially had a condition prohibiting second dwellings due to a single access point exceeding dead-end requirements. The application was for a second driveway to a garage studio for winter vehicle storage and storage of items like kayaks. The proposed driveway would not have a conventional apron, but a stable base grid hidden by grass, allowing for vehicle access without visible change to the lawn. This would not be used for regular parking, for occasional winter storage access. There was discussion of the importance of resolving the matter with the HOA to prevent any conflict. The Board suggest that if the HOA approval was not obtained the Applicant might have to drive over the grass which they wanted to avoid. The Board supported the concept of the second driveway, however they stressed the importance of HOA approval and agreed to continue this application to allow further dialogue with the HOA. Chair Iverson opened the floor to the public. There were no public comments.

  Motion/Vote: Mr. Rector moved to continue this application to the next meeting. The motion was duly seconded by Mr. Lowell and the motion was carried unanimously.

- **Steven Duro – 11 Alexandia Drive,** *action deadline 09-08-2024*
  Voting: Chair Dave Iverson, Vice-Chair Joseph Topham, Nat Lowell, Barry Rector, and John Kitchener
  Alternates: Stephen Welch, and Abby De Molina
  Recused: None
  Documentation: File with associated plans, photos and required documentation
  Activated: None
  Representing: Owner, Steven Duro
  Discussion: Mr. Duro is requesting relief from tertiary dwelling requirements for the driveway. Mr. Duro stated that he is proposing adding a Belgium block apron across the entire width of the driveway which he believes

would improve the property aesthetics and parking configuration. Mr. Duro stated that the new apron would allow cars to park straight forward instead of parallel to the house, creating a clearer parking arrangement. The intention is to distinguish parking for the duplex and tertiary dwelling to mitigate parking congestion in the cul-de-sac. Questions were raised about whether vehicles from the tertiary dwelling be able to turnaround without backing into the cul-de-sac. Mr. Lowell suggested relocating the three car parking areas a few feet and maintaining the existing fence, possibly cutting it down and adding privet for better aesthetics. Mr. Welch stated that the Historic District Commission (HDC) had already weighed in suggesting constraining the apron from the northern side to align with HDC's approval. The Board also discussed the need for a Department of Public Works (DPW) review and special permits due to the driveway's design. The Board agreed that slight modifications would help memorialize the driveways and parking arrangements making it compliance with DPW and stormwater management requirements. Chair Iverson opened the floor to the public. There were no public comments or concerns.

Motion/Vote: Mr. Rector moved to close the public hearing. The motion was duly seconded by Vice-Chair Topham, and the motion was carried unanimously.

Motion/Vote: Mr. Rector moved to approve the Special Permit as submitted with the condition that final design changes be reviewed by staff. The motion was duly seconded by Vice-Chair Topham, and the motion was carried unanimously.

- **20 Madequecham Nominee Trust- Steven Cohen Trustee – 20 Madequecham Valley Road,** *action deadline 09-08-2024*
  Voting: Chair Dave Iverson, Vice-Chair Joseph Topham, Nat Lowell, Barry Rector, and John Kitchener
  Alternates: Stephen Welch, and Abby De Molina
  Recused: None
  Documentation: File with associated plans, photos and required documentation
  Activated: None
  Representing: Attorney, Steven Cohen
  Discussion: Attorney Cohen explained that the property which has been in the same family for generations is now being passed down to the children. The siblings wish to convert it into a condo, giving each sibling their own access and a bit of privacy which involves adding a second curb cut for a new driveway and parking area. Chair Iverson opened the floor to the public. Campbell Sutton questioned the need for a second curb cut. Attorney Cohen clarified that the current driveway and parking area would be redesigned eliminating part of the existing drive to create separate parking areas for each sibling's house. There were some Board members who expressed the same concerns as Ms. Sutton.

  Motion/Vote: Mr. Rector moved to close the public hearing. The motion was duly seconded by Vice-Chair Topham, and the motion was carried unanimously.

  Motion/Vote: Mr. Rector made a motion to approve the Special Permit on the condition that the final site plan, which includes the removal and replanting of the existing driveway area would be reviewed and signed off by staff. The motion was duly seconded by Vice-Chair Topham, and the motion was carried unanimously.

- **Great Harbor Yacht Club (Tennis and Swim Center)– 19, 21 (portion of) & 23 Nobadeer Farm Road,** *action deadline 09-08-2024*
  Voting: Chair Dave Iverson, Vice-Chair Joseph Topham, Nat Lowell, Barry Rector, and John Kitchener
  Alternates: Stephen Welch, and Abby De Molina
  Recused: None
  Documentation: File with associated plans, photos and required documentation
  Activated: None
  Representing: Attorney, Steven Cohen
  Discussion: The proposal is expanding the club's swim and tennis facilities by adding a tennis court, pickleball

courts, a storage shed, and a shade structure, while eliminating the existing dwelling and commercial kitchen. Some Board members expressed concerns about deed restrictions and parking. The Board suggested that the applicant and the neighboring entities including Small Friends School and the Land Bank need to resolve deed restrictions before any decision can be made. Attorney Cohen stated that the goal is to relocate all parking to the 23 Nobadeer Farm Road site, utilizing a valet or attended parking model to manage the space efficiently. The Board suggested increasing the number of parking spaces beyond the regulatory minimum to meet the club's needs. Mr. Lowell expressed concerns about traffic safety given the frequent comings and ongoings associated with tennis and pickleball activities. Attorney Cohen stated that the proposal includes limiting member access through the 19 Nobadeer Farm Road easement to only employees and maintenance staff. Chair Iverson expressed the need for a management plan to memorialize parking arrangements, staff parking restrictions, bus passes, and bike racks. Chair Iverson suggested that informal agreements between the club, Small Friends and the New School be formalized to optimize year-round use of the facilities. Chair Iverson opened the floor to the public. Valerie Swett representing the Land Bank via Zoom stated that there are more differences in the interpretation of restrictions, particularly regarding the 15 foot no build area which may impact the proposed pickleball courts. Emily Molden from Land and Water Council mentioned the importance of future storm water and drainage plans which can't be finalized until the project design is complete. The Board considered additional improvements in the area such as cleaning bike paths, roadways, and sidewalks due to increased traffic from the project. Mr. Welch expressed safety concerns on Nobadeer Farm Road where children cross through backed-up traffic suggesting the need for a dedicated crosswalk.

Motion/Vote: Mr. Rector moved to continue to the July 8th meeting. The motion was duly seconded by Mr. Lowell and the motion was carried unanimously.

- **Andrew Caspe & Jeanne Caspe– 46 Essex Road,** *action deadline 09-25-2024*
  Voting: Chair Dave Iverson, Vice-Chair Joseph Topham, Nat Lowell, Barry Rector, and John Kitchener
  Alternates: Stephen Welch, and Abby De Molina
  Recused: None
  Documentation: File with associated plans, photos and required documentation
  Activated: None
  Representing: Attorney, Steven Cohen
  Discussion: The proposal is for subdividing a corner lot across from Essex Road Park into three lots which would involve amending subdivision approval and neighborhood deed restrictions. Each lot would accommodate up to four dwellings with specific conditions outlined by the Homeowner's Association and staff including a fee adjustment to align with existing standards. Chair Iverson opened the floor to the public. Campbell Sutton expressed concerns about parking issues in the area and suggested an additional review of lot configurations prior to issuing building permits to make sure of sufficient parking. The Board acknowledged challenges with parking in the neighborhood and the efforts made by the Homeowners Association including placing rocks to prevent on-street parking.

  Motion/Vote: Mr. Rector moved to close the public hearing. The motion was duly seconded by Vice-Chair Topham, and the motion was carried unanimously.

  Motion/Vote: Mr. Lowell made a motion to approve the proposal with the findings and conditions listed in the staff report also with the amended conditions to address parking and other neighborhood concerns and the motion was carried unanimously.

XV. <u>Other Business:</u>

- **Planning Board regular meeting – Monday, July 8, 2024, at 4PM via Zoom**
- There was a brief discussion about scheduling a public hearing for a Special Town Meeting in July. Board members were asked to provide their availability with June 25th and July 10th already as dates that multiple Board members cannot attend. The Board agreed to continue using a Hybrid format for meetings. They planned to finalize the dates for the public hearing soon to allow for advertising.

XVI. Adjournment:

Mr. Kitchener moved to adjourn the meeting at 6:30PM. The motion was duly seconded by Mr. Lowell, and the motion was carried unanimously.

Submitted by Catherine Ancero