



## **Town of Georgetown Planning Board – Meeting Minutes**

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**Date:** February 4, 2015

**Location:** Georgetown Town Hall, 3<sup>rd</sup> Floor, 1 Library Street, Georgetown MA

**Members & Staff present:** Tillie Evangelista, Harry LaCortiglia, Rob Hoover -Town Planner: Howard Snyder

Bob Watts arrived following the Board review and approval of the January 14<sup>th</sup> Meeting Minutes. Tim Howard arrived during the Public Hearing for the Affordable Accessory Housing Bylaw. There was no way to verify from the video tape of the actual time of arrival.

Members & Staff absent: The Administrative Assistant was not present.

The meeting was called to order at: 7:02 p.m. by Chair Rob Hoover

### Meeting Minutes

The Meeting Minutes of January 14, 2015 were reviewed by the Planning Board. A motion to approve as amended was made by H. Cortiglia, seconded by T. Evangelista and approved by a majority of the Board Members present; 3:0.

### Meeting Motions / Actions and Summary of Discussions

#### Jefferson Court – Lot Release

There were not any Covenants placed on the lot and the Board reviewed a letter written by the Applicants Engineer.

H. LaCortiglia made a motion to authorize H. Snyder to sign so the Building Inspector may issue an Occupancy Permit. B. Watts seconded the motion. Motion Carries: 4:0. One Board Member absent.

### List of Documents and Other Exhibits used at Meeting

#### Correspondence

Town of Newbury: Planning Board – Site Plan Review for Self-Storage facility.

Town of Boxford: Zoning Board of Appeals – Special Permit and variance for wireless monopole.

Alan Aulson: Letter to Planning Board – Requesting the Town to accept Maureen Lane.

Georgetown Building Inspection Department: Letter of Denial – Building Permit at Maureen Lane.

Georgetown Water Department: 161 West Main Street.

Correspondence from Georgetown Conservation Agent regarding Lot F of the Turning Leaf Subdivision which was sent to the Town Administrator; the Planning Board was Cc'd the letter.

### Vouchers

TFI Photo: Conversion of Land Use Maps in lithograph to digital format. H. LaCortiglia made a motion to approve the voucher in the amount of \$140.00. B. Watts seconded the motion. . Motion Carries: 4:0 - one Board Member absent.

*Documents and Other Exhibits used at meeting will be available for review at the Planning Board Office, 2nd Floor, 1 Library Street, Georgetown MA. :*

### **Public Hearings**

#### Modification to Approved Site Plan: 161 West Main Street – First Public Hearing

The Public Hearing was opened by Chair, Rob Hoover.

Town Planner, H. Snyder read the Public Hearing Notice for the public and shared a brief overview with the Board Members as to why the application was being presented.

On July 25, 2012, the Site Plan was approved with conditions. The original application was submitted on May 7, 2012.

The application presented this evening states, 'The building is being used as a preschool on the ground floor with the basement area being used as private office space for Vanmar LLC and Crabtree McGrath Associates a small business owned by the applicant.' The description as to why the application to Modify the Site Plan was submitted states, 'The modification requests the deletion of the exterior lift shown on the plan at Detail 1. The exterior lift was shown in response to a site plan condition related to providing universal access to the basement level. Please reference the attached supporting material and waiver from the Massachusetts Architectural Access Board (MAAB). In place of the lift we proposed a deed restriction in conformance with the ruling by the MAAB as a condition of the waiver'.

The Applicant, John Souza shared a brief overview with the Board Members as to why he submitted the application and plans to modify the approved Site Plan.

T. Evangelista made a motion to accept the Modification for the Site Approval for John Souza, for the property located at 161 West Main Street, and plan dated December 17, 2014. B. Watts seconded the motion. Motion was carried 3:0 – H. LaCortiglia voted against the motion.

A motion to continue the Public Hearing until February 25, 2015 was made by T. Evangelista and seconded by B. Watts. Motion Carries: 3:0 -one Board Member absent. H. LaCortiglia abstained.

Site Plan Approval: 70 East Main Street (Richdales) – Continued from January 14<sup>th</sup>

The Public Hearing was opened by the Chair, Rob Hoover

Town Planner, H. Snyder, explained to the Board that he had been contacted and that he had been told by the Attorney representing the Applicants that the Applicants are asking for a continuance of the Public Hearing. At the January 28, 2015 Meeting the Board had accepted an extension of time until March 31, 2015.

B. Watts made a motion o continue the Public Hearing to March 11, 2015. H. LaCortiglia seconded the motion. Motion Carries: 4:0 - one Board Member absent.

Affordable Accessory Housing Bylaw – First Public Hearing

The Public Hearing was opened by the Chair, Rob Hoover

Town Planner, H. Snyder read the Public Hearing Notice for the public.

Frank Puoplo of the Georgetown Affordable Housing Task Force shared a brief overview of the reason why the Affordable Task Force had written the proposed draft bylaw with the Board Members. He also answered questions presented by the public and by the Planning Board Members.

Pat Ratay of 6 Brook Meadow Lane was present for this public hearing and shared with the Board her concerns regarding the proposed bylaw.

H. LaCortiglia made a motion to continue the Public Hearing to February 25, 2015. The motion was seconded by B. Watts. Motion Carries: 5:0-Unanimously.

Schedule of Uses Proposed Bylaw – Continued from January 14<sup>th</sup>

The Public Hearing was opened by Chair, Rob Hoover.

A motion to continue the Public Hearing for the Schedule of Uses Bylaw to February 25, 2015 was made and the Board Members present unanimously agreed to the continuance.

**Adjourned**

A motion to adjourn was made by H. LaCortiglia. T. Evangelista seconded the motion. Motion Carries: 5:0-Unanimously.

The next Meeting of the Planning Board will be held on February 11, 2015.