

**Salisbury Planning Board
Meeting Minutes**

Date: Wednesday, September 28, 2022

Place: Salisbury Town Hall, 5 Beach Road & Remotely Via Zoom

Time: 7:00 pm

PB Members Present: Vice Chairperson, Deb Rider (**DR**), Clerk, John Schillizzi (**JS**), Gil Medeiros (**GM**), Louis Masiello (**LM**) and Alternate, Warren Worth (**WW**)

PB Members Absent: Chairperson, John “Marty” Doggett (**JMD**)

Also Present: Assistant Planner, Danny Ruiz and Planning Board Secretary, Ellie Cornoni

DR brought the meeting to order at 7:00 p.m. remotely via zoom. Announced, per opening meeting law, that the meeting was being recorded.

1. New Business – 7:00 pm

- None at this time.

Other Business was taken out of order to effectively utilize meeting time.

2. Other Business

- **Minutes:**

- 4/14/21

JS motioned to approved the April 14, 2021 Planning Board meeting minutes. **LM** seconded this motion. Roll call was taken, four (4) members voted in favor, one abstained (**WW**). Motion passed.

- 5/26/21

LM motioned to approve the May 26, 2021 Planning Board meeting minutes. **JS** seconded this motion. Roll call was taken, four (4) members voted in favor, one abstained (**WW**). Motion passed.

- 8/10/22

GM motioned to approve the August 10, 2022 Planning Board meeting minutes. **LM** seconded this motion. Roll call was taken, all members present (5) voted in favor. Motion passed.

- 8/24/22

WW motioned to approve the August 24, 2022 Planning Board meeting minutes. **JS** seconded this motion. Roll call was taken, all members present (5) voted in favor. Motion passed.

- 9/14/22

WW motioned to approve the September 14, 2022 Planning Board meeting minutes. **JS** seconded this motion. Roll call was taken, all members present (5) voted in favor. Motion passed.

- **Lafayette & Main Zoning – Design guidelines**

- Tyler Maren, of Barrett Planning Group, LLC, gave an update on the guidelines:
 - Tyler said he is going to take over the bulk of the drafting. He is aiming to get the draft guidelines to review in a week’s time. He is actively working on it and a

draft should be presented to the Board no later than the end of October.

3. Public Hearing - 7:10 pm

- **163 Elm Street (Map 9, Lot 31)** – Site Plan Review Application – Construct 2 commercial buildings with an associated gravel storage area. **Applicant:** F&D Realty LLC (continued from 7/13/22, 9/14/22)
 - **DR** stated her understanding is the applicant has requested a continuation to the October 12th, 2022 Planning Board Meeting.

GM motioned to continue the Site Plan Review of 163 Elm Street to the October 12, 2022 Planning Board Meeting. JS seconded this motion. Roll call was taken, all members present (5) voted in favor. Motion passed.

- **100 Forest Road (Map 26, Lot 5 & 7)** – Flexible Residential Development Special Permit – Construct a 7 Flexible Residential Development with an associated Open Space in the back of the project. **Applicant:** Old Silver Estuary On Little River LLC (continued from 8/24/22)
 - **DR** stated her understanding is the applicant has requested a continuation to the October 12th, 2022 Planning Board Meeting.

GM motioned to continue the Flexible Residential Development Special Permit of 100 Forest Road to the October 12, 2022 Planning Board Meeting. LM seconded this motion. Roll call was taken, all members present (5) voted in favor. Motion passed.

- **100 Forest Road (Map 26, Lot 5 & 7)** – Definitive Subdivision Application – Proposed construction of a 710 FT, 26 FT wide roadway servicing a 6-lot subdivision. **Applicant:** Old Silver Estuary On Little River LLC (continued from 8/24/22)
 - **DR** stated her understanding is the applicant has requested a continuation to the October 12th, 2022 Planning Board Meeting.

LM motioned to continue the Definitive Subdivision Application of 100 Forest Road to the October 12, 2022 Planning Board Meeting. JS seconded this motion. Roll call was taken, all members present (5) voted in favor. Motion passed.

159 Beach Road was taken out of the order that was on the agenda.

- **159 Beach Road (Map 28, Lot 1)** – Site Plan Review Application – Proposed construction of 14 lot with 10 duplexes and 3 single family homes for a total of 23 units. **Applicant:** Larkin Real Estate Group, Inc. (continued from 8/24/22)
 - **DR** stated her understanding is the applicant has asked for a continuance to the October 26th planning board meeting.

GM motioned to continue the Site Plan Review on 159 Beach Road to the October 26, 2022 Planning Board Meeting. WW seconded this motion. Roll call was taken, all members present (5) voted in favor. Motion passed.

GM motioned to open the Public Hearing for the Master Plan. JS seconded this motion. Roll call was taken, all members present (5) voted in favor. Motion Pass. Public Hearing Opened.

- **Master Plan Update** – The Planning Board will be reviewing and discussing the updated Master Plan document. The following sections are included in this updated document: Land Use, Climate Change, Economic Development, Transportation, and Community Health. The Planning Board will be making a determination whether or not to approve and accept the updated Master Plan.
 - Tyler Maren; project lead, from Barrett Planning Group, LLC gave a presentation to the board:
 - **GM** asked about slide 10, CC=1.1 regarding public safety on Ferry Road, Beach Road, and North End Blvd... He asked how is the planning department going to be responsible if two of those roads are state road?
 - Tyler responded by saying he was thinking it could mostly be keeping an eye out for grants or other general improvements the Town could do.
 - **GM** asked if the master plan will include a section on housing
 - Danny Ruiz stated there is not a section in this plan but there is the Housing Production Act that discusses different types of housing.
 - **DR** suggested to make a reference to the Housing Production Act in the Master Plan.
 - GM suggested adding SCTV to the community health section of the Master Plan. Maybe as a goal to enhance community awareness.
 - Michael Colburn - 5 Caitlin Circle, gave a public comment on the Master Plan.

GM motioned to continue the public hearing on the Master Plan to the October 26, 2022 Planning Board Meeting. JS seconded this motion. Roll call was taken, all members present (5) voted in favor. Motion passed.

- **66 Elm Street (Map 8, Lot 1)** – Site Plan Review Application - Proposal to raze the existing doggie daycare and reconstruct a new larger doggie day care building. **Applicant:** Carlyn Capolupo
 - Douglas Deschenes, Esq. spoke on behalf of the applicants:
 - The applicant has owned the facility for 7 years. She is looking to raze the current facility to rebuild for maximum efficiency and state of the art facilities.
 - She has obtained a special permit to expand the occupancy to 170 from the Zoning Board of Appeals.
 - Currently the structure is pre-existing, non-conforming. The proposal will make the structure conforming.
 - There was one request from the ZBA to provide sound attenuation alongside the western property line.
 - TJ Melvin, from Millennium Engineering, Inc, gave an overview of the site plans:
 - The new site would keep 8 parking spaces outside of the facility. It would move 10 spaces to the abutting property on elm street strictly for the employees of the facility.
 - Will be bringing in new water and sewer services for the new facility.
 - Will be filing with the conservation commission because most of the property flows back into a wetland area. They are trying to get on the next Conservation Commission agenda.
 - Chris Crump, with CWC Design in Newburyport, MA gave an overview of the proposed building:

- He noted that the building is centered but still slightly to the right-hand side to be courteous to the neighbors being the left-hand side is wetlands and an owned abutting land.
- **LM** asked what insurance the daycare has for the parking spots always being there for the facility for the long-term
 - Douglas Deschenes replied the abutting property is a family connection and the parking situation for the business has many spaces.
- **LM** asked about a traffic plan being presented to the board.
 - Douglas Deschenes replied by saying he can get that to the board.
- Mable Lavalley – 8 Cushing Street gave a public comment on noise from the facility.
- Barbara Rogers – 10 Cushing Street gave a public comment on noise and lighting from the facility.
- TJ Melvin wanted to note that he had met with the applicants today and they have decided to keep the existing fencing area. There will be no expansions as set in the plans before the board at this moment.
- Danny Ruiz asked what height are the light poles.
 - Douglas Deschenes stated he will get Danny that information.

GM motioned to continue the Site Plan Review for 66 Elm Street to the October 12, 2022 Planning Board Meeting. WW seconded this motion. Roll call was taken, four (4) members voted in favor, one (1) recusal (WW). Motion passed.

4. Old Business

- None at this time

5. Correspondence

- None at this time

6. Adjournment

GM motioned to adjourn. LM seconded this motion. Roll call was taken, all members present (5) voted in favor. Motion Passed. Meeting adjourned at 8:38 PM.

*** Documents provided at the meeting are on file in the Planning Office**

Minutes approved by: _____

Date: _____


