

**Salisbury Planning Board  
Meeting Minutes**

---

**Date:** Wednesday, June 26, 2019

**Place:** Colchester Auditorium, Salisbury Town Hall, 5 Beach Road

**Time:** 7:00 p.m.

---

**PB Members Present:** Vice Chair Gina Park (**GP**), Clerk John “Marty” Doggett (**JMD**), Louis Masiello (**LM**), and Alternate Deb Rider (**DR**).

**PB Members Absent:** Chair Don Egan (**DE**) and Gil Medeiros (**GM**).

**Also Present:** Assistant Planner Bart McDonough (**BMD**) and Planning Board secretary Sue Johnson (**SJ**).

Gina Park brought the meeting to order at **7:00 p.m.** in the Colchester Auditorium, Salisbury Town Hall. Announced, per opening meeting law, that the meeting was being recorded.

**1. New Business**

**a. Signing of plans & permits**

- b. Accessory apartment recommendation—**20 Locus Street (Assessor’s Map 12, Lot 44)— Request made by David Osgood c/o Lisa Mead, Talerman and Costa, LLC
- Joel Quick (**JQ**) from Mead, Talerman and Costa stated that he was representing the applicant. **JQ** stated that the applicant would like to renovate the existing structure and create an accessory apartment in the basement. **JQ** stated that there is an existing cart path that they would like to add gravel to in order to create another driveway for convenience to the tenant in the accessory apartment. **GP** asked how many cars are expected to be parked in the second driveway. **JQ** stated 2. **GP** asked if the property was on septic or sewer. **JQ** replied that it had septic. **GP** asked what size the septic system was. **JQ** stated that it was a six bedroom septic system and handed a letter they had received from the Department of Public Health to the Board. David Osgood (**DO**) stated that there are currently four bedrooms and will become six bedrooms with the accessory apartment. **JMD** asked if trees would be taken down to widen the cart path. **JQ** replied that he did not believe any trees would need to come down and passed along a photograph to the Board of the existing cart path. **LM** asked **JQ** to show him where the two means of egress would be. **JQ** stated that there would be a door and an egress window and went on to state that the Building Inspector has looked over this plan. **JO** stated that there are double doors off of the sunroom which is the primary egress for the basement and there is a full size egress window. **JO** went on to state that there is a sliding door upstairs on the Northside and double doors in the front which equals 4 means of egress. **BMD** read the decision criteria.

**LM** motioned to draft a letter recommending to the Zoning Board of Appeals that the application for an accessory dwelling unit at 20 Locust Street has an adequate lot size to accommodate the new improvements and that its inclusion will not adversely impact the existing neighborhood characteristics and the Board would like to note that the design was not done by a licensed architect and have questions about the second means of egress and would like the ZBA to look into this.

**JMD** seconded.

**Vote: 4-0, motion passed.**

- c. Approval of architectural elevations—**22 Old County Road (Assessor’s Map 28, Lot 27)— Request made by Merrimack Valley Habitat for Humanity. Meegan O’Neil (**MO**) stated that she

was the new Executive Director for Habitat for Humanity and is representing the project. **BMD** asked how the building was coming along. **MO** stated that things are good and moving along and stated that they have a partnership with Whittier High School and they will be building with them in the fall. **BMD** asked when they thought the homes would begin being occupied. **MO** anticipates late spring for the first three units. **LM** asked if the siding was vinyl. **MO** stated that their plan is vinyl siding but they are working with a distributor who may have some hardy plank board to be donated. **MO** stated that whatever siding they are able to get donated would be used on all of the units. **GP** asked what the elevation was. **BMD** stated that it was well under 35 feet.

**LM** motioned to approve the architectural elevations for 22 Old County Road.

**JMD** seconded.

**Vote: 4-0, motion passed.**

- d. **Minor site plan modification**—1 Washington Street (Assessor's Map 27, Lot 33)—Request made by Coast Lane, LLC

**EB** stated that he was representing the applicant and stated that originally it was approved to install wooden fence and the applicant would like to change to a 6' high solid vinyl fence.

**LM** motioned to approve the minor site plan modification for 1 Washington Street.

**JMD** seconded.

**Vote: 4-0, motion passed.**

## **2. Public Hearings—7:10 pm**

- a. **Cont. special permit and major site plan review**—3 Bridge Road (Assessor's Map 3 Lot 13) and 4 Beach Road (Assessor's Map 3 Lot 10)—Request made by Liberty Real Estate Strategy, LLC and Downeast Investments, LLC

**EB** stated that the applicant is working on architectural changes on the front commercial building and have asked to continue the meeting.

**DR** motioned to continue the Public Hearing to the July 10, 2019 meeting at 7:10pm

**JMD** seconded.

**Vote: 4-0, motion passed.**

- b. **Cont. major site plan modification**—98 Elm Street and 5 Bartlett Street—Request made by DPW Realty, LLC.

**EB** stated that he was representing the applicant and was going to address the comments from the Town Engineers letter. **EB** stated that they are going to replace the pipe. **EB** stated that they were going to add concrete curbing to the parking lot which will match the concrete curbing in the existing parking lot. **EB** stated that they do not show a continuation of the sidewalk on Bartlett Street to the end of the new parking lot. **GP** believes that they should continue the sidewalk. **JMD** stated that if the sidewalk was continued to the end of the new parking lot how much further would it be to the rail trail. **EB** replied approximately 300 feet. **GP** asked why they would not extend the sidewalk to property line. **EB** stated that they could extend the sidewalk to the end of the property.

**JMD** motioned to close the public hearing.

**DR** seconded.

**Vote: 4-0, motion passed.**

**LM** motioned to grant the waiver of location of service and loading areas and location of trash and receptacles or dumpsters.

**JMD** seconded.

**Vote: 4-0, motion passed.**

**LM** motioned to approve the major site plan modification for 98 Elm Street and 5 Bartlett Street as depicted on the site plan set, last revised on June 19, 2019, the landscaping plan, last revised on May 13, 2019 and the site lighting layout plan, last revised on March 18, 2019 as conditioned in the draft decision and add sidewalks along the length of the property on Bartlett Street consistent with the existing sidewalk and curbing.

**JMD** seconded.

**Vote: 4-0, motion passed.**

### **3. Other Business**

**BMD** read a letter from **DE** thanking **GP** for volunteering her time and dedication to the Planning Board.

### **4. Correspondence**

- a. **Minutes:** April 24, 2019  
**LM** motioned to approve.  
**DR** seconded.  
**Vote: 4-0, motion passed.**

- b. **Minutes:** May 8, 2019  
**JMD** motioned to approve.  
**LM** seconded.  
**Vote: 4-0, motion passed.**

### **5. Executive Session**

- a. Executive session under G.L. c.30A, §21(a)(3) to discuss strategy with respect to litigation: Big Block Development Group v. Town of Salisbury Planning Board.  
**GP** stated that there is nothing new to discuss.

### **6. Adjournment**

**JMD** motioned to adjourn.

**DR** seconded.

**Vote: 4-0, motion passed.**

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

Minutes approved by: \_\_\_\_\_



Date: \_\_\_\_\_

9/14/19