

## **Topsfield Planning Board**

November 3, 2009

Chairman Winship called the meeting to order at 7:30 PM. Board members present were Robert Winship, Janice Ablon, Gregor Smith, Ian deBuy Wenniger and Jonathan Young. Roberta Knight, Community Development Coordinator was also present.

**Visitors:** Selectmen Martha Morrison and Dick Gandt; Frank Iovanella, Michael McCarron, Heidi Fox, Alan Berry, Brad Latham, Victoria DeMarco, Joseph Bochetti.

**Ipswich Planning Board Request:** The Board accepted the notice from the Town of Ipswich relative to zoning changes and directed Ms. Knight to forward a letter to the Ipswich Planning Board of its acceptance of notice.

**Bills:** The Board approved and signed the bill schedule.

**414 Boston Street Special Permit:** At 7:45 PM, Chairman Winship called to order the public hearing to consider the application of Victoria DeMarco for premises located at 414 Boston Street requesting a special permit pursuant to Article V, Section 5.04 and Article III, Table of Use Regulations Section Retail and Service, Sub-section 4.24 Fitness and Recreational Sports Facilities to allow said use.

Applicant Victoria DeMarco appeared before the Board and explained that this facility known as Safe Harbor North would provide family fitness programs. The clientele ranges from elementary school through adult retirement age. The program is to provide workouts in the artistic disciplines of Martial Arts, Tai Chi, Pilates and Yoga. The classes tend to be small to moderate in size (10-20), and personal in approach. Operating hours would be between 7:30AM to 9:00PM with most evening programs ending by 8:15PM and would vary daily depending on the class offerings. There would be no outdoor activity nor discernable noise.

Ms. DeMarco noted that she would be leasing approximately 1,100 sq.ft. of space within the building. This space is located within the front portion of the building facing the front parking area. The facility would require 17 dedicated parking spaces. There are 22 spaces currently in the front parking area for the premises, and 17 of those spaces would be dedicated for the facility's use.

Mr. Joseph Bochetti owner of the property reviewed the current uses in the building with the Board and the location of parking for those units noting that there was another parking area in back for the lower level. He also stated that he had plans to pave and expand the front parking area.

Member Gregor Smith moved that the Board grant a special permit pursuant to Article V, Section 5.04 and Article III, Table of Use Regulations Section Retail and Service, Sub-section 4.24 Fitness and Recreation Sports Facilities to allow said use at 414 Boston Street to Victoria DeMarco for the operation of Safe Harbor North; seconded by Member Janice Ablon; so voted; 5-0.

**English Commons EHD Special Permit:** At this time, Chairman Winship reviewed additional edits made to the latest draft of the special permit inclusive of revisions made at the October 27<sup>th</sup> meeting. In addition, Member Ian deBuy Wenniger recommended minor clerical edits. It is noted that these final edits were clerical and grammatical in form and that no substantive revisions were made. Upon the conclusion of the final review, Clerk Janice Ablon made the motion to approve the Elderly Housing District Special Permit and Site Plan Review including the design standards for the Scenic Overlay Zone and Scenic Road Permit for the English Commons Elderly Housing Development at 12 Boston Street as amended; seconded by Member Gregor Smith; so voted 5-0. Attached for reference is the approved special permit decision inclusive of history, findings, restrictions and conditions.

**New Meadows EHD Special Permit:** At this time, Chairman Winship reviewed additional edits made to the latest draft of the special permit inclusive of revisions made at the October 27<sup>th</sup> meeting. In addition, Member Ian deBuy Wenniger recommended minor clerical edits. It is noted that these final edits were clerical and grammatical in form and that no substantive revisions were made. Upon the conclusion of the final review, Member Gregor Smith made the motion to approve the Elderly Housing District Special Permit and site Plan Review for the New Meadows Elderly Housing Development at 30 Wildes Road as amended; seconded by Member Ian deBuy Wenniger; so voted 5-0. Attached for reference is the approved special permit decision inclusive of history, findings, restrictions and conditions.

**New Meadows Scenic Road Permit:** Member Ian deBuy Wenniger made the motion to approve the special permit under the Scenic Road Bylaw as set forth in Condition 15 of the Elderly Housing District Special Permit; seconded by Clerk Janice Ablon; so voted 5-0.

**New Meadows Storm Water and Erosion Control Special Permit:** Member Gregor Smith made the motion to approve the Storm Water and Erosion Control Management Permit for the New Meadows Elderly Housing Development at 30 Wildes Road; seconded by Member Jonathan Young; so voted 5-0.

**86 Salem Road Scenic Road Permit:** Chairman Winship reviewed a preliminary application for a Scenic Road Permit by Steven Hall and Jody Clineff relative to 86 Salem Road for a temporary opening in the stonewall for construction access along Wenham Road. He noted that in order to move into the house, the owners needed to

install a new septic system, and given the time of year he informed the members that he had given the property owners oral permission to proceed. The Board concurred with Chairman Winship's action, but requested that the owners formally submit an application for approval under the public hearing process as established by the Town's Bylaw.

The meeting was adjourned at 9:55 PM.

Respectfully submitted,

Roberta M. Knight  
Community Development Coordinator