

# HULL PLANNING BOARD

253 Atlantic Avenue, 2nd floor  
Hull, MA 02045

Phone: 781-925-2117

Fax: 781-925-8509



August 24, 2016

**Members Present:** Harry Hibbard, Chair; Steve White, ~~Steve Flynn~~, Jeanne Paquin; Jason McCann

**Members Absent:** Joseph Duffy; Nate Peyton; Stephen Flynn

**Staff Present:** Sarah Clarren, Acting Director of Planning and Community Development

7:30 p.m. H. Hibbard called the meeting to order.

## Minutes

The board approved the following minutes:

<b>Motion</b>	Paquin	Motion to approve minutes of July 27, 2016
<b>Second</b>	McCann	
<b>Vote</b>	Unanimous	

## 0 Rockland Circle update

Clarren provided an update on the 0 Rockland Circle pocket park. She stated that Town Counsel James Lampke is in the process of drawing up a covenant that will go before the Board of Selectmen on September 1, 2016 for their approval. This will give the developer permission to do the work and stipulate that owners will maintain the park in perpetuity. Hibbard noted that this is a deed restriction that governs the use and maintenance of the park.

## Complete Streets update and next steps

Clarren explained that the town is currently on Tier 2, Step 8, in the Complete Streets process. Tier 2 requests money for technical assistance for the preparation of a prioritization plan. Clarren stated that a scope of work from Beta Engineering has been submitted to MassDOT and the town is waiting to hear back with a notice to proceed. This would give the town a grant of \$38,000 to assist in the development of the prioritization plan, which will then be submitted to MassDOT for review. In Tier 3, if approved and as long as the program runs, the town will submit its top projects yearly and MassDOT will make funding decisions. Each town can receive up to \$400,000. There is no matching requirement.

## Review of NBOD guidance form

Hibbard noted that McCann did an excellent job on the NBOD guidance form. McCann said that Duffy had also given him a lot of suggestions for the document. The form is designed to compile all of the overlay district special permit requirements into one document. Parts of the form are designed for the applicant and parts for the board in its review process. Hibbard suggested that the final document be reviewed by Town Counsel Lampke. Paquin noted that a disclaimer would be wise as well. Hibbard will convey the document to Lampke for his review.

## **CPA discussion**

Hibbard said that the board should start talking about the CPA after Labor Day, and recommended that it be the board's focus for the next two months. McCann noted that the Community Preservation Coalition (CPC) would like to assist in the process. Hibbard said that the Planning Board cannot have a formal role in the formation of an advocacy committee, but members can be involved as individuals. Paquin asked if the CPC contact could be put in touch with one of the groups that are eager to get the CPA enacted. She also suggested that it would be educational for the board to meet with the CPC to discuss how best to move forward. Hibbard suggested putting the CPA on the September 14 meeting agenda.

## **Hiring of Director of Planning and Community Development – Update**

Paquin said that the hiring committee had interviewed candidates for the position of Director of Planning and Community Development. She stated that there were two very strong candidates, who will be interviewed again on August 25.

## **Short term improvements in blighted commercial spaces**

White noted that in addition to its long-term work, there might be ways for the board to make short-term improvements to the town as well. He noted that there are unused or blighted commercial spaces in town that might be fixed up and used by community groups on a short-term basis. He stated that other cities have used vacant or boarded up storefronts for nonprofits such as art spaces and that this has the effect of adding vibrancy to the community and creating an immediate improvement for residents and visitors. White noted that this benefits the group using the space, as it is able to use the space rent-free, and the owner, who benefits from the improvements made.

McCann said he and Duffy are the board's representatives to the Zoning Bylaw Committee (ZBC), which is still meeting, but doesn't have an overarching mission at this time. He said that he would like to explore how that committee might be used to look at peer towns and explore the idea of something like a pop-up ordinance to encourage short-term commercial business. He would like to push the ZBC to explore that concept and to convene in a joint meeting with the HRA, which is already in conversation with property owners by the beach. Paquin noted that the HRA is also able to provide seed money for projects of that kind.

White further noted that in some communities short-term improvements of this kind have been sparked by the community development office. McCann said that because the town is so built out, there is not a lot of need for site plan review and some of the board's energy might be directed into an idea like this with the support of a new administrator and in conjunction with the HRA. Paquin noted that this would be a way of showing property owners that their property is important to the town and that there are people willing to put their sweat equity into it.

## **New Business**

Hibbard suggested that after the CPA is settled and once a town planner has been hired, the board should have a meeting to review its plans for the future. He also suggested that members take turns going to HRA meetings. He said that he would like to see the RFP that will be going out to developers. McCann said that, once hired, the new planner could serve as a liaison between the HRA and the Planning Board because they will work closely with both, and that this might improve communications between the two groups.

Paquin updated the board on 7 Bay Street, stating that two units were sold and the bank is waiting to foreclose. She said that she went to an open house and there was only one finished unit and one partially finished unit. She said that she believed a park should have been created on town land that would be the responsibility of the current or subsequent owner, but one has not been constructed. Her concern is for the abutters who may be wondering why it didn't go as planned or promised. McCann said that if said park was a condition, any conditions had to be met before certificates of occupancy are issued. Hibbard then stated that construction of the pocket park at 0 Rockland Circle will happen because its construction was listed as a condition contingent on certificates of occupancy for the entire project.

Future agenda items include:

- ✓ • HRA liaison
- Planning session
- CPA discussions
- ✓ • Zoning Board decisions

**At 8:40 p.m. the Board voted unanimously to adjourn, on a motion by McCann, seconded by White.**

Minutes approved: \_\_\_\_\_ Date: 9-14-06

**The following documents were submitted and are part of the official records:**

- Planning Board agenda for 8/24/16
- Meeting minutes for 7/27/16
- Complete Streets Program Request for Technical Assistance and Prioritization Plan
- Nantasket Beach Overlay District (NBOD) Project Submission Checklist and Project Review Checklist