



# *Town of Swampscott*

## OFFICE OF THE PLANNING BOARD

22 Monument Avenue, Swampscott, MA 01907

### **Planning Board Members**

Patrick Jones, Chair  
Angela Ippolito, Vice Chair  
Sylvia Belkin  
Jeffrey Blonder  
George Potts

### **Planning Board Secretary**

Helen Kennedy

### **Town Planner/Energy Efficiency Manager**

S. Peter Kane

## January 9, 2012 Meeting Minutes

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**Time:** 7:15 – 8:30 pm

**Location:** Swampscott Senior Center

**Members Present:** A. Ippolito, J. Blonder, S. Belkin, G. Potts

**Others Present:** Town Planner Pete Kane, Reporter Cyrus Moulton

Planning Board Vice Chair Ippolito opened the meeting and the Board members briefly discussed the upcoming ZBA Petition from Tim Demirs for 3 Manson Road appealing a Building Inspector decision. Ms. Ippolito recalled an earlier petition by Mr. Demirs and said Town Counsel found Planning Board did not have standing on the issues. No further discussion on that item.

The meeting returned to the discussion from the December meeting about revitalization of the Humphrey St. corridor. Ms. Ippolito had a copy of the Town Master Plan from 1971 and copies of documents from various earlier efforts which did not come to fruition. Ms. Ippolito said Marblehead passed a smart growth 40R plan and developed a plan covering the General Glover property which is owned by Marblehead, Swampscott and Salem. The Marblehead plan includes zoning which has been approved by Town Meeting. Her question to Town Planner Kane was how to get there from here?

Town Planner Kane said he has a feeling that master plans are not incorporated into zoning bylaws. A majority of municipalities have master plans that are not reflected in their bylaws. It is not required to be because Ma. is a home rule state; the state can't tell municipalities you have to implement the master plan. It is easier to change a master plan than change bylaws. When developing a master plan, you are also revising the bylaws. G. Potts: If you are planning to change the bylaws you should

update the master plan. P. Kane said the two activities don't happen simultaneously. He suggests developing a master plan, getting community in-put and then going after changing the bylaws.

Ms. Ippolito: What about process, presenting a schedule of what we want to do? Working on a master plan that has five main components can we get it to Town Meeting? P. Kane: the master plan is to be considered in its entirety. G. Potts: Make recommendations based on findings, e.g. increase residential and commercial rates based on "x" amount.

A. Ippolito: E.g. for Anthony's we need a plan for what we want this to look like so when something comes up we are prepared. S. Belkin: We could identify areas, Aggregate, Anthony's, General Glover property and the JRC will be vacated in September, 2012. The Local Historic Districts will have a big impact on Humphrey St.

P. Kane: Master Plan is to determine the issues, assets, challenges. It is a guiding plan and not set in stone. A. Ippolito: Identify priorities and where do we go from here. P. Kane: Put together a summary of how master plans of similar-size towns are done. Have a community development plan which becomes part of the development of a master plan. We would work with other departments on a broad basis. The master plan has to be approved by Town Meeting. Have to work with community meetings, do workshops on one to three items before presenting to Town Meeting.

S. Belkin: Do a town-wide questionnaire to get community input. J. Blonder: Have a town-wide kick-off and ask for Town input. Do survey of ten questions or less, request respondents to rank top items and rank them. P. Kane has done questionnaires before and will send draft to Planning Board members for input. Distribute survey on paper and on Town Website. A response return of 15% would be good. Check with Town Clerk to see if the form can be enclosed in the town census. P. Kane will draft suggestions and forward to Planning Board members within the week. Planning Board members will reply to P. Kane in e-mail instead of editing the form on line which would block out other edits.

Ms. Ippolito told the Board that Becky Curran, Marblehead Town Planner, has been very helpful and really willing to share information. Belkin: Can we invite her to our Planning Board meeting? A. Ippolito: I don't see why not. P. Kane: we can work with MAPC and they will put out the word to all communities.

J. Blonder: We need to revisit bylaw on Site Plan Special Permit and other duties removed from Planning Board responsibilities. A. Ippolito will request Acting Town Administrator Dave Castellarin to hold space in the warrant for this item.

J. Blonder moved to adjourn at 8:30, seconded by A. Ippolito and unanimously approved.