



TOWN OF SWAMPSCOTT

OFFICE OF THE PLANNING BOARD

ELIHU THOMSON ADMINISTRATION BUILDING
22 MONUMENT AVENUE, SWAMPSCOTT, MA 01907

MEMBERS

ANGELA IPPOLITO, CHAIR
JEFFREY BLONDER, VICE CHAIR
CLINTON BENCH
GEORGE POTTS
JR YOUNG

STAFF

HELEN KENNEDY, SECRETARY
S. PETER KANE, TOWN PLANNER

NOVEMBER 10, 2014 MEETING MINUTES

Time: 7:06– 8:55 pm

Location: Swampscott Senior Center, 200 Essex St (rear)

Members Present: A. Ippolito, J. Blonder, JR Young

Members Absent: C. Bench, G. Potts

Others Present: Pete Kane (Town Planner), Michael Callahan (attorney), William Luster (applicant), William DiMento (attorney)

Meeting called to order at 7:06 pm by Chair Angela Ippolito.

MEETING MINUTES

After minor typo corrections, minutes of October Planning Board meeting were unanimously approved on J. Blonder's motion, seconded by JR Young.

14ANR-3

Approval-Not-Requested subdivision application review for Lots 12 & 13 of Atlantic Crossing, filed by Atlantic Crossing LLC (c/o Michael Callahan) to revise the lot line between Lots 12 & 13 as approved in the Definitive Plan of Atlantic Crossing.

Attorney Callahan read a letter from Eastern Land Survey Associates, Inc, stating "The Form A subdivision was prepared due to a larger foundation pour on Lot 13. Lot 13 was 4,732 sq ft and Lot 12 was 4,555 sq ft. The new lot line was established without any area change.

The ANR was unanimously endorsed on a motion made by J. Blonder and seconded by JR Young.

PETITION 14-24

Application by Centercorp Swampscott Realty Trust, CC Swampscott Lot B5 LP, and Yu Realty Trust to modify the site plan to improve handicap accessibility from Route 1A (Paradise Road) by eliminating one parking space, removing two trees and modify plantings, and add crosswalks, raise sidewalk, and raised crosswalk at 430-450 Paradise Road.

Attorney DiMento told the Board the original site plan for the mall redevelopment from the 90s has been modified in response to prior a Planning Board discussion about difficulty pedestrians face on the mall property in general. Mr DiMento reviewed the modifications which will be made at the various points to include a speed table (raised crosswalk) to raise awareness of pedestrians near the Girls Inc venue. A raised crosswalk will also be created in a landscaped parking divider element that will create a protected pedestrian way between the outbuilding and the main mall building. Mr. DiMento told the Board an snorkel-style mailbox will be installed adjacent to the Bank of America ATM (not part of this application). The mailbox at the Walgreens will remain in service, though eventually possibly removed.

The Board expressed appreciation for this project proposal to create additional convenience and safety for mall visitors.

J. Blonder moved to recommend approval of application to the ZBA. Motion seconded by JR Young and unanimously approved.

PLANNING BOARD BINDER HANDBOOK

Town Planner Kane distributed Swampscott Planning Board manuals to the Board members in attendance. The contents include Zoning By-Law, MA General Law Chapter 40A, MA General Law 40R, relevant forms, Subdivision Rules & Regulations, Smart Growth Overlay Design Standards and Open Meeting Law Guide (from office of Attorney General). Mr. Kane explained he prepared this manual for member reference relative to the scope of issues handled by the Planning Board. Mr. Kane was commended for taking the initiative to prepare and assemble this Planning Board “bible” which is a valuable resource.

SUBDIVISION RULES & REGULATIONS

Planner Kane noted that the subdivision rules and regs are out of date and don't even mention concrete sidewalks. He requested Planning Board members review to make updates to this. He recommended one or two Planning Board members work on this revision to be done by spring 2015. Chair Ippollito suggested possibly G. Potts and JR Young set up and others could help. Planner Kane will follow up with those two Planning Board members to get this started. He also recommended reviewing those rules & regs of other communities to find more recent, improved language. J. Blonder asked about the filing fees for subdivision applications. Mr. Kane noted that the Planning Board did revise those fees in 2013 based on current filing schedules of other communities.

HUMPHREY ST OVERLAY DISTRICT

Discussion to begin process to make revisions to drafted bylaw and start public outreach. Mr. Kane suggested on getting community and business support.

The Board discussed issues like outside seating. How many businesses belong to the Chamber of Commerce? Activities that have improved other communities will gladly be accepted. Consider having a public meeting at Hawthorne to get feedback.

Chair Ippolito said she would like to see the old section of Hadley School developed for condos and shops, etc. Zone certain areas as adaptive reuse for buildings that are a certain age. Think of what's possible and make it happen.

J. Blonder: Community previously has objected to new development plans for Hadley. There could be a grant to redevelop.

A. Ippolito: People only know how to build new.

P. Kane: The concept of adaptive reuse zoning is to provide incentive bonuses to the developer if the building is preserved. If you tear the building down, you'd be relegated to the underlying restrictions.

A. Ippolito: Greenwood has a tainted process because of the contention. Think of reusing Greenwood as school to replace Hadley which is in the worst condition.

P. Kane: Back to Humphrey St – start looking at doing public workshops.

The Board discussed the need to reinvigorate, showing the benefit of effort.

A. Ippolito: There are a lot of issues. What zoning is going to do regarding streetscapes. Get business and homeowners involved. We need to improve the language and get Peter Spellios to help with the language would be a valuable asset. Try to get an outline of what needs to be done. The Board should review the drafted bylaw again.

P. Kane: Design guidelines never go to Town Meeting, just the bylaw. We should have the guidelines ready for people to apply once the bylaw is approved.

A. Ippolito: Understanding how we can make improvements a priority in development, paying particular attention to the use table. Seems like there are gaps.

The Board then discussed if it's necessary to create another town board (which the drafted bylaw calls for). A. Ippolito noted that the 40R district doesn't require one. The Board needs to look at putting together a schedule for Town Meeting to be prepared. C. Bench has taken over the Zoning Bylaw Review Subcommittee. There needs to be signage standards, like on the Orloff building. Signs aren't allowed on residential buildings. Don't allow signs on residential property, can't put a sign on private property like the signs on Whales Beach, can't have free standing post.

Beautification Committee is creating municipal sign guidelines, how to revise or create new signs. Traffic signs will not be part of this effort. Marian Court has many signs, including directional. Planner Kane noted that the intention of the signage guidelines is to make all signs consistent, size and lettering, so they provide a nicer appearance. Beach signs are different; they are well on the way, beach signs have been designed and set. Need to landscape around beach signs and need buy-in from abutters.

J. Blonder moved to approve signage, identity wayfinding, traffic islands, need some kind of a strategy: if you want to do something, here are the guidelines.

J. Blonder: do we want to regulate temporary signs? Make sure whatever they are doing currently, they can still do. Guidelines in look/colors.

A. Ippolito: We shouldn't regulate temporary signs.

P. Kane is working with Bill Steelman regarding the Essex Heritage Scenic Byway. They're reaching out to communities to find out where signs will be installed.

A. Ippolito moved to approve feedback and edits to signage program. Motion unanimously approved.

MASTER PLAN

P. Kane said the master plan is finally underway. MAPC wants to do one for Swampscott, they have done recent studies in Salem and Lynn.

P. Kane and Thomas Younger met with MAPC and talked about recent planning work in town: 40R overlay and the need for an economic study. Matthew Smith (MAPC) specializes in economic development which will help. They will put together a proposal for the project. Don't have to go out for bid as MAPC is governmental body. MAPC is beneficial to Swampscott as they've done a lot of work in the town already. MAPC is doing a number of other master plans but they are favorable to Swampscott. P. Kane also noted that a housing production plan is required per the 40R creation. There is a technical assistance grant which P. Kane is planning to apply to for the housing production plan. That material will also be used in the master plan. He said they are hoping to have a signed agreement before the end of the year. There will need to be a temporary master plan committee to oversee the process of its development. He wants outside individuals and encouraged Planning Board members to "talk it up," get people who are not engaged in other town projects.

40R SMART GROWTH ZONE

P. Kane noted there are two outstanding items for this new overlay zone. There are no application forms for people to apply and no fees have been established. He provided a copy of the application that Marblehead uses and developed a version for Swampscott. He also stated that Marblehead has an application fee of \$1,000. It may be appropriate to match Marblehead's current application and fee, but the fee may need to be adjusted if the zone is ever expanded.

J. Blonder moved to approve a \$1,000 application fee and the application form as created. Motion seconded by JR Young and unanimously approved.

Motion to adjourn at 8:55 pm on a motion made by J. Blonder and unanimously approved.

Helen Kennedy
Planning Board Secretary