



# TOWN OF SWAMPSCOTT

S. PETER KANE  
DIRECTOR OF  
COMMUNITY DEVELOPMENT

## PLANNING DEPARTMENT

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

# ATLANTIC CROSSING SUBCOMMITTEE JANUARY 20, 2016 MEETING MINUTES

**Time:** 3:02– 3:20 pm

**Location:** Atlantic Crossing subdivision, Lot 11 (#15)

**Members Present:** Naomi Dreeben, Angela Ippolito, Pete Kane

**Members Absent:** none

**Others Present:** Michael Callahan

Meeting opened at 3:02p with all members of the subcommittee present.

The subcommittee walked through the single-family home that had been constructed on Lot 11 (15 Atlantic Crossing). The exterior and interiors were inspected; the landscaping was not due to the snow but a landscaping escrow of \$2,800 would be set up at the sale closing. The subcommittee noted the following:

First Floor – (1) bedroom with ensuite, 1/2 bath, living room with fireplace, and kitchen with walk-in pantry;

Second Floor – (1) master bedroom with ensuite and balcony, linen and laundry closet, (1) full bath, (2) bedrooms (1 with balcony);

Basement – over half of the basement level has been finished as living space as one large area.

The members noticed that there was some finish work still to be done with the shower tiling in the master bathroom and that all bathrooms still needed mirrors installed. Mr. Callahan stated that a fence will be put up to separate the four inner properties (something low, wood, and decorative but to provide some privacy).

The subcommittee then went through the checklist of items for the sign-offs of the Certificate of Substantial Completion and Certificate of Performance.

The building permit had been granted within the 24-month requirement. A certificate of occupancy had been granted Tuesday, January 19. The landscape escrow would be set up during the closing on the property.

On a motion by A. Ippolito and seconded by N. Dreeben, the subcommittee unanimously approved the Certificate of Substantial Completion and Certificate of Performance.

With a motion by A. Ippolito and seconded by N. Dreeben, the meeting minutes for June 17, 2015 were unanimously approved.

Meeting adjourned at 3:20p.

S. Peter Kane  
Director of Community Development