



CITY OF SALEM PLANNING BOARD

A public hearing of the Salem Planning Board was held on Thursday, July 7, 2022, at 6:30 p.m. via remote access. Public participation was possible via Zoom video and conference call.

Chair Bill Griset opens the meeting at 6:30 pm

I. ROLL CALL

Present: Bill Griset, Tom Furey, Sarah Tarbet, Carole Hamilton, Zach Caunter, Todd Waller (6)

Absent: Kirt Rieder, Helen Sides (2)

Also in attendance: Elena Eimert, staff planner, Beth Forrestal (2)

II. REGULAR AGENDA

A. Location: 252 Bridge Street (Map 26, Lot 0408 and Map 35, Lot 0024), 32 and 34 Federal Street (Map 35, Lot 621)

Applicant: WinnDevelopment Companies LLC

Description: A public hearing for all persons interested in the application of Winn Development Companies LLC for the property located at 252 Bridge Street (Map 26, Lot 0408 and Map 35, Lot 0024) in the B5 Zoning District for Site Plan Review in accordance with the following sections of the Salem Zoning Ordinance: Section 9.5 Site Plan Review, 7.3 Planned Unit Development Special Permit, and Section 8.1 Flood Hazard Overlay District Special Permit and Section 37 of the Salem Code of Ordinances, Stormwater Management Permit. The project will constitute Phase 1 of a two-phase project. Phase 2 will consist of the redevelopment and preservation of the historic County Commissioner's Building and Superior Court Building, located at 32 and 34 Federal Street (Map 35, Lot 621), which will be filed as an amendment at a later date. In Phase 1, the applicant specifically proposes to construct a mixed-use building with parking on the ground level, approximately 11,705 square feet of commercial and amenity space on the first level, and 120 residential units on the floors above. The proposed work includes razing any existing improvements and construction of the new building.

****Request to Continue to September 1, 2022****

Attorney Kristin Kolick of Correnti and Darling attending for the applicant, WinnDevelopment LLC.

- Kristin Kolick: Requesting continuance due to member vacancies on the board. There are currently several vacancies on the Planning Board, and we want to start with a full board of eligible voting members.
- Bill Griset: This is a novel reason for a continuance, but it makes sense. We are hoping that the vacancies will be filled by September 1, 2022.

Motion to Continue to September 1, 2022, is made by Todd Waller, seconded by Carole Hamilton, and passes 6-0 in a Roll Call Vote

Bill Griset	y
Tom Furey	y
Sarah Tarbet	y
Carole Hamilton	y
Zach Caunter	y
Todd Waller	y

- B. Location: 73 Lafayette Street (Map 34, Lot 430), 75 Lafayette Street (Map 34, Lot 431), 85 & 87 Lafayette Street (Map 34, Lot 432), 89 Lafayette Street (Map 34, Lot 433), and 9 Peabody Street (Map 34, Lot 232)**

Applicant: North Shore Community Development Corporation (NSCDC) & North Shore Community Health Center (NSCHC)

Description: A continuance of a public hearing for all persons interested in the application of NORTH SHORE COMMUNITY DEVELOPMENT CORP (NSCDC) and NORTH SHORE COMMUNITY HEALTH CENTER (NSCHC) for the property located at 73 Lafayette Street (Map 34, Lot 430), 75 Lafayette Street (Map 34, Lot 431), 85 & 87 Lafayette Street (Map 34, Lot 432), 89 Lafayette Street (Map 34, Lot 433), and 9 Peabody Street (Map 34, Lot 232) for a Site Plan Review, Planned Unit Development special permit, and Flood Hazard Overlay District special permit for a project in the Entrance Corridor Overlay District in accordance with the following sections of the Salem Zoning Ordinance: Section 9.5 Site Plan Review; Section 7.3 Planned Unit Development; Section 8.1 Flood Hazard Overlay District.

Specifically, the applicant proposes a project that will consist of three buildings, two of which will occupy the corner at Lafayette and Derby, and a third at the nearby site at 9 Peabody. At 73 Lafayette Street the applicant proposes a 6-story mixed-use building with commercial space on street level. Along Derby Street, the applicant proposes a new approximately 41,500 sf community health clinic. The applicant proposes that North Shore Bank will remain in its current ground floor location. Along Lafayette Street there will be 50 units in approximately 48,200 sf of age-restricted affordable housing with commercial storefront,

resident lounge, pharmacy, urgent care, and art gallery space. At 9 Peabody Street the applicant proposes an approximately 38,300 sf arts and non-profit space, as well as 6 residential units.

Revised Project Description: The above properties will be purchased by a collaborative joint venture between NSCDC and NSCH. Specifically, the applicant proposes a project that will consist of three buildings, two of which will occupy the corner at Lafayette and Derby, and a third at the nearby site at 9 Peabody. At 73 Lafayette Street the applicant proposes a 6-story mixed-use building with commercial space on street level. Along Derby Street, the applicant proposes a new approximately 41,500 sf community health clinic. The applicant proposes that North Shore Bank will remain in its current ground floor location. Along Lafayette Street there will be 18 units of age-restricted affordable housing, 6 compact studios and support for artists, with commercial storefront, resident lounge, pharmacy, urgent care, and art gallery space. At 9 Peabody Street in lieu of the original approximately 38,300 sf arts and non-profit space, as well as 6 residential units, they are now proposing 29 units of age-restricted affordable housing, 2 micro-commercial storefronts, parking, and an art gallery. All buildings have been reduced in massing.

Attending for the Applicant: Attorney Scott Grover, Michael White (HSH), Keri Pyke (HSH), John Michalak (Nitsch Engineering), Nick Botts (Nitsch Engineering), Jonathan Evans (MASS Design Group), Mickey Northcutt (North Shore CDC)

Attorney Grover: Representing South River Partnership (NSCDC & NSCH). The intention tonight is to update the board on the design changes and then discuss the traffic peer review. Plans being shown tonight were enthusiastically and unanimously approved by DRB in May at the schematic level.

Sarah Tarbet recuses herself.

- Jonathan Evans: We are updating the board after the Design Review Board approval. The existing building is represented in the design but in a way of the time and era. The Health center is shown on the first floor on the right with housing above. North Shore Bank will be on the left side of the ground floor on Lafayette Street. Public space that feels active and welcoming. The South River will be a “destination.” Site Plan has evolved, we have tried to optimize location of the drive thru and vehicle access through the site while making it a prominent public realm enhancement to the harbor walk. Renderings of the buildings are shown from different angles/streets. Design team has put effort into using differing canvas of brick bonding palettes. Slides shown with level of detail of new patterns of design. We are being mindful of sea-level rise

and as a result, there is a disconnect between floor elevation on inside with sidewalk elevation outside. Essentially will be like department store window displays in order to establish flow. Further slides showing the project from the river side. The 2-story entrance calls our attention. Planting strategy is mindful of native species. Rendering shown highlighting river walk and drive thru. Peabody Street building view shows there are no backs to the buildings. Trying to do something to play with scale and still feels innovative.

John Michalak and Nick Botts to present Traffic Review

- John Michalak: Director of Transportation at Nitsch Engineering. First received peer review comments from Howard Stein Hudson (HSH) on February 28, 2022, in response to September 24, 2021, Traffic Impact Study. We issued a revised Traffic Impact Study on March 1, 2022, in response to comments. We received a second round of comments on April 8, 2022, from Howard Stein Hudson – Nitsch prepared response to these comments on May 11, 2022. The third round of peer review comments from June 10, 2022, are to be discussed tonight. We hope to gain confirmation that comments have been addressed.
 - Turning movement data for existing conditions analysis and distribution of vehicle trips exiting the Museum Place Garage. HSH agreed that responses were sufficient. We used intersection specific peak hour traffic volumes without balancing network to provide a conservative analysis. And the comment regarding Museum Place Garage exiting vehicles will use Federal Street rather than Church Street.
 - Comprehensive Mode Share Survey. Applicant will complete a mode share survey with the city with the Shetland health center.
- Nick Botts: Civil Engineer Nitsch Engineering
 - One of the conditions HSH was requesting was long term bicycle parking for employees of the health center, bank, and office programming. Slide showing the space for the bike storage and the amount of storage.
 - 10-foot accessible van space at Peabody parcel.
 - Adherence to conditions board will make. We will be bound to that as part of the agreement.
 - Vehicle tracking to show how different vehicles can navigate site safely with hardscape object, without impeding driver or pedestrian safety.

- Nick Botts: Slides shown with passenger vehicle car to illustrate navigability through site. All drive through lanes are accessible to standard vehicles. Then a city firetruck. Then queuing of bank/ATM/Teller station. We can comfortably fit 5 vehicles without blocking access to the rest of the site. Vehicle tracking that HSH requested– shows a moving or storage vehicle driving up to/parking at site drop off area. Waste/Recycling vehicle also navigates with no issue.
- Jonathan Evans: Confirmed head height clearance exiting on to Derby. As it is now, at least 14’8” clear from road surface to underside of the ceiling of drive lane. Can put in crash bars indicating maximum height.
- Jonathan Evans: Looking at Peabody Street. Is access intended to go through there? No. Moving residents will work with the city for parking in the street.
- Keri Pyke (HSH) The main concerns we had were the loading and trash pickup. Seems as though those have been answered. Didn’t know what the city’s process is for moving in – does the city issue a permit so someone can park a moving truck on the street? Operational thinking for residents.
- Mickey Northcutt: Most of our building are old, no driveways for the most part. We get permission to block off a parking space or 2 for the space, for dumpsters, etc. Residents take care of moving truck permits. Same with trash, we have a lot of dumpsters and have spent a lot of time managing trash – we have more frequent pickups. The trash pickup should be quick at this location.
- Keri Pyke: That makes sense. One of the first graphics – Derby Street exit. Small impact to on street parking on Derby?
 - Michael White (HSH): As the passenger vehicle exits, it looks like minor impact to parking on right. Are they proposed spaces or going away? Where lines drawn, there might be a minor impact. Overhang will go into those spaces.
 - Keri Pyke: Would vehicles be able to maneuver if spaces full?
 - Michael White: It is possible that it won’t have an impact and it is just the way it is drawn right now.
 - Nick Bott: We can verify this with a follow up correction to that exhibit. I have no doubt that the passenger vehicle can be straightened out and make the proposed exit. We can make it tighter on the left for a fire truck too.

- Keri Pyke: One way exit, you can use the whole width of the driveway to get out. They probably do have enough room and just tweaking the turn a bit.
 - Jonathan Evans: All of these surfaces are cold planer so they can cut tighter there and there might be space on the side for adjustments.
- Elena Eimert: Mass Design, please send presentation to me so I can update the project file and send on to Keri.
 - Jonathan Evans: Will clean up slides and send on to you.
- Attorney Grover: We've talked to city boards to get a good understanding of the modes of transportation for healthcare patients. Survey conducted at Shetland site.
 - Mickey Northcutt: Health Center staff has worked to pick apart patient data – they have really good data on who they see for what and can project how many people they serve. Looked within each category – each service has a different parking trajectory and how patients access services. For example, 80% of behavioral health visits are virtual. Medical – dug into how many are virtual v. in person. Compared that to multiyear reporting – a weeks' worth of patients were surveyed.
 - Mickey Northcutt: We assume that the 67 staff members would be parking with a pass in the garage. We want to make sure we have space for the rest - medical services/bank/visitors. We were surprised that the data aligned with staff assumptions. They see 2-3 patients an hour arriving. A healthy percentage walk, a healthy percentage are dropped off; the number of people that drive is decent, but they have a balanced visit. People arrive spread out through the day. Evening hours are limited and tend to be people who are closer to health center. *Slides with all data showing how they are using each hour for the week* . Half arrive on foot or via public transportation. Less than half arrive via car. We projected with current program and growth (dental almost 100% in person). For in person, we applied percentages from the week we tested.
- Bill Griset: Sarah Tarbet has recused herself as she is now on board of NSCDC.

Planning Board comments:

- Zach Caunter: This project will do a lot for this area. Not surprised by numbers we are hearing. It's in an accessible spot in a dense neighborhood. Concerning hours: Are the hours shown going to be the new hours of operation? Will urgent care be open later?
 - Mickey Northcutt: Hours are not set in stone, but they won't be late. Saturday and Sunday will be for urgent care, but the hours will be shorter than weekday health center hours.
 - Jonathan Evans: The hours might be 7-7, currently 9-5, but not 24 hours.
- Zach Caunter: Makes sense. The numbers on mode arrival, does that account for urgent care? The nature of urgent care can maybe increase numbers. Did projected numbers include urgent care?
 - Mickey Northcutt: Yes, based on size of space and capacity. They have a good idea based on their partnerships. They don't currently have urgent care at Shetland Park.
 - Jonathan Evans: Their data comes from their Peabody facility, where they do have urgent care.
- Zach Caunter: Focusing on 9 Peabody, any renderings of what the part of 9 Peabody will look like facing the South River and harbor walk improvement?
 - Jonathan Evans: Shows view from back of Flatbread. Peabody Street Park, gallery spaces. Two different panels to denote façade. Graphics eventually printed on them. Crown like piece that frames the gallery space. Shows landscaping. Enhanced access to entire parcel. Trying to from Derby Street and Dodge Street to bring people to the river. This is an everyday park and a magnet for different activities throughout the year.
 - Elena Eimert: Want to note that improvements to Peabody Street Park are highly conceptual, still has ongoing conversations between NS team, Mass Design and Parks and Rec. as to what can be agreed upon.
- Zach Caunter: Regarding the balcony - will it be a community space for residents or for commercial space?
 - Jonathan Evans: 9 Peabody is twenty-eight units of age restricted affordable housing; the ground floor is gallery space. The idea is to create community spaces for senior living area for residents. Regarding the Lafayette Street building – it is intended to be

public accessible community room, allowing for the opportunity for public to be elevated.

- Tom Furey: This project has come a long way. The design itself has come a long way. It is a gateway project, very vibrant. Can we compare current day in life of community health center at the Shetland site to new site?
 - Mickey Northcutt: Biggest difference is that the current health center is 10,000 sq ft total. Not the greatest space. They know this and want a larger, nicer facility. Administrative offices are overhoused in Shetland. Combined square footage is going from 17,000 to 30,000 but will be used efficiently and under one roof plus the addition of urgent care. Urgent care for anybody, not just existing patients of NSCH. Other services will exhibit modest growth. The urgent care will be the greatest growth.
 - Jonathan Evans: The opportunity to combine admin and medical space is a goal. We had to figure out what their goals were – a welcoming space, dignified and less institutional.
- Bill Griset: Fantastic project, elevate level of care for a whole population. The project has gotten better with each burnish and polish.

PUBLIC COMMENT:

No written comments

**John Watne
34 Boardman Street**

The aesthetic has come a long way. Wonderful addition to the streetscape. Pretty pedestrian friendly. Excited. NSCDC sets high bar for design. As the Chair of Bike Advisory Committee - can we have details about shared walkway from river to Lafayette?

- Jonathan Evans: We have tried to enhance harbor walk access. Shows path “gateways” 12 ft. wide path. Easy for bikes. Significant amount of short-term bike parking. We’ve been trying to balance moving parts but enhancing access.

**Councilor Jeff Cohen
12 Hancock Street**

Appreciates how the applicant has responded to requests and thinks this is an important project from an environmental and sustainability aspect as well as from an affordability standpoint.

Attorney Grover: Last piece we need to finish with the Planning Board is the civil and structural engineering peer review. City Engineer is reviewing the Woodward and Curran report. Would like the option to continue to the July 21 meeting – not sure if it will happen or not.

Know your rights under the Open Meeting Law M.G.L. c. 30A § 18-25 and City Ordinance § 2-2028 through § 2-2033.

Motion to continue to July 21, 2022, made by Carole Hamilton, seconded by Tom Furey, and passes in a 5-0 Roll Call vote

Bill Griset	y
Tom Furey	y
Sarah Tarbet	Recused
Carole Hamilton	y
Zach Caunter	y
Todd Waller	y

C. Location: 5 Broad Street (Map 25, Lot 0546)

Applicant: Charing Cross Realty Trust

Description: A continuance of a public hearing for all persons interested in the application of CHARING CROSS REALTY TRUST for the property located at 5 Broad Street (Map 25, Lot 0546) for a Site Plan Review and Municipal or Religious Reuse Special Permit in accordance with the following sections of the Salem Zoning Ordinance: Section 9.5 Site Plan Review and Section 6.11 Municipal or Religious Reuse Special Permit. The applicant specifically proposes conversion of the former City of Salem Council on Aging building to 16 new residential units. This involves the interior demolition and renovation of the existing 3-story building. The new work shall include but not limited to new framing, electrical, mechanical systems, structural systems, interior partitions and finishes throughout. Exterior work to the building will include windows, roofing, trim, re-pointing and sealing of existing brick facade. Associated improvements will be made to the parking lots, site access, utilities, and landscaping. Applicant proposes 28 parking spots for the residential units.

- Peter Pittman (Pittman Wardley Associates LLC): There is a draft decision letter we are going through. We just want to go over the improvements we made. Revised landscape planting schedule. The parking expanded greenspace and we understand there are questions from the board. We've incorporated everything to date. We have worked with other boards – brick sidewalk plus 1 parking space for a specific unit. Redoing part of sidewalk to make it handicap accessible. Working with the cemetery to create a better path to the westerly gate. Got rid of gas meters. The building will be all electric. Bike racks shown near building main entrance. We changed the fence – cast iron now, not picket. Took the dumpster away – trash room inside the building. Spoke with Tree Commissioner on site and reviewed tree species as well as planting schedule. The owner will work with tree warden to make sure we are at appropriate caliper.

Elena Eimert: I have the draft decision that we can run through tonight. Usually we close the hearing first.

Planning Board Comments

- Zach Caunter: Glad to see that we are doing iron fences. Equally happy with brick sidewalk.
- Sarah Tarbet: Parking comments: I wanted to ask about the spot facing Broad Street. I notice none of rendering show the car in that spot. Why is that spot there? It will be disruptive.
 - Peter Pittman: We need the parking to get the parking count to 1.5.
 - Sarah Tarbet: So that one space can't fit in the main lot?
 - Peter Pittman: Correct. There is an existing space there already, it won't feel like a parking space to the same extent that it currently does, it will be brick. We did have other spaces but have to maintain easement and it took our car count down. Then we took the car count down further to increase greenspace. There was no way to shoehorn in a space.
 - Bill Luster: We also moved the dumpster inside because we wanted safe parking. We've been giving back spaces since we began.
- Sarah Tarbet: Regarding access to ADA parking spot. Did you make changes to that access or is it the same?
 - Peter Pittman: The ADA spaces are the closet to the ADA entrance. Low traffic car count and our civil engineer is confident in the arrangement.
- Tom Furey: This project is going to be a major asset to the city. Could you describe the people that will be living here?
 - Bill Luster: We expect this to be a mix of ages, all condos. There is an affordable unit (60% AMI).

City Staff Questions:

- Elena Eimert: Could you take us through your parking calculations – plans show 27 spaces but zoning only requires 24 at 1.5 spaces/unit.
 - Bill Luster: Market different than zoning regulations. City changed price of building causing it to go upscale, so we needed more parking. It's impossible to have a 2-bedroom unit without 2 spaces.

- Elena Eimert: Can you offer dimensions for regular spaces, ADA spaces, and compact spaces?
 - Bill Luster: All legal parking spaces. The only difference is that compact car spaces by condominium association requires compact park there
 - Peter Pittman: Will have the civil engineer dimension his plans prior to submittal.

Public Comment

Written Comment

Sarah Staats

12 Winthrop Street

Comment available for public view in SharePoint, submitted July 7, 2022.

End Written Comment

Councilor Jeff Cohen

12 Hancock Street

Supportive of project. Unsafe building but a lot of history so restoration is awesome.

Councilor Patti Morsillo

53 Broad Street

Wanted to say how happy she is that the dumpster was moved. A big win for all. Appreciate work on entrance into cemetery. Is there a way to make sure future plans don't put dumpster in lot after units sold?

- Bill Luster: Put in the decision.
- Peter Pittman: Consider if there is construction – temporary dumpsters should be allowed to facilitate ease of project.

Constance Arlander

91 Federal Street

Is 3 Broad Street going to reconfigure parking because that is what showed up on the last plan?

- Peter Pittman: No, no work on their property line has been proposed. We did have a van parking space where the current easement exists, but we have now maintained that as a drive thru.
- Constance Arlander: You mentioned the van, where does it go since it always went behind 5 Broad Street?

- Bill Luster: We couldn't come to a resolution, so it goes where it goes now on 3 Broad Street, pulling in and letting people in and out at their convenience between 3 and 5 Broad Street
- Constance Arlander: It goes behind 5.
- Bill Griset: What I want is presentation of the question and a response, not a back and forth
- Constance Arlander: Staging area when you work on the building where there is an easement?
- Bill Luster: Yes, we will work on the back of the building.
- Peter Pittman: Not intended for us to stage back of building will do work off scissor lifts/cherry pickers when we do construction back there. Will minimize impact to neighborhood when we do work.

Motion to close public hearing made by Todd Waller, seconded by Tom Furey, and passes in a 6-0 Roll Call vote

Bill Griset	y
Tom Furey	y
Sarah Tarbet	y
Carole Hamilton	y
Zach Caunter	y
Todd Waller	y

Draft decision is reviewed, and changes are made.

On page one, parking spaces listed as 28 and noted there has been a reduction to 27. Can be noted in the procedural history and in the plans. Next pages makes note of the 27 parking spots within specific findings.

Names of attendees will be changed once vote is taken.

Attention drawn to condition 1.C - reflection to the changes needed to planting plan from DRB recommendation. Applicant agreed.

Site specific conditions that came from DRB recommendation. Section 4F is acknowledging that parking will conform with local and state standards for dimensions.

TEF contribution to be \$8000. Bicycle parking will be 8 long-term spaces and 4 short-term spaces.

A long discussion occurs regarding trash pickup and dumpster placement. Concern that there will be a dumpster on the public way 6 days a week if the current city rules (6 pm – 6 pm) of

Know your rights under the Open Meeting Law M.G.L. c. 30A § 18-25 and City Ordinance § 2-2028 through § 2-2033.

trash cans/recycling bins on the street. The 6 pm- 6 pm rule applies to city trash and recycling pickup and not private. Trash pickup will be 3 times per week per recommendation of DRB who wanted this included in the decision. Specified the interior trash room. Section 8C – how to keep dumpster out of lot except during construction periods. Will include that trash will be collected no fewer than 2 times/week?

- Councilor Cohen: Instead of construction, construction debris. The city has strict regulation on what can be left on the curb. Hard to dictate within city pickup times. People put things out when it's not appropriate. It is up to the Board of Health to resolve. It's a private pickup, not subject to city trash and recycling rules. Encourage them to recycle, no way for residents to recycle unless owner provides a source.

Ultimately leave as is, trash container stored in building.
Mandatory recycling conditions are under the Board of Health.

Language regarding one unit will be dedicated affordable at 60% AMI.

City Engineer has agreed to accept all submissions related to Site Plan Review pushing timing to prior to issuance of building permit. This section takes rules and regulations documents and transforms them into the conditions. Only change: *The City Engineer may request a peer review of submittals.*

Motion to approve the amended Planning Board decision made by Tom Furey, seconded by Todd Waller, and passes in a 6-0 Roll Call vote

Bill Griset	y
Tom Furey	y
Sarah Tarbet	y
Carole Hamilton	y
Zach Caunter	y
Todd Waller	y

II. OLD/NEW BUSINESS

A. Deliberate and vote on a recommendation to the City Council on a Zoning Ordinance Amendment relative to Halloween Parking Overlay District

- Elena Eimert: A quick overview of this proposed overlay. Presented on June 27, 2022, Joint Public Hearing. Must make recommendation back to city council tonight. Draft letter to be shared on screen.
- Elena Eimert: Further information and text is available in SharePoint.
- Bill Griset: This is not a public hearing?
 - Elena Eimert: No, not a public hearing. No new information tonight.

Know your rights under the Open Meeting Law M.G.L. c. 30A § 18-25 and City Ordinance § 2-2028 through § 2-2033.

- Tom Furey: Congratulations to the people who worked on this. We should give this a chance. *Gave a brief history of the start of Haunted Happenings.* What this does is codify what is already being done. Exciting proposal. Not foolproof. A cap on parking fees would be good.
- Zach Caunter: Do not see this as solving problems, will likely increase the problem. Will have advertising with downtown parking in a heavy pedestrian time of the year. Unmoved by the numbers of amount of cars that come to Salem v. spots created. Small drop in the bucket. Dominick Pangallo didn't have a hard number of spots created. But unless 100,000 spots are created, then won't accommodate cars. Just encouraging more cars to drive.
- Bill Griset: My thoughts are parallel to Zach Caunter. Though I understand the argument that people are coming and bringing cars. This merely codifies and allows us to police the private lots. Really ambivalent about this.
- Carole Hamilton: Felt that we weren't targeting enough of an area of the city. We ought to use the zoning ordinance to eliminate some of the private lots. This shouldn't be an excuse. The other thing is that – only covers the downtown area – A lot of the traffic and parking is now going further out. So it really doesn't look like at an overall look of what needs to be done.
- Sara Tarbet: I agree with what Zach Caunter and Bill Griset said but I do think it would give a good way to police lots. Though it seems like some have been addresses and some haven't. I like Carole's idea that they should increase the radius. If it's illegal, make it legal further out. If the overlay district has greater caps non number of spots. Wavering on thoughts. Like the idea of increasing radius.
- Todd Waller: I don't think this is the ultimate solution. And there are many parking issues. We've lost a lot of spaces to construction/outdoor dining/etc. We need to try whatever we can to accommodate as much parking as possible. I also think that the downside of not codifying is that residents will see more problems. Not less. I don't think less parking will discourage people from coming downtown. I think it will help, not a great solution.

- Elena Eimert: Clarify language of recommendations in addition to the referral back to City Council.
- Carole Hamilton: Radius should be expanded. Downtown and then expanded out further than the ¼ mile radius.
 - Sarah Tarbet: Agree.
 - Todd Waller: Agree.
 - Zach Caunter: Make it a donut and exclude downtown!
 - Bill Griset: We can recommend what we feel we should recommend.
 - Sarah Tarbet: Maybe not a radius but addressing corridors where people are coming in to grab them before they get downtown.
 - Carole Hamilton: Entrance corridors.
- Zach Caunter: What are the current parking fines? We want the fine to be higher than parking in a lot.
 - Bill Griset: There is the risk of towing.
 - Elena Eimert: That item might be considered by Traffic and Parking because they will put regulations in place if this passes.
- Bill Griset: Prepared to vote in the affirmative as it sits now.
- Carole Hamilton: To encourage the council to take recommendations, would we not vote against?
- Elena Eimert: The recommendation is to adopt with the comments.
- Carole Hamilton: The point is that we aren't happy with what they are proposing. So if we vote in the affirmative, then we are saying we are okay with this?
- Bill Griset: Not seeing the harm this does.

Motion to recommend to City Council a Zoning Ordinance Amendment relative to Halloween Parking Overlay District with the discussed recommendations, made by Todd Waller, seconded by Tom Furey and passes in a 4-2 Roll Call Vote.

Bill Griset	y
Tom Furey	y
Sarah Tarbet	y
Carole Hamilton	n
Zach Caunter	n
Todd Waller	y

B. Receive and File Chapter 91 License Application Notification: New England Power Company, Danvers River Cable project

- Elena Eimert: This is a cable removal project in Danvers River. The board was issued notice due to our proximity. You are invited to give comment to the DEP or direct comment to me to pass them along.

C. Updates from Staff

- Elena Eimert: There are three updates:
 - City Council of the Whole will meet next Thursday, July 14, 2022, from 6 pm - 7 pm for a presentation of the Housing Production Plan. This will be a hybrid meeting and materials will be sent out on July 8. This will be open to the public but is not a public hearing.
 - You all asked for an update on 4 Franklin Street. They are in the Ch. 91 process and expect their license by end of the summer.
 - Witch Hill Subdivision. The city granted an extension until June 24, 2022, for the relocation of water shutoffs within the subdivision. Work has not taken place. The City Engineer is working with the applicant. They hope to be the next meeting.
- Bill Griset: The next meeting, unless there is changed guidance, will be in hybrid format – in person attendance by quorum and the board chair.
 - Elena Eimert: There can be an acting chair in the room
- Bill Griset: Is there still a conversation going on to extend remote meetings through end of year?
 - Elena Eimert: There is a bill that would allow for remote meetings to be extended through December 2023. This would require the Governor's signature.
 - Bill Griset: Has the Governor indicated one way or the other his preference?
 - Elena Eimert: Not as of yet.

III. APPROVAL OF MINUTES

A. Approval of the June 16, 2022, Regular Planning Board Minutes

Motion to approve the June 16, 2022, Regular Planning Board Minutes made by Carole Hamilton, seconded by Sarah Tarbet, and passes in an 6-0 roll call vote

Bill Griset	y
Tom Furey	y
Sarah Tarbet	y
Carole Hamilton	y
Zach Caunter	y
Todd Waller	y

B. Approval of the June 27, 2022, Joint Public Hearing Minutes

Motion to approve the June 27, 2022, Joint Public Hearing Minutes made by Sarah Tarbet, seconded by Tom Furey, and passes in an 6-0 roll call vote

Bill Griset	y
Tom Furey	y
Sarah Tarbet	y
Carole Hamilton	y
Zach Caunter	y
Todd Waller	y

IV. ADJOURNMENT

Motion to adjourn made by Todd Waller, and seconded by Carole Hamilton and passes in an 6-0 Roll Call Vote

Bill Griset	y
Tom Furey	y
Sarah Tarbet	y
Carole Hamilton	y
Zach Caunter	y
Todd Waller	y

Adjourned at 8:49 pm