



## CITY OF SALEM PLANNING BOARD

A public hearing of the Salem Planning Board was held on Thursday, June 2, 2022, at 6:30 p.m. via remote access. Public participation was possible via Zoom video and conference call.

Chair Bill Griseth opens the meeting at 6:30 pm

### I. ROLL CALL

*Present:* Bill Griseth (Chair), Kirt Rieder (Vice Chair), Todd Waller, Tom Furey, Sarah Tarbet, Helen Sides (6)

*Absent:* Carole Hamilton, Zach Caunter (2)

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

### II. REGULAR AGENDA

#### A. 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.

#### **Request to continue to July 7, 2022**

*Motion to continue to the July 7, 2022, made by Kirt Rieder, seconded by Helen Sides, and passes in an 6-0 roll call vote.*

Bill Griseth	Y
Kirt Rieder	Y

Tom Furey	Y
Helen Sides	Y
Sarah Tarbet	Y
Todd Waller	Y

- Helen Sides will not be able to attend the July 7 or July 21 meetings.
- Kirt Rieder will not be able to attend the July 7 meeting.

### III. OLD/NEW BUSINESS

**A. Receive and File: Draft Chapter 91 License issued for 10 White Street and 57 Rear Turner Street**

- This is available for view in the SharePoint folder.

**B. Updates from Staff**

- Upon returning to in person/hybrid meetings, there has been a request made that signage will be put in place to recommend mask wearing in the public meeting room. Guidance from the department will also ask that one member of the applicant team be present in the room. This will ensure that someone is there to speak to the project and facilitate a moving forward of the project should there be technical difficulties. Individual boards are not beholden to this and can decide this on your own, at the discretion of the chair. It is a recommendation.
- There is a request for a joint public hearing with the City Council for the Halloween Parking Overlay District.
  - Elena has requested a response by end of day today, June 2, 2022.

### IV. APPROVAL OF MINUTES

**A. Approval of the May 16, 2022, Joint Public Hearing Minutes**

*Motion to approve the May 16, 2022, Joint Public Hearing Minutes made by Helen Sides, seconded by Tom Furey, and passes in an 6-0 roll call vote*

Bill Grisct	Y
Kirt Rieder	Y
Tom Furey	Y
Helen Sides	Y
Sarah Tarbet	Y
Todd Waller	Y

**B. Approval of the May 19, 2022, Regular Planning Board Minutes**

*Motion to approve the May 19, 2022, Planning Board minutes made by Helen Sides, seconded by Todd Waller, and passes in an 5-0 roll call vote*

Bill Grisct	Y
Kirt Rieder	Y
Tom Furey	Y
Helen Sides	Y
Sarah Tarbet	abstains
Todd Waller	Y

**V. ADJOURNMENT**

*Motion to adjourn made by Helen Sides, seconded by Kirt Rieder, and passes in an 6-0 roll call vote.*

Bill Grisct	Y
Kirt Rieder	Y
Tom Furey	Y
Helen Sides	Y
Sarah Tarbet	Y
Todd Waller	Y

Adjourned at 6:40 pm

Approved by the Planning Board on 6/16/2022.