

1. Amesbury Planning Board Meeting Minutes
2. Virtual Meeting –January 8, 2024, at 7:00 PM
3. Chairman Pascal Rettig called the January 8, 2024, Planning Board meeting to order at 7:00 PM. He read: Pursuant to Governor Baker’s March 12, 2020, Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §20, and the extension of the Governor’s order until March 31, 2025, Order imposing strict limitations on the number of people that may gather in one place, this Meeting of the Planning Board on January 8, 2024, is being conducted via remote participation. No in-person attendance of members of the public will be permitted, but every effort is being made to ensure that the public can adequately access the proceedings as provided for in the Order.
4. *To submit a public comment, or dial in please email Becky Frey at freyr@amesburyma.gov. There will be a public comment portion of each public hearing discussed tonight.*
5. *The Chairman notes that tonight’s Planning Board meeting is being recorded by Amesbury Public Access Television; this legal step has been taken but does not act as the official record. The written meeting minutes by the Recording Secretary is the official record.*
6. *If you would like to dial in to speak you can email Nipun at Nipun@amesburyma.gov*
7. Pascal Rettig initiated roll call –
8. Keith Ratner – YES
9. Joel Nice – YES
10. Lorri Krebs- Absent
11. David Frick – YES
12. Michael Jewell - YES
13. Pascal Rettig - YES
14. Also: Nipun Jain (Planning Director) and Becky Frey (Community Development Coordinator)
- 15. Chair and Vice Chair Elections -**
16. Pascal Rettig commented that they needed to elect a Chair and Vice Chair for the new calendar year.
17. David Frick motioned to nominate Pascal Rettig for Chairman. Seconded by Keith Ratner.
18. Becky Frey initiated a roll call vote –
19. Keith Ratner – YES
20. Joel Nice – YES
21. Lorri Krebs- Absent
22. David Frick – YES
23. Michael Jewell - YES

- 24. Pascal Rettig - YES
- 25. Motion passes 5–0

26. Keith Ratner motioned to nominate David Frick as Vice Chair. Seconded by Joel Nice.

27. Becky Frey initiated a roll call vote –

28. Keith Ratner – YES

29. Joel Nice – YES

30. Lorri Krebs- Absent

31. David Frick – YES

32. Michael Jewell - YES

33. Pascal Rettig - YES

34. Motion passes 5–0

35. Minutes – 10-23-23 and 11-6-2023

36. David Frick commented that he was absent for both meetings and an abutter so he could not act on it.

37. Nipun Jain commented that Michael Jewell was not a member at that time either. It would be best to take these up at the next meeting to have a majority of Planning Board members vote on these.

38. Pascal Rettig agreed and noted that they would be on the next Planning Board Agenda.

39. Form A – 4 Field St.

40. Doug Deschenes represented the applicant and was present to speak to the application.

They are looking to create one conforming lot with an existing home and separating the rest off for a future use. The second lot is not a building lot until it is shown that it can conform to all building requirements.

41. Nipun Jain commented that this is in the R8 district. The criteria for an ANR requires 3 aspects of a plan to meet the requirements. The first is frontage, which is on Field St for this application. At this time the plan before the Board shows that Parcel A has a frontage 91.6 and Parcel B is 66.71 of frontage. That's why it is not a buildable lot because it does not meet the frontage requirements. Parcel B also does not meet the area requirement either. The existing structure on parcel A appears to meet all the setback requirements. There is access from Field St. to Parcel B if relief is ever granted on Parcel B for building. They would need to go to the ZBA and potentially come back to the Planning Board for that. Both parcels appear to meet the requirements for an ANR application with a non-buildable lot.

42. David Frick motioned to approve the Form A application for 4 Field St. Seconded by Michael Jewell.

43. Pascal Rettig initiated a roll call vote –

44. Keith Ratner – YES

45. Joel Nice – YES

46. Lorri Krebs- Absent

47. David Frick – YES

48. Michael Jewell - YES

- 49. Pascal Rettig - YES
- 50. Motion passed 5-0

51. Continued Public Hearings - 87 S Hampton Rd.

- 52. Keith Ratner motioned to continue the public hearing for 87 S Hampton Rd. to the February 12, 2024, Planning Board Meeting. Seconded by Joel Nice.
- 53. Pascal Rettig initiated a roll call vote –
- 54. Keith Ratner – YES
- 55. Joel Nice – YES
- 56. Lorri Krebs- Absent
- 57. David Frick – YES
- 58. Michael Jewell - YES
- 59. Pascal Rettig - YES
- 60. Motion passed 5-0

61. Continued Public Hearings – 2 Merrimac St.

- 62. David Frick motioned to continue the public hearings for 2 and 13 Merrimac St. to the February 12, 2024, Planning Board Meeting. Seconded by Keith Ratner.
- 63. Pascal Rettig initiated a roll call vote –
- 64. Keith Ratner – YES
- 65. Joel Nice – YES
- 66. Lorri Krebs- Absent
- 67. David Frick – YES
- 68. Michael Jewell - YES
- 69. Pascal Rettig - YES
- 70. Motion passed 5-0

71. Continued Public Hearings – 13 Merrimac St.

- 72. This was addressed in the motion above.

73. Administrative - 20 Maple St.

- 74. Nipun Jain commented that this request was to release all bonds that the Planning Board is holding for 20 Maple St. The Board has reviewed the concerns raised by an abutter. They received a review from the DPW Director, which confirmed that nothing needs to be done by the developer. The As Built has been provided. The exact amount is not clear because City offices were closed today, and we did not have access to the files. The Board can vote to release the bond tonight or wait until the next meeting for more details. They are holding an erosion control bond as well for the disturbance on this property.
- 75. Pascal Rettig commented that the Board should act on this at the next meeting, so they can confirm the amounts.

76. Administrative – 14 S Hunt Rd.

- 77. Nipun Jain commented that they did not have anything specific to address with this project. Staff will continue to keep this on the agenda periodically. Given the scale and magnitude

of the project there may be a time that action may be needed, or an update can be provided to the Board. Board members can feel free to raise any questions as well.

78. Administrative – Contracts, Bills and Invoices

79. Nipun Jain commented that they could take this up at the next meeting. Staff was not able to complete the summary sheet due to the office closure. There are no new public hearings on the next agenda, but there will be a pre-application.
80. Nipun Jain commented that it would be good to start incorporating a quarterly discussion with the Board to discuss some items like inclusionary zoning, 40R development and ADUs. There are a lot of things happening in the City and it's important to be in tune and stay up to date. The ADU will likely come back to the Planning Board at some point because the Council passed it without the Planning Board recommendations. There are also plans to amend the Amesbury Village 40R. The Board listened to a presentation on this last year. The flood plain district is a zoning required by the State and that will be coming in as well.
81. Keith Ratner questioned if there was an update on the vacant Planning Board position. Nipun Jain responded that he has not heard anything, but it is posted on the City's web site.

82. Adjournment

83. Keith Ratner motioned to adjourn at 7:38 pm. Seconded by Michael Jewell.
84. Pascal Rettig initiated a roll call vote –
85. Keith Ratner – YES
86. Joel Nice – YES
87. Lorri Krebs- Absent
88. David Frick – YES
89. Michael Jewell - YES
90. Pascal Rettig - YES
91. Motion passed 5-0