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MINUTES of the ZONING BOARD OF APPEALS MEETING
THURSDAY, November 20, 2025

(Posted in accordance with the provisions of MGL Ch. 39, Sec. 23A, as amended)

Virtual – 7:00 p.m.

Attendance: Sharon McDermot (Chair), Donna Collins, Charles Bassler, Dave Haraske, John Rogers, Kendra Amaral, ,

Also in attendance: Community Development Coordinator Becky Frey

Call to Order

Chair Sharon McDermot called the meeting to order at 7:04 pm.

Roll Call/Attendance

Chair Sharon McDermot took roll call. Dave Haraske had trouble joining the meeting and joined late.

Minutes – 9-25-25; 10-23-25

Donna Collins motioned to approve the minutes from the 9-25-25 ZBA meeting. Seconded by John Rogers. Motion passed by a 4-0-1 vote. Kendra Amaral abstained because she was not an appointed member for the 9-25-25 meeting.

Charles Basler motioned to approve the 10-23-25 ZBA minutes. Seconded by John Rogers. Motion passed by a 4-0-1 vote. Donna Collins abstained because she was absent from that meeting.

Administrative:

1. 282 Lions Mouth Road – Special Permit/Variance Request for withdrawal

Donna Collins motioned to accept the withdrawal request for 282 Lions Mouth Road Variance and Special Permit applications. Seconded by John Rogers. The motion passed unanimously 5-0.

2. Stantec Invoice –

Donna Collins motioned to pay the Stantec Invoice in the amount of \$700.75 for the 276 Main Street Project peer review. Seconded by John Rogers. The motion passed unanimously by a 5-0 vote.

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3. 2026 ZBA Meeting Schedule

Chair Sharon McDermot questioned if the schedule would conflict with the Amesbury Days schedule at all. Donna Collins responded that it should not.

Donna Collins noted they usually only meet once in the November/December timeframe and it would be good to keep that schedule. Becky Frey responded that the ZBA is supposed to open a variance hearing within 65 days of a filing. The proposed 2026 schedule ensures the Board is in compliance with that. There may be a case where we cancel one of those meetings because nothing has been filed. That is what it is happening this December.

Dave Haraske joined the meeting at 7:16 pm.

Becky Frey updated Dave Haraske on the schedule discussion. It seems like a good approach schedule a meeting for every month to avoid a potential issue. Chair Sharon McDermot agreed with that approach.

Dave Haraske clarified that the June Meeting Date would not conflict with Amesbury Days. Donna Collins confirmed it would not.

Dave Haraske motioned to approve the proposed 2026 ZBA Meeting Schedule. Seconded by John Rogers. The motion passed unanimously by a 6-0 vote.

4. 27 Kimball Road – 40B State Filing

Becky Frey commented that the city has been notified about another 40B that is in process at the state level. It has not been filed locally yet, but the city received a letter on October 20th notifying that the state is reviewing a submittal. They have provided the city with a 30-day comment period to provide to submit any comments for them to consider in their review. We have put this on the administrative section of the Conservation Commission because there are wetlands on the property. The Historical Commission because the house is over 75 years old. The Planning Board because they review land use permitting. Lastly, the Technical Review Committee which is comprised of the Police Department, Fire Department, inspections, Office of Community Economic Development, Conservation Agent, and DPW. This is not a public hearing. It is just a notification and request for comment. The comments are due on December 2, 2025. They conducted a site visit in November, and Dave Haraske attended that with staff. The Mass Housing representative noted we could request a 15-day extension to that comment deadline. The ZBA should make a motion in support of requesting that extension.

Donna Collins commented that 95 units in this location would be very high density and questioned if the utility infrastructure could support this type of development. It's a nice design, but it's hard to imagine 95 houses in that location.



John Rogers commented that he was concerned that there was only one access point for entrance and exit into the large development.

Charles Basler questioned where the 20% affordable units number came from. Becky Frey responded that was a requirement of the 40B application.

Kendra Amaral questioned if she should vote on this item because she was an alternate and did not want to mess up any of the procedure for a 40B project. Becky Frey responded that she should not vote on this item.

Donna Collins questioned if these would be public or private streets in the development. Becky Frey responded that they would most likely be private. The Fire Department will comment on the access as well. The Police Department has submitted a memo with concerns about sightlines and DPW is submitting a memo with utility and infrastructure comments.

Becky Frey commented that there are wetlands on the property but a 40B application is not subject to local zoning. The only jurisdictional wetlands would be the ones in the back. The isolated wetland would not be jurisdictional to this project.

Adjourn

Charles Basler motioned to adjourn the meeting at 8:25 pm. Seconded by John Rogers. The motion passed unanimously by a 4-0 vote.