



**Amesbury Technical Review Committee
December 8, 2025**

**City Hall Auditorium
62 Friend St.
9:30 am**

In Attendance:, Nick Cracknell, Howard Snyder, Chief Serino, Amanda Armington, Howard Snyder, Jim Wilson, Joe Neipp, Lauren Blatchford, Lisa DeMeo, and Becky Frey
Absent: Nipun Jain, Chief Bailey, Joe Buckley

Nick Cracknell called the meeting to order at 9:35 am.

Application Presentations:

1. [45 Main Street](#)

Mike Dumaresq commented that they presented this proposal back in May for a preapplication meeting and received responses there. The project is at the Fuller Building. The first floor is currently retail and the second and third are offices. They will be maintaining the first floor as retail and converting the top two floors into one bedroom apartments with 2 units per floor. The first floor is currently one entire retail space, and it will remain that way. There is a new hallway being created from the stairwell to create access for tenants. There will be a new mezzanine level in the back space to create a retail space on Friend Street. They would raise the roof 3-4 feet to accommodate that. They will maintain the existing skylight and plan to put the utilities on the roof. They will replace the windows on the second and third floor with Pella historic windows. They have submitted an application with Mass Historic and they have been working with them on the facade components. They will be redeveloping the store front area on the Friend St. side and adding in new windows. The rear back elevation has two existing windows with tin-clad doors. They will take out the existing glass window and fill it. They will maintain the tin clad doors. They will remove the fire escape. The building will be fully sprinkled.

Chief Serino questioned if they sent out the fire escape to third party review. Mike Dumaresq responded that they had Hastings Consulting review it they confirmed a second egress was not required if the building was fully sprinkled.

Lisa DeMeo questioned how many additional fixtures they were adding with the residential conversion. Mike Dumaresq responded that there was currently an existing bathroom on the second and third floor. They will be adding 4 fixtures per floor. They will be adding 2 fixtures to the new retail space as well. Lisa DeMeo clarified that they were also adding fire protection and questioned if they were evaluating the water pressure going into the building. Mike Dumaresq responded that they did a flow test going into the buildings. They have a 1.5-inch pipe coming in now. The domestic service will need to be upgraded. The new fire service will be coming in on a 4-inch line.



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Lisa DeMeo questioned if they had done the sewer calculations. Mike Dumaresq responded that they had not. Lisa DeMeo noted that DPW will need to review them when they are completed.

Chief Serino commented that he may have a concern and has to look at the means of egress. He reached out to a couple fire prevention divisions to look at it just to confirm. Chief Serino was more than happy to work with alternate methods to mitigate that concern if needed. There could be a fire door or something like that.

Jim Wilson agreed with that approach. They can coordinate and come up with something. Chief Serino noted that generally Massachusetts is not friendly to removing egresses. Given the renovation and change of use he just wanted to make sure it was good.

Nick Cracknell commented that this came up with someone at the Historical Commission. They talked about the same area of doors and the fire escape. The second floor is showing two doors in that wall. Nick Cracknell questioned if those were operable. Mike Dumaresq responded they were not. They are set in the interior side of the threshold. They will frame that wall in and waterproof it. They will leave the exterior reveal. It's a resident's unit. They are working with a number of historic departments, and all the feedback is to maintain the historic look. Nick Cracknell commented that he could not imagine that was a wall in 1900 and had a hard time believing they would not allow glazing in that opening. They could even consider putting in casement windows. That would be a nice amenity for that unit. Other than that, they have done an amazing job on the elevations and floor plans. The two issues for the Planning Board to work out are the parking and the affordable unit. They looked at the zoning code and there is no question that there are inconsistencies. They have practical difficulties and cannot provide onsite parking. If you can't provide parking onsite, then you can petition for a waiver for the Board to issue and allow for municipal parking. The city has a sticker parking program. If the Board allows this, then it would be a significant change. The fee structure associated with the sticker program will likely change in the future. In terms of the affordable housing, the city does not have an in-lieu payment system. It has an informal set of requests for in-lieu payments for that. The cost per unit has varied substantially. It has ranged from \$5,000 per unit and \$240,000 for the most recent unit. A 3-unit project does not require affordable housing. The 4 unit barely tips to affordable. There is a waiver that would allow the Board to waive from 10% to 15%. The Planning Board will need to look at that. They would like to see the project proceed as planned. Extensive renovation is proposed.



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Chief Serino commented that he would like to strike from the record his earlier concern. He just got confirmation from the state that the second egress is not needed.

2. 5 and 9 School Street

Nick Cracknell commented they've been working with the development team on this project. They are planning to put 6 units inside the Ordway Building and a new entryway will be where the old entryway was. The addition will be removed. The sidewalk should be 6 feet wide going along the side. They will put in a 6-foot sidewalk connecting School Street to the library. They will have the double loaded parking on the driveway. They are proposing to remove the concrete wall and move it 3-4 feet onto the Fire Department's property to create more room for parking. This will get them to as close to a 24-foot-wide driveway as possible. They also removed one parking space and will landscape that. There will also be landscaping on the other side of the 8 spaces. If the city can find some granite curbing to provide them, then they would install the curbing and clean up the lot. The 8 parking spaces will be dedicated to the Ordway building. The question remains about what the best way to maintain the spaces. The city could retain maintenance with an easement, or they could have contractors take care of those spaces. The developers are open to either scenario. There is a proposed patio in the back. The trash enclosure is proposed to be in the back as well and they will need an easement if it stays there. The library is planning an expansion at some point. The city retained the back 8,000 sf of the lot for that future planning. They will be taking down 5 School Street and reconstruct it. The new structure will be moving 5-6 feet to the north to create a better driveway situation. There are some waivers needed for the setbacks. They are moving the lot line to create a small side yard. All ADA ramping will be removed and the windows in the basement will be restored.

Brad Kucher commented that they were trying to move the wall to try to get as close to 24 feet as possible. Chief Serino commented that the biggest consideration is the flag pole. A couple feet makes sense, but 3-4 feet is more of a risk. It is good to make a better driveway. Chief Serino did not support putting a tree in that area. That will create a sight line issue. Brad Kucher commented that they could have wider parking and shrink the islands. Either way, it will be better than what is there today. Nick Cracknell commented that they would need to look at what made sense. They should put a tree on the Ordway side. The island helps delineate the spaces and prevents cars from cutting through space 1 on their way out of the lot. They can work out the parking and driveway with Fire and DPW without coming back to TRC.



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Lisa DeMeo commented that DPW will need to know the number of fixtures they are planning to add and the results of a water flow test.

Chief Serino commented that he was in full support of this project. The Ordway building will need to be sprinkled and have a fire alarm system. Chief Serino commented that he did not have any comments on the single-family home.

Lauren Blatchford did not have any comments.

Jim Wilson did not have any comments.

Lisa DeMeo commented that they could coordinate with outstanding DPW items offline.

Administrative Review:

1. 47 Macy Street

Nick Cracknell commented that a dog grooming business wants to go into the building at 47 Macy Street. They should have a real site plan that's stamped and shows that the parking meets code. Jim Wilson commented that he was coordinating with Nipun and the applicant on that.

Lisa DeMeo commented that there was not a lot on there for DPW to comment on.

Nick Cracknell clarified they were just doing dog grooming. Jim Wilson confirmed that was correct. They are not boarding.

2. 6 Cedar Court

Jim Wilson commented that this application was to turn a room above the garage into an ADU for their daughter. There are two means of egresses.

Chief Serino questioned why this was here because ADUs were allowed by right. Nick Cracknell responded it was here because they were trying to put the ADU into a preexisting non-conforming structure and converting it to an active use. They are trying to avoid Planning Board approving projects and putting Fire and Inspection's in a hard position after that. This was not designed to be a principle dwelling unit. Converting to an active use could create issues.



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Chief Serino commented that he was under the impression that there was no denying an ADU, and they had very little say over it. Nick Cracknell commented that they can put on reasonable stipulations. If the city doesn't have a process to air individual concerns, then it creates a haphazard permitting process and adds costs. There will be a lot of instances where they are saying yes with these stipulations. There are aesthetic and public safety issues. They need to make sure the rules are reasonably applied.

Jim Wilson commented that ADUs are not all the same scenario. It is not as easy as they presented it to be, and we do have a say.

Jim Wilson commented that this structure faces the pond and doesn't have a privacy impact.

Nick Cracknell commented that it looked like there was a sewer easement under the garage. Jim Wilson commented that in the past the sewer failed under the building and it was relocated after that. Lisa DeMeo commented that DPW did not have a problem with a sewer easement under a garage but would have a problem with it if it became residential. Jim Wilson responded that the sewer location has moved.

Administrative:

1. 2026 Meeting Schedule

Chief Serino commented that Wednesdays were now a conflict for the Fire Department. The first and third Thursdays are the preference. Becky Frey confirmed she would send out an email to ensure that worked for everyone.

2. Minutes: 9-17-25; 10-1-25;

Howard Snyder motioned to approve the minutes from 9-17-25 and 10-1-25. Seconded by Jim Wilson. The motion passed unanimously. Lauren Blatchford abstained because she was absent.

Adjournment:

Howard Snyder motioned to adjourn at 10:40 am. Seconded by Jim Wilson. The motion passed unanimously.