RECEIVED
By City Clerk at 5:34 pm, Apr 25, 2024

1. Amesbury Planning Board Meeting Minutes

2. Virtual Meeting – March 11, 2024, at 7:00 PM

3. Chairman Pascal Rettig called the March 11, 2024, Planning Board meeting to order at 7:03 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 March 11, 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 – Absent
12. Michael Jewell - YES
13. Pascal Rettig - YES
14. Also: Nipun Jain (Planning Director) and Becky Frey (Community Development Coordinator)

15. Minutes – 2-12-24

16. Keith Ratner motioned to approve the minutes as amended. Seconded by Michael Jewell.
17. Pascal Rettig initiated a roll call vote -
18. Keith Ratner – YES
19. Joel Nice – YES
20. Lorri Krebs- Absent
21. David Frick – Absent
22. Michael Jewell - YES
23. Pascal Rettig – YES
24. Motion passed 4-0

25. **Signs – 23 Rocky Hill Rd. (Mobil Gas)**
26. Nipun Jain commented that they were only discussing the Mobil sign package.
27. Kevin Guay from NH Signs commented there are two portions of the project. The first is the main sign. They are changing them to meet the Mobil standard font. The lumens will remain the same. There is a slight variation in verbiage for the sign. The second piece of the application includes the valence that attaches to the column and a sign hugging the column providing safety information. The center of the sign will have a quarterly rotating poster. It currently directs them to a Mobil credit card. It's a slide-in paper.
28. Nipun Jain commented that the Design Review Committee recommended approval for the Mobil free standing sign and the sign hugging the column. They did not recommend approval of the valence sign at the top. Kevin Guay commented that it sounded like they would approve those without the synergy decal on it. Mobil views them as directional valences. Nipun Jain questioned what those signs would say or if it was just a graphic. Kevin Guay responded that it only has what is pictured in the application. The text never changes. Nipun Jain commented that the DRC did not recommend approval if there was a product or a name on it. If there was nothing on the extensions, then they would just be a red extension hanging from the column. Kevin Guay confirmed they had ordered them without text to be an architectural element.
29. Joel Nice questioned if the DRC approved of any type of graphic on that. Nipun Jain responded that there were a lot of signs proposed and DRC questioned if the amount were needed. It is important for the Board to consider what is allowed by the code.
30. Michael Jewell questioned if the side column piece was considered a sign. Nipun Jain responded that the element next to the gas pump is an informational sign about safety measures. There is a poster, but they are interpreting it as a safety message. That was recommended for approval. The one on top was not recommended with verbiage.
31. Pascal Rettig summarized that the DRC recommended approving the free-standing sign, the koala sign and the pump numbers. The blade on top will be an architectural element with no writing on it.
32. Keith Ratner motioned to approve the free-standing Mobil sign and the koala signs and not approve the top blade sign with text as recommended by DRC. seconded by Michael Jewell.
33. Pascal Rettig initiated a roll call vote -
34. Keith Ratner – YES
35. Joel Nice – YES
36. Lorri Krebs- Absent
37. David Frick – Absent
38. Michael Jewell - YES
39. Pascal Rettig – YES
40. Motion passed 4-0

41. **Continued Public Hearing – 87 S Hampton Rd.**
42. Nipun Jain commented that they received a request to continue this application to the April 22, 2024, Planning Board Meeting. They do not have enough Planning Board members to hear this tonight. Staff recommended accepting the request.

43. Keith Ratner motioned to continue the application for 87 S Hampton Rd. to the April 22, 2024, Planning Board Meeting. Seconded by Michael Jewell.
44. Pascal Rettig initiated a roll call vote -
45. Keith Ratner – YES
46. Joel Nice – YES
47. Lorri Krebs- Absent
48. David Frick – Absent
49. Michael Jewell - YES
50. Pascal Rettig – YES
51. Motion passed 4-0

52. Continued Public Hearing – 2 Merrimac St.

53. Nipun Jain commented that the applicant has submitted a letter requesting to withdraw the current applications. They will be filing new applications. Before the Board decides to act on this request. Staff wanted to remind the Board that they did initiate peer review during the initial review process. At the Board's request Staff have received a contract from Stantec. No work has been done under that contract, but the Board should acknowledge the contract will stay in place for the new filing. Once the application is filed, they can begin the peer review. They are also concurrently working with the Conservation Commission on the review. If the Board does not want to do that, then they should withdraw the peer review contract as well.
54. Pascal Rettig commented that it seemed reasonable to have the contract with Stantec stay in place. Nipun Jain commented that the Board does not need to vote on it, but it was good to acknowledge this.
55. Keith Ratner motioned to accept the withdrawal for the special permit and site plan for 2 and 13 Merrimac St. Seconded by Michael Jewell.
56. Pascal Rettig initiated a roll call vote -
57. Keith Ratner – YES
58. Joel Nice – YES
59. Lorri Krebs- Absent
60. David Frick – Absent
61. Michael Jewell - YES
62. Pascal Rettig – YES
63. Motion passed 4-0

64. Continued Public Hearing – 2 Merrimac St.

65. This was addressed above.

66. **Administrative – 14 S Hunt Rd.**
67. Nipun noted that there was nothing at this time.

68. **Administrative – 101-107 Market St. Covenant**
69. Nipun Jain commented that a covenant was required, and they have provided that and the erosion control bond based on the limit of work. There is a minor edit on the covenant that

may be needed in the clauses to make them consistent. Clause 5 conflicts with 1 and 4 and has not been included in past covenants. It should be struck through.

70. Keith Ratner motioned to accept the erosion control bond and covenant with the recommendation that clause 5 is struck from the covenant. Seconded by Michael Jewell.
71. Pascal Rettig initiated a roll call vote -
72. Keith Ratner – YES
73. Joel Nice – YES
74. Lorri Krebs- Absent
75. David Frick – Absent
76. Michael Jewell - YES
77. Pascal Rettig – YES
78. Motion passed 4-0

79. **Administrative – Covenants and Bonds**
80. Nipun Jain commented that there were no other covenants and bonds.

81. **Administrative – Upcoming Planning Board Meetings'**
82. Pascal Rettig commented that the Planning Board had an upcoming special meeting. Nipun Jain commented that the Board had a joint meeting Wednesday March 13, 2024. It is in person at City Hall at 6:30 pm to vote on a new Planning Board member. Typically, the process requires the Board and City Council to assemble and call to order. Then each body will get the chance to ask the applicants questions and a vote separately. We have received two applications for the Planning Board vacancy.
83. **Administrative – Contracts, Bills, and Invoices**
84. Nipun Jain commented that staff has reviewed the Stantec invoices and noted that they recommended payment.
    1. A Stantec Bill for Bartlett/Rosedale in the amount of $388.75
    2. A Stantec Bill for 14 S Hunt Rd. in the amount of $955.10
    3. A Stantec Bill for Bailey's Pond in the amount of $320.10
    4. A Stantec Bill for Bailey's Pond in the amount of $320.10
85. Keith Ratner motioned to approve the Stantec invoices. Seconded by Michael Jewell.
86. Pascal Rettig initiated roll call –
87. Keith Ratner – YES
88. Joel Nice – YES
89. Lorri Krebs- Absent
90. David Frick – Absent
91. Michael Jewell - YES
92. Pascal Rettig - YES
93. Motion passes 4-0
94. **Adjournment**
95. Keith Ratner motioned to adjourn at 7:45 pm. Seconded by Michael Jewell.
96. Pascal Rettig initiated roll call –
97. Keith Ratner – YES
98. Joel Nice – YES

99. Lorri Krebs- Absent
100. David Frick – Absent
101. Michael Jewell - YES
102. Pascal Rettig - YES
103. Motion passes 4-0