

1. Amesbury Planning Board Meeting Minutes
2. In Person Meeting – August 10, 2026, at 7:02 PM
3. Chairman Pascal Rettig called the August 10, 2026, Planning Board meeting to order at 7:02 PM.
4. *To submit a public comment ahead of time email Becky Frey at freyr@amesburyma.gov. To speak live at the meeting fill out a public comment form and turn it into Becky Frey. 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. Pascal Rettig initiated roll call -
7. Keith Ratner – ABSENT
8. Joel Nice – YES
9. Tracey Chalifour – YES
10. Tom Salemi – YES
11. Eric Girard - YES
12. David Frick – YES
13. Pascal Rettig – YES
14. Also: Becky Frey (Community Development Coordinator)
15. **Minutes – 3-23-26**
16. Tracey Chalifour motioned to approve the minutes from 3-23-26. Seconded by David Frick. The motion passed unanimously.
17. **Continued Hearings – 29 Lake Attitash Road**
18. Pascal Rettig noted the applicant was fine to continue to the August 24th or September 14th meeting.
19. David Frick motioned to continue to the September 14, 2026, Planning Board Meeting. Seconded by Tom Salemi. The motion passed unanimously.
20. **Continued Hearings – 12 Oak Street**
21. Jim Fritz of 12 Oak Street commented that the last time he came before the Board he was asking for full house drawings not realizing the town only allows 50%. He had also put dormers on both sides of the drawing. He has since adjusted the plans to have an 18' by 30' building with a 15-foot dormer on one side of the house. He worked with Nick Cracknell on the design. He was just informed today that they can't have windows at all on the neighbor's side unless there is a 5-foot clearance on the property line. Right now, they only

have a 2-foot clearance. The existing garage will be removed but the new structure still won't have a 5-foot clearance. He can deal with it by getting a neighbor agreement, having no windows on that side of the house, or putting in fireproof windows. If they did the fireproof window, then he would only propose one kitchen window with a blank wall. He was willing to work with the Board and the town on what would work.

22. Pascal Rettig commented that the windows were an issue because it was only 2 feet at the narrowest part and building code requires 5 feet for a fire break. This is not something the Board could approve or waive. Jim Fritz confirmed he would go to the building inspector to understand what would be allowed under building code. He was asking for the Board's approval of this design.
23. David Frick questioned if he could move the building further away. Jim Fritz responded that there was not an easy way to move it. There are setback requirements off the house and deck as well.
24. Joel Nice noted he needed to maintain space for parking as well. Jim Fritz confirmed he would talk to the building inspector to see what is possible.
25. Pascal Rettig commented that they got a staff recommendation that staff finds the revised building applicable to the design standards. The Board should let the applicant know if they are ok with the design and ask for a draft decision for the August 24, 2026 meeting. By that time the last part with the windows should be resolved.
26. David Frick motioned to sign off on the design of the ADU, have staff draft a decision for 12 Oak St to bring to the August 24, 2026, Planning Board meeting, and have the applicant work with the Building inspector on the back wall.
27. Joel Nice commented that the applicant should revise the one elevation facing the neighbor to show the Planning Board what the final design is after talking to the Building Inspector. Joel Nice thought one window for the kitchen would be nice and not intrusive to the neighbor.
28. David Frick motioned to ask to draft a decision and continue the application to the August 24, 2026 meeting. Seconded by Tom Salemi. The motion passed unanimously.

29. Continued Hearings – 3 Old Merrill

30. Joel Nice motioned to continue the application for 3 Old Merrill Street to the September 14, 2026, Planning Board Meeting. Seconded Tracey Chalifour. The motion passed unanimously.

31. Continued Hearings – 28 Haverhill Road

32. David Frick motioned to continue the application for 28 Haverhill Road to the August 24, 2026 Planning Board Meeting. Seconded by Joel Nice. The motion passed unanimously.

33. Continued Hearings – Rocky Hill Development

34. Joel Nice motioned to continue the application for the Rocky Hill Development to the August 24, 2026, Planning Board meeting. Seconded by David Frick.
35. Becky Frey questioned if the Board wanted to ask for staff to start drafting a decision.
36. Tracey Chalifour questioned why they would draft a decision when items were still outstanding.

- 37. Becky Frey commented that this was a large, complicated project. If staff starts drafting a decision now the Board will have a lot of time to review it with the conditions. It will also help narrow the focus on what is still outstanding so the Board can discuss those items.
- 38. Joel Nice amended his motion to also ask staff to draft a decision. Seconded by David Frick.
- 39. The motion passed unanimously.

40. Administrative – 102 Kimball Road

- 41. Pascal Rettig commented that the Board got an update today.
- 42. Jay Wessell of Wessell construction commented the last time they were here they were talking about a minor modification of the plan turning the house and modifying the driveway. There is an issue with the driveway that we are working on. Today they are moving forward with the plan to do the pervious driveway with the possibility of a variance later to get approval to pave it. They are all in agreement with the house design.
- 43. Pascal Rettig commented that the DRC recommended changes to the design of the house. They recommended approval based on those revisions. The modification request is to change the house design and rotate it. At this time, they will leave the pervious pavers and not do the proposed bio retention.
- 44. Jay Wessell confirmed that was correct. They will plan to do a pervious driveway. The driveways will shift to accommodate the turned house, but it will stay pervious.
- 45. Pascal Rettig commented that the modification is for the changed house design and house orientation and the shape of the driveway. There are no changes to the stormwater design that was previously approved.
- 46. Joel Nice clarified that the stormwater was already designed. Jay Wessell confirmed it was approved with the original plan will work with what they are doing. They are rotating the house 90 degrees. All setbacks are the same.
- 47. David Frick motioned to approve the proposed changes of the house design and orientation and the shape of the driveway as a minor modification. The modification would be subject to the DRC letter dated August 4, 2026, and the applicant will be using pervious pavers and using the previously approved storm water design. Seconded by Tracey Chalifour.
- 48. The motion passed by a 5-0-1 vote. Tracey Chalifour abstained.

49. Administrative – 7 Birch Lane

- 50. Michael Cooney of 7 Birch lane commented that 3 years ago he did an addition with a two-car garage. At the time he didn't have the resources to pave the existing driveway. The Conservation Commission has given their approval to let him pave it now. He also needs modification approval from the Planning Board.
- 51. David Frick motioned to determine this was a minor modification and approve the proposal to pave the driveway. Seconded by Joel Nice. The motion passed unanimously.

52. Administrative – 101-107 Market Unit Release

- 53. Pascal Rettig commented this was a lot release request for 101 Market Street units B and C.
- 54. David Frick motioned to release 101 Market Street Unit B and Unit C from the covenant. Seconded by Joel Nice. The motion passed unanimously.

55. Administrative – Invoices

56. David Frick motioned to pay the invoice listed below. Second, by Eric Girard.

1. A VHB invoice for Rocky Hill Development in the amount of \$14,625.00.
2. A VHB invoice for Rocky Hill Development in the amount of \$1,750.00

57. The motion passed unanimously.

58. Adjournment

59. Joel Nice motioned to adjourn the meeting at 7:40 pm. Seconded by Tom Salemi. The motion passed unanimously.