RECEIVED
By City Clerk at 10:33 am, May 14, 2024

1. Amesbury Planning Board Meeting Minutes

2. Virtual Meeting – April 11, 2024, at 6:30 PM

3. Chairman Pascal Rettig called the April 11, 2024, Planning Board meeting to order at 6:30 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 April 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 – Absent
10. Lorri Krebs- YES
11. Michael Jewell – YES
12. Tracey Chalifour - YES
13. David Frick – Absent
14. Pascal Rettig - YES
15. Also: Nipun Jain (Planning Director) and Becky Frey (Community Development Coordinator)

16. Minutes – 3-11-24

17. Keith Ratner motioned to approve the 3-11-24 Planning Board Minutes as presented. Seconded by Lorri Krebs.
18. Pascal Rettig initiated roll call vote –
19. Keith Ratner – YES
20. Joel Nice – Absent
21. Lorri Krebs- YES
22. Michael Jewell – YES
23. Tracey Chalifour - YES
24. David Frick – Absent

25. Pascal Rettig – YES
26. Motion passed 5-0

27. Minutes – 3-25-24

28. Keith Ratner commented that he was still reviewing these minutes.

29. **Sign – 19 Main St. – Apricot Lane**
30. Ed Batten from Batten Brother Signs represented Apricot Lane going in at 19 Main St. They are proposing a 25" by 129" sign that will be externally illuminated and have raised lettering. The lettering will be 20.5" tall. They are also proposing 3 sets of window graphics on each window and a smaller one on the doorway. They would like to add hours at some point but have not finalized the hours yet.
31. Nipun Jain commented that the DRC reviewed the sign application. They provided answers and after reviewing made a positive recommendation to approve the sign based on the revisions submitted in April. The only change in April was the changes to the lettering on the application to the store front windows.
32. Keith Ratner questioned if they would need to reapply when they were ready to add hours. Nipun Jain responded that they would not unless it was bigger than their primary sign.
33. Michael Jewell motioned to approve the sign application for Apricot Lane at 19 Main St. as revised in the April submission. Seconded by Keith Ratner.
34. Pascal Rettig initiated roll call vote –
35. Keith Ratner – YES
36. Joel Nice – Absent
37. Lorri Krebs- YES
38. Michael Jewell – YES
39. Tracey Chalifour - YES
40. David Frick – Absent
41. Pascal Rettig – YES
42. Motion passed 5-0

43. **Sign – 87 Main St. – Century 21**
44. Nipun Jain commented that the proposed sign application is for a business located downtown. It will replace an existing sign. There is no change to the bracket or lighting. The proposed sign meets the requirements. The DRC made a positive recommendation to approve as submitted.
45. Michael Jewell motioned to approve the sign application for Century 21 at 87 Main St. as submitted. Seconded by Tracey Chalifour.
46. Pascal Rettig initiated roll call vote –
47. Keith Ratner – YES
48. Joel Nice – Absent
49. Lorri Krebs- YES
50. Michael Jewell – YES
51. Tracey Chalifour - YES

52. David Frick – Absent
53. Pascal Rettig – YES
54. Motion passed 5-0

55. **Administrative – Covenants and Bonds**
56. There were no other covenants or bonds to be addressed.

57. **Administrative – Contracts, Bills, and Invoices**
58. There were no contracts, bills, or invoices to be addressed.

59. **Administrative – Planning Board Special meeting**
60. Pascal Rettig commented that the Board has two options. They can choose to have a large meeting on April 22nd with the public hearings and the IAMesbury presentation or hold a special meeting.
61. Nipun Jain commented that it was a large agenda and going through the Master Plan will take time to present and take questions from the Board. That will probably take 45 mins to an hour. The initial public hearing on the marina would take about 1-1.5 hours with presentation and discussion. The S Hunt Rd. field application will take some discussion as well. The Board cannot change the public hearing dates because they are a date certain. The only thing that can move is the Master Plan presentation. That is why the Board is discussing the possibility of a special meeting instead of having a long meeting.
62. Tracey Chalifour questioned if the Master Plan could be pushed to the May meeting. Nipun Jain responded that the Master Plan was intended to go on the first April meeting, so it's already later than intended. The zoning amendments will be coming in May as well.
63. The Board agreed to have a special meeting to review the Master Plan on April 29, 2024.
64. **Adjournment**
65. Michael Jewell motioned to adjourn the meeting at 6:55 pm. Seconded by Keith Ratner.
66. Pascal Rettig initiated roll call vote –
67. Keith Ratner – YES
68. Joel Nice – Absent
69. Lorri Krebs- YES
70. Michael Jewell – YES
71. Tracey Chalifour - YES
72. David Frick – Absent
73. Pascal Rettig – YES
74. Motion passed 5-0