



*Town of Danvers*  
**Planning Board**

Danvers Town Hall  
One Sylvan Street  
Danvers, MA 01923  
www.danvers.govoffice.com

James Sears, Chairman  
Margaret Zilinsky  
Kristine Cheetham  
William Prentiss  
Aaron Henry  
John Farmer, Associate  
Member

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**Daniel J. Toomey Hearing Room**  
**May 26, 2015**  
**7:00 p.m.**  
**MINUTES**

Chairman James Sears called the meeting to order at 7:00 p.m. Planning Board members James Sears, Kristine Cheetham, Aaron Henry, William Prentiss and Associate Member John Farmer were present. Margaret Zilinsky was absent. Planner Kate Day was also present.

**STAFF BRIEFING**

Day said that they have leveraged a lot of assistance through grants, and a \$10,000 grant was received to do a parking study for the downtown. They are fortunate to have Nelson Nygaard, a national parking management firm that has expertise in parking along with expertise in economic development and connectivity. This is to look at a range of issues of the downtown. They will look at the Hobart Street parking lot with an eye to accommodate the old train station in the Hobart Street parking lot. The town has received an environmental bond bill earmark in the amount of \$750,000 to move and restore this building. The study would see if it is feasible and what it would mean for the overall downtown. Day said that this also fits in with the zoning work being done in the downtown area. She told the Board that a public meeting is scheduled for June 4<sup>th</sup> from 6:00 p.m. to 8:00 p.m. in the Toomey Room. Rail Trail beverages will be served. This is one of those opportunities for the consultant to hear what people who live in Town have to say. We would value and appreciate your input. She told the Board that they may do a site walk. She told the Board that the Town was lucky to have been selected to receive one of the nine \$10,000 grants being offered through the state. She told the Board that this was through the Downtown Initiative Program.

**FORM A**

1. **15 Florence Street/22 Hardy Street.** Request by Paul Fitch for endorsement of Form A plan to reconfigure existing parcels to form two buildable lots and one non-buildable lot in the R-1 zoning district. (Assessor's Map 52, Lot 77) (*Approval Not Required Action Date: June 12, 2015*) (**Continued without discussion at the applicant's request to June 9, 2015**)

**MOTION:** Henry moved to continue the application for the Approval Not Required for 15 Florence Street/22 Hardy Street to the next Planning Board meeting scheduled for June 9, 2015 and extend the action date to June 12, 2015. Prentiss seconded the motion. The motion passed by unanimous vote.

## **PUBLIC HEARING**

**50 Spring Street, 55 Spring Street, 21 Spring Street, 35 Spring Street and 65 Summer Street.** Request a request for a Major Modification to an approved Site Plan pursuant to Section 4 of the Zoning Bylaw submitted St. John's Preparatory School for property in the Ri-11 Zone District. The applicant proposes the following changes to the approved site plans: **Sheet CE-10 and Sheet CE-11:** Changes to the Grading and Drainage Plan; **Sheet CE-6.1 & CE-6.2, formerly CE-6 and CE-7:** revise bus drop-off and sidewalk; modify Spring and Summer Street sidewalk; remove additional diagonal crosswalks south of Summer Street and Spring Street intersection; remove existing sidewalk from Ryken Hall to Summer Street; adjust pavement markings and stop signs at intersection of Summer Street and Spring Street intersection; revise sidewalks on easterly side of Summer Street to match revised crosswalks; construct a HP ramp at driveway to Auditorium. **Sheet CE-6.3, formerly CE-6 Benjamin Hall:** extend basketball court west and north; install two HP ramps in vicinity of court; install 6 ft. black vinyl coated chain link fence around court; reconfigure stairs and sidewalk in rear; revise landscaping area. (Assessors Map 20, Lot 49, Map 19, Lot 17, Map 26, Lot 167, Map 25, Lot 74, Map 26 , Lot 166) (*SPA action date: June 26, 2015*)

Sears read the legal notice.

Nancy McCann appeared before the Board on behalf of her client, St. John's Preparatory School. With her this evening were Steven Cunningham, from St. John's Prep; Stuart Meurer from Windover Construction; and Vaclav Talacko from Hancock Associates. McCann told the Board that nothing that was being proposed would be considered major. She explained that during construction some field changes were needed that required modifications to the plan. They would like to run through those changes to receive the Planning Board's approval. They have received a favorable recommendation from the Town Engineer. Talacko will go over the modification to the crosswalk at the Spring and Summer Street intersection. She told the Board that the Danvers Traffic Advisory Committee (DTAC) was in agreement with the modification.

Talacko addressed the Board and described the plans. They are proposing to reconfigure the drainage to the STEM building. There would be less drainage into the northerly portion of the roof drain system, and he showed how the drainage would flow.

He described the changes to the landscaping plans. Stairs have been eliminated, and they are proposing a tree belt rather than a retaining wall. He described the changes to the intersection at Spring and Summer Street. There are diagonal crosswalks presently. They plan to take the curb along Summer Street and align it with the curb along the intersection. The crosswalk will be moved forward along with the stop sign. A person will have a much better view to the North because they will be able to see past the wall. Sidewalks will be connected to other proposed

crossings. Some portion of the sidewalk has been eliminated. There is a slight change in the sidewalk access to Benjamin Hall along with the bus drop-off. The length has been shifted to avoid utility poles. Talacko said that a handicap ramp will be added at one of the crossings.

Talacko said that they are proposing to change the basketball court. They will eliminate the curb and enlarge this area, put a six-foot high black chain link fence around the court and add greenery along the periphery. Two handicap ramps will be added. New stairs will be added to Benjamin Hall, and a walk will be added to connect to the existing sidewalk.

Farmer said that he was happy to hear the left-hand turn onto Summer Street from Spring Street was being made. He asked Talacko to point out where the crosswalks were going, and Talacko showed these on the plan. Talacko said the crosswalks will no longer be diagonal. All crosswalks will be within the intersection. McCann addressed the Board and said that this was originally approved through Site Plan. This is just to design the intersection better by moving the stop sign forward.

Prentiss asked if there were any comments concerning the off-campus improvements. McCann said that the financial contributions were made to the Town for these improvements.

Henry asked about the easement that may be needed, and McCann responded that the easement will be done prior to the Certificate of Occupancy. Henry asked the question whether the sidewalk could be on private property, and McCann said that this could be a possibility.

Cheetham asked about the roadway improvement that was to have been done on Route 62 to add a designated left-turn lane onto Nichols Street, and she thought this was going to be tied into occupancy. Day said that the contribution was made to the Town. McCann said that a monetary contribution was made to the Town, and the applicant's obligation was the intersection of North and Summer Street. The Town received \$13,000 for the mitigation at Nichols and Spring Street. McCann said that the intersection of Summer and North Street is wide. They will restripe the intersection prior to the Certificate of Occupancy.

Cheetham asked where the Town was concerning these traffic changes. Day said she would get back to her.

Henry felt if the permit is silent, it is occupancy. Day said that a payment-in-lieu was done. The work will be done prior to occupancy.

Farmer asked about the speed signs. Day said it was suggested that flashing signs would be used, and the neighborhood had decided not to go with the speed signs. McCann said that St. John's Prep has purchased them, and they are working with DTAC.

Sears asked about the removal of the sidewalk off of the Ryken Building. He asked how students would exit this building. Talacko showed how the students would cross. Meurer said there was another crosswalk down towards Benjamin Hall.

Cunningham said that all buildings, except for the cafeteria and library, are on that side of the property (Ryken & Xavier).

McCann said that the school is required to have crossing guards at the Spring and Summer Street intersection and other areas as they seem appropriate.

Cheetham asked if the crosswalk near Benjamin Hall shown on the plan still exists. This was confirmed, and Meurer said that the crosswalk is already striped.

Henry asked the extent of the repaving. One note said sawcut existing pavement. He wanted to know what it was going to look like on the ground. He asked where the sawcuts would be. He asked if they were going to be curb to curb.

Talacko said it would be curb to curb.

Henry asked how the crosswalk would be taken out if you were not repaving. Meurer said the paint would be ground down.

Henry asked about the curb work to be done since curb cuts were being closed. Talacko said that there is no curb currently there. Meurer said the street is flush with the asphalt and grass.

Paul Pawlak, 60 Summer Street. He said he did not understand the elimination of the sidewalk. He asked if the sidewalk on Spring Street was being eliminated. Talacko showed him where the elimination of the sidewalk was on the plan. Pawlak said that he does not have a problem with crosswalks being removed. Henry explained that a small piece of the sidewalk was being removed. Pawlak asked if any crosswalks were being eliminated on Summer Street. Talacko showed him. He said his concerns have been answered.

Meurer said that the sidewalk will be accessible by the handicapped.

Mary Berry, 61 Summer Street. She asked where the bus route and basketball court were located. Talacko described it to her. McCann said that the bus turn-off was approved previously. Talacko described the bus drop-off and the location of the basketball court. It will be behind Benjamin Hall.

Bill Bates, 14 Lobao Drive. Bates said he would like to confirm the description of the reduction of sidewalks on Summer Street, and Talacko confirmed this. Bates said that he and other neighbors are going to the DTAC meeting on June 4<sup>th</sup> regarding their concerns about the intersection of North and Summer Street.

Peter Lovell, 9 Innis Drive. Lovell said that for the Board's information the intersection of Locust and Maple Street will be up in fiscal 2016. Tentatively, the Summer and Maple Street lights are scheduled to be designed for Fiscal 2017 and to be constructed in Fiscal 2018. It is still a few years away, and there is controversy as to how much this will cost. Once the consultant is

finished with the Locust Street intersection, they are going to look at Summer Street.

Paul Pawlak, 60 Summer Street. Pawlek said he would like clarification about the bus drop-off. He asked where the bus drop-off was now. Cunningham said that they have a couple of drop-off areas. There is one behind Benjamin Hall, and there is one behind Xavier. Pawlek asked if they were going to drop off students on Summer Street. Cunningham said that the primary drop-off is behind Xavier Hall due to the capacity there, and the change is due to safety. Three hundred middle students are coming, and they wanted to eliminate the problem of cars building up onto Summer Street. The bus drop-off is at the front of the building, and parents will drop students off behind the building.

Farmer asked how the busses would leave. Would they take a left onto Spring Street or go straight down Summer Street? He felt they may want to consider going straight down Summer Street. Cunningham said if there is a preference, the bus company will do what is asked. Farmer confirmed that this bus drop-off was for the middle school.

Sears asked how many busses would be at the school. Cunningham said there would be three busses for the middle school and five for the high school. Cunningham said that the start times were staggered for each school.

Paul Pawlak, 60 Summer Street. Pawlek wanted to confirm that the bus would not be on Summer Street, and Cunningham said the bus would be pulled off the street. Pawlek confirmed that once the busses were empty, they would continue down Summer Street. Talacko said that the drop-off lane is a full highway lane. It is twelve feet from the curb to the edge of the island.

Pawlek asked if when the bus pulls in on the left side, there is going to be a small island between the bus and Summer Street. Talacko confirmed this. McCann pointed out that this is not a change. The drop-off is as was proposed in the original site plan approval.

Sears confirmed that there would be a maximum of three buses using this pull-off lane, and that they would not be there at the same time.

Pawlek asked if there would be a total of eight buses in the morning and afternoon. This was confirmed.

**MOTION:** Henry moved to close the public hearing for 50 Spring Street, 55 Spring Street, 21 Spring Street, 35 Spring Street and 65 Summer Street. Cheetham seconded the motion. The motion passed by unanimous vote.

**MOTION:** Henry read the Certificate of Action and moved to approve the Major Modification to the Site Plan for 50 Spring Street, 55 Spring Street, 21 Spring Street, 35 Spring Street and 65 Summer Street. Cheetham seconded the motion. The motion passed by unanimous vote.

## **OTHER MATTERS**

**161 Elliott Street.** Request for a Minor Modification to an approved Site Plan pursuant to Section 4 of the Zoning Bylaw submitted by Joseph DeLorenzo, Trustee of the DeLorenzo Family Trust for property located in the R-2 Zoning District. The applicant proposes to establish a pervious driveway connection between the parking lot at 161 Elliott Street and Lincoln Avenue for the purpose of equipment access to 161 Elliott Street. Connection will be controlled by locked gate and will allow direct transit of off-road equipment (lawnmowers, loaders, etc.) and avoid the need to transit via Elliott Street. (Assessor's Map 03, Lot 26) (*SPA action date: June 19, 2015*)

Marshall Handly, from Handly Cox, appeared before the Board on behalf of his client, Joseph DeLorenzo. Handly told the Board that what is being proposed is the establishment of a chained gate. Lincoln Avenue is a paper street. The abutters to Lincoln Avenue have the right to improve Lincoln Avenue along its length. It is a driveway to allow the property to be used for agricultural purposes for planting vegetables, etc. His client wants to prevent regular vehicular access into the Danversport Yacht Club, but preserve the opportunity for the maintenance equipment to come into the Danversport Yacht Club. Handly said that a curb cut that is presently there would remain in place.

Cheetham asked if Handly could clarify what properties are owned by the DeLorenzos. Cheetham asked if the Zuks had any comments. She asked where the equipment was stored presently, and Handly said in the maintenance building at the Danversport Yacht Club. Cheetham confirmed that it was not to be used for boat traffic. Cheetham confirmed where the access was to the boat area.

Henry confirmed that the equipment was going to be kept in the maintenance shed. He asked why the equipment would go over to Lincoln Avenue, and Handly responded that it was to mow the properties owned by the DeLorenzos on Lincoln Avenue.

Henry thought the applicant should talk to DTAC regarding emergency access and what specifications the Fire Department would want. Handly said that is possible.

Prentiss asked where the gate was going to go, and Handly showed him where it was on the plan. Prentiss said if this was going to be used in an emergency, the Fire Department may want it to be a break-away gate.

Famer said that all his questions have been answered.

Sears confirmed that abutters own half-way to the center of a paper street. Handly said that the only non-family abutter is land only. Sears questioned whether they should do a site visit. He asked if the Board felt that this was something that we need to do to render a decision.

Henry felt if it was as innocent to mow the lawn, then it was okay. He suggested a condition that there is no storing of equipment.

Cheetham felt there did not need to be a site visit. She does not have a problem with it.

Farmer does not have a problem since the abutters are family members.

Prentiss felt a site walk would be overkill. He has been down on the site, and people like the way the site is. It is a drastic improvement. We want to make sure that it does not turn into anything different if the lots are sold to other people, and Lincoln Avenue turns into something other than a paper street.

Sears said that he is fine with what he has heard.

**MOTION:** Prentiss moved to find the proposed changes constitute a Minor Modification to Site Plan for 161 Elliott Street. Cheetham seconded the motion. The motion passed by unanimous vote.

**MOTION:** Prentiss read the Certificate of Action and moved to approve the Minor Modification to the Site Plan for 161 Elliott Street. Cheetham seconded the motion. The motion passed by unanimous vote.

**Zoning -- review and discuss meeting of April 28, 2015.** The focus of this meeting was on listening to representatives of the development community talk about the market potential for parcels within the I-1 areas in the downtown district at the intersection of Hobart and Maple Streets and offer their perspectives on crafting a vision and zoning tools to attain desired outcomes as part of the planning process.

Day said that she would like to review the meeting of April 28<sup>th</sup> regarding zoning.

Day said she would highlight some of the points that she heard. There were observations about the demand for retail on the first floor, whether it should be required or optional. This was helpful feedback. Optional was their guidance.

Henry thought they could use optional, but zoning should allow for it. He does not want to prohibit commercial uses on the first floor area. This affects the architecture of the building because you want the space to be convertible.

Sears said he was surprised to hear this. They encourage residential, but allow retail on the first floor. He pointed out that the Lee's Tapleyville building has studio spaces which is not far from the downtown area.

Day said that the area wants to be residential in nature that would support the downtown. She said that concerning density, one figure that was plucked out was 14 units as a minimum. Tapleyville has this density. Cheetham said that they need to be careful with what they are displacing. She felt if there is an industrial building that has value with decent jobs and you are switching to housing, you need to compare what you are gaining with what you are losing. This

is why she keeps asking how many people work down in that area. Day said that they had employment counts. Cheetham said that she would like to see some of the numbers. Day said that they are doing an overlay, and by keeping it Industrial 1, they have landbanked two large areas under some constraints. Sears said that we are now giving them other opportunities where the uses are no longer the most suitable uses in that area.

Day said that there was a discussion concerning height, beginning with a minimum of a 35-foot minimum requirement. This is something that allowed more height on the mezzanine level if it were stepped back. Cheetham asked if the waterfront was 45 feet. She said they went from an allowed 55 foot height and stepped it down. Cheetham said that 45 feet is the allowed height for the entire downtown. To be consistent and equitable, 45 feet was agreed to. Sears liked this idea.

Prentiss said he was surprised to the lack of response to density. He said that the Board was the only one concerned with this. He was surprised by some of the numbers coming out.

Cheetham said that when you show what density looks like, it surprises people that they are currently living with it.

Day said when they start to look at different levels of density, they will determine what it will look like and what it will feel like. The next discussion will be what is the density that would accompany that height.

Day said that Cleaves winds down the end of June. If we could swing it, it would be very useful to get visuals of what densities would look like. It would be the next logical focus.

Day said that Molly Martins had pointed out that there are many styles of architecture in the downtown to draw upon.

Henry asked whether they have language that ensures that they are doing this as a site plan approval. The architectural merit will come up, and we need to communicate that early to the development community. The developers need to spend money on the graphic side of things. This will allow the process to go easier.

Day said that in the Tapleyville District, design guidelines are built into the zoning. They do not want to constrain design. She felt that they can introduce elements that are the visions for downtown.

Day said that whenever housing goes in, it will sell. Residential will be highly desirable to the market.

Day said another topic was what works on zoning from a developer's perspective. One point that came out was to have clarity, not ambiguity. A clear vision needs to be reflected. The investors and developer need to know what the Town wants to see. They are looking for consistency and predictability.

Concerning parking, Day said they are trying to see whether she can get the parking consultants to look at that specific area. Day asked if some of the Planning Board members could join them with the walk through the downtown area for parking needs. She asked if anyone was available to do a site walk the afternoon on June 4<sup>th</sup>. The consultants are going to be in Town on that day and they are doing parking counts.

Cheetham asked if the consultants could look at the parking behind CVS and Brothers. She asked if it is maximized and whether there is a better design.

Day said that they will be doing parking counts in all the areas. She said the consultants will have a lot to share with us. She said that they will be making recommendations for auxiliary lots instead of on-site parking. Day said that structured parking is expensive.

Day said there is an excitement of people wanting to live downtown.

Day said that Dapice took a nice perspective that the younger population may be priced out of living in Town. This may be a spot for them.

Sears asked if Day was responsible for securing the grant for parking, and Day confirmed this. He said it was a great effort by her to secure one out of nine grants offered in the State. Day said that they have made a lot of progress with a small amount of funding.

## **MINUTES**

May 12, 2015

**MOTION:** Cheetham moved to approve the minutes of May 12, 2015. Henry seconded the motion. The motion passed by unanimous vote.

## **ADJOURNMENT**

**MOTION:** Prentiss moved to adjourn. Cheetham seconded the motion. The motion passed by unanimous vote.

The meeting adjourned at 8:30 p.m.

Respectfully submitted: Francine T. Butler

The Planning Board approved these minutes on June 9, 2015.