



*Town of Danvers*  
**Planning Board**

Danvers Town Hall  
One Sylvan Street  
Danvers, MA 01923  
[www.danvers.govoffice.com](http://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**  
**December 9, 2014**  
**7:00 p.m.**  
**MINUTES**

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

**STAFF BRIEFING**

Day told the Board that a tentative meeting had been set up on January 13, 2015 with the Metropolitan Area Planning Council (MAPC). She told the Board that Sam Cleaves, from the MAPC, will present a preliminary report. She said that the Selectmen, Affordable Housing Trust and Downtown Committee will be informed.

She stated that the minutes were still in draft form from the Affordable Housing Trust discussion with the Zoning Board of Appeals (ZBA) and Planning Board to evaluate the current bylaw and add on to it. Senior staff had not had a chance to review those minutes. As soon as they are formalized, they will be given to the Planning Board along with the PowerPoint presentation.

Sears said that the next Planning Board meeting is scheduled for December 23<sup>rd</sup>, but they will not be meeting on that date. The next Planning Board meeting will be held on January 13, 2015 to discuss a study of the Industrial 1 zoned area in the downtown. This includes the Hottwatt Building, the old baby shoe factory and former fire station on Locust Street. This area is the tip of the entrance to the downtown coming from Maple Street. Staff from MAPC will present preliminary findings.

Cheetham asked if a mailer would be sent to the neighborhood, and if this was the time to bring in the public. She felt the earlier the better. Anyone in the neighborhood who would be

interested in this would stick out the meetings. She would prefer to invite the neighbors to this meeting and see who is interested.

Sears pointed out that they were going to decide at the meeting on January 13<sup>th</sup> if they were going to focus on this area.

Prentiss felt an invitation should be sent out to the ZBA. One of the members, John Boughner, was vocal about what was going on in that area. Prentiss felt he may be interested.

Zilinsky wanted confirmation that they were focusing on the northern part of Industrial I zone, and this was confirmed.

Cheetham had a question regarding mitigation on certain projects around Town. The sidewalk mitigation that was to have been done as part of the Mass General Hospital project has never been spent. She asked how they were going to move forward on projects like the Prep and Folly Hill.

Day stated that Engineering had elected to defer the improvements until the Water Street bridge project was completed. With regard to the Prep, that mitigation was set forth in the Certificate of Action. Cheetham asked if the Prep mitigation was a design phase triggered with the Certificate of Occupancy.

Prentiss said that the Prep has reached out to the neighbors.

Day stated that the Prep neighbors do not want the flashing speed signal lights planned for Summer Street.

## **FORM A**

**105 Ash Street.** Request by Thomas O'Connell for endorsement of Form A plan to divide the existing parcel of land located at 105 Ash Street into two fully conforming lots. (Assessor's Map 58, Lot 19). (*Approval Not Required Action Date: December 12, 2014*)

Rich Williams, from Williams and Sparages, appeared before the Board on behalf of the applicant, Thomas O'Connell, who was here this evening as well. Williams explained that O'Connell had an agreement to purchase 105 Ash Street, which is an oversized lot. The plan submitted to the Board divided the property into two lots. The vacant lot would be 10,302 square feet and the remaining land and structure would be 18,714 square feet. He explained that there was adequate frontage and area on both lots, as well as meeting the lot shape requirements.

Prentiss said that the Engineer had brought up minor things about the shed, and he felt the applicant needs to know about these issues. Prentiss said that he had no issues with approving the plan; he just wanted to be sure the applicant knew about them.

Sears asked about the location of the property and was told it was halfway between Sylvan Street and Adams Street.

**MOTION:** Zilinsky read the Certificate of Action and moved to find that Planning Board approval is not required for the proposed division of the property located at 105 Ash Street. Prentiss seconded the motion. The motion passed by unanimous vote.

## **MINUTES**

November 18, 2014 and November 25, 2014

**MOTION:** Prentiss moved to approve the minutes of November 18, 2014 and November 25, 2014. Zilinsky 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 7:20 p.m.

Respectfully submitted: Francine T. Butler

The Planning Board approved these minutes on January 13, 2015.