

**HAVERHILL PLANNING BOARD
MEETING MINUTES**

DATE: Wednesday, August 9, 2023

Place: City Council Chambers – Room #202 City Hall

Time: 7:00 PM

Members Present: Member William Evans
 Member Karen Buckley
 Member Michael Morales
 Member Bobby Brown
 Member Ismael Matias
 Member April DerBoghosian, Esq.
 Member Nate Robertson

Members Absent: Chairman Paul Howard
 Member Carmen Garcia

Also Present: William Pillsbury, Jr., Director of Economic Development and
 Planning
 Lori Robertson, Head Clerk

Approval of Minutes:

June 14, 2023

After board consideration, Member William Evans motioned to approve the June 14, 2023, meeting minutes. Member William Evans seconded the motion.

Carmen Garcia – absent
Bill Evans – yes
Karen Buckley – yes
April DerBoghosian, Esq.- yes
Bobby Brown – yes
Nate Robertson- absent
Michael Morales – yes
Paul Howard – absent
Ismael Matias - yes

Motion Passed.

**Planning Board Meeting
8-9-23**

Public Hearings:

Frontage Waiver for 234 Rosemont Street:

Member Karen Buckley: Read rules of public hearing into the record.

Jonathan Haigh of 234 Rosemont Street addressed the board. I am here for a frontage waiver. We had a Board of Appeals meeting for a subdivision of a lot. It is a main road with no telephone poles or any obstructions.

William Pillsbury, Planning Director: I will close the public portion of the hearing. The role of the Planning Board in acting on a frontage waiver is limited to one specific issue whether there is adequate access provided to the site via the reduced frontage. This project has been reviewed by the City Departments, by the Building Inspector, City Engineer and there is adequate access via the reduced frontage and I would recommend approval.

After board consideration, Member William Evans motioned to approve the frontage waiver for 234 Rosemont Street as recommended by the Planning Director, William Pillsbury. Member Bobby Brown seconded the motion.

Member Nate Robertson: yes

Member Bobby Brown: yes

Member William Evans: yes

Member Karen Buckley: yes

Member April DerBoghosian, Esq.: yes

Member Carmen Garcia: absent

Member Michael Morales: yes

Member Ismael Matias: yes

Chairman Paul Howard: absent

Motion Passed.

City department reports are attached to and considered part of this board's decision and notice of decision. Any appeal of this board's decision and notice of decision shall be taken in accordance with M.G.L. Chapters 40A and 41 within twenty (20) days of the board's filing of this decision/notice of decision with the city clerk.

List of all documents and other exhibits used by the public body during the meeting: online filing PBFW-23-4.

**Planning Board Meeting
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Frontage Waiver for 457 Lake Street:

Member Karen Buckley: Read rules of public hearing into the record.

Attorney Caitlin Masys of 462 Boston Street, Topsfield, MA addressed the board on behalf of the applicant. The Kelleher's received approval from the Board of Appeals in March of 2023 for a lot to be divided.

William Pillsbury, Planning Director: Is there anyone from the public who wishes to speak? I will close the public portion of the hearing. The role of the Planning Board in acting on a frontage waiver is limited to one specific issue whether there is adequate access provided to the site via the reduced frontage. This project has been reviewed by the City Departments, by the Building Inspector, City Engineer and there is adequate access via the reduced frontage and I would recommend approval.

After board consideration, Member Michael Morales motioned to approve the frontage waiver for 457 Lake Street as recommended by the Planning Director, William Pillsbury. Member April DerBoghosian seconded the motion.

Member Nate Robertson: yes

Member Bobby Brown: yes

Member William Evans: yes

Member Karen Buckley: yes

Member April DerBoghosian, Esq.: yes

Member Carmen Garcia: absent

Member Michael Morales: yes

Member Ismael Matias: yes

Chairman Paul Howard: absent

Motion Passed.

City department reports are attached to and considered part of this board's decision and notice of decision. Any appeal of this board's decision and notice of decision shall be taken in accordance with M.G.L. Chapters 40A and 41 within twenty (20) days of the board's filing of this decision/notice of decision with the city clerk.

List of all documents and other exhibits used by the public body during the meeting: Online application PBFW-23-5.

**Planning Board Meeting
8-9-23**

Definitive Escrows:

Scotland Heights Escrow:

The Haverhill Planning Board at its 8/9/23 meeting held on Wednesday evening at 7:00 pm reviewed the request to reduce the account to a zero balance in return for the completion of all work.

Economic Development/Planning Director William Pillsbury, Jr. advised the board members to reduce the account to a zero balance as recommended by the City Engineer. The City Engineer recommended the board reduce the account to a zero balance subject to the remaining balance being left in escrow with the City Treasurer. He will instruct the City Treasurer to release funds for work when it has been satisfactorily completed.

In consideration of the City Engineer's recommendation dated 8.3.23 Member William Evans motioned to reduce the account to a zero balance subject to the remaining balance being left in escrow with the City Treasurer. He will instruct the City Treasurer to release funds for work when it has been satisfactorily completed. Seconded by Member Bobby Brown. All members present voted in favor. Members Absent: Paul Howard and Carmen Garcia. Motion Passed.

List of all documents and other exhibits used by the public body during the meeting: Escrow Materials

91 Snow Road Escrow:

Please be advised that the Planning Board at its 8-9-23 regular scheduled meeting considered your request to establish the bond amount for the above cited development. No lots are to be released until the required funds are submitted along with the escrow agreement in exchange for the release of said lots from the Form E Covenant. The board reviewed your cited request along with the report from the city engineer, dated August 9, 2023, which showed the evaluation amount of \$820,557.43 to complete the work.

Please note, that the lots will not be released until a properly executed agreement with notarized signatures is submitted to the Board for acceptance and endorsement. Said agreement would be required to be recorded at the Registry of Deeds and a copy provided to the board that shows the registry's recording stamp.

After board consideration, Member Michael Morales motioned to approve the established amount of \$820,557.43 that was recommended by the city engineer in his report dated August 9, 2023. Seconded by Member Ismael Matias. All members present voted in favor. Members absent: Paul Howard and Carmine Garcia. Motion Passed.

List of all documents and other exhibits used by the public body during the meeting: Escrow Materials

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Reminders for expiring definitive escrows: None at this time.

Form A Plans: None at this time.

Endorsement: None at this time.

Any other matter:

Meeting adjourned.

Signed:

William Pillsbury

William Pillsbury, Jr.
Planning Director