

**HAVERHILL PLANNING BOARD
MEETING MINUTES**

DATE: Wednesday, February 8, 2023

Place: City Council Chambers – Room #202 City Hall

Time: 7:00 PM

Members Present: Member William Evans
 Member Bobby Brown
 Member April DerBoghosian, Esq.
 Member Karen Buckley
 Member Carmen Garcia
 Member Michael Morales

Members Absent: Member Nate Robertson
 Member Ismael Matias
 Chairman Paul Howard

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

Approval of Minutes:

December 14, 2022

After board consideration, Member Karen Buckley motioned to approve the December 14, 2022, meeting minutes. Member Bobby Brown seconded the motion.

Carmen Garcia – yes

Bill Evans – yes

Karen Buckley – yes

April DerBoghosian, Esq.- yes

Bobby Brown – yes

Nate Robertson- absent

Michael Morales – yes

Paul Howard – absent

Ismael Matias - absent

Motion Passed.

January 11, 2023

No meeting

Planning Board Meeting
2-8-23

Public Hearings:

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

Attorney Paul Magliocchetti of 70 Bailey Blvd. addressed the board on behalf of the applicant. We went before the ZBA for a variance on frontage. This happens to be a unique lot which was purchased by her ex-husband years ago. This is one of the steps we need a frontage waiver. We do have the engineer TJ Melvin here if there are any questions. I will leave it at that and if there are any questions I would be happy to answer them.

William Pillsbury: Is there anyone in the audience who wishes to speak on this?

Is there anyone in the audience for or against that wish to speak on this matter?

Seeing none, I will close the public portion of the hearing. I just want to remind the board and public that a frontage waiver is really one standard which the Planning Board needs to adhere to which is there adequate access to the buildable portion of the lot via the reduced frontage.

I will declare the hearing closed and make my recommendation. The recommendation will be a favorable recommendation because there is adequate access presented in the plan and there is no objections from the City departments. With that I would recommend approval of the frontage waiver for Willow and Hannah Street.

After board consideration, Member Bill Evans motioned to approve the frontage waiver for Willow and Hannah Street as recommended by the Planning Director, William Pillsbury. Member Carmine Garcia seconded the motion.

Member Nate Robertson: absent

Member Bobby Brown: yes

Member William Evans: yes

Member Karen Buckley: yes

Member April DerBoghosian, Esq.: yes

Member Carmen Garcia: yes

Member Michael Morales: yes

Member Ismael Matias: absent

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

**Planning Board Meeting
2-8-23**

Definitive Escrows:

Crystal Springs Escrow:

Please be advised, the Haverhill Planning Board at its meeting held on 2.8.23 reviewed the request of John Pettis, City Engineer to reduce the amount being held for completion of work within the cited subdivision.

The request was to review the work cited as required; advise if all work cited was completed under the approved definitive plan; if the work was completed in accordance with the approvals; and if all required remaining work was listed and if the dollar values were accurate. Please note that Planning Director William Pillsbury, Jr. recommended that the board vote to reduce the account as recommended by the City Engineer in his report to the board dated 12.14.22.

In consideration of the report from the City Engineer, John Pettis, Member William Evans motioned to reduce the amount \$184,754.40 from the \$383,220.25 balance and maintain a balance of \$198,465.85 as recommended by the city engineer in his report to the board dated 12.14.22. Member April DerBoghosian, Esq. seconded the motion. All member present voted in favor to reduce the account to the balance of \$198,465.85 as recommended by the city engineer in his report addressed to the board dated 12.14.22. Members absent: Nate Robertson, Ismael Matias and Paul Howard. **Motion passed.**

As a condition of the board's vote, the **BANK is required** to notify the board that the minimum amount of \$198,465.85 is held for the completion of all remaining work. The account shall not be further reduced or released without formal board approval.

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

Reminders for expiring definitive escrows:

Crystal Springs Bond Extension:

Please be advised at the Haverhill Planning Board meeting held on 2.8.23 at 7:00 pm in the City Council Chambers reviewed the request to endorse the extension of the agreement for the above cited development.

The Planning Director, William Pillsbury, advised the board that the agreement was reviewed by the City Solicitor as to form and was approved as attested to by his signature on said agreement. The new expiration date for performance is 3.13.24 for the agreement and 3.12.24 for the funding. The Planning Director recommended that the Planning Board vote to endorse the extension agreement. It was noted, that the developer must record the extension of the agreement at the Registry of Deeds and provide proof of said recording to the Planning Office for its file.

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After board consideration, Member William Evans motioned to endorse the above cited agreement and that the developer provide the Planning Office with a recorded copy of said agreement as required. Member April DerBoghossian, Esq. seconded the motion. All members present voted in favor. Members Nate Robertson, Paul Howard and Ismael Matias were absent. **Motion Passed.**

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

Form A Plans:

Andrew Fanaras, PBF Trust for 110 Pilling Street and Boston Street: Member Bill Evans motioned to approve and endorse the Form A for 110 Pilling Street and Boston Street. Seconded by Member Bobby Brown. All members present voted in favor. Motion Passed.

Sixty-Six Merrimac-Hav LLC for 66 Merrimac Road: Member Bill Evans motioned to approve and endorse the Form A for 66 Merrimac Road. Seconded by Member April DerBoghossian, Esq. All members present voted in favor. Motion Passed.

D&D Realty Trust for Brandy Brow Road lots c&d: Member Bill Evans motioned to approve and endorse the Form A for Brandy Brow Road. Seconded by Member Carmine Garcia. All members present voted in favor. Motion Passed.

Endorsement:

Definitive Plan for Morse Avenue- no vote taken on endorsement.

Any other matter:

Meeting adjourned.

Signed:

William Pillsbury, jr.

William Pillsbury

Acting Chairperson/Planning Director