

D-R-A-F-T

**Town of Rockport Planning Board
Meeting Minutes
Thursday, September 23 – 5:30 p.m.**

Geoffrey A. Parker Conference Room
Rockport Opera House
Meeting Televised on Channel 22
Streamed on Livestream.com

Board Present: Chair Joe Sternowski, John Viehman, Victoria Condon, David Pio, Mark X Haley II, Thomas Laurent.

Board Absent: Carter Skemp.

Staff Present: Planner and Community Development Director, Orion Thomas, Videographer Bruce Hilsmeier.

Chair Sternowski called the meeting to order at 5:31p.m. with a quorum. He determined that Ms. Condon had a conflict of interest with Item 1 of this agenda.

Item# 1: Approval on Minutes from 8-26-21 6-24-21 and 5-27-21 The board recommended edits to the 05-27-21 minutes by adding last names to Todd and Jamie, putting the vote record before #3, and including the date of the minutes.

Motion: Mr. Haley moved, seconded by Mr. Laurent, to approve the 5-27-21 minutes with the clarification from Chair Sternowski.

No Discussion

Carried 6-0-0

Board members brought up a concern about time being spent on minutes while applicants were waiting.

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Motion: Mr. Haley moved to table discussion of minutes to the end of the agenda. Seconded by Ms. Condon.

No Discussion

Carried 6-0-0

Item# 2: Consideration of an application for a change of use for a property located at Map 20 Lot 182 & 183. Property is owned by Doug Clayton and is being represented by Stephanie Turner. The owner is proposing to add a walk-up take-out restaurant to the site. This property is located in Zone District 906.

The board reviewed the advice from town attorney and found that items 1 through 5 of Section 1303 did not apply to this application. The board was unclear as to whether item number 6 applied in this situation.

Motion: Mr. Pio moved that the board should not take any action on this submittal and should leave the decision to the code enforcement officer.

There was brief discussion on the motion made by Mr. Pio. The motion did not receive a second. The board felt that this motion did not address the problem properly.

Motion: Mr. Laurent moved, seconded by Mr. Haley, that for this application, the board did not require a site plan review or approval.

Mr. Viehman felt that a traffic study should be done and hoped the board could find a way to include this as a condition of approval. Both Mr. Viehman and Chair Sternowski believed that the site had safety concerns. Both wanted to see changes to the site.

Mr. Haley and other members felt that Section 1303 was not applicable and that the change of use did not require a site plan review.

Carried 3-2-1

Commented [OT1]: Starts at 15:43

Commented [JV2]: We should add that Victoria declared a conflict of interest and withdrew from participating in this application.

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Item# 3: Consideration of a Subdivision Amendment Application for Herb, LLC, represented by Gartley & Dorsky Engineering & Surveying, Inc. The Owner of the property is asking to convert the already approved project of an 18-unit condominium development to a 7-lot single-family subdivision. Property is located on Map 10 Lot 60 in zone district 907 and 1400.

The board discussed whether this application should become a new application or an amended application.

Andrew Hedrich, Civil Engineer for Gartley and Dorsky, gave a brief outline of their revised plan for the site.

Commented [rc3]: I am unsure of his last name and how it is spelled, it was hard to hear on the recording.

The board decided that the applicant would need to attend two more meetings if they voted to make this a new application.

Commented [JV4]: We should clarify that the applicant would have to hold a "public workshop" and then formally submit an application. This doesn't necessarily require two "meetings" because conceivably we could review the application any time after the public hearing. Orion: Can you confirm this? One issue, would we have to announce ahead of time that we intend to review the application immediately following the hearing?

The board members asked the applicant to clarify parts of their site plan, including the use of septic tanks versus the city sewer, the width of the setback, and the location of driveways.

The applicant said that they chose to use septic because of the decreased financial cost. They also believed the setback to be thirty-five feet from the center of the road. They told the board that driveways would all be within the lot and would not go directly to Route 1.

Motion: Mr. Haley moved, seconded by Mr. Pio, that the board treat this application as a full and new application.

No discussion

Carried 6-0-0

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Continuation of Agenda Item # 1: Minutes

Consideration of 8-26-21 minutes with discussion of edits.

Motion: Mr. Haley moved, seconded by Ms. Condon, to approve the 8-26-21 minutes as amended.

No Discussion

Carried 5-0-1

Mr. Pio and Ms. Condon were not in attendance at 6-24-21 meeting.

Motion: Mr. Viehman moved, seconded by Mr. Haley, to approve the 6-24-21 with changes as stated.

No Discussion

Carried 4-0-2

Item# 4: Findings of Fact from 8-26-21 minutes

Commented [OT5]: Located at 1:04 of meeting.

Motion: Mr. Pio moved, seconded by Mr. Viehman, to add findings of fact for the 8-26-21 minutes to the agenda for the 9-23-21 meeting.

The board reviewed the findings of fact from the 8-26-21 meeting minutes and recommended changes.

Motion: Mr. Pio moved, seconded by Mr. Haley, to approve the amended findings of fact for the M. Richard subdivision from the 8-26-21 minutes.

No Discussion

Carried 5-0-1

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Item# 5: Other Business **Comment: There should be a double space between each of the following items.**

- A. The board decided on meeting dates of 11-18-21 and 12-16-21 for the holiday season.
- B. The board discussed changing the day of the week to accommodate Carter Skemp's schedule. However, they decided to keep the current meeting day.
- C. Chair Sternowski reminded the board of the public hearing on 9-27-21 and ensured that there would be enough members in attendance for a quorum.
- D. Ms. Condon asked for standardization of documents in SharePoint, she recommended that date go first on documents.
- E. The board discussed ongoing revisions to the Land Use Ordinances. Mr. Thomas informed the board that they needed to make a list to give to the ORC.
- F. Mr. Haley informed the board about his efforts on the solar ordinances.

Item# 6: Adjournment

Motion: Mr. Viehman moved to adjourn, seconded by Ms. Condon.

Carried 6-0-0 The meeting was adjourned at 7:01 p.m.

Respectfully Submitted,

Regan E. Crowe
Recording Secretary