

SCITUATE PLANNING BOARD MINUTES January 26, 2023

Members Present: Patricia Lambert, Chair; Benjamin Bornstein, Vice Chair; Ann Burbine, Clerk; Stephen Pritchard and Rebecca Lewis

Others Present: Karen Joseph, Town Planner; Shari Young, Administrative Assistant

Members absent:

See Sign-in List for names of others present at this meeting.

Location of meeting: Select Board Hearing Room, Town Hall, 600 C J Cushing Highway, Scituate.

Chair Lambert called the meeting to order at 6:30 P.M. The meeting was being recorded for airing on local cable television and streaming live on Facebook with in-person and remote access available.

Documents

- 1/26/23 Planning Board Amended Agenda

ACCEPTANCE OF AGENDA: Chair Lambert indicated there was a posted agenda. Ms. Burbine seconded the motion for the posted agenda and the vote was unanimously in favor.

**Continued - Public Hearing – Special Permit Accessory Dwelling – 556 First Parish Road
Assessor's Map/Block/Lot 31-1-42
Applicant/Owner: Gregory and Kelly Knoff**

Documents

- PDF 556 AD Application Withdrawal Letter 1.13.23
- DRAFT Motion form for withdrawal

Motion:

Ms. Burbine moved to accept the applicant's request to withdraw the application for the Accessory Dwelling Special Permit for 556 First Parish Road due to the untimely and sudden passing of the applicant's father.

Mr. Pritchard seconded the motion; a vote was taken and was unanimously in favor.

**Public Hearing – Special Permit Accessory Dwelling – 18 Hatchet Rock Road
Assessor's Map/Block/Lot 26-2-40
Applicant/Owner: Elizabeth & Donald Giacomozzi**

Documents

- PDF 1437 Side Elevation
- PDF Dear Planning Board Members
- PDF DOC111622-111162022174522 Dick Rockwood
- PDF Rear Elevation
- PDF Scituate Planning Board

- PDD the land with the Plymouth County, MA, being lot 13 on Plan Hatched Rock Gardens, Scituate, MA
- Email from BOH dated 1.18.22
- Email from Sewer department dated 1.19.22
- Email from Water department dated 1.19.22
- DOC Legal Ad Mariner - Hatchet Rock
- DOC DRAFT Motion 18 Hatchet Rock RD 1
- DOC DRAFT Motion 18 Hatchet Rock Rd
- DOC Transmittal 18 Hatchet Rock Road
- Letter from Cathy F. Downing resident at 577 Country Way received at meeting

Attendees: Liz Giacomozzi, Applicant

Ms. Burbine read the legal ad into the record.

Ms. Lambert disclosed that she is friends with Ms. Giacomozzi, but it will not affect on her ability to make a decision.

Ms. Burbine also disclosed that she has known Ms. Giacomozzi for a number of years, but it will not affect her ability to make a decision.

Ms. Giacomozzi said she is interested in putting in an in-law suite above her existing garage which is already a suite, but lacks a kitchen. They want to add the kitchen, there are 2 egresses as required, and the only thing lacking is the kitchen, but she wanted to make sure she did it legally. They want to have the ability as they age to have other options in terms of living in their home for many more years.

Ms. Joseph opined the accessory dwelling meets the requirements of the zoning bylaw; the accessory dwelling is 30% of the primary dwelling so it meets the size requirement, it is within a single-family structure and meets the requirement. She recommended the Board approve the accessory dwelling.

Public Comment:

Ms. Donnelly resident at 27 Hatchet Rock Road said the property was originally a 4-bedroom septic system and questioned how the system would be accommodated if a bedroom was going in the accessory dwelling. Ms. Giacomozzi said they are accommodating the septic system by modifying one of the bedrooms in the primary house that they use as an office to meet the requirement, i.e. no closet and the doorway has to be larger. She said this will allow the house to still be a 4-bedroom house, 1-bedroom in the accessory and 3 in the existing house.

Ms. Joseph added that the Board of Health (BOH) provided a comment that as long as the bedroom count remains at 4 they have no concerns; 3 in the primary and 1 in the accessory.

Ms. Donnelly indicated there is a condition in the standard conditions addressing there must two parking spaces for the accessory dwelling, but it does not address the number of people that are permitted in it. She understands that the applicant is primarily making this for a caregiver or family members or possibly themselves, but she is concerned that nothing addresses the number of people that could be in the unit. Ms. Lambert said that is not part of the Boards purview; the Board cannot

say how many people can live in the unit. She did say the Board addresses the parking, but that is all they can address not the number of people.

Ms. Donnelly also said she has concerns if a caregiver or family does not rent the space, it could go out to the general public like an Airbnb. Ms. Joseph indicated all accessory dwelling in Scituate can be rented, the Town does not have anything in the bylaws to stop them from being rented in that way; it is not the purpose of an accessory dwelling and it shouldn't be used for that purpose, but it can be rented out. The owner does have to live on site in either the primary dwelling or the accessory dwelling unit.

Ms. Lambert said the Board is having internal conversations about Airbnb's; it is an issue that needs to be addressed separately.

Ms. Donnelly provided a letter to the Board from an abutter that was not able to make the meeting.

Ms. Burbine read the letter from Ms. Downing resident at 577 Country Way opposing the accessory dwelling as it is not in keeping with the single-family home neighborhood.

Ms. Lambert said the Board is approving an accessory dwelling, not a second home; it meets all the bylaws.

Ms. Burbine anecdotally said that she has an accessory dwelling across from her house and it doesn't really affect anything. She said it can be an asset and should not be looked as a detrimental.

Motion:

Ms. Burbine moved to make the following Findings of Fact:

1. On November 30, 2022 applicants Elizabeth and Donald Giacomozzi applied for a special permit for an accessory dwelling in a single-family home at the property at 18 Hatched Rock Road.
2. According to the Town of Scituate Assessor's records and the deed, the property at 18 Hatched Rock Road is owned by Donald and Elizabeth Giacomozzi.
3. Based on a floor plan submitted with the application, the Planning Board finds the floor area of the Accessory Dwelling to be 745 net sq. ft. The floor area of the primary dwelling is 3,025 sq. ft. according to Assessor's Records. The application indicates the floor area of the primary dwelling to be 2,434 sq. ft. The accessory dwelling is 30% of the floor area of the primary dwelling. This meets the size requirements of 530.2F of the zoning bylaw for accessory dwellings as the bylaw allows 750 sq. ft. or 40% of the total floor area of the primary dwelling, whichever is greater. ~~The accessory dwelling is subordinate to the existing single-family home.~~ *The accessory dwelling is contained within the existing single-family home, does not expand the footprint of the existing home, is not separately discernable from the existing home and is therefore clearly subordinate to the existing single-family home.*
4. The Accessory dwelling unit will be a complete separate housekeeping unit and there will be only one accessory dwelling on the lot.

5. The property is in the Residential R-2 Zoning District and a portion is in the Water Resources Protection District. The proposed accessory dwelling structure meets all the required setbacks, building height and yard requirements for a primary dwelling.
6. The proposed accessory dwelling is to be located in a finished second floor to the single-family home. Access will be via a door on the side of the house and a stairway connecting to the first floor of the existing dwelling.
7. The appearance of the accessory dwelling *will not materially alter the appearance of the primary dwelling since the new stairway for the access will be at the side of the primary dwelling and therefore is* in keeping with the appearance of the primary dwelling.
8. An As-Built Disposal System Plan for 18 Hatchet Rock Road dated June 6, 2002 by E. E. T. Inc. shows a two-car garage and driveway. This ~~appears~~ *is* adequate to provide two parking spaces for the primary dwelling and two spaces for the accessory dwelling. Ample parking ~~appears to~~ *will* be provided.
9. The applicant has submitted a signed, notarized statement that she will continue to reside on the property in either the primary or accessory dwelling.
10. The accessory dwelling will be serviced by Town water and an existing septic system.
11. The application **meets** the standards of the Scituate Zoning Bylaw for an Accessory Dwelling Special Permit.

Ms. Lewis seconded the motion for discussion.

Ms. Lewis seconded the motion as amended; the vote was unanimously in favor.

Ms. Burbine moved **to approve** the Special Permit for an accessory dwelling at 18 Hatchet Rock Road with the following conditions in addition to the standard conditions for accessory dwellings approved by the Planning Board after a public hearing on 12/17/15 and on the condition that all representations made by the applicant/owner as set forth in the Findings of Fact are ~~performed~~ *implemented*:

1. Except for any changes necessary to meet these conditions, any construction shall substantially conform to plans submitted with the application by Rockwood Design Inc. with Accessory Dwelling marked in, undated consisting of First Floor Plan and Second Floor Plan for 18 Hatchet Rock Road; As-Built Disposal System, #18 Hatchet Rock Road, Scituate MA by E. E. T. Inc. dated June 6, 2002.
2. The number of bedrooms in the accessory dwelling is limited to one in the location and size indicated on the floor plan submitted with the application.
3. No further expansion of the accessory dwelling floor area is allowed without further review by the Planning Board.
4. Upon occupancy of the accessory dwelling, the applicant shall provide a notarized affidavit that an owner is living in one of the dwelling units. A yearly certification that the owner occupies one of the dwelling units must be provided to the *Planning Board office* by March 1 yearly.
5. All requirements of the Board of Health, Building Department, Zoning Board of Appeals, Department of Public Works, Fire Department and other Town agencies must be met prior to occupancy of the accessory dwelling.

6. The accessory dwelling shall conform to all applicable standards in the building, plumbing, electrical, mechanical, fire and health codes and bylaws.
7. Any lighting installed shall be down lighting to not shed light on abutting properties.
8. Construction work shall not begin prior to 7:00 am weekdays and 8:00 am on Saturdays and shall cease no later than 7:00 pm or sunset whichever is earlier. No construction shall take place on Sundays or legal state and federal holidays. Construction includes idling of vehicles, delivery of materials to the site and all other construction activities.
9. Erosion and sedimentation control devices shall be installed if necessary to prevent any erosion or sedimentation from leaving the site during construction. Silt sock shall be used as necessary.
10. The appearance of the accessory dwelling will be in keeping with the primary dwelling unless otherwise required by the Massachusetts Building Code and new exterior stairs needed to provide primary or secondary means of egress for the accessory dwelling shall be located on the side ~~or rear~~ of the building.
11. At least two private off-street parking spaces shall be available for use by occupants of the accessory dwelling in addition to those parking spaces required for the primary dwelling.

Ms. Lambert seconded the motion for discussion.

Ms. Lewis seconded the motion as amended, a vote was taken and was unanimously in favor.

Public Hearing – Special Permit Accessory Dwelling – 4 Merritt Lane

Assessor's Map/Block/Lot 39-20-1-B

Applicant: Ian Hager

Owner: Carol Palmer & Bradley Tenner

Documents

- PDF 4 Merritt Lane – planning board
- PDF Near Maps
- PDF TC filed legal Notice – 4 Merritt Lane
- DOC cover-transmittal letter 4 Merritt Lane
- DOC DRAFT Motion 4 Merritt Lane
- DOC DRAFT Motion 4 Merritt Lane 1

Attendees: Ian Hager, General Contractor

Ms. Burbine read the legal ad into the record.

Mr. Hager indicated the unit is an already existing in-law apartment, but was never appropriately permitted as such. He said they are reconfiguring the interior spaces and want to make it a legal unit.

Ms. Joseph indicated the applicant applied for a building permit and could not get one; the owners are trying to legalize an existing accessory dwelling and do some renovations to make it suitable for their needs. She opined it is an approvable project.

No Public Comment.

Motion:

Ms. Burbine moved to make the following Findings of Fact:

1. On November 30, 2022 applicant Ian Hager of I.S. Hager Building and Remodeling applied for a special permit for an accessory dwelling in a single-family home at the property at 4 Merritt Lane on behalf of Carol Palmer and Bradley Tenner, owners.
2. According to the Town of Scituate Assessor's records and the deed, the property at 4 Merritt Lane is owned by Carol Palmer and Bradley Tenner. Both owners signed the accessory dwelling special permit application.
3. Based on a floor plan submitted with the application, the Planning Board finds the floor area of the Accessory Dwelling to be 790 sq. ft. The floor area of the primary dwelling is 2,404 sq. ft. according to Assessor's Records. The application indicates the floor area of the primary dwelling to be 3,360 sq. ft. The accessory dwelling is 33% of the floor area of the primary dwelling. This meets the size requirements of 530.2F of the zoning bylaw for accessory dwellings as the bylaw allows 750 sq. ft. or 40% of the total floor area of the primary dwelling, whichever is greater. ~~The accessory dwelling is subordinate to the existing single-family home.~~ *The accessory dwelling is contained within the existing single-family home, does not expand the footprint of the existing home, is not separately discernable from the existing home and is therefore clearly subordinate to the existing single-family home.*
4. The Accessory dwelling unit will be a complete separate housekeeping unit and there will be only one accessory dwelling on the lot.
5. The property is in the Residential R-3 Zoning District. The proposed accessory dwelling structure meets all the required setbacks, building height and yard requirements for a primary dwelling.
6. The proposed accessory dwelling is to be located in a first-floor remodeling of the single-family home. Access will be via a door at the side of the house and a door into the existing home and a second outside access from the bedroom.
7. The appearance of the accessory dwelling will be in keeping with the appearance of the primary dwelling.
8. The Mortgage Inspection Plan Lot 10 - #4 Merritt Lane in Scituate by Colonial Land Surveying Company, Inc. dated 5-5-14 shows the location of the existing primary dwelling. The accessory dwelling is proposed within the primary dwelling. No parking or driveways are shown on the plan. A Near Maps Image on April 12, 2022 shows a driveway with parking for four cars at the north end of the house. This ~~appears~~ *is* adequate to provide two parking spaces for the primary dwelling and two spaces for the accessory dwelling. Ample parking ~~appears to~~ *will* be provided.
9. An owner has submitted a signed, notarized statement that she will continue to reside on the property as her full-time residence once the accessory dwelling is renovated.

10. The accessory dwelling will be serviced by Town water and sewer.
11. The application **meets** the standards of the Scituate Zoning Bylaw for an Accessory Dwelling Special Permit.

Mr. Bornstein second the motion for discussion; Ms. Joseph said the same changes made in the previous decision will need to be made here.

Ms. Lambert seconded the motion as amended; a vote was taken and was unanimously in favor.

Ms. Burbine moved **to approve** the Special Permit for an accessory dwelling at 4 Merritt Lane with the following conditions in addition to the standard conditions for accessory dwellings approved by the Planning Board after a public hearing on 12/17/15 and on the condition that all representations made by the applicant/owner as set forth in the Findings of Fact are implemented:

1. Except for any changes necessary to meet these conditions, any construction shall substantially conform to plans submitted with the application by HRL Architects, LLC dated 8/12/2022 consisting of one sheet, DSK-B1 Proposed First Floor Plan; Mortgage Inspection Plan for Lot 10 – 4 Merritt Lane in Scituate, MA by Colonial Land Surveying Company, Inc. dated 5-5-14.
2. The number of bedrooms in the accessory dwelling is limited to one in the location and size indicated on the floor plan submitted with the application.
3. No further expansion of the accessory dwelling floor area is allowed without further review by the Planning Board.
4. Upon occupancy of the accessory dwelling, the applicant shall provide a notarized affidavit that an owner is living in one of the dwelling units. A yearly certification that the owner occupies one of the dwelling units must be provided to the *Planning Board office* by March 1 yearly.
5. All requirements of the Board of Health, Building Department, Zoning Board of Appeals, Department of Public Works, Fire Department and other Town agencies must be met prior to occupancy of the accessory dwelling.
6. The accessory dwelling shall conform to all applicable standards in the building, plumbing, electrical, mechanical, fire and health codes and bylaws.
7. Water connection and sewer connection must meet all requirements of the DPW for the accessory dwelling.
8. Any lighting installed shall be down lighting to not shed light on abutting properties.
9. Construction work shall not begin prior to 7:00 am weekdays and 8:00 am on Saturdays and shall cease no later than 7:00 pm or sunset whichever is earlier. No construction shall take place on Sundays or legal state and federal holidays. Construction includes idling of vehicles, delivery of materials to the site and all other construction activities.
10. Erosion and sedimentation control devices shall be installed as necessary to prevent any erosion or sedimentation from leaving the site during construction. Silt sock shall be used as necessary.

11. The appearance of the accessory dwelling will be in keeping with the primary dwelling unless otherwise required by the Massachusetts Building Code and new exterior stairs needed to provide primary or secondary means of egress for the accessory dwelling shall be located on the side ~~or rear~~ of the building.
12. At least two private off-street parking spaces shall be available for use by the occupants of the accessory dwelling in addition to those parking spaces required for the primary dwelling.

Mr. seconded the motion for discussion; Ms. Joseph indicated there will be changes to

Ms. Lambert seconded the motion as amended; a vote was taken and was unanimously in favor

Continued - Public Meeting – Site Plan Waiver – 770-780 Country Way – Board 143
Assessor's Map/Block/Lot 12-5-14
Applicant: Mark & Kerri Curreri
Owner: Trustees PBM&M

Documents

- Email dated 1.12.23 from Mark Curreri
- DOC DRAFT Motion Form for withdrawal

Motion:

Ms. Lambert moved to accept the applicant's request to withdraw the Site Plan Waiver Application for 770-780 Country Way as they use of the property as a coffee shop will not change.

Ms. Burbine seconded the motion; a vote was taken and was unanimously in favor

Discussion/Vote – Stormwater – Swimming Pool – 7 Cold Brook Circle

Documents

- PDF(0) 7 coldbrookscituate-stormwaterapplication
- PDF 7 Cold Brook CIR 1.7.23 rev
- PDF 22-768 PB Review Report, 7 Cold Brook Circle 1-3-23
- PDF 22-768 PB Review Report, 7 Cold Brook Circle 1-16-23
- PDF Asbuilt Lot 13
- PDF Peer Review Response Letter 1.11.23
- PDF Stormwater Report 7 Cold Brook 1.11.23
- Email dated 1.23.23 from Jed Hannon

Ms. Joseph indicated no motion is needed because it is just a discussion, but the discussion has been moved to another meeting as the applicant was not ready. The discussion will be whether to issue a stormwater permit; the Board is following the same procedure that was done for another property in the development.

Discussion/Vote – Stormwater Permit Extension – 8 Bayberry Road

Documents

- PDF4379 corr to PB ext 1-6-23
- DOC DRAFT Motion Form Permit extension

Motion:

Ms. Burbine moved to accept Paul Mirabito's request on behalf of the owner of 8 Bayberry Lane to extent the Stormwater Permit for 8 Bayberry Road for one year from February 12, 2023 to February 12, 2024 as the house and site is still under construction.

Mr. Bornstein seconded the motion; a vote was taken and was unanimously in favor

Minutes **Documents**

- Meeting Minutes 1.12.23

Ms. Burbine moved to approve the meeting minutes for January 12, 2023.

Ms. Lewis seconded the motion; a vote was taken and was unanimously in favor.

Accounting

Documents

PO #2316175 (\$92.30), PO #2316155(\$1,020.00), PO #2316159 (\$1,042.50), PO #2316159 (\$1,302.50), PO #2316453 (\$5,623.13), PO #2316504 (\$193.05)

Ms. Burbine moved to approve the requisition of \$92.30 to Gatehouse Media for Laurelwood Lots 3-5 legal ad, for \$1,020.00 to P&W Enterprises LLC for printing of new Zoning Bylaw books, for \$1,042.50 to Chessia Consulting for peer review services for 61 New Driftway, for \$1,302.50 to Chessia Consulting for peer review services for 33 New Driftway/7 MacDonald Terrace, for \$5,623.13 to TEC Inc. for peer review services for Laurelwood Lots 3, 4 and 5, for \$193.05 to J&R Graphics for envelopes.

Mr. Bornstein seconded the motion; a vote was taken and was unanimously in favor.

Discussion/Vote – MBTA Communities

Documents

- Action Plan for MBTA Communities Submittal

Ms. Joseph indicated the Board has been provided with paperwork for the Action Plan that is to be submitted by January 31, 2023. She said MAPC has run the Town's compliance model and done some testing to see where the Town stands; we are due to speak with them next week regarding their findings and recommendations on how to proceed. She also said she will be talking with Kingston

who submitted their Action Plan and will be meeting with Mr. Boudreau on Tuesday to finalize the plan to be submitted.

Ms. Joseph reviewed the plan and the Board made some edits.

- Required to 1,239-unit capacity
- Commuter Rail stations – North Scituate and Greenbush
- Scituate has a Master Plan and Housing Production Plan
- The Town is not currently working on any other housing projects/strategies
- Town has two districts that may already comply
 - NDTV
 - North Scituate Outer Village
- Proposed changes in order for the Town to comply
 - Change district boundaries
 - Parcels cannot be in more than one district, currently some parcels are split between districts
 - Change density
- Timeline for the action plan
 - 3 Town meetings to get passed

There was discussion that the 3A housing is not about affordable housing it is just about multi-family housing. The Board also continued to express their concern about the infrastructure and the need for it in order to be able to build the units.

Ms. Joseph said she left the Action Plan as generic as she could; this is all subject to change.

The Board added to the feedback portion of the form that State and Federal resources will be needed in order to support greater densities. Ms. Joseph said she tried to highlight water and sewer issues that the Town has throughout the document.

Water treatment plant is in the design phase.
Sewer in North Scituate is projected for 3-5 years.

The Board discussed if DHCD had provided any history for how the idea's for MBTA Communities came about. Mr. Pritchard thought it went back to transit-oriented development which goes back to the early 2000's and this is just the next generation of the same thing; there is a housing crisis and there is not a lot of great housing out there. 3A is just about creating housing not necessarily affordable housing, but Scituate does have Inclusionary Zoning to help address the affordability aspect.

Ms. Lambert opined this is very generic and it will need to be refined.

Ms. Joseph said the theory is if there is more housing it will become more affordable.

**Continued - Public Hearing – Stormwater – Laurelwood Drive Lots 3 (#5), 4 (#7), and 5 (#9)
Assessor's Map/Block/Lot 30-2-22C and 30-1-6C for Lot 3, 30-2-22D and 30-1-6D for Lot 4,
30-2-22E and 30-1-6E for Lot 5
Applicant: Mary E. MacKay
Owner: Mary E. MacKay et. al., Trustees**

Documents

- PDF 4065-SWA-Lot 3- WS
- PDF 4065-SWA -Lot 3
- PDF Planning Board – Response to Comments- Cover Sheet
- PDF Response to T121.03 Peer Review #1
- PDF Stormwater Report
- PDF T1241.03 Peer Review #2
- PDF 4065-SWA-Lot 4 – recover-WS
- PDF 4065-SWA-Lot 4-Site Plan
- PDF Planning Board – Response to Comments-Cover Sheet
- PDF Response to Lot 4 T1241.04 – Peer Review #1
- PDF Stormwater Report
- PDF T1241.04 Peer Review #2
- PDF 4065-SWA- Lot 5
- PDF 4065 -SWA-Lot 5-recover-WS(POST)
- PDF 4065-SWA-Lot 5-recover-WS(PRE)
- PDF Lot 5 Stormwater Report
- PDF Planning Board – Response to Comments – Cover Sheet
- PDF Response to T1241.05 Peer Review #1
- PDF T1241.05 Peer Review #2
- PDF 2nd Continuance request
- DOC DRAFT Motion Form 2nd Continuance

Motion:

Ms. Burbine moved to accept the applicants request to continue the public hearing for the Stormwater Permit for Laurelwood Drive Lot 3 (#5), Laurelwood Drive Lot 4 (#7) and Laurelwood Drive Lot 5 (#9) until February 23, 2023 at 6:30 pm and to continue the time for action for filing with the Town Clerk until March 24, 2023.

Mr. Pritchard seconded the motion; a vote was taken and was unanimously in favor.

Liaison Reports:

Design Review Committee – reported by Ms. Lambert/Ms. Joseph:

- 33 New Driftway and 61 New Driftway
- DRC wanted a diagram of how setback/stepback impacts the buildings
- List of materials was requested
- Next DRC meeting will be February 28th
 - Deadline for new submits is February 21st
- Renderings need to be realistic
 - Don't show things that aren't there
- DRC had some issues with the roof line of 61 New Driftway
- DRC will hopefully have comments for the projects for their next public hearings

Documents

- Email to the Board from Shari Young dated 1.20.23 with agenda for 1.26.23
- Email to the Board from Karen Joseph dated 1.20.23 with meeting materials for 556 First Parish Road, 18 Hatchet Rock Road, 4 Merritt Lane, 770-780 Country Way (Board 143), 7 Cold Brook Circle, 8 Bayberry Road, Laurelwood Drive Lots 3, 4 and 5.
- Email to the Board from Shari Young dated 1.23.23 with AMENDED agenda for 1.26.23
- Email to the Board from Karen Joseph dated 1.23.23 with materials for 18 Hatchet Rock Road, 4 Merritt Lane and Laurelwood Lots 3, 4 and 5
- Email to the Board from Shari Young with DRAFT meeting minutes from 1.12.23

These items were distributed to the Board electronically.

Ms. Burbine moved to adjourn the meeting at 7:37p.m. Ms. Lewis seconded the motion; a vote was taken, and was unanimously in favor.

Respectfully submitted,

Shari Young
Planning Board Administrative Assistant

Ann Burbine, Clerk
Date Approved: February 9, 2023