

**HAMILTON PLANNING BOARD
MINUTES OF MEETING
Via Zoom 899 3621 3581 or 826 7667 8595
Passcode: 717694 or 638109
One tap mobile – 1 929 205 6099 (New York)
April 20, 2021
7:00 p.m.**

Members Present: Rick Mitchell, Marnie Crouch, Richard Boroff, Corey Beaulieu, and Brian Stein, Chair. Bill Wheaton was not present.

Planning Director: Patrick Reffett

Others Present: Meegan O’Neil, Executive Director of Habitat for Humanity and Don Preston, Habitat for Humanity, Casey Ryder and Emile Dahlquist, potential Associate Members, Bill Bowler, Chair of the Hamilton Zoning Board of Appeals

The meeting was called to order by Brian Stein at 7:08 p.m. with a quorum established via Zoom.

Roll Call: Rick Mitchell – aye, Marnie Crouch – aye, Richard Boroff – aye, Corey Beaulieu – aye, and Brian Stein – aye.

1. **CONCEPTUAL REVIEW & DISCUSSION OF 40B PROPOSAL FROM ESSEX COUNTY HABITAT FOR HUMANITY AT 434-438**

ASBURY STREET - The Board will receive a conceptual 40B presentation and will undertake a conceptual 40B site plan review with their recommendation to be submitted to the Hamilton Zoning Board of Appeals for their formal review. The project proposes 10 units. The property is also known as Assessors Map 37, Lots 44 and 43.

Patrick Reffett explained that by Massachusetts General Law, 40B projects are the purview of the Zoning Board of Appeals, however other Boards are requested to provide their input. With regard to the parcel at 434-438 Asbury Street, the Zoning Board of Appeals was seeking a preliminary review from the Planning Board with regard to providing a set of recommendations relative to the site plan review.

Don Preston and Meegan O'Neil from Habitat for Humanity shared the site plan for 434-438 Asbury Street with the Planning Board on the Zoom screen. Habitat for Humanity shared that they would be building 10 condominium homes that would consist of 4 single-story, one-bedroom units, two 2-bedroom units and four 3-bedroom units. The dilapidated house on the property would be demolished and the driveway would be reconfigured following the review from the Fire Department for safety purposes. The site is 4.75 acres and 80 percent would be open space. Construction would begin on the one-story homes at the front of the lot first.

Habitat for Humanity creates affordable housing for families to purchase in the 40-60 percent area of median income and only first-time homeowners are eligible. Seventy percent of those units would be available for families that live, work, or were enrolled in the Hamilton-Wenham schools. Instead of a traditional down payment, Habitat for Humanity requires homeowners to perform 300 hours of sweat equity working alongside volunteers who are building their homes.

The Conservation Commission would be consulted with regard to the wetlands and the Board of Health would review the septic plans. Design plans would go before the Zoning Board of Appeals with the proposal of beginning the foundations in October. The expected completion would be within 3-4 years which would be done in 3 phases starting with the one-bedroom units.

The Affordable Housing Trust committed \$400,000 toward the acquisition of the property and the Institution for Savings gave a commitment letter for the acquisition financing. The homes would have a deed restriction in perpetuity which would restrict their resale value.

The Planning Board developed a list of the following concerns to be considered before the plan would be sent to the Zoning Board of Appeals: explore potential water management drainage issues, roadway width plans and dark sky lighting compliancy.

Once the Planning Board has completed their review of the project it will be sent to the Zoning Board of Appeals.

2. **CONCEPTUAL REVIEW & DISCUSSION OF 40B PROPOSAL FROM HARBOR LIGHT COMMUNITY PARTNERS AT (approximate #) 455 ASBURY STREET (also known as southeast portion of Map 20, Lot 11 – immediately north of the Canter Brook Project)** - The Board will receive a conceptual 40B presentation and will undertake a conceptual 40B site plan review with their recommendation to be submitted to the Hamilton Zoning Board of Appeals for their formal review. The project proposes 45 units.

Mr. Reffett reported that Andrew DeFranza needed to reschedule the 40B Proposal for 455 Asbury Street and would present it to the Planning Board at the May 4, 2021 meeting.

3. **BOARD BUSINESS** – Interview Associate member candidates; Review/approve Meeting Minutes of April 6, 2021; Liaison reports; Staff reports; Future agenda items; Etc.

Mr. Reffett introduced Casey Ryder, potential Associate Board Member to the Planning Board. Ms. Ryder has been a Hamilton resident for about 2 ½ years and currently works in Risk Management at Boston Private Bank. The Planning Board explained what her role would be and Ms. Ryder expressed her interest.

Motion made by Rick Mitchell to support the appointment of Casey Ryder as an Associate to the Board and would then forward her name to the Board of Selectmen.

Seconded by Richard Boroff.

Roll Call Vote: Rick Mitchell – aye, Marnie Crouch – aye, Corey Beaulieu – aye, Richard Boroff – aye, and Brian Stein – aye.

Unanimous in favor of voting members.

Not all Planning Board members were able to review the April 6, 2021 minutes. Ms. Crouch noted a change that she agreed to send to Mr. Reffett for recirculation of the minutes.

Mr. Mitchell reported that the Hamilton Development Corporation with the support of Patrick Shannon and Town Manager, Joseph Domelowicz, submitted a \$50,000

proposal to the Massachusetts Office of Business Development for a multi-faceted marketing and outreach campaign for downtown businesses and found out on Monday that were awarded the grant.

Adjournment

Motion made by Rick Mitchell to adjourn at 8:21 p.m.

Seconded by Marnie Crouch.

Roll Call Vote: Corey Beaulieu – aye, Marnie Crouch – aye, Richard Boroff -aye, Rick Mitchell – aye, and Brian Stein – aye.

Upcoming Board Meeting(s): May 4, 2021; May 18, 2021; June 1, 2021; June 15, 2021.

Documents:

1. Habitat for Humanity Site Plan for 434-438 Asbury Street

Prepared by:

Ann Schlecht

4/21/2021

Attest