



CITY OF SALEM PLANNING BOARD

3RD REVISION* NOTICE OF MEETING

You are hereby notified that the Salem Planning Board will be holding a Public Hearing on
Thursday, June 4, 2020 at 7:00 pm
via remote participation with instructions posted to www.salem.com
in accordance with Chapter 40A of the Massachusetts General Laws and Governor Baker's
Emergency Order dated March 12, 2020.

Ben J. Anderson, Chair

Important Announcement:

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §20, and the Governor's March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place, this meeting of the City of Salem Planning Board will be conducted via remote participation to the greatest extent possible. Specific information and the general guidelines for remote participation by members of the public and/or parties with a right and/or requirement to attend this meeting can be found on the city's website, at salem.com. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. In the event that we are unable to do so, despite best efforts, we will post on the city's website an audio or video recording, transcript, or other comprehensive record of proceedings as soon as possible after the meeting.

For this meeting, members of the public who wish to watch, listen, or provide comment during the meeting may do so in the following manner:

Watching the Public Meeting:

- Go to the website link: [LINK](https://us02web.zoom.us/webinar/register/WN_hxYtuofUQHieIPuRSDF9Q)
https://us02web.zoom.us/webinar/register/WN_hxYtuofUQHieIPuRSDF9Q
- Go to the website link www.zoom.us/join and enter meeting ID # 850 4210 0931 followed by meeting password 091677 , if directed to do so on screen.
- Dial toll-free phone number 877-853-5257. When prompted enter meeting ID # 850 4210 0931 followed by meeting password 091677, if directed. Those dialing in only will not have access to the direct video feed of the meeting, but can follow along with the project materials available for download at [this link](https://www.dropbox.com/sh/l2jwfktu4twr0p5/AAAsJQqtArvIWwkLW9OPBwoca?dl=0)
(<https://www.dropbox.com/sh/l2jwfktu4twr0p5/AAAsJQqtArvIWwkLW9OPBwoca?dl=0>) or
- Watch the meeting live on Salem Access Television Channel 22.

Providing Public Comment During the Meeting:

Members of the public attending this meeting virtually will be allowed to make comments during the portion of the hearing designated for each agenda item. Members of the public will be asked to use the virtual “Raise Hand” function in Zoom to indicate that they would like to provide comment.

- Dial *9 on your phone’s dial pad to raise your hand if you are using the toll-free phone number.
- Click the “raise hand” button if you are using the Zoom application on your computer or phone.

For each agenda item, the moderator will identify attendees with raised hands by their screenname or the last 3 digits of their telephone number and will then unmute them. The moderator will then request that the attendee unmute their device to provide their full name, address, and comment for the record.

The moderator will go down the list of attendees in the order presented by the Zoom application. The attendee list is ordered so that phone numbers are first, followed by an alphabetical list of the screen names of attendees accessing Zoom through a computer, tablet, or smartphone. Anyone that speaks about an issue unrelated to the agenda items will be immediately muted.

Members of the public can alternatively email their comment before the start of the meeting to tdevine@salem.com.

Familiarizing Yourself with Zoom

We encourage members of the public to install and familiarize themselves with Zoom in advance of the meeting

If you plan on providing public comment and are logging into this meeting via the Zoom application, please test your speakers and microphone ahead of time. If we have trouble hearing you when you speak, we will move on to the next person and try to return to you later in the list. If this happens, we recommend that you call the toll-free number to access the meeting and provide your comment.

The zoom meeting will open 15 minutes before the start of the meeting to allow participants to connect and practice with the audio and raise hand functions.

Once again, thank you for your patience and understanding as we navigate this challenging situation for our community and the world.

MEETING AGENDA

I. ROLL CALL

II. REGULAR AGENDA

- A. Location: 602 Loring Avenue (Map 20, Lot 11)**
Applicant: Vavel LLC
Description: **The applicant has requested a continuation to the regularly scheduled meeting on June 18, 2020** of a public hearing for all persons interested in the application of VAVEL, LLC for the property located at 602 Loring Avenue (Map 20, Lot 11) for a Site Plan Review in accordance with Salem Zoning Ordinance Section 9.5. Specifically, the applicant proposes the demolition of the existing two-story commercial building on the site and the construction of a three-story building containing 20 residential units. The project includes 34 off street parking spaces, 22 of which will be garage level spaces within the building and 12 of which will be surface parking spaces. Also proposed are landscaping, a ground level patio, a sidewalk from the building entrance to the existing Loring Avenue sidewalk, bicycle racks, utilities, grading, and drainage systems for stormwater runoff. The existing curb cut will be reconfigured into a 24' driveway.
- B. Location: 54 and 56 Swampscott Road (Map 07, Lots 65 and 64)**
Applicant: Michael Buonfiglio
Description: ***The applicant has requested to withdraw their application.** A continuation of the public hearing for all persons interested in the application of MICHAEL BUONFIGLIO for the property located at 54 and 56 Swampscott Road (Map 07, Lots 65 and 64) for a special use permit per Section 3.1.3 and Section 9.4 of the Salem Zoning Ordinance to allow a change in use from an auto repair shop to a contractor's yard and landscaping business in the Business Park Development District. Specifically, the applicant proposes to repair the shop for use as office and storage, with the addition of a second floor to the existing building.
- C. Location: 379, 383, and 387 Highland Avenue; 4, 10, 12, 14, and 16 Barnes Road; 9, 12, 14-16, and 18 Cedar Road (Map 7, Lots 18-21, 49-54, 59, & 60; Map 3, Lot 66 & 67)**
Applicant: Overlook Acres LLC
Description: ***The applicant has requested a continuation to the regularly scheduled meeting on June 18, 2020** of a public hearing for all

persons interested in the application of OVERLOOK ACRES, LLC for the property located at 379, 383, and 387 Highland Avenue, 4, 10, 12, 14, and 16 Barnes Road and 9, 12, 14-16, and 18 Cedar Road (Map 7, Lots 18-21, 49-54, 59, & 60; Map 3, Lot 66 & 67) for a Site Plan Review and Planned Unit Development Special Permit in accordance with the Salem Zoning Ordinance Section 9.5 and Section 7.3. Specifically, the applicant proposes a development on the approximately 15.5 acre site along Highland Avenue at Barnes Road and Cedar Road consisting of a mix of uses, including commercial, residential, and public spaces. There is one commercial building with an approximate footprint of 8,450 square feet, four residential buildings with approximately 324 units, and a residential club house. There are also approximately 500 parking spaces proposed on site.

- D. Location: 23 Summer Street (Map 26, Lot 463)**
Applicant: 23 Summer Street LLC
Description: *The applicant has requested a continuation to the regularly scheduled meeting on June 18, 2020 of a public hearing for all persons interested in the application of 23 SUMMER STREET LLC for the property located at 23 Summer Street (Map 26, Lot 463) for a Site Plan Review in accordance with Salem Zoning Ordinance Section 9.5. Specifically, the applicant proposes the renovation and expansion of the existing multi-family residential property at 23 Summer Street in the Central Development district. The applicant proposes the demolition of the rear portion of the existing building and replacing it with an addition to create a total of 10 residential units. The project includes changes to the existing parking lot, new indoor garage parking spaces, utilities, and landscaping.

III. OLD/NEW BUSINESS

- A.** Receive and File: Board reminder of annual acknowledgment of the Summary of Conflict of Interest Law and the On-Line Ethics Training
- B.** Discussion and possible adoption of M.G.L. c.110G, regarding the use of electronic signatures by Planning Board members pursuant to Amendment 13-7 to the Massachusetts Deed Indexing Standards 2018, effective April 17, 2020
- C.** Update regarding Board's authorization of Tom Daniel, Director of Planning & Community Development, to endorse ANR and subdivision plans on its behalf.

IV. APPROVAL OF MINUTES

- A.** Special Joint Planning Board and City Council meeting minutes for March 30, 2020
- B.** Special Joint Planning Board and City Council meeting minutes for April 13, 2020.
- C.** Special Joint Planning Board and City Council meeting minutes May 4, 2020.
- D.** Regular Planning Board meeting minutes for May 7, 2020.

V. ADJOURNMENT

Persons requiring auxiliary aids and services for effective communication such as sign language interpreter, an assistive listening device, or print material in digital format or a reasonable modification in programs, services, policies, or activities, may contact the City of Salem ADA Coordinator as soon as possible and no less than 2 business days before the meeting, program, or event.